WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

COUNCIL MEETING AGENDA
ORDINARY MEETING

Meeting to be held via MS Teams

Tuesday 19 October 2021, commencing at 6:00 PM

or join Wellington on the Web:
www.wellington.vic.gov.au

ORDINARY MEETING OF COUNCIL
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COUNCIL MEETING INFORMATION

Due to ongoing COVID-19 restrictions, the "Minister's Good Practice Guideline MGPG-1: Virtual Meetings", issued by the Minister for Local Government, continue to apply. Pursuant to section 87 of the Local Government Act 2020, these guidelines ensure that local Government decision making can continue in line with COVID-19 restrictions and further details can be found on the Local Government Victoria website.

These guidelines took effect from 1st May 2020 and will remain in place through to 26th April 2022.

While members of the public cannot attend this meeting in person, we have provided options for you to interact with us virtually via our Council Meetings page on the Wellington Shire Council Website. You are able to interact with Council in two ways:

- *Email a specific question or comment relating to a particular Council Agenda item no later than 1:00pm on the day of the Council Meeting; or*
- *For general questions to Council, via the online webform early in this meeting to ensure that your questions can be dealt with at the end of this meeting.*

While we maintain a virtual way of gathering, we thank you for your ongoing support..

ACKNOWLEDGEMENT OF COUNTRY

"We acknowledge the traditional custodians of this land, the Gunaikurnai people, and pay respects to their Elders past and present"

PRAYER

"Almighty God, we ask your blessing upon the Wellington Shire Council, its Councillors, officers, staff and their families. We pray for your guidance in our decisions so that the true good of the Wellington Shire Council may result to the benefit of all residents and community groups."

Amen

1. APOLOGIES

2. DECLARATION OF CONFLICT/S OF INTEREST

3. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING/S

3.1. ADOPTION OF MINUTES OF PREVIOUS COUNCIL MEETING

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

To adopt the minutes of the Ordinary Council Meeting of 5 October 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the minutes and resolutions of the Ordinary Council Meeting of 5 October 2021.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

5. ACCEPTANCE OF LATE AND URGENT ITEMS

6. NOTICE/S OF MOTION

7. RECEIVING OF PETITION OR JOINT LETTERS

7.1. OUTSTANDING PETITIONS

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

8. INVITED ADDRESSES, PRESENTATIONS OR ACKNOWLEDGEMENTS

9. QUESTION/S ON NOTICE

9.1. OUTSTANDING QUESTION/S ON NOTICE

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

ITEM	FROM MEETING	COMMENTS	ACTION BY
NIL			

10. MAYOR AND COUNCILLORS REPORT

10.1. MAYOR AND COUNCILLORS REPORT

ACTION OFFICER: COUNCILLOR GARRY STEPHENS

RECOMMENDATION

That the Mayor and Councillors report be noted.

4 SEPTEMBER TO 1 OCTOBER

6 September	One Gippsland – Latrobe Valley Regional Rehabilitation Strategy Briefing, online	Mayor Stephens attended
	Sale Citizens Centre Annual General Meeting, Sale	Cr Ripper attended
	Maffra Recreation Reserve Committee meeting, Maffra	Cr Tatterson attended
	Gippsland Art Gallery Advisory Group meeting, Sale	Cr Crossley and Cr Rossetti attended
8 September	Community Conversation Briefing: 9 June Flood & Storm Event Recovery, online	Mayor Stephens, Cr Rossetti, Cr Crossley, Cr McKenzie, Cr Maher, Cr Bye, Cr Wood, Cr Tatterson and Cr Ripper attended
	Gippsland Regional Sporting Complex User Group meeting, online	Cr Bye attended
	Roundtable for Gippsland Clean Energy Vision, online	Mayor Stephens attended
9 September	Regional Mayoral Briefing hosted by Minister for Local Government, The Hon Shaun Leane MP, online	Mayor Stephens attended
	Wellington Youth Services Network meeting, online	Cr Crossley and Cr Wood attended

10 September	Gippsland Waste & Resource Recovery Group meeting, online	Cr Maher attended
11 September	Gippsland Emergency Services networking event, Traralgon	Cr Ripper attended
14 September	Port Albert Progress Association meeting, Port Albert	Mayor Stephens and Cr McKenzie attended
15 September	CarbonNet Community Reference Group meeting, online	Cr Bye attended
16 September	The Middle of Everywhere Business Boost Meeting, online	Cr Maher and Cr Wood attended
17 September	One Gippsland Mayors & CEO's board meeting, online	Mayor Stephens attended
	Gippsland Local Government Waste Forum meeting, online	Cr Maher and Cr Tatterson attended
30 October	The Wedge Masterplan extraordinary meeting, online	Cr Bye and Cr Rossetti attended

COUNCILLOR GARRY STEPHENS
MAYOR

11. DELEGATES REPORT

12. CHIEF EXECUTIVE OFFICER

12.1. CHIEF EXECUTIVE OFFICER'S REPORT

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

RECOMMENDATION

That the Chief Executive Officer's report be received.

4 SEPTEMBER TO 1 OCTOBER

6 September	Attended a One Gippsland – Latrobe Valley Regional Rehabilitation Strategy briefing, online. Mayor Stephens was also in attendance
	Met with Ms Janet Mackay, TRC Tourism to discuss Gippsland's Destination Management Plan with Wellington.
8 September	Attended a meeting with the Victorian School Building Authority to discuss the future development of the Sale College campus, online
	Met with Committee for Wellington representatives to discuss Sale TAFE and Fed Uni, online
	Attended a Councils and Emergencies Chief Executive Officer's Forum, online
	Attended a community conversation session following on from the 9 June flood and storm event, facilitated by Bushfire Recovery Victoria.
13 September	Met with Mr Anthony Basford, Chief Executive Officer East Gippsland Shire Council, Stratford to discuss a range of matters, including resource sharing.
	Attended a One Gippsland – Delegation meeting with Ms Jordan Crugnale MP to discuss challenges across Gippsland as we respond to, and recover from, COVID-19.
23 September	Attended a joint meeting with Municipal Association of Victoria, Department of Jobs, Precincts and Regions and Local Government Chief Executive Officers, online.
29 September	Met with Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC) Chief Executive Officer Mr Roger Fenwick, online to discuss the future of two land parcels, being the Old Sale Police Station and the Old Sale High School (Port of Sale) sites.
1 October	Attended a Rural Councils Victoria Committee meeting, online.

12.2. SEPTEMBER 2021 COUNCIL PERFORMANCE REPORT

ACTION OFFICER: CHIEF EXECUTIVE OFFICER

PURPOSE

For Council to receive and note the September 2021 Council Performance Report.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive and note the September 2021 Council Performance Report as attached.

BACKGROUND

The September 2021 Council Performance Report comprises key monthly highlights and an overview of Council finances including an Income Statement, a Balance Sheet with commentary regarding any major variances, information on cash balances, the level of rates outstanding and a progress update on Council's Capital Works program.

Section 97(1) and (2) of the *Local Government Act 2020* requires that at least every three months, the Chief Executive Officer must ensure that a statement comparing budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to Council at a Council meeting which is open to the public.

ATTACHMENTS

1. September 2021 Monthly Highlights [**12.2.1** - 6 pages]
2. Quarterly Finance Report - September 2021 [**12.2.2** - 6 pages]

OPTIONS

Following consideration of the attached September 2021 Performance Report, Council can resolve to either:

1. Receive and note the September 2021 Council Performance Report; or
2. Not receive and note the September 2021 Council Performance Report and seek further information for consideration at a later Council meeting.

PROPOSAL

That Council receive and note the attached September 2021 Council Performance Report.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

Provision of a monthly financial report to the community facilitates accountability and transparency and ensures that Council and management are able to make informed decisions in a timely manner.

COMMUNICATION IMPACT

The Council Plan communicates Council's strategic direction to the community. The Council Plan can also be used by Council to communicate its vision and direction to other tiers of government, organisations, government agencies and funding bodies.

LEGISLATIVE IMPACT

Section 97(1) and (2) of the *Local Government Act 2020* requires that at least every three months, the Chief Executive Officer must ensure that a statement comparing budgeted revenue and expenditure for the financial year with the actual revenue and expenditure to date is presented to Council at a Council meeting which is open to the public.

COUNCIL POLICY IMPACT

The September 2021 Council Performance Report has been prepared in the context of existing Council policies.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

Strategic Objective 6.3: *"Maintain a well governed, transparent, high performing, ethical and accountable organisation."*

Strategy 6.3.3: *"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

SEPTEMBER 2021 MONTHLY HIGHLIGHTS

York Street Revitalisation Project (Foster Street to Macalister Street) – Contract Awarded
York Street Revitalisation Project (Stawell Street to Raglan Street) – Contract Awarded
These two contracts involve the revitalisation of the footpaths, kerb and channel and road pavement in York Street (Princes Highway) and builds on the work already completed, namely the undergrounding of power and the installation of centre median lighting between Macalister Street and Stawell Streets. These works are jointly funded by Wellington Shire Council in conjunction with the Federal Government through the Department of Infrastructure, Transport, Cities and Regional Development and Regional Roads Victoria.

Aqua Energy Redevelopment – Detailed Design - Contract Awarded
This contract is the next stage of the plan to redevelop the Aqua Energy Indoor Pool Complex following the concept plan development which commenced in April 2020. Detailed planning will be progressed to support external funding application to enable the project to be completed.

Pound Road East Widening Works – Contract Awarded
Federal funding has been secured to widen two sections of Pound Road East which is the southern connection for Victoria's Over Dimensional Route 6, a key transport route for both regional and interstate freight networks. The funding source is from the Heavy Vehicle Safety and Productivity (HVSP) Program which requires councils to contribute matching funds. It is intended to use Roads to Recovery to fund Wellington Shire Council's contribution. Two sections of Pound Road East totalling approximately 2.7km are to be reconstructed. These sections consist of a narrow seal ranging from 4.5 to 5.5 metres wide and are to be widened to 6.2m. The upgrade will increase road user safety and increase efficiency for commercial freight movements, tourism, and local farm access.

Maffra Tennis Club Pavilion Redevelopment – Contract Awarded
The Maffra Lawn Tennis Club engaged an architect to undertake concept designs that were successfully used to apply for and secure a grant from the Latrobe Valley Authority.
The project involves demolishing the old swimming clubroom that is no longer fit for use and refurbish and extend the existing amenities building onto that site. The remodelled building will provide new accessible amenities, meeting/social rooms, kitchen, kiosk and outdoor decking. There will be a new accessible entry and additional on street accessible parking which will also service the swimming pool.

Urban Paths Project – Contract Awarded
Creating new paths under the Federal Local Roads and Community Infrastructure Program totalling 1700m2.

Gravel Resheeting – Contract Awarded
Awarded the West maintenance area gravel road resheeting contract covering 6.1km of roadway.

Unsealed Road Intersections – Contract Awarded
Contract awarded for the reconstruction of 12 intersections where gravel roads intersect with existing higher volume sealed roads to improve safety and reduce maintenance.

Yarram Warmer Pool works – Works Commenced
Commencement of the $750k warmer pool project works with the installation of footings commencing. Remaining works are continuing offsite with the manufacture of the heat pumps and shade structure. Works are on track for completion by the commencement of the swim season.

Stephensons Park Pavillion – Works Commenced
Works commenced on the $2.6M project which includes the demolition of the existing change rooms at Stephensons Park and the club rooms for the baseball and reconstruction of the new facilities in a female friendly and disabled accessible layout all on a single level providing better access and linkage to the various users.

Footpath works – Works Commenced
Network Connections; Construction of 1100m2 of new footpath creating new connections between existing paths.

Sale Oval Redevelopment – Works Progressing
With the completion of the football season the Sale Oval Redevelopment has recommenced including modifications to the Past Players Hill including new toilet facilities and accessible pathways. Also included in the works are the construction of new Netball change rooms and the construction of a new Netball training half court. Project Budget of $1.6M.

Bond Street, Sale – Works Complete
Completion of the $930k road reconstruction project with revised parking layouts increasing carparks from 30-56 and including the provision of street trees that didn't previously exist.

Sale Tennis Club – Works Complete
Completion of the Sale Tennis Clubroom redevelopment which has included redevelopment of the clubhouse and reconstruction of 14 Tennis Courts.

Gordon Street, Heyfield – Works Complete
Completion of the construction of a section of Gordon Street in Heyfield to formalise parking out the front of the Ambulance Station, Kindergarten and Tennis Clubs. Works included improved underground drainage, shared path connection to the town and the construction of 37 formalised carparks including new tree planter beds to increase shade in the area.

Gormandale-Stradbroke road safety improvements – Works Complete
Completion of the safety improvement program on Gormandale Stradbroke Road. Works including culvert extension, driveway and intersection road sealing and extensive guardrail along 1.5km of guardrail along 10 locations.

Resource Recovery
The Design Consultant for the Maffra Resource Recovery Facility has been engaged.

Gippsland Art Gallery
Excitement continues to mount for the opening of the Archibald Prize on 8 October. The media and publicity campaign is now in full swing with TV ads hitting the airwaves alongside radio, print media and social media. Early bird ticket sales have surged past 4,000 and preparations are well underway onsite with the new Archibald Ticket Desk finalised, flags and signage installed, and new casual staff recruited.

The Gippsland Art Gallery came out of the state's latest COVID-19 restrictions on 10 September 2021 with a new exhibition 'This is Gippsland' installed in Gallery 1. This sweeping survey of the story of art in Gippsland is designed to complement the Archibald Prize as an introduction to the region for the many tourists expected to visit.

Community Committees
Commenced Community Managed Facility Strategy project to transition Sale community and sporting facilities from Council-managed to community committees of management, similar to management models in other towns in the shire. Clubs at Sale Oval Reserve have received significant information about the process.

High level of maintenance delivered in response to roof leaks and minor flooding at several community managed facilities such as Kath Foley Children's Centre, Gumnuts and entry way flooding at Veronica Maybury Memorial Reserve (Golden Beach) due to significant rain events this month.

Assessing minor earthquake damage at Sale Memorial Hall and Port Albert Maritime Museum.

Project to assess and address hazardous trees at community facilities is progressing well. Significant works have been performed across a range of community managed facilities and sites.

Community Facilities Planning
Stephenson Park Changeroom Redevelopment: Construction has commenced with demolition of second level underway.

Maffra Lawn Tennis – Pavilion Redevelopment: Construction tender awarded with works to commence in October.

Sale Oval Redevelopment – Stage 2: works have commenced with works to the 'Past Players Hill' underway.

Community Assistance Grants Scheme - Quick Response Grants: submissions and funding provided between July to September is down 50% on 2020 and 61% on 2019, current COVID-19 restrictions impacting the number and types of projects community groups can deliver. Planning is underway for a promotional program to be conducted in the new calendar year highlighting the program and past recipients.

Emergency Management
June storm and flood event community recovery will be supported with the employment of new recovery resources to assist with this exercise. The 250 impacted residents that are registered with Council for support are being re-contacted to determine requirements and to make referrals to external agencies and service providers where relevant. An after action review of the event was undertaken with external agencies and key learnings will be determined based on this for use during future emergencies.

Bushfire Recovery Victoria and Council facilitated an online 'Community Conversation' for Wellington residents who were impacted by the June event. 12 community members attended the session along with reps from Agriculture Victoria, AusNet, Red Cross, DELWP, SES, West Gippsland Catchment Management Authority as well as Bushfire Recovery Victoria.

COVID-19 outbreak planning is progressing and Council is involved in daily Incident Management Team meetings in response to the Latrobe outbreak.

Fire season preparation is underway with planning for private property and roadside inspections commenced. State government has announced a 2021 Council permit system for metro-based residents who own properties within regional municipalities to attend for the purpose of bushfire season clean up, as an exemption from continuing COVID-19 restrictions in metropolitan areas.

Leisure Services
Sale Outdoor Pool opening was brought forward in line with the latest restriction easements, to offer additional aquatic space, whilst indoor activity is limited due to ongoing COVID-19 patron number restrictions. 2021/22 summer pre-season maintenance and recruitment is well advanced at our rural pools in preparation for the coming summer months.

The *'Warmer Pool for Yarram'* project works commenced on site, along with the ordering of key materials for the project. Electrical work has been completed with the installation of the heat pumps and the steel structure/canopy to come. The project is on track to be completed in time for the summer swim season launch on 26 November 2021.

Council awarded the contract for the detailed design architectural services for Aqua Energy Redevelopment project, noting an interest in exploring an additional option for a wider 25 metre pool.

Aqua Energy continued to offer hydrotherapy services to our community as an essential service throughout September COVID-19 restrictions. The program and process were well received by the public, with consistent numbers throughout the week, with an occupancy level of 91%. Clientele ranged from members with severe mobility issues, post op patients, through to our older age demographic who access the pool to assist with chronic and/or degenerative ailments.

Aqua Energy resumed a limited level of service provision, as regional restrictions were eased on 17 September 2021. Aqua Energy resumed gym, group fitness, Living Longer Living Stronger program and aquatic provision as well as welcoming back the Sale Swim Club. Aquatic education and family recreational swims are yet to resume due to continuing patron caps.

Gippsland Regional Sports Complex re-activated its school holiday program when regional restrictions were eased on 17 September 2021, offering casual sports such as netball, futsal, basketball, and hockey. GRSC also had another successful month in hosting the Gippsland Regional Public Health Unit, supporting their ongoing delivery of COVID-19 vaccinations. Vaccinations were available on Mondays, Wednesdays and Fridays throughout.

Wellington Libraries
While programming and study space use was cancelled at Sale to enable public access within patron limit of 20, other library branches maintained children's programming, our Young Writers and Self-Portrait Painting holiday programs were conducted at all library branches with sold out attendances and Sale Library accommodated the use of a room as a Shia prayer room for one adult.

A library user survey was completed this month with results indicating our libraries are providing many services that our patrons want and providing a range of good public comments suggesting how we may improve services in future. Full results are being compiled.

Library operations were again restricted due to COVID-19 directions for this month. During this time, Click & Collect services provided 734 items to 234 patrons and staff curated a book collection for donation to a new library in the Philippines.

Electronic resources were expanded with eNewspapers now available onsite or remotely, with more eAudiobook services to commence soon.

Social Policy and Planning
Wellington Shire Youth Parliament team 2021 successfully debated their Bill for *Increased Services for Youth Homelessness* in an online Youth Parliament forum on 22 September 2021.

Young Archie 2021 entries have been entered (over 120 entries) with 50 chosen to be a part of the exhibition and the remainder being made into a *Young Archie Street Gallery exhibition* to be put up in shop windows in each of our main towns.

Be Kind Wellington September stats:

- 983 members, 821 active members during September – this is an awesome initiative, therefore the posts that are appearing are performing very well.
- 38 posts
- 109 comments
- 595 reactions (like, love etc).

Your Wellington Your Say: On average, there are 198 visits per day to the website. During September we have launched two community engagement projects:

- Infrastructure Plans (Community, Early Years and Sporting)
- Gippsland Regional Sports Complex Social Sports Survey

Community Collaborations Program: Port Albert Beacon Project. Internal working group has met to discuss this project support request, resulting in the decision that Council will recommend listing this community-led project for an allocation of Local Roads and Community Infrastructure Program (LRCIP) Round 3 funding ($30,000).

Healthy Wellington: Final engagement regarding our municipal public health and wellbeing plan occurred over August and September. Overall positive feedback received from the community reinforced the importance of the four health priorities and raised the importance of social participation, particularly in light of ongoing COVID-19 restrictions and lockdown.

The Wedge performing arts centre
On 23 September 2021, The Wedge kicked off our outdoor *Live at The Wedge* program with local “The Voice” star Mick Harrington. The show was sold out in an hour to the permitted 250 patrons. “Live at The Wedge will continue over summer at the Port of Sale.

Work on The Wedge masterplan commenced this month with investment logic mapping undertaken and The Wedge community advisory group reactivated. Both will provide input to the business case and concept design being undertaken as part of master planning for a potential future redevelopment project.

Microsoft Teams
The rollout of Microsoft Teams to the organisation was successfully completed. The new platform will offer improved online interaction and connectivity for Council and community meetings and provide for a better collaborative platform for staff when undertaking remote working.

Technology Refresh
The Technology Refresh Program is in progress with the replacement of aging laptops (7+ years) almost completed in stage 1 of this program.

Annual Reporting
The annual Financial and Performance Statements were finalised and submitted to VAGO for approval.

The annual Essential Services Commission Rate Capping Compliance report was finalised and submitted to the Commission.

Port of Sale Masterplan
Review of the Port of Sale Masterplan (September 2021) has been finalised and will be presented to Council for adoption in October.

Award Finalist

Council has been shortlisted as a finalist in the Mainstreet Australia Awards for The Middle of Everywhere campaign. Winners will be announced Thursday 22 October 2021.
Mainstreet Australia Awards | Recognising main street achievements

Weir Road
Settlement for the sale of Weir Road, Heyfield has taken place.

Timber Transition
Funding of $720k has been secured for Timber Transition Roles in Heyfield and Yarram.

Solar Panel Upcycling
Elecsome, a solar panel upcycling facility has signed a lease.

COVID-19 Business Support
Council has approved the COVID-19 Business Support Package 2.0 with expected roll-out to commence in October.

ATTACHMENT 12.2.2

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

SEPTEMBER 2021 QUARTERLY FINANCE SUMMARY

INCORPORATED IN PERFORMANCE REPORT

OPERATING RESULT STATEMENT
For the period ending 30 September 2021

	YEAR TO DATE			FULL YEAR 2021-22		
	Actual	Adopted Budget	Variance	Forecast	Adopted Budget	Variance
	$000's	$000's	$000's	$000's	$000's	$000's
Income						
Rates and charges	64,581	64,586	(5)	66,909	66,909	-
Statutory fees & fines	259	222	37	868	868	-
User fees	1,089	1,641	(552)	7,998	7,998	-
Grants - operating	2,821	2,545	276	13,570	13,570	-
Grants - capital	1,993	620	1,373	18,915	17,175	1,740
Contributions - operating (monetary)	29	39	(10)	344	344	-
Contributions - capital (monetary)	179	-	179	1,039	991	48
Other income	256	236	20	2,242	2,442	(200)
Total Income (Inc capital income)	71,207	69,889	1,318	111,885	110,297	1,588
Expenditure						
Employee costs	6,861	8,791	1,930	31,428	31,428	-
Materials and services	9,253	8,151	(1,102)	42,618	42,518	(100)
Bad and doubtful debts	-	17	17	70	70	-
Depreciation and amortisation	5,212	5,212	-	24,737	24,737	-
Borrowing costs	20	20	-	81	81	-
Finance cost leases	-	-	-	1	1	-
Other expenses	108	124	16	817	817	-
Net gain on disposal of property, infrastructure, plant & equipment	(349)	(28)	321	672	899	227
Total Expenditure	21,105	22,287	1,182	100,424	100,551	127
Surplus for the year	**50,102**	**47,602**	**2,500**	**11,461**	**9,746**	**1,715**

Note: The forecast figures reflect any known changes that have arisen since the adoption of the original budget. Including these changes enables Council to more accurately monitor financial performance during the year and predict the end of year position. However, Council must report publicly against the original adopted budget on a quarterly basis.

The current forecast reflects an increase to the surplus of $1.7M mainly due to the impact of capital grants carry forwards from 2020/21 for community infrastructure projects of $1.7M. The forecast also includes the estimated year to date impact of COVID-19 on income and the offsetting reductions in employee and other ancillary costs.

Adopted Budget to YTD Actuals

The result for the first quarter of the year reflects a surplus of $50.1 million against an adopted budget surplus of $47.6 million resulting in a favourable variance of $2.5 million. The variance is a combination of operating result (operating income less operating expense) of $0.6M and the impact of higher capital grant income and contributions of $1.9M.

A summary of major operating variances that have occurred to date include:

Operating Income

- **($0.55 million)** — **User fees** - The ongoing COVID pandemic has impacted on Council's user fees collected to date including income from Leisure facilities of ($309k), and The Wedge ($206k), which in partly has been offset by lower staff and other overhead expenditure incurred to date by these facilities. Income raised from registrations and permits for animal and health services were below expected but partly offset by additional revenue collected from building services. Commercial tipping fees raised from landfill sites was higher than anticipated by $101k due to increased volume of waste processed during the period.
- **$0.28 million** — **Grants (operating)** - Grant funding received for Cowwarr Oval LED lighting project of $228k was unbudgeted. Some grant funding have been received earlier than expected for projects such as L2P learner driver mentor program, school crossings and art gallery operations.

Operating Expenditure

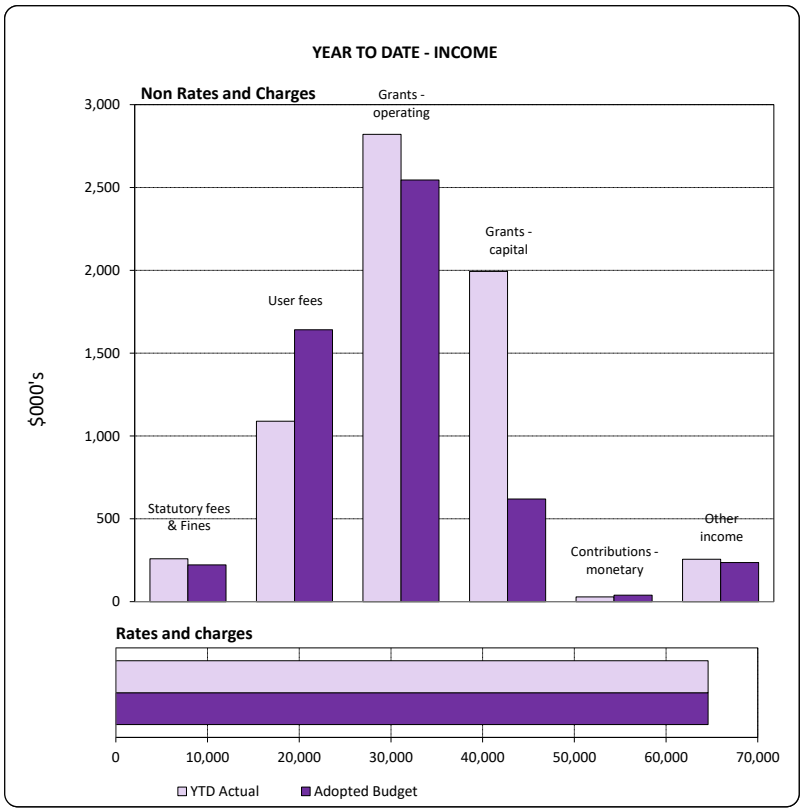
- **$1.93 million** — **Employee costs -** The bulk of the underspends are mainly due to vacant positions throughout the organisation. Savings on casual staff due to the closure of facilities impacted by COVID restrictions and lower than expected 2021/22 workcover premiums have also contributed to a positive variance.
- **($1.10 million)** — **Contractors, materials and services variance includes:**
  - **a.** **($1.9M) -** Expenditure associated with East Coast Rain Event in June 2021 on emergency relief and recovery/restoration works for 2021/22. (A claim to recoup the expenses incurred in 2020/21 for the event of $130k was lodged on 30 September 2021 and another claim is due by 30 October 2021 for expenses incurred in 2021/22).
  - **b.** **($0.2M)** - Cowwarr Oval LED lighting community project has been completed, which was initially unbudgeted.
  - **c.** **$0.4M -** Underspends on application and software maintenance expenses mainly due to delay in receiving invoices from providers.
  - **d.** **$0.25M -** Various savings have occurred due to less utilities being used at facilities with ongoing COVID restrictions.
  - **e.** **$0.25M -** Delay in commencing some projects on economic development, Boating facilities and strategic planning have caused less consultant expenditure to date.
- **$0.32 million** — **Net gain on disposal of property, infrastructure, plant & equipment -** This mainly represents proceeds from a land sale (Council surplus land) for the period ending 30 September 2021.

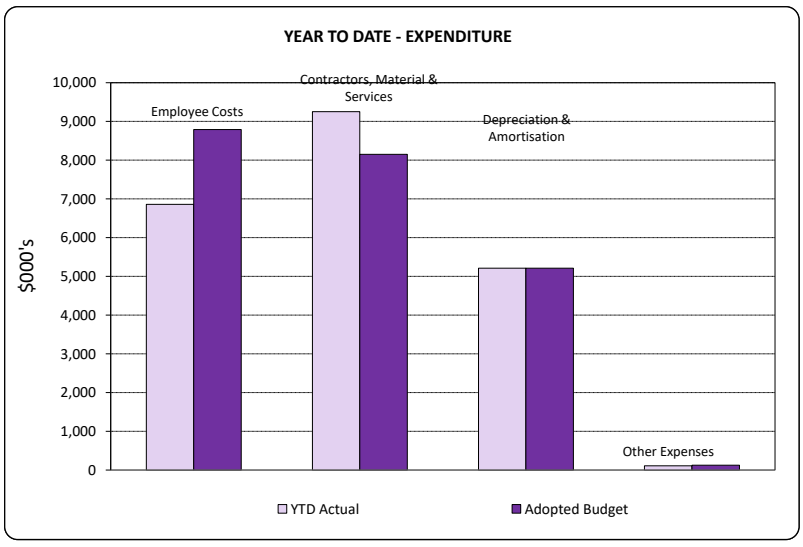
A summary of major capital variances that have occurred to date include:

Capital Income

- **$1.37 million** — **Grants (capital)** - The Guthridge Pde - Sale special charge works $349k are completed and Port Albert special charge scheme works $387k are progressing and are expected to be completed in November 2021. Maffra and Yarram Youth Play Precinct works are completed and awaiting final invoices from contractors of $420k. New grants received towards Sale Tennis Courts - Surface Replacement of $200k and Maffra Cameron Recreation Reserve Cricket Net projects were unbudgeted.
- **$0.18 million** — **Contributions - capital (monetary) -** Contributions received for Sale Tennis Club upgrades and Cobains Estate Stage 2 infrastructure developments.

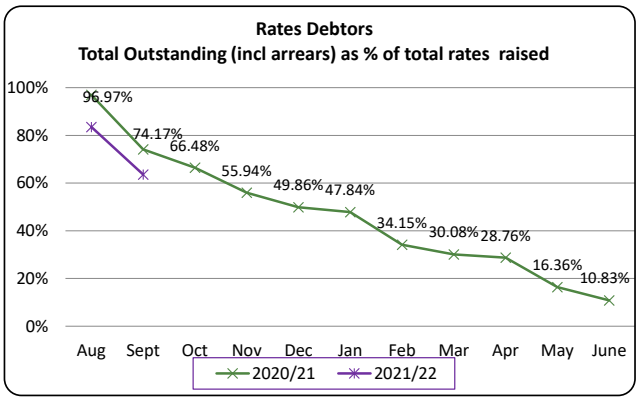
SEPTEMBER 2021
COMPONENTS AT A GLANCE





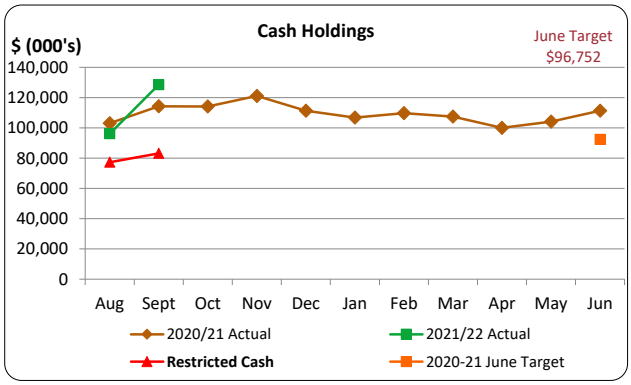
BALANCE SHEET
As at 30 September 2021

Actual September 20 $000's		Actual September 21 $000's	Forecast June 22 $000's	Adopted Budget June 22 $000's
	Assets			
164,278	Total Current Assets	164,376	105,593	105,593
995,918	Total Non Current Assets	1,038,604	1,045,577	1,045,577
1,160,196	**Total Assets**	1,202,980	1,151,170	1,151,170
	Liabilities			
25,097	Total Current Liabilities	45,510	32,924	32,924
16,031	Total Non Current Liabilities	12,876	20,425	20,425
41,128	**Total Liabilities**	58,386	53,349	53,349
1,119,068	**Net Assets**	**1,144,594**	**1,097,821**	**1,097,821**



The rate debtors outstanding at the end of September 2021 were $46.0 million (63.6%) compared to September 2020 of $51.7 million (74.2%).

The first rate instalment was due on 30 September 2021 and second instalment rate notices will be sent in October 2021 (due 30 November 2021).



Council cash holdings at the end of September 2021 are $128.6M, higher than September 2020 of $114.2M due to advance funds and lower than expected expenditure.

The current cash holdings include $88.3 million restricted funds; $13.2M to cover reserves, $54.5M to cover provisions and trusts, and approximately $13.5M associated with the operating and capital carried forwards.

The balance is generally working capital for ongoing operations over the next quarter.

Restricted cash is money that is reserved for specific purposes and therefore not available for general business use.

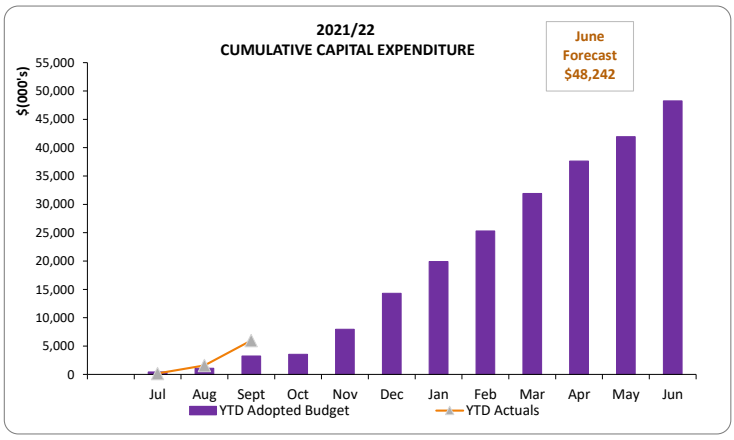
CAPITAL EXPENDITURE PROGRAM
For the period ending 30 September 2021

	YEAR TO DATE 2021-22			FULL YEAR 2021-22		
	Actual	Adopted Budget	Variance	Forecast Actual	Adopted Budget	Variance
	$000's	$000's	$000's	$000's	$000's	$000's
Property	1,374	513	861	9,831	7,964	1,867
Infrastructure	4,266	1,710	2,556	40,100	35,960	4,140
Plant and Equipment	349	255	94	4,521	3,790	731
Intangibles	-	-	-	644	528	116
Grand Total	**5,989**	**2,478**	**3,511**	**55,096**	**48,242**	**6,854**

	YEAR TO DATE 2021-22			FULL YEAR 2021-22		
	Actual	Adopted Budget	Variance	Forecast	Adopted Budget	Variance to Adopted
	$000's	$000's	$000's	$000's	$000's	$000's
Renewal	3,839	1,517	2,322	36,601	32,310	4,291
Upgrade	843	392	451	10,543	9,673	870
Expansion	1,139	35	1,104	6,383	4,705	1,678
New Assets	168	534	(366)	1,569	1,554	15
Grand Total	**5,989**	**2,478**	**3,511**	**55,096**	**48,242**	**6,854**

Capital Works Summary - for the period ending 30 September 2021

- Overall 22 projects are at practical completion, 38 more projects are underway and 10 projects have had contracts awarded but not yet commenced. 78 projects are in pre-planning (development of the concept design, the detail design, community consultation and seeking quotes or tenders).
- Maffra Lawn Tennis Pavilion Redevelopment contract was awarded in September 2021 and works are expected to commence in early October2021.
- Works on the Gormandale-Stradbroke Road Safety improvements continued in September 2021 and will be completed in October 2021.
- Construction has commenced on the footings for the structure and heat pumps for the Yarram Pool and works are expected to be completed in November 2021.
- Roberts Road Reconstruction Macks Creek works are expected to be completed in October 2021.
- The contract was awarded for Pound Road East Widening with works expected to be completed in December 2021.
- The demolition of Stephenson's Park Pavilion & Changerooms was commenced by the Contractor in September 2021.



13. GENERAL MANAGER CORPORATE SERVICES

13.1. ASSEMBLY OF COUNCILLORS

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

OBJECTIVE

To report on all assembly of Councillor records received for the period 27 September 2021 to 10 October 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note and receive the attached Assembly of Councillor records for the period 27 September 2021 to 10 October 2021.

BACKGROUND

Section 80A of the *Local Government Act 1989* required a written record be kept of all assemblies of Councillors, stating the names of all Councillors and Council staff attending, matters considered and any conflict of interest disclosures made by a Councillor. These records were required to be reported at an ordinary meeting of the Council and recorded in the minutes. Under the new *Local Government Act 2020*, this requirement is no longer provided for however, under Council's good governance framework, Council will continue to provide records of assemblies of Councillors to ensure that the community are kept informed of Councillors activity and participation.

Following is a summary of all Assembly of Councillor records received for the period 27 September 2021 to 10 October 2021.

ATTACHMENTS

1. Assembly of Councillors - Council Day - 5 October 2021 [**13.1.1** - 2 pages]

OPTIONS

Council has the following options:

1. Note and receive the attached assembly of Councillors records; or
2. Not receive the attached assembly of Councillors records.

PROPOSAL

That Council note and receive the attached assembly of Councillors records during the period 27 September 2021 to 10 October 2021.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

The reporting of written records of assemblies of Councillors to the Council in the prescribed format complied with Section 80A of the *Local Government Act 1989* however, without prescription under the *Local Government Act 2020*, Council will continue to provide these records as part of Council's good governance framework.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

Strategic Objective 6.3: *"Maintain a well governed, transparent, high performing, ethical and accountable organisation."*

Strategy 6.3.3: *"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

ASSEMBLY OF COUNCILLORS – 5 OCTOBER 2021

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE (NAME AND POSITION)				CONFLICT/S OF INTEREST OR ACTION ITEMS
	Name	**Attendance**	**Name**	**Attendance**	
IT / Diary Meeting	Cr Bye	Yes	Cr Stephens	Yes	N/A
	Cr Crossley	Yes	Cr Tatterson	Yes	N/A
	Cr McKenzie	Yes	Cr Wood	Yes	N/A
	Cr Maher *(leave)*	No	David Morcom, CEO	Yes	N/A
	Cr Ripper	Yes	Leah Carubia, EA CEO	Yes	N/A
	Cr Rossetti	Yes	Damian Norkus, ICT Operations Officer	Yes	N/A

MEETING	COUNCILLORS AND OFFICERS IN ATTENDANCE				CONFLICT/S OF INTEREST OR ACTION ITEMS
	Name	**Attendance**	**Name**	**Attendance**	
Workshops	Cr Bye	Yes	Cr Tatterson	Yes	N/A
	Cr Crossley	Yes	Cr Wood	Yes	N/A
	Cr McKenzie	Yes	David Morcom, CEO	Yes	N/A
	Cr Maher *(leave)*	No	Arthur Skipitaris, GM Corporate Services	Yes	N/A
	Cr Ripper	Yes	Sharon Houlihan, GM Community & Culture	Yes	N/A
	Cr Rossetti	Yes	Chris Hastie, GM Built & Natural Environment	Yes	N/A
	Cr Stephens	Yes	Brent McAlister, GM Development	Yes	N/A

	MATTERS/ITEMS CONSIDERED AT THE MEETING	OTHERS IN ATTENDANCE
Workshops (cont.)	**BRIEF UPDATES** • **NUNDUK DEVELOPMENT UPDATE AT SEACOMBE WEST**	• Joshua Clydesdale, Manager Land Use Planning *Conflict of Interest: Nil*
	1. ARCHIBALD PRIZE UPDATE 2021	• Simon Gregg, Director – Gippsland Art Gallery *Conflict of Interest: Nil*
	2. GUNAIKURNAI COMMUNITY AND ECONOMIC PARTNERSHIP PROJECTS	• Roger Fenwick, CEO – GLaWAC (external) • Daniel Miller, General Manager On Country – GLaWAC (external) • Sharon Houlihan, General Manager Community and Culture • Brent McAlister, General Manager Development *Conflict of Interest: Nil*
	3. WASTE UPDATE AND LANDFILL MANAGEMENT	• Tim Rowe, Manager Natural Environment and Parks • Samantha Nock, Coordinator Waste and Sustainability • Joanna Rule, Sustainability Projects Officer *Conflict of Interest: Nil*
	4. COMMUNITY ASSISTANCE GRANTS	• Sharon Macgowan, Community Facilities Planning and Grants Officer *Conflict of Interest: Nil*
	5. COUNCIL COMMITTEES AND COMMITTEES OF MANAGEMENT HIGHLIGHTS	• Sharon Houlihan, General Manager Community and Culture • Bodye Darvill, Coordinator Council Plan Engagement *Conflict of Interest: Nil*
	6. AUDIT AND RISK COMMITTEE UPDATE	• Chris Badger, Audit and Risk Committee Chair (external) • Arthur Skipitaris, General Manager Corporate Services *Conflict of Interest: Nil*
	7. COUNCIL PLAN 2021/25 DRAFT COUNCIL PLAN/FINANCE PLAN/ASSET PLAN/ WELLINGTON 2030 FINAL DRAFT	• Bodye Darvill, Coordinator Council Plan Engagement • Brent McAlister, General Manager Development • Arthur Skipitaris, General Manager Corporate Services *Conflict of Interest: Nil*

13.2. AUDIT & RISK COMMITTEE MINUTES

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

To receive and note the minutes of the Audit & Risk Committee meeting held on 16 September 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Council receive and note the minutes in brief of the Audit & Risk Committee 16 September 2021 (Attachment 13.2.1) and the confidential attachment Audit & Risk Committee Minutes of 9 September 2021 (Attachment 13.2.3);***
2. ***The information contained in the confidential document Audit & Risk Committee Minutes of 9 September 2021 of this Council meeting agenda and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the Chief Executive Officer on 21 September 2021 because it relates to the following grounds: l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989;***
   be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020.

BACKGROUND

Council maintains an Audit & Risk Committee in accordance with section 53 of the *Local Government Act 2020*. The Audit & Risk Committee is an independent advisory Committee to Council and its primary objective is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development. Minutes of the Audit & Risk Committee are reported direct to Council.

A copy of the minutes in brief from the Audit & Risk Committee meeting of 16 September 2021 can be found at Attachment 13.2.1 of this report and is provided for the information of Council and the public in general.

ATTACHMENTS

1. Audit & Risk Committee - Minutes in Brief - 16 September 2021 [**13.2.1** - 1 page]
2. Confidential Header - Audit & Risk Committee Meeting 16 September 2021 [**13.2.2** - 1 page]
3. CONFIDENTIAL REDACTED - Audit & Risk Committee Meeting Minutes - 16 September 2021 [**13.2.3** - 100 pages]

OPTIONS

Council has the following options available:

1. To receive and note the minutes from the Audit & Risk Committee meeting of 16 September 2021; or
2. To seek further information and consider the minutes at a future meeting.

PROPOSAL

To receive and note the minutes of the Audit & Risk Committee meeting held on 16 September 2021.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

The *Local Government Act 2020*, section 53(1) requires Council to establish an audit committee. Council's Audit & Risk Committee is an Advisory Committee to Council and operates within the Terms of Reference and Charter adopted by Council.

The Audit & Risk Committee Terms of Reference require the minutes of the Audit & Risk Committee to be forwarded to an ordinary meeting of the Council, including a report explaining any specific recommendations and key outcomes.

This report complies with the legislative requirements and the Audit & Risk Committee Terms of Reference requirements.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

Strategic Objective 6.3: *"Maintain a well governed, transparent, high performing, ethical*

and accountable organisation."

Strategy 6.3.3: *"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

The Audit & Risk Committee Charter identifies the management of risk as one of the primary objectives of the Audit & Risk Committee. The Audit & Risk Committee monitors the risk exposure of Council by determining if management has appropriate risk management processes and adequate management information systems in place.

AUDIT & RISK COMMITTEE MEETING MINUTES IN BRIEF – 16 SEPTEMBER 2021

Present: Mr Chris Badger (Chair)
Ms Kiah Cashman
Councillor Marcus McKenzie
Councillor Garry Stephens

In attendance: Mr David Morcom (Chief Executive Officer)
Mr Arthur Skipitaris (General Manager Corporate Services)
Mr Ian Carroll (Manager Corporate Finance)
Mr Gordon Robertson (Crowe)
Mr Deryck Tindall (Crowe)
Mrs Sheryl Saynor (Executive Support Officer)

1. Welcome

2. Apologies -

3. Closure of Meeting to Public:-

Kiah Cashman/Councillor Stephens
That the meeting be closed to the public under Section 66(5) of the Local Government Act 2020 to discuss information that was confidential information for the purposes of section 77 of the Local Government Act 1989.

CARRIED

4. Declaration of Conflict(s) of Interest:-

Nil

5. a) In Principle Agreement to the Draft Financial and Performance Statements 2020/21

Councillor Stephens/Councillor McKenzie
That the Audit & Risk Committee, having considered the draft Financial and Performance Statements for the year ended 30 June 2021, recommend to Council that it give its in principle agreement to sign the draft Financial and Performance Statements subject to finalising by the Auditor General or their Agents.
That the information contained in this document and designated under Section 3(1) Confidential Information of the Local Government Act 2020 as confidential by the Chief Executive Officer on 15 September 2021 because it relates to the following grounds:
(l) information that was confidential information for the purposes of section 77 of the Local Government Act 1989.
be designated confidential information under Clause 3(1) of the Local Government Act 2020.

CARRIED

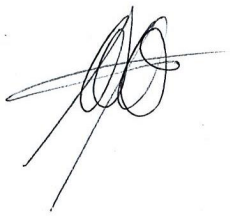
THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.15AM.

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING
19 OCTOBER 2021

On this 21 September 2021, in accordance with Section 3(1) Confidential Information of the *Local Government Act 2020*; I, Arthur Skipitaris (Delegate) declare that the information contained in the attached document **WELLINGTON SHIRE COUNCIL AUDIT & RISK COMMITTEE - MINUTES** is confidential because it relates to the following grounds:

> l) information that was confidential information for the purposes of section 77 of the *Local Government Act 1989*.



……
General Manager Corporate Services (Delegate)

13.3. BIANNUAL AUDIT & RISK COMMITTEE UPDATE

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

To provide Council with an overview of the activities of Council's Audit & Risk Committee, including findings and recommendations, for the period April 2021 – September 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receive the biannual report on the Audit & Risk Committee's activities, findings and recommendations for the period April 2021 – September 2021, as attached

BACKGROUND

Under section 54(5)(b) of the *Local Government Act 2020*, Councils are now required, biannually, to receive a report from their Audit and Risk Committee that describes the activities of the Committee, including its findings and recommendations at a Council meeting.

Accordingly, the Audit & Risk Committee have provided the attached report that details their activities, findings and recommendations for the period April 2021 – September 2021 for Council's review.

ATTACHMENTS

1. ARC Summary Report to Council - September 2021 [**13.3.1** - 17 pages]

OPTIONS

Council has the following options available:

1. Receive the biannual report on the Audit & Risk Committee's activities, findings and recommendations for the period April 2021 – September 2021; or
2. Not receive the biannual report on the Audit & Risk Committee's activities, findings and recommendations for the period April 2021 – September 2021 and seek further information for consideration at a later Council meeting.

PROPOSAL

The Council receive the biannual report on the Audit & Risk Committee's activities, findings and recommendations for the period April 2021 – September 2021.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

Under Section 54(5) of the *Local Government Act 2020*, an Audit and Risk Committee must -

(a) prepare a biannual audit and risk report that describes the activities of the Audit and Risk Committee and includes its findings and recommendations; and

(b) provide a copy of the biannual audit and risk report to the Chief Executive Officer for tabling at the next Council meeting.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

Strategic Objective 6.3: *“Maintain a well governed, transparent, high performing, ethical and accountable organisation.”*

Strategy 6.3.3: *"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

AUDIT & RISK COMMITTEE REPORT TO COUNCIL
April 2021 – September 2021

INTRODUCTION

The Committee's objective is to provide appropriate independent advice and recommendations to Council on matters relevant to the Committee's Charter to support Council in discharging its oversight responsibilities. The Committee is also responsible for ensuring that Council's policies and procedures comply with the over-arching Governance Principles, the relevant Acts, Regulations and any Ministerial Directions. The Committee acts in this capacity by monitoring, reviewing, endorsing and advising on matters as set out in the Audit & Risk Committee Charter, developed in accordance with Section 54 of the *Local Government Act 2020.*

The Committee is an advisory committee to the Council and does not have executive powers or authority to implement actions in areas over which management has responsibility and does not have any delegated financial responsibility. Neither does the Committee have any management functions and is therefore independent of management.

As per Section 54(5) of the *Local Government Act 2020* the Audit & Risk Committee must prepare a biannual report that describes the activities of the Audit & Risk Committee including its findings and recommendations and table a copy of the biannual report at the next Council meeting.

NEW REPORTING OBLIGATIONS

The Audit and Risk Committee (Committee) exists and functions as required by the *Local Government Act 2020* (Vic) (the "Act"). The Committee's objectives, authority, composition, tenure, roles and responsibilities along with reporting, administrative and governance arrangements are detailed in the Audit & Risk Committee Charter updated and adopted by Council on 15 December 2020.

Under the Act, the Committee is required to undertake an annual assessment of its performance and provide it to the CEO for tabling at the next ordinary meeting of the Council.

The Committee is also required to prepare a biannual Audit and Risk Report that describes its activities and includes its findings and recommendations. A copy of this report must also be provided to the CEO for tabling at the next council meeting. This report will be accompanied by the relevant minutes of the most recent Audit & Risk Committee meeting.

The Chairman of the Committee reports bi-annually to Council on the following matters –

- A summary of the work of the Committee performed to discharge its responsibilities;

- A summary of the Council's progress in addressing the findings and recommendations made in internal, external and Parliamentary Committee reports;
- An overall assessment of the Council's risk, control and compliance framework, including details of any significant emerging risks or legislative changes impacting Council; and
- A summary of the Committee's performance review (annually).

COMMITTEE MEMBERSHIP

The Committee consists of five members appointed by Council: three independent members and 2 Councillors. Independent members may be reappointed for subsequent terms, to a maximum of 9 years. The Chair of the Committee is an independent member.

Member	Date appointed	Conclusion of Term	Meetings attended during period	Meetings eligible during period
Independent Members				
Chris Badger (Chair)	6 Dec 2016	28 Oct 2023	3	3
Frank Evans*	15 Oct 2019	28 Oct 2022	2	3
Kiah Cashman	3 Dec 2019	28 Oct 2021	3	3
Council Members				
Cr Garry Stephens	1 Dec 2020		3	3
Cr Marcus McKenzie	1 Dec 2020		3	3

** Mr Frank Evans resigned from the Committee, effective 10 September 2021.*

COMMITTEE MEETINGS

The Committee met three times during the reporting period: on 26 May, 9 September and 16 September 2021. A quorum is 3 (with a minimum of 2 independent members). A quorum of Councillors and Independent Members was achieved for all meetings as outlined in the table above.

The General Manager Corporate Services and Manager Corporate Finance attended all Committee meetings. The Chief Executive Officer attended the meetings on 9 September and 16 September 2021. Other management representatives attended as required to present reports.

Committee Minutes Reported to Council
Minutes of each Committee meeting were presented to Council, at the next practicable Ordinary meeting of Council, for consideration and adoption

Internal Auditor
Representatives from Council's Internal Auditors, HLB Mann Judd, attended the meeting on 26 May 2021 to report on the status of the internal audit program and to present findings of completed reviews. All audit issues identified are risk rated. Recommendations are assigned to the responsible officer and tracked in the Audit Plan module within Council's reporting software, Pulse.

External Auditor
External Audit representatives (Crowe Australasia) from the Victorian Auditor General's

Office (VAGO) attended the 26 May 2021 meeting to present the external audit plan and the 9 September and 16 September 2021 meetings to present the Independent Audit report for the Financial and Performance Statements.

SUMMARY OF THE WORK OF THE COMMITTEE

The Committee meets on a quarterly basis to consider those matters within the scope of its charter.

The findings of the VAGO audit including the Financial and Performance Statements for the financial year ended 30 June 2021 and the Closing Report were reviewed during the period.

At each meeting of the Committee, the following standard items were reviewed:

- Financials, Council Plan Highlights and Progress of Major Initiatives and Initiatives as identified in the 2020/21 Budget
- Register of Commissioned Reports;
- Report of any known instances of fraud
- Update on information services and cyber security
- Current legal matters
- Report of insurance claims
- Excessive staff leave balances
- Current key risk matters
- Monitoring progress on implementation of recommendations from previous internal audits
- Monitoring the status of Council's actions in relation to identified improvements from various Agencies
- Assessment of meeting conduct
- Reviewed a summary of the Gifts Register (bi-annually)
- Reviewed the credit card expenditure of the Chief Executive Officer (bi-annually).

Highlights of the period

Key Committee highlights during the period were:

- Reviewed the findings of the VAGO reports on –
  - Maintaining Local Roads,
  - Results of 2019-20 Audits: Local Government; and
  - Responses to Performance Audit Recommendations: Annual Status Update;
- Reviewed various Council policies that are considered strategic in nature;
- Continuing development of the risk framework;
- Reviewed the Strategic Internal Audit Plan;
- Reviewed the audit of Council's OH&S Management System by Melsafe;
- Received an update on the implementation of the *Gender Equality Act 2020*;
- Reviewed Council's response to the Ombudsman's Report: Investigation into how local councils respond to ratepayers in financial hardship;
- Reviewed an update on the Protective Data Security Plan Insights Report.
- Reviewed a proposal for the consolidation of Data Xentre and Network Operations Management with the East Gippsland Shire Council.
- Reviewed the evaluation of Committee performance.

Committee Performance
The Committee completed its annual review of performance at its meeting on 26 May 2021.

Members completed their evaluation individually via a confidential online survey (results attached).

The results illustrated that all members are confident that the Committee is achieving all its requirements as per the Charter, feel that the Committee has the capacity to fully acquit its obligations and is functioning well.

CHAIR'S CLOSING REMARKS

I would like to thank the management team for their support and diligence in the running of the Committee and I thank my colleagues, the independent members (Kiah Cashman and Frank Evans) and Councillors (Garry Stephens and Marcus McKenzie) for their contribution to a strong Audit Committee.

Councillors should note that during the In-Committee meetings held with Internal and External Auditors, no significant matters of concern were raised.

Throughout this year, a focussed effort has gone into working through backlogged actions from previous internal and external audits and I wish to acknowledge the efforts by Council officers, management and the committee in this important undertaking to ensure the value of those audits is realised.

I note especially the report from VAGO that a clean unqualified external audit result has been achieved. This is particularly pleasing in the context of the significant impost that COVID-19 restrictions has placed on the organisation and auditors. Well done to all.

The Committee's overall assessment during this period is that Council is continuing to manage very well in not only a constrained operational (COVID-19 impacted) and financial environment, but one that is rapidly changing due to a myriad of newly imposed legislative and governance requirements.

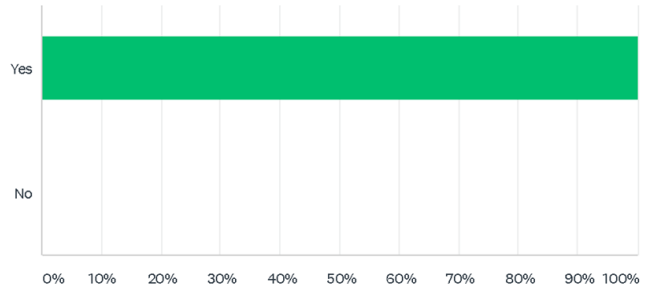
It is the independent view of the Committee that the governance culture of the Council is on the right track with the ongoing development of new policies and development of a robust risk and compliance framework, which will continue to strengthen Council's operations.

Mr. Chris Badger
Chair
Wellington Shire Council Audit & Risk Committee

RESULTS OF AUDIT & RISK COMMITTEE ANNUALEVALUATION OF PERFORMANCE

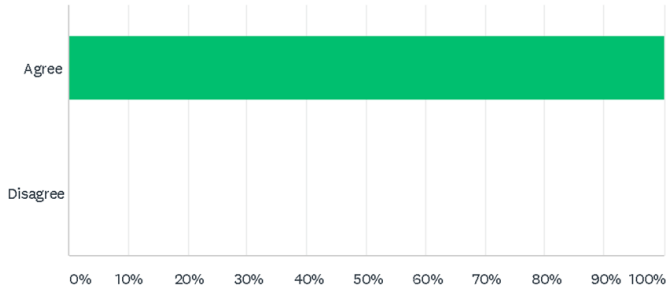
Q1 Does the Audit & Risk Committee have at least 3 members, the majority of whom are independent?

Answered: 5 Skipped: 0



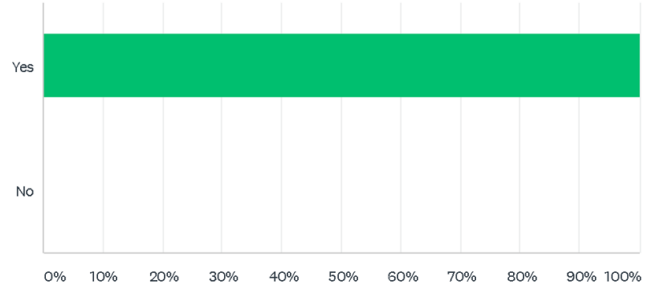
Q2 The Audit & Risk Committee has a Charter which sets out its role, responsibilities, composition, structure and membership requirements

Answered: 5 Skipped: 0



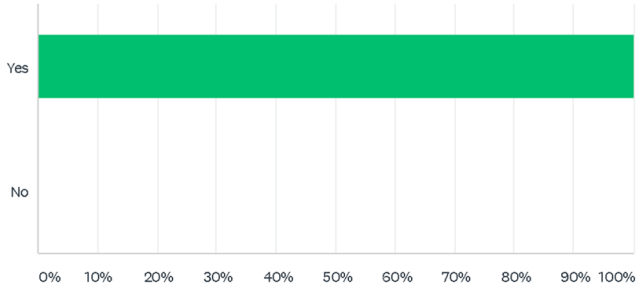
Q3 Has the Charter been approved and distributed to all members?

Answered: 5 Skipped: 0



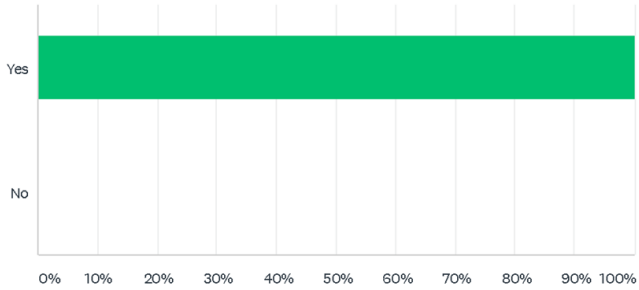
Q4 Has the Charter been reviewed within the last 3 years?

Answered: 5 Skipped: 0



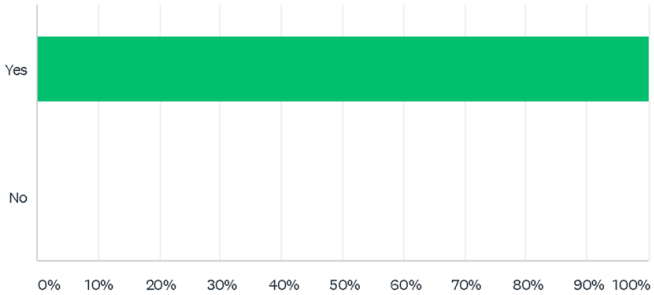
Q5 Has the Audit & Risk Committee met at least 4 times a year?

Answered: 5 Skipped: 0



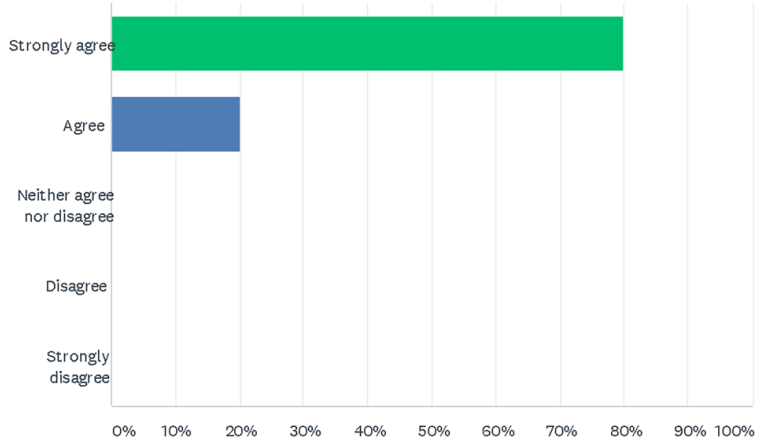
Q6 Have minutes been prepared of all meetings and provided to the Council?

Answered: 5 Skipped: 0



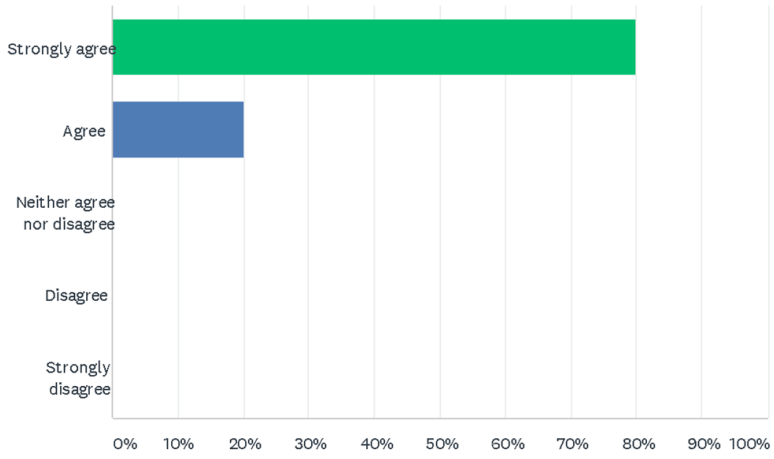
Q7 The Audit & Risk Committee is adequately resourced (receives timely information, able to supervise the audit function, has sufficient attendance at meetings)

Answered: 5 Skipped: 0



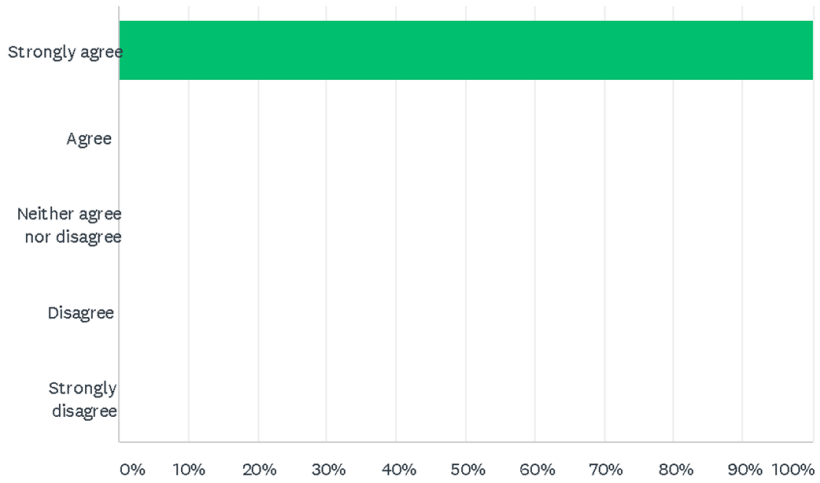
Q8 The Audit & Risk Committee is independent and has the technical expertise to perform its functions

Answered: 5 Skipped: 0



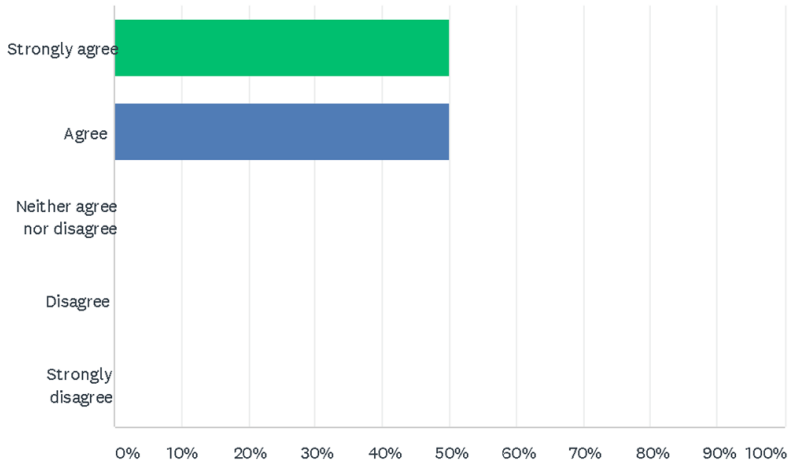
Q9 The Audit & Risk Committee is fully accountable to the Council

Answered: 5 Skipped: 0



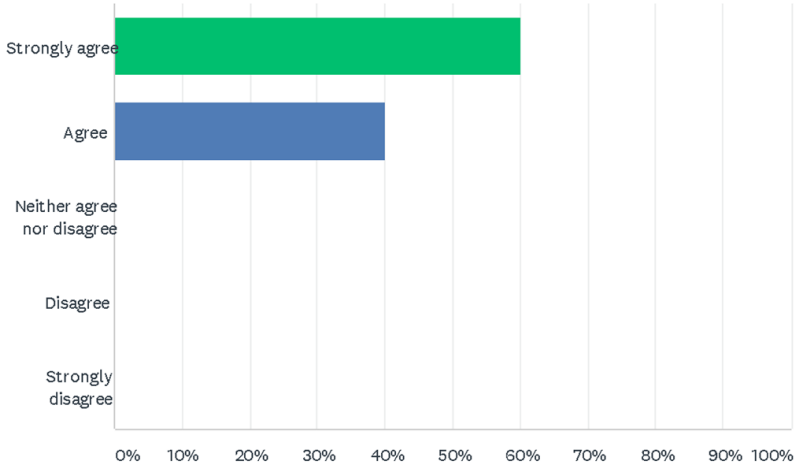
Q10 The members have the necessary qualifications and attributes (basic financial literacy, being, amongst other things, honest, accountable, dedicated, objective and possess reasonable knowledge of the Council's risks and controls)

Answered: 4 Skipped: 1



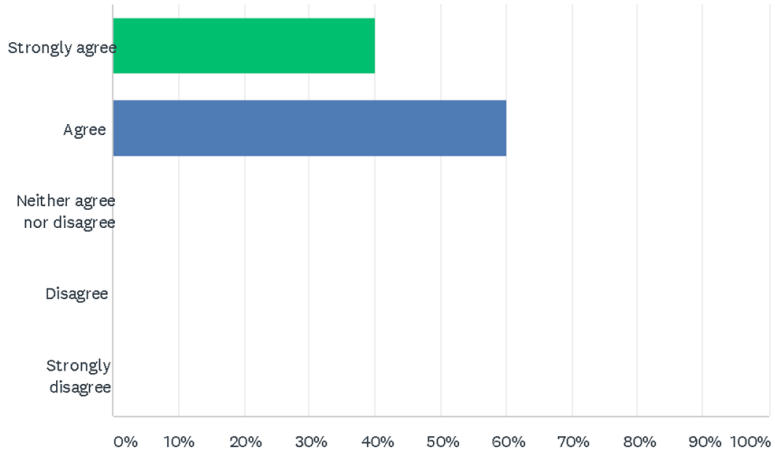
Q11 The Audit & Risk Committee has direct access to internal and external auditors without management present

Answered: 5 Skipped: 0



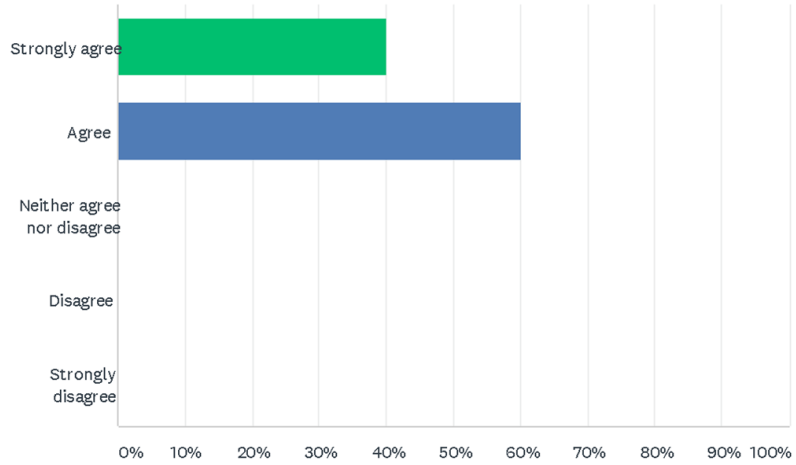
Q12 The Audit & Risk Committee checks that the audit function has free and effective access to personnel and information

Answered: 5 Skipped: 0



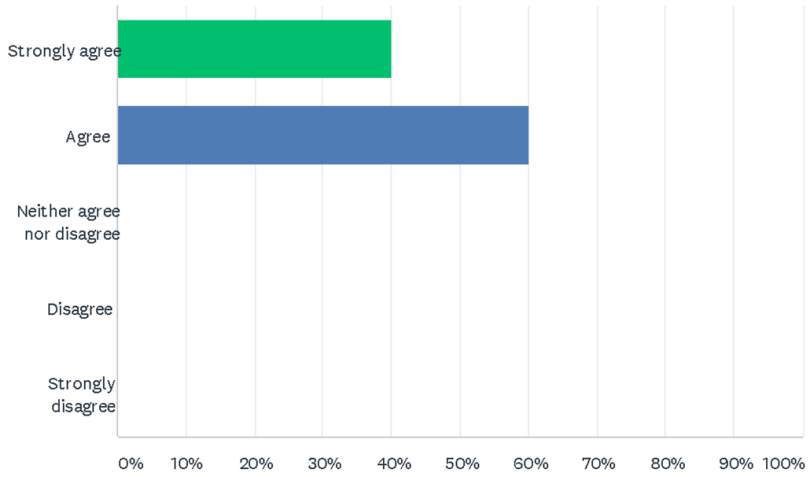
Q13 The Audit & Risk Committee is able to seek independent advice and ensure the audit function is independent of the management function

Answered: 5 Skipped: 0



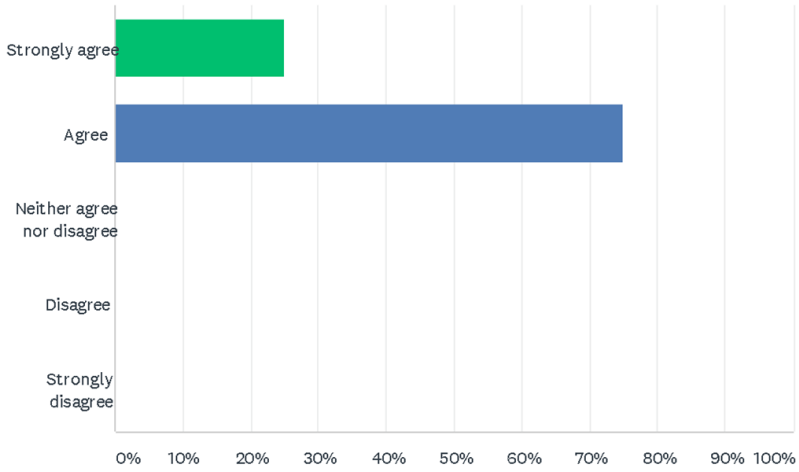
Q14 The Audit & Risk Committee ensures the scope of audits are adequate

Answered: 5 Skipped: 0



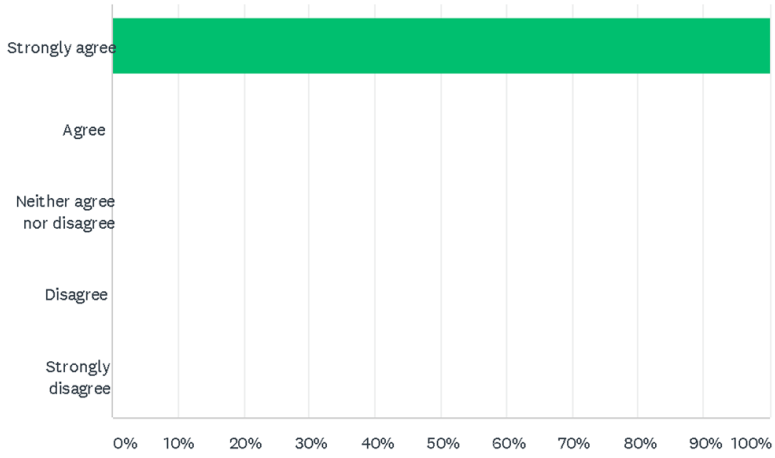
Q15 The Audit & Risk Committee approves an annual audit plan addressing their risk profile

Answered: 4 Skipped: 1



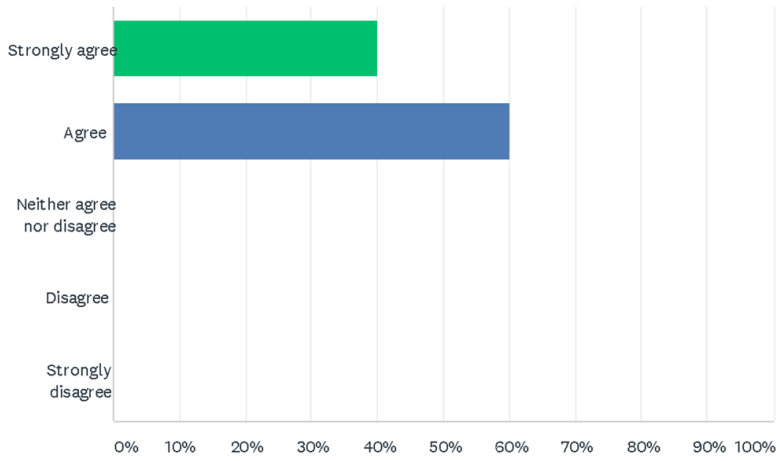
Q16 The Audit & Risk Committee reviews management's responses to issues raised by audit and monitors resolution of those issues

Answered: 5 Skipped: 0



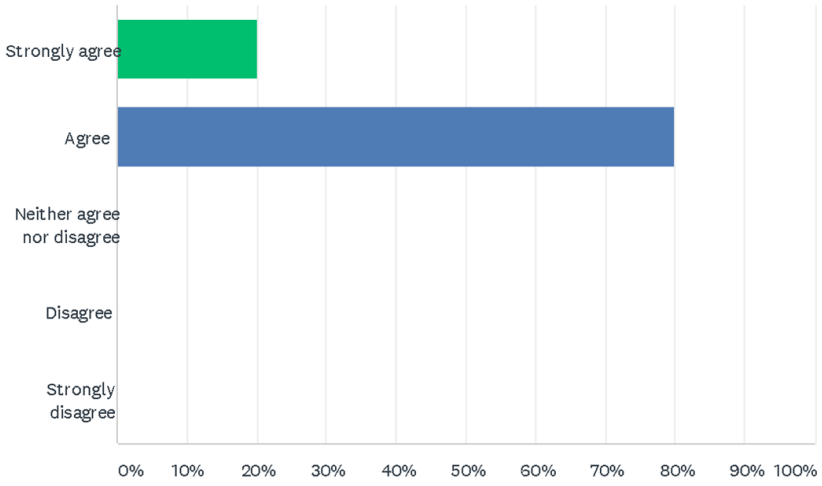
Q17 The Audit & Risk Committee reviews major changes to policies and internal control systems

Answered: 5 Skipped: 0



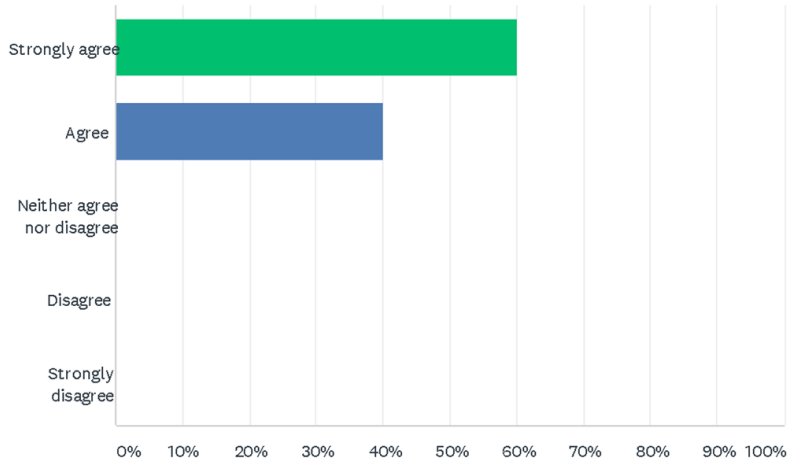
Q18 The Audit & Risk Committee oversees compliance with non-financial legislation and policy

Answered: 5 Skipped: 0



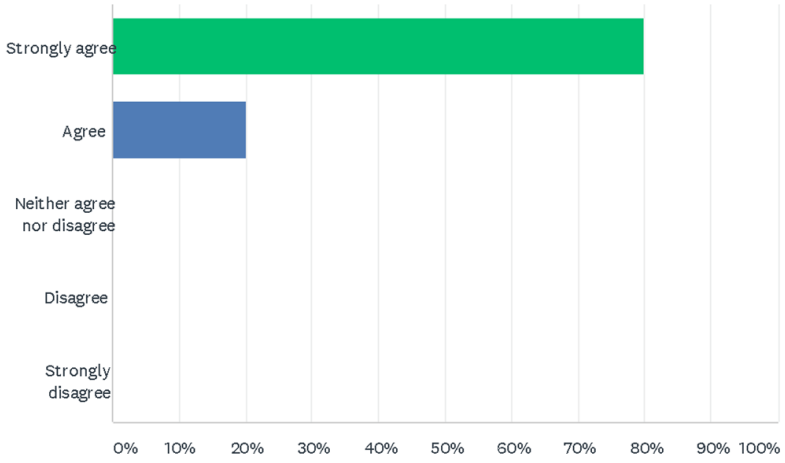
Q19 The Audit & Risk Committee reviews all reported issues of fraud or suspected fraud

Answered: 5 Skipped: 0



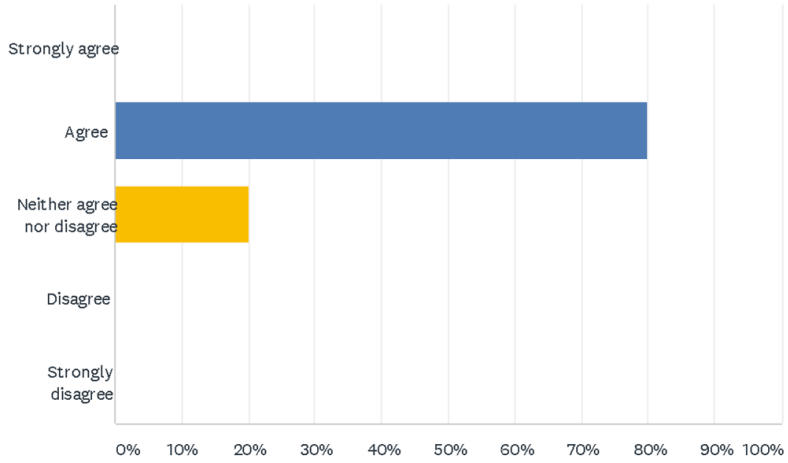
Q20 The Audit & Risk Committee reviews the financial statements and other financial information submitted to the Council

Answered: 5 Skipped: 0



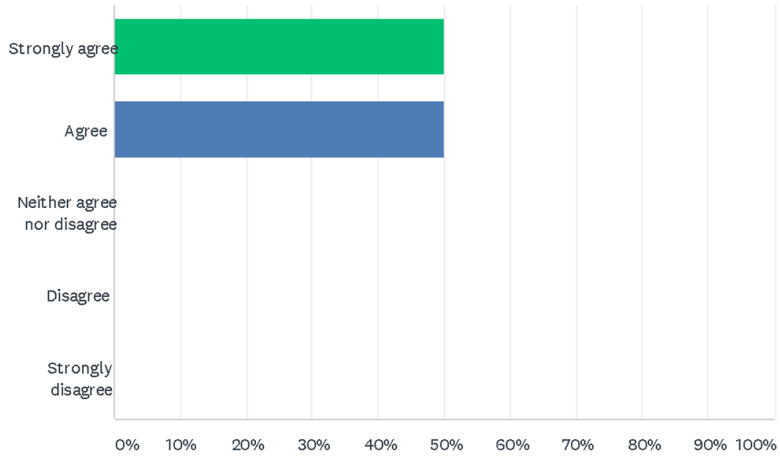
Q21 The Audit & Risk Committee liaises appropriately with the Auditor General to, amongst other things, ensure the best use of audit resources

Answered: 5 Skipped: 0



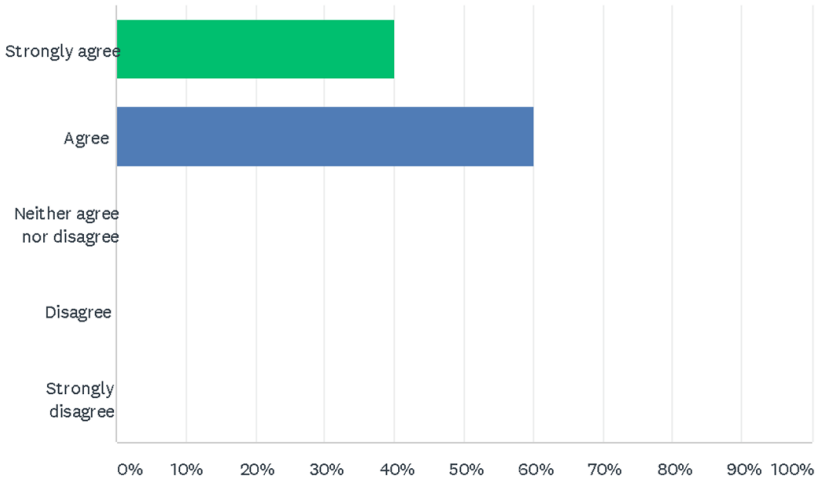
Q22 The Audit & Risk Committee is an environment in which members are comfortable challenging each other and the Audit & Risk Committee Chair, as appropriate

Answered: 4 Skipped: 1



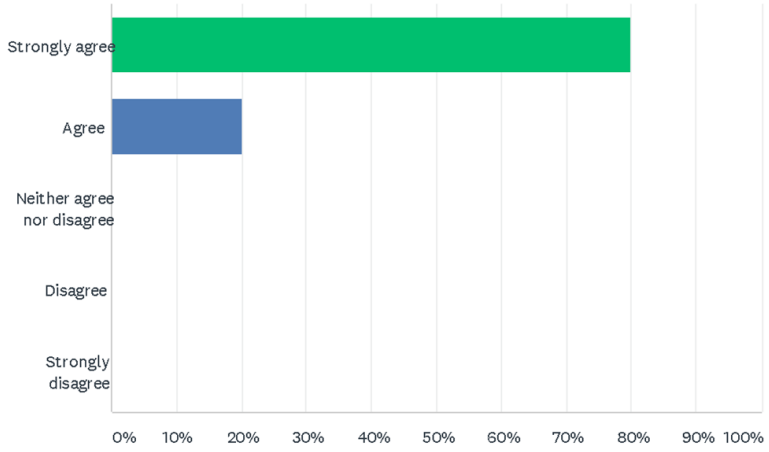
Q23 The Committee spends adequate time individually, and as a Committee, on committee responsibilities

Answered: 5 Skipped: 0



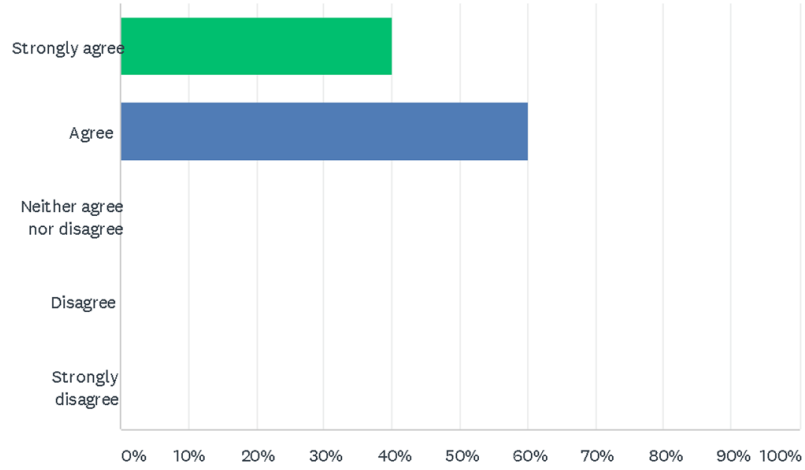
Q24 The Audit & Risk Committee appropriately considers internal audit reports, management's responses and steps towards improvement

Answered: 5 Skipped: 0



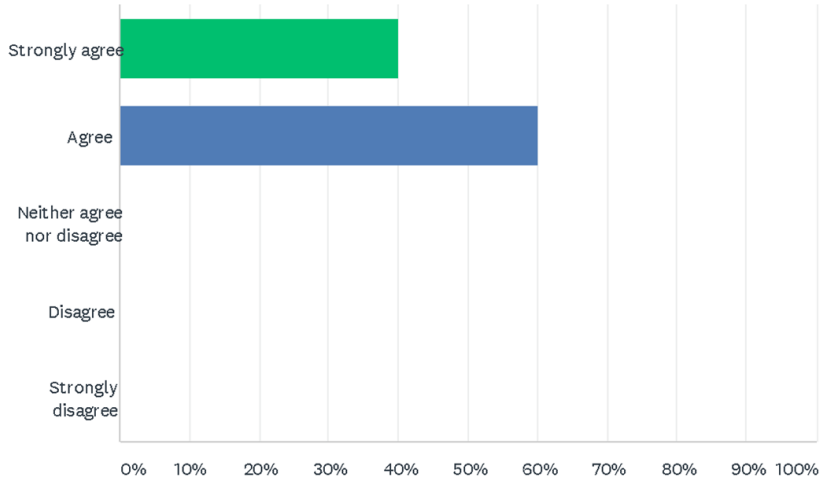
Q25 The Audit & Risk Committee has private executive sessions with management and the internal and independent auditors that result in candid discussion of pertinent issues

Answered: 5 Skipped: 0



Q26 Audit & Risk Committee meetings are well run and productive

Answered: 5 Skipped: 0



Q27 Does the Committee have the capacity to fully acquit its obligations under the Standing Directions and Charter, or is there a need to review its role, structure and/or operational arrangements?

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	Yes	5/5/2021 12:58 PM
2	Role, structure, charter etc have recently been reviewed in light of new LG Act	4/27/2021 6:22 PM
3	Yes	4/27/2021 10:13 AM
4	I believe has the Committee has the capacity to acquit its obligations	4/24/2021 1:47 PM
5	yes	4/21/2021 7:54 AM

Q28 How do you believe the Audit & Risk Committee is functioning?

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	Well Chaired and Effective	5/5/2021 12:58 PM
2	It sis becoming more strategic/less operational with a focus on fiduciary duty, policy, risk framework, strategic risks, and meeting new LGA requirements	4/27/2021 6:22 PM
3	The ARC is working well within its purview and charter. It is comfortable in challenging issues when they arise, to assist Council in its discharge of its duties	4/27/2021 10:13 AM
4	Extremely effectively	4/24/2021 1:47 PM
5	Well	4/21/2021 7:54 AM

Q29 Are there things that the Committee could be doing better?

Answered: 5 Skipped: 0

#	RESPONSES	DATE
1	The committee fulfils its charter and no glaring issues todate	5/5/2021 12:58 PM
2	Individually ensuring agenda papers are read, preparing questions and participation in discussion.	4/27/2021 6:22 PM
3	No	4/27/2021 10:13 AM
4	Not that I am aware of at this time	4/24/2021 1:47 PM
5	There is always room for improvement but little stands out	4/21/2021 7:54 AM

13.4. ADOPTION OF REVIEWED INSTRUMENTS OF DELEGATION, APPOINTMENTS AND AUTHORISATIONS

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES

PURPOSE

For Council to revoke the previous instruments of appointment, authorisation and delegation made and approve and adopt the revised instruments of appointment, authorisation and delegation attached, as required under s11(7) of the *Local Government Act 2020.*

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

1. ***Revoke the previous instruments of appointment, authorisation and delegation made; and***
2. ***Approve and adopt the revised instruments of appointment, authorisation and delegation attached, as required under s11(7) of the Local Government Act 2020.***

BACKGROUND

Council utilises several instruments of appointment, authorisation and delegation to delegate various powers, duties and functions to the CEO and members of Council staff. Section 11(7) of the *Local Government Act 2020* requires that a Council review all delegations made and still in force within 12 months of a general election. Since the 2020 Local Government elections were held on 24 October 2020, Council has carried out a number of minor reviews as made necessary by legislative changes and operational changes which has resulted in a reduced number of revised documents required during this review.

Following is a summary of the reviewed instruments of appointment, authorisation and delegation that require amendments at this time. There are also several attachments comprising the actual instruments of appointment, authorisation and delegation for approval and adoption by Council, led by the attachment *'2021 Full Delegations Review Summary'* containing detailed notes which provides a comprehensive review on all of Council's instruments that are in force.

1. **S2 - Council Resolution - Delegation to CEO_ WSC July 2021 and S5 - Instrument of Delegation - Council to CEO_ WSC July 2021**
    a. The S2 Council Resolution is completed in conjunction with the S5 Instrument of Delegation – Council to the CEO
    b. The S2 is a resolution of Council to delegate powers to the CEO and the S5 is the instrument by which those powers are outlined and actually delegated to the CEO.

2. **S6 Instrument of Delegation – Council to Members of Council Staff**
    a. Key legislative changes:

i. *Cemeteries and Crematoria Act 2003* – provisions have been removed

ii. *Environment Protection Act 1970* has been removed

iii. *Food Act 1984* – new provisions have been inserted and are now in force

iv. *Planning and Environment Act 1987* – provisions have been amended to reflect the changes made under the *Planning and Environment Amendment Act 2021*, in particular the new requirement to make certain information/documents available in accordance with the public availability requirements.

v. *Residential Tenancies Act 1997* – new provisions have been inserted and are now in force

vi. Residential Tenancies Regulations 2021 has been inserted and is in force.

3. S7 Instrument of Sub-Delegation by CEO

a. Key legislative changes:

i. *Education and Training Reform Act 2006* – new provisions have been inserted and commenced on 24 March 2021

ii. *Environment Protection Act 1970* has been removed

iii. *Environment Protection Act* 2017 has been inserted by virtue of the *Environment Protection Amendment Act 2018* and is in force

iv. Environment Protection Regulations 2021 has been inserted and is in force

v. *Gender Equality Act 2020* is now in force

vi. *Local Government Act 2020* – new provisions have been inserted and are now in force

vii. *Local Government Act 1989* – provisions have been removed as they have now been repealed

viii. *Local Government Act 1989* – new provision has been inserted and is now in force

ix. *Professional Engineers Registration Act 2019* – new provision has been inserted and has now commenced

x. *Public Health and Wellbeing Act 2008* – new provisions have been inserted and have now commenced

xi. Dangerous Goods (Explosives) Regulations 2011 has been repealed and substituted with the Dangerous Goods (Explosives) Regulations 2021 and is now in force

xii. Local Government (Long Service Leave) Regulations 2021 has been inserted and has now commenced.

4. S11A Instrument of Appointment and Authorisation (P&E Act Only)

a. Updates are not legislative but to bring the delegation in line with the review cycle made to the associated S11 Instrument of Appointment and Authorisation.

5. S11 Instrument of Appointment and Authorisation_EH

a. The *Environment Protection Act 1970* has been removed from Part A

b. Inserted appointment made by councils under the *Environment Protection Act 2017* – in particular, s 171 for the appointment of a residential noise enforcement officer who must be a member of Council staff

c. Inserted power to institute proceedings under the *Environment Protection Act 2017* - in particular, ss 170(2), 170(4) and 170(6) with respect to enforcement of unreasonable and aggravated noise.

6. S11 Instrument of Appointment and Authorisation_EM

a. Update to the *Emergency Management Act 2013* requires a remake of all instruments to reflect updated legislation

b. Requires a remake of the existing instruments to facilitate the change in designation from Municipal Emergency Resource Officer (MERO) to Municipal Emergency Management Officer (MEMO).

7. S11 Instrument of Appointment and Authorisation_LL

a. The *Environment Protection Act 1970* has been removed from Part A

b. Inserted appointment made by councils under the *Environment Protection Act 2017* – in particular, s 114 for the appointment of a litter enforcement officer who must be a member of Council staff

c. Inserted power to institute proceedings under the *Environment Protection Act 2017* - in particular, s 347(4) with respect to litter and other waste.

8. S11 Instrument of Appointment and Authorisation_LUP

a. Instruments updated as best practice in line with other S11 Instrument of Appointment and Authorisation updates.

9. S11 Instrument of Appointment and Authorisation_MS

a. S 216C of the *Building Act 1993* has been inserted under Part B to enable Council to appoint the Municipal Building Surveyor for the purposes of carrying out functions in respect of land outside of the municipal district.

10. S11 Instrument of Appointment and Authorisation_EH_Councillor Conduct Officer

a. Review required due to change in classification under the *Local Government Act 2020* from Principal Conduct Officer to Councillor Conduct Officer

11. S13 Instrument of Delegation of CEO powers, duties and functions

a. Key legislative changes:

i. *Environment Protection Act 1970* has been removed

ii. *Local Government Act 2020* – new provisions have been inserted and are now in force

iii. *Local Government Act 1989* – provisions have been removed as they have now been repealed

iv. *Planning and Environment Act 1987* - provisions have been inserted and s 143 has been removed.

12. S15 Instrument of Appointment and Authorisation (FOI Act only)

a. This instrument appoints and authorises the listed officers under the *Freedom of Information Act 1982* to make decisions under Parts 3, 4 and 5 of the Act

b. No legislative application, update is in line with review requirements only due to age of previous instrument.

ATTACHMENTS

1. 2021 Full Delegations Review Summary [**13.4.1** - 4 pages]
2. S2 - Council Resolution - Delegation to CEO and S5 - Instrument of Delegation - Council to CEO [**13.4.2** - 5 pages]
3. S6 Instrument of Delegation ─ Members of Staff_marked up [**13.4.3** - 92 pages]
4. S7 - Instrument of Sub-Delegation by CEO_marked up [**13.4.4** - 287 pages]
5. S11 A - Instrument of Appointment and Authorisation (P & E Act Only) [**13.4.5** - 26 pages]
6. S11 - Instrument of Appointment and Authorisation_EH [**13.4.6** - 24 pages]
7. S11 - Instrument of Appointment and Authorisation_EM [**13.4.7** - 30 pages]
8. S11 - Instrument of Appointment and Authorisation_LL [**13.4.8** - 32 pages]
9. S11 - Instrument of Appointment and Authorisation_LUP [**13.4.9** - 33 pages]
10. S11 - Instrument of Appointment and Authorisation_MS [**13.4.10** - 14 pages]
11. S11 - Instrument of Appointment and Authorisation_Councillor Conduct Officer [**13.4.11** - 6 pages]
12. S13 - Instrument of Delegation of CEO powers, duties and functions_marked up [**13.4.12** - 43 pages]
13. S15 - Instrument of Appointment and Authorisation (FOI Act only) [**13.4.13** - 6 pages]

OPTIONS

Council has the following options available:

1. Revoke the previous instruments of appointment, authorisation and delegation made and approve and adopt all of the updated attached instruments of appointment, authorisation and delegations as attached; or
2. Not revoke the previous instruments of appointment, authorisation and delegation made and not approve and adopt all of the updated attached instruments of appointment, authorisation and delegations as attached to seek a further review for consideration by Council at a later date.

PROPOSAL

That Council revoke the previous instruments of appointment, authorisation and delegation made and approve and adopt the revised instruments of appointment, authorisation and delegation attached, as required under s11(7) of the *Local Government Act 2020.*

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

Council subscribe to the Maddocks Delegations and Authorisations service at an annual cost of $1,650. This subscription provides Council with access to the most up-to-date advice and templates relating to changes to instruments of appointment, authorisation and delegation six-monthly and also as applicable legislation changes.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

Section 11(7) of the *Local Government Act 2020* requires that a Council must review, within the period of 12 months after a general election, all delegations which have been made under this section and are still in force.

Council has been updating various instruments of appointment, authorisation and delegation in the preceding 12 months in line with updates to other applicable pieces of legislation and changes to organisation roles and structures. This update captures the remaining instruments of appointment, authorisation and delegation, which have not been affected by any updates or changes to positions within Council and satisfies Council's Statutory obligations under the *Local Government Act 2020*.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 6 Organisational states the following strategic objective and related strategy:

Strategic Objective 6.3: *"Maintain a well governed, transparent, high performing, ethical and accountable organisation."*

Strategy 6.3.3: *"Ensure sound governance processes that result in responsive, ethical, transparent and accountable decision making."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

2021 FULL DELEGATIONS REVIEW
as required under s11(7) of the Local Government Act 2020

The following review encompasses all of the instruments of appointment, authorisation and delegation that are currently active within Council. Not all instruments are required to be reviewed regularly due to a lack of legislative change and/or organisational change that would provide the trigger for review. Section 11(7) of the *Local Government Act 2020* provides this trigger for a complete review of all active delegations however does not mean that all instruments must be remade during the course of this review, as follows.

S2 Council Resolution – Delegation to Chief Executive Officer

- Last made 6 July 2021 due to the *Environment Protection Act 2017* update
- Council Resolution to be completed in conjunction with the S5 Instrument of Delegation – Council to the Chief Executive Officer
- Key change in this update:
    - Now requires both the CEO and Mayor to sign the S5 Instrument of Delegation – Council to Chief Executive Officer

S3A Council Resolution – Delegation to Members of Staff

- New Council Resolution
- Council Resolution to be completed in conjunction with the S18 Instrument of Sub-delegation under the *Environment Protection Act 2017*
- Not required in this update as the S18 Instrument of Sub-delegation under the *Environment Protection Act 2017* has already been made and remains up to date

S5 Instrument of Delegation – Council to Chief Executive Officer

- Last made 6 July 2021 due to the *Environment Protection Act 2017* update
- Requires completion of the S2 Council Resolution – Delegation to Chief Executive Officer in conjunction with this instrument
- Requires updating:
    - No longer requires Council Seal
    - Requires signature of CEO *AND* the Mayor
    - Requires witness signature

S6 Instrument of Delegation – Council to Members of Council Staff

- Last made 15 September 2020
- Update required due to legislative changes
- Key changes:

- ss 15(1) and (2) of the *Cemeteries and Crematoria Act 2003* have been removed.
- the *Environment Protection Act 1970* has been removed.
- ss 36A, 36B and 40F of the *Food Act 1984* are now in force.
- ss 4H, 4I, 18, 21(2), 26(1), 26(2), 28(1), 28(2), 28(4),41(1), 41(2), 42(2), 49(2), 51, 57(5), 70, 97G(6), 179(2) of the *Planning and Environment Act 1987* have been amended to reflect the changes made under the *Planning and Environment Amendment Act 2021*, in particular the new requirement to make certain information/documents available in accordance with the public availability requirements.
- ss 91ZU(1), 91ZZC(1), 91ZZE(1), 91ZZE(3), 206AZA(2), 207ZE(2) of the *Residential Tenancies Act 1997* are now in force.
- the Residential Tenancies Regulations 2021 has been inserted and is in force.

S7 Instrument of Sub-Delegation by CEO

- Last made 8 June 2021
- Update required due to legislative changes
- Key changes:
  - ss 2.6.21B(1) and (2) under the *Education and Training Reform Act 2006* have been inserted. These provisions commenced on 24 March 2021.
  - the *Environment Protection Act 1970* has been removed.
  - the EPA 2017 has been inserted by virtue of the *Environment Protection Amendment Act 2018* and is in force.
  - the Environment Protection Regulations 2021 has been inserted and is in force.
  - the *Gender Equality Act 2020* is now in force.
  - ss 73(5), 74(1), 74(5), 75, 76(3), 76(4), 82, 103, 109(1), 114(2)(a), 114(2)(b), 114(2)(c), 115(1), 115(3), 115(4), 116(1), 117(1)(a), 117(1)(b), 117(3), 119, 120(1), 121, 121(4) under the *Local Government Act 2020* have now commenced.
  - ss 94(6), 101(1), 119(2), 119(2A), 119(3), 1194), 120(1), 120(2)(a), 120(2)(b), 120(3), 136(1), 140(1), 140(2)(a), 140(2)(b), 140(2)(c), 140(2)(d), 140(2)(e), 140(2)(f), 140(2)(g), 140(3), 141, 142(1), 142(3)(a), 142(3)(b), 142(3)(c), 143(a), 143(b), 143(c), 143(d), 143(e), 186(1), 186(3), 186A(8), 189(2)(a), 189(2)(b), 190, 190(3), 208A, 208D, 208E(1), 208E(2), 208E(3), 208F, 208G, 208H(3), 225(1)(a), 225(1)(b), 225(3), 227, 227AA, 227A(1), 229(1), 229(3), sch 6 cl 2, 4 and 5 under the *Local Government Act 1989* have been removed as they have now been repealed.
  - s 181H *Local Government Act 1989* has been inserted.
  - s 75(3) of the *Professional Engineers Registration Act 2019* has now commenced.
  - ss 78A(1) and (2) of the *Public Health and Wellbeing Act 2008* have now commenced.

- the Dangerous Goods (Explosives) Regulations 2011 has repealed and substituted with the Dangerous Goods (Explosives) Regulations 2021, which is now in force.
- the Local Government (Long Service Leave) Regulations 2021 has been inserted and has now commenced.

S10B Council Resolution – Instrument of Appointment and Authorisation (Environment Protection Act 2017)

- New Council Resolution
- Council Resolution to be completed in conjunction with the S11B Instrument of Appointment and Authorisation (*Environment Protection Act 2017* only)
- Not required in this update as the S11B Instrument of Appointment and Authorisation (*Environment Protection Act 2017* only) has already been made and remains up to date

S11 Instrument of Appointment and Authorisation

- All Authorise Officer appointments and authorisations are required to be remade for this update
- Key changes:
  - the *Environment Protection Act 1970* has been removed from Part A.
  - a footnote has been inserted against the *Land Act 1958* under Part A, to note that the authorisation requires the consent of the Minister (under s 190 of the Act).
  - s 216C of the *Building Act 1993* has been inserted under Part B to enable Council to appoint the Municipal Building Surveyor for the purposes of carrying out functions in respect of land outside of the municipal district.
  - inserted appointments made by councils under the *Environment Protection Act 2017* – in particular, s 114 for the appointment of a litter enforcement officer and s 171 for the appointment of a residential noise enforcement officer, both of whom must be members of Council staff.
  - inserted power to institute proceedings under the *Environment Protection Act 2017* - in particular, ss 170(2), 170(4) and 170(6) with respect to enforcement of unreasonable and aggravated noise and s 347(4) with respect to litter and other waste.

S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

- All Authorise Officer appointments and authorisations are required to be remade for this update
- Updates are not legislative but to bring the delegation in line with the review cycle made to the associated S11 Instrument of Appointment and Authorisation

S11B Instrument of Appointment and Authorisation (Environment Protection Act 2017)

- Last made 7 June 2021
- Reviewed and no changes required
- Instrument remains current at the time of this update

S13 Instrument of Delegation of CEO powers, duties and functions

- Last made 25 July 2019
- Update required due to legislative changes
- Key changes:
    - the Environment Protection Act 1970 has been removed.
    - ss 46(1)(a), 46(1)(b), 46(3)(a), 46(3)(b), 46(4)(a), 46(4)(b), 46(4)(c), 46(5), 46(6), 48(1), 48(2), 49(1), 49(4), 109(2), 121, 122 of the Local Government Act 2020 are now in force.
    - the Local Government Act 1989 has been removed as ss 94A(2), 94(3), 94A(3), 94B(1), 94B(3), 94D, 95AA(1), 95AA(3), 95B(5), 95B(6), 97A(2), 181C, 229(2)(b), 230, 231 have now been repealed.
    - s 142 of the Planning and Environment Act 1987 has been inserted and s 143 has been removed.

S15 Instrument of Appointment and Authorisation of Council's FOI Officer

- Last made 22 July 2019
- Reviewed and no legislative changes applicable
- Required to be remade due to age of last version

S18 Instrument of Sub-Delegation under the Environment Protection Act 2017

- Last made 7 June 2021
- Reviewed and no changes required
- Remains current at the time of this update as this instrument was made this month

C6 Council Resolution – Establishment of Community Asset Committee

- Last made 2 September 2020
- Reviewed and no changes required

C7 Instrument of Delegation by CEO to Community Asset Committee

- Last made 2 September 2020
- Reviewed and no changes required

Maddocks

Maddocks Delegations and Authorisations

S2 Council Resolution Delegation to Chief Executive Officer

Council Resolution
Delegation to Chief Executive Officer

In the exercise of the power conferred by s 11(1)(b) of the *Local Government Act 2020* (**the Act**), Wellington Shire Council (**Council**) **RESOLVES THAT** –

1. There be delegated to the person holding the position, or acting in or performing the duties, of Chief Executive Officer the powers, duties and functions set out in the attached *Instrument of Delegation to the Chief Executive Officer*, subject to the conditions and limitations specified in that Instrument.

2. The instrument comes into force immediately upon this resolution being made and is to be signed by the Council's Chief Executive Officer and the Mayor.

3. On the coming into force of the instrument all previous delegations to the Chief Executive Officer are revoked.

4. The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.

Maddocks

Maddocks Delegations and Authorisations

S5 Instrument of Delegation to Chief Executive Officer

Wellington Shire Council

Instrument of Delegation

to

The Chief Executive Officer

Maddocks

Instrument of Delegation

In exercise of the power conferred by s 11(1) of the *Local Government Act 2020* (**the Act**) and all other powers enabling it, the Wellington Shire Council (**Council**) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that

1. this Instrument of Delegation is authorised by a Resolution of Council passed on **19 October 2021**;

2. the delegation

2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;

2.2 is subject to any conditions and limitations set out in the Schedule;

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

2.4 remains in force until Council resolves to vary or revoke it.

Signed by the Chief Executive Officer of Council)
in the presence of:)

.....
Witness

Date: ……

Signed by the Mayor in the presence of:)
)

.....
Witness

Date: ……

Maddocks

SCHEDULE

The power to

1. determine any issue;

2. take any action; or

3. do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Conditions and Limitations

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

1. if the issue, action, act or thing is an issue, action, act or thing which involves

1.1 awarding a contract or making an expenditure exceeding the value of $400,000; except for Insurance Contract Renewals which may be awarded on an annual basis to any amount;

1.2 appointing an Acting Chief Executive Officer for a period exceeding 28 days;

1.3 electing a Mayor or Deputy Mayor;

1.4 granting a reasonable request for leave under s 35 of the Act;

1.5 making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer;

1.6 approving or amending the Council Plan;

1.7 adopting or amending any policy that Council is required to adopt under the Act;

1.8 adopting or amending the Governance Rules;

1.9 appointing the chair or the members to a delegated committee;

1.10 making, amending or revoking a local law;

1.11 approving the Budget or Revised Budget;

1.12 approving the borrowing of money;

1.13 subject to section 181H(1)(b) of the *Local Government Act 1989,* declaring general rates, municipal charges, service rates and charges and specified rates and charges;

2. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;

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

4. 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

4.1 policy; or

4.2 strategy

adopted by Council;

5. 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 s 11(2)(a)-(n) (inclusive) of the Act or otherwise; or

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

Maddocks

Maddocks Delegations and Authorisations

S6 Instrument of Delegation – Members of Staff

Wellington Shire Council

Instrument of Delegation

to

Members of Council Staff

Instrument of Delegation

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

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

2. declares that:

2.1 this Instrument of Delegation is authorised by a resolution of Council passed on **19 October 2021**; and

2.2 the delegation:

2.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;

2.2.2 remains in force until varied or revoked;

2.2.3 is subject to any conditions and limitations set out in sub-paragraph 2.3, and the Schedule; and

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

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

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

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

(a) policy; or

(b) strategy

adopted by Council;

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

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

The Common Seal of WELLINGTON)
SHIRE COUNCIL, was hereunto affixed)
The day of October 2021)
In accordance with Local Law No.1)
In the presence of)

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date: …... / …... / 2021

Maddocks

SCHEDULE

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CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 8(1)(a)(ii)	Power to manage one or more public cemeteries		
s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act		Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a) – (c) in exercising its functions		Where Council is a Class B cemetery trust
s 12A(1)	Function to do the activities set out in paragraphs (a) – (n)		Where Council is a Class A cemetery trust
s 12A(2)	Duty to have regard to matters set out in paragraphs (a) – (e) in exercising its functions		Where Council is a Class A cemetery trust
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions		
s 14	Power to manage multiple public cemeteries as if they are one cemetery		
~~s 15(1) and (2)~~	~~Power to delegate powers or functions other than those listed~~		
s 15(4)	Duty to keep records of delegations		
s 17(1)	Power to employ any persons necessary		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 17(2)	Power to engage any professional, technical or other assistance considered necessary		
s 17(3)	Power to determine the terms and conditions of employment or engagement		Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary		
s 18B(1) & (2)	Duty to establish governance committees within 12 months of becoming a Class A cemetery trust and power to establish other governance committees from time to time		Where Council is a Class A cemetery trust
s 18C	Power to determine the membership of the governance committee		Where Council is a Class A cemetery trust
s 18D	Power to determine procedure of governance committee		Where Council is a Class A cemetery trust
s 18D(1)(a)	Duty to appoint community advisory committee for the purpose of liaising with communities		Where Council is a Class A cemetery trust
s 18D(1)(b)	Power to appoint any additional community advisory committees		Where Council is a Class A cemetery trust
s 18D(2)	Duty to establish a community advisory committee under s 18D(1)(a) within 12 months of becoming a Class A cemetery trust.		Where Council is a Class A cemetery trust

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 18D(3)	Duty to include a report on the activities of the community advisory committees in its report of operations under Part 7 of the *Financial Management Act 1994*		Where Council is a Class A cemetery trust
s 18F(2)	Duty to give preference to a person who is not a funeral director of a stonemason (or a similar position) when appointing a person to a community advisory committee		Where Council is a Class A cemetery trust
s 18H(1)	Duty to hold an annual meeting before 30 December in each calendar year		Where Council is a Class A cemetery trust
s 18I	Duty to publish a public notice of annual meeting in a newspaper, a reasonable time before the date of the annual meeting		Where Council is a Class A cemetery trust
s 18J	Duty to provide leadership, assistance and advice in relation to operational and governance matters relating to cemeteries (including the matters set out in s 18J(2)		Where Council is a Class A cemetery trust
s 18L(1)	Duty to employ a person as the chief executive officer (by whatever title called) of the Class A cemetery trust		Where Council is a Class A cemetery trust
s 18N(1)	Duty to prepare an annual plan for each financial year that specifies the items set out in paragraphs (a)-(d)		Where Council is a Class A cemetery trust
s 18N(3)	Duty to give a copy of the proposed annual plan to the Secretary on or before 30 September each year for the Secretary's approval		Where Council is a Class A cemetery trust

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 18N(5)	Duty to make amendments as required by the Secretary and deliver the completed plan to the Secretary within 3 months		Where Council is a Class A cemetery trust
s 18N(7)	Duty to ensure that an approved annual plan is available to members of the public on request		Where Council is a Class A cemetery trust
s 18O(1)	Duty to prepare a strategic plan and submit the plan to the Secretary for approval		Where Council is a Class A cemetery trust
s 18O(4)	Duty to advise the Secretary if the trust wishes to exercise its functions in a manner inconsistent with its approved strategic plan		Where Council is a Class A cemetery trust
s 18O(5)	Duty to ensure that an approved strategic plan is available to members of the public on request		Where Council is a Class A cemetery trust
s 18Q(1)	Duty to pay an annual levy on gross earnings as reported in the annual financial statements for the previous financial year		Where Council is a Class A cemetery trust
s 19	Power to carry out or permit the carrying out of works		
s 20(1)	Duty to set aside areas for the interment of human remains		
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 20(3)	Power to set aside areas for those things in paragraphs (a) – (e)		
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land		
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36		Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37		Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39		
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery		Provided the street was constructed pursuant to the *Local Government Act 2020*
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act		Report must contain the particulars listed in s 57(2)
s 59	Duty to keep records for each public cemetery		
s 60(1)	Duty to make information in records available to the public for historical or research purposes		
s 60(2)	Power to charge fees for providing information		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)		
s 64B(d)	Power to permit interments at a reopened cemetery		
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park		The application must include the requirements listed in s 66(2)(a)–(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park		
s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed		
s 70(2)	Duty to make plans of existing place of interment available to the public		
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies		
s 71(2)	Power to dispose of any memorial or other structure removed		
s 72(2)	Duty to comply with request received under s 72		
s 73(1)	Power to grant a right of interment		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 73(2)	Power to impose conditions on the right of interment		
s 75	Power to grant the rights of interment set out in s 75(a) and (b)		
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted		
s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application		
s 80(1)	Function of receiving notification and payment of transfer of right of interment		
s 80(2)	Function of recording transfer of right of interment		
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment		
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment (sole holder)		
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment		
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry		The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry		Does not apply where right of internment relates to remains of a deceased veteran.
85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of internment or; Remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location		May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of internment is not extended or converted to a perpetual right of interment
s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified		
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of internment to a perpetual right of interment		
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)		
s 86(4)	Power to take action under s 86(4) relating to removing and re-interring cremated human remains		
s 86(5)	Duty to provide notification before taking action under s 86(4)		
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)		
s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment		
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment		
s 91(1)	Power to cancel a right of interment in accordance with s 91		
s 91(3)	Duty to publish notice of intention to cancel right of interment		
s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment		
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval		
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested		
s 100(1)	Power to require a person to remove memorials or places of interment		
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)		
s 100(3)	Power to recover costs of taking action under s 100(2)		
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery		
s 102(1)	Power to approve or refuse an application under s 101, if satisfied of the matters in (b) and (c)		
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 103(1)	Power to require a person to remove a building for ceremonies		
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)		
s 103(3)	Power to recover costs of taking action under s 103(2)		
s 106(1)	Power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs		
s 106(2)	Power to require the holder of the right of interment to provide for an examination		
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with		
s 106(4)	Power to repair or – with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with		
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs		
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 108	Power to recover costs and expenses		
s 109(1)(a)	Power to open, examine and repair a place of interment		Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repaid a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial		Where the holder of right of interment or responsible person cannot be found
s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies		Where the holder of right of interment or responsible person cannot be found
s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder with consent of the Secretary		
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary		
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran		
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment		
s 112	Power to sell and supply memorials		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 116(4)	Duty to notify the Secretary of an interment authorisation granted		
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application		
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met		
s 119	Power to set terms and conditions for interment authorisations		
s 131	Function of receiving an application for cremation authorisation		
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with		Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner		
s 146	Power to dispose of bodily remains by a method other than interment or cremation		Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation		

CEMETERIES AND CREMATORIA ACT 2003 ##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 149	Duty to cease using method of disposal if approval revoked by the Secretary		
s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met		
s 151	Function of receiving applications to inter or cremate body parts		
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150		
sch 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication		
sch 1 cl 8(8)	Power to regulate own proceedings		Subject to cl 8
sch 1A cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication		Where Council is a Class A cemetery trust
sch 1A cl 8(8)	Power to regulate own proceedings		Where Council is a Class A cemetery trust Subject to cl 8

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
s 41A(1)	Power to declare a dog to be a menacing dog		Council may delegate this power to a Council authorised officer

~~ENVIRONMENT PROTECTION ACT 1970~~			
~~Column 1~~	~~Column 2~~	~~Column 3~~	~~Column 4~~
~~PROVISION~~	~~THING DELEGATED~~	~~DELEGATE~~	~~CONDITIONS & LIMITATIONS~~
~~s 53M(3)~~	~~Power to require further information~~		
~~s 53M(4)~~	~~Duty to advise applicant that application is not to be dealt with~~		
~~s 53M(5)~~	~~Duty to approve plans, issue permit or refuse permit~~		~~Refusal must be ratified by Council or it is of no effect~~
~~s 53M(6)~~	~~Power to refuse to issue septic tank permit~~		~~Refusal must be ratified by Council or it is of no effect~~
~~s 53M(7)~~	~~Duty to refuse to issue a permit in circumstances in (a)-(c)~~		~~Refusal must be ratified by Council or it is of no effect~~

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition		If s 19(1) applies
s 19(2)(b)	Power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable		If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process		If s 19(1) applies Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise		If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under s 19 if satisfied that an order has been complied with		If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with		If s 19(1) applies
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).		Where Council is the registration authority
s 19AA(4)(c)	Power to direct, in an order made under s 19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises		Note: the power to direct the matters under s 19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19AA(7)	Duty to revoke order issued under s 19AA and give written notice of revocation, if satisfied that that order has been complied with		Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records		Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program		Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor		Where Council is the registration authority
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified		Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports		Where Council is the registration authority
s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances		
s 19UA	Power to charge fees for conducting a food safety assessment or inspection		Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB		Where Council is the registration authority
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction		Where Council is the registration authority

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19W(3)(b)	Power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises		Where Council is the registration authority
---	Power to register, renew or transfer registration		Where Council is the registration authority Refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal		Where Council is the registration authority ~~Note: This provision commences on 1 July 2021, unless proclaimed earlier~~
s 36B	Duty to pay the charge for use of online portal		Where Council is the registration authority ~~Note: This provision commences on 1 July 2021, unless proclaimed earlier~~
s 38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt		Where Council is the registration authority
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)		Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template		Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs		Where Council is the registration authority

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A		Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)		Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39		Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)		Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports		Where Council is the registration authority
s 38E(2)	Power to register the food premises on a conditional basis		Where Council is the registration authority; not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied		Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act		Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises		Where Council is the registration authority ~~Note: This provision commences on 1 July 2021, unless proclaimed earlier~~
s 38G(2)	Power to require the proprietor of the food premises to comply with any requirement of the Act		Where Council is the registration authority ~~Note: This provision commences on 1 July 2021, unless proclaimed earlier~~

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 39A	Power to register, renew or transfer food premises despite minor defects		Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 40(2)	Power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the *Public Health and Wellbeing Act 2008*		
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year		Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises		Where Council is the registration authority
s 40F	Power to cancel registration of food premises		Where Council is the registration authority ~~Note: This provision commences on 1 July 2021, unless proclaimed earlier~~
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business		Where Council is the registration authority
s 43F(7)	Power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements		Where Council is the registration authority
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged		Where Council is the registration authority

HERITAGE ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 116	Power to sub-delegate Executive Director's functions, duties or powers		Must first obtain Executive Director's written consent Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 185L(4)	Power to declare and levy a cladding rectification charge	**CEO**[1]	

[1] The only member of staff who can be a delegate in Column 3 is the CEO.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 4B	Power to prepare an amendment to the Victorian Planning Provisions		If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister		
s 4H	Duty to make amendment to Victorian Planning Provisions available in accordance with public availability requirements		
s 4I	Duty to keep Victorian Planning Provisions and other documents available in accordance with public availability requirements		
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A		
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme		
s 8A(5)	Function of receiving notice of the Minister's decision		
s 8A(7)	Power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days		
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons		
s 12A(1)	Duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s 19 of the *Planning and Environment (Planning Schemes) Act 1996*)		
s 12B(1)	Duty to review planning scheme		
s 12B(2)	Duty to review planning scheme at direction of Minister		
s 12B(5)	Duty to report findings of review of planning scheme to Minister without delay		
s 14	duties of a Responsible Authority as set out in s 14(a) to (d)		
s 17(1)	Duty of giving copy amendment to the planning scheme		
s 17(2)	Duty of giving copy s 173 agreement		
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days		
s 18	Duty to make amendment etc. available in accordance with public availability requirements		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme		
s 19	Function of receiving notice of preparation of an amendment to a planning scheme		Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority
s 20(1)	Power to apply to Minister for exemption from the requirements of s 19		
s 21(2)	Duty to make submissions available in accordance with public availability requirements		
s 21A(4)	Duty to publish notice		
s 22	Duty to consider all submissions		Except submissions which request a change to the items in s 22(5)(a) and (b)
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel		
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment		
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act		
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements ~~for inspection~~		
s 27(2)	Power to apply for exemption if panel's report not received		
s 28(1)	Duty to notify the Minister if abandoning an amendment		Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site		
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months		
s 30(4)(a)	Duty to say if amendment has lapsed		
s 30(4)(b)	Duty to provide information in writing upon request		
s 32(2)	Duty to give more notice if required		
s 33(1)	Duty to give more notice of changes to an amendment		
s 36(2)	Duty to give notice of approval of amendment		
s 38(5)	Duty to give notice of revocation of an amendment		
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 40(1)	Function of lodging copy of approved amendment		
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period		
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends		
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements		
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity		Where Council is a responsible public entity and is a planning authority Note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of councils
s 46AW	Function of being consulted by the Minister		Where Council is a responsible public entity
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy Power to endorse the draft Statement of Planning Policy		Where Council is a responsible public entity

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity		Where Council is a responsible public entity
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area		Where Council is a responsible public entity
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction		Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans		
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority		
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land		
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land		
s 46GP	Function of receiving a notice under s 46GO		Where Council is the collecting agency

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land		
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO		
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister		
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ		
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general		
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference		
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)		
s 46GU	Duty not to adopt an amendment under s 29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met		
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution Power to specify the manner in which the payment is to be made		Where Council is the collecting agency
s 46GV(3)(b)	Power to enter into an agreement with the applicant		Where Council is the collecting agency
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)		Where Council is the development agency
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)		Where Council is the collecting agency
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction		Where Council is the collecting agency
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable		Where Council is the collecting agency
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan		Where Council is the collecting agency
s 46GY(1)	Duty to keep proper and separate accounts and records		Where Council is the collecting agency
s 46GY(2)	Duty to keep the accounts and records in accordance with the *Local Government Act 2020*		Where Council is the collecting agency
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs		Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZ(2)(a)	Function of receiving the monetary component		Where the Council is the planning authority This duty does not apply where Council is also the collecting agency
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan as responsible for those works, services or facilities		Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency
s 46GZ(2)(b)	Function of receiving the monetary component		Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency		Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land		Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land		If any inner public purpose land is vested in Council under the *Subdivision Act 1988* or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZ(9)	Function of receiving the fee simple in the land		Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZA(1)	Duty to keep proper and separate accounts and records		Where Council is a development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the *Local Government Act 2020*		Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)		Where Council is a development agency under an approved infrastructure contributions plan
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA		If the VPA is the collecting agency under an approved infrastructure contributions plan Where Council is a development agency under an approved infrastructure contributions plan
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)		Where Council is the development agency under an approved infrastructure contributions plan
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)		Where Council is the collecting agency under an approved infrastructure contributions plan

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires		Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency
s 46GZE(2)	Function of receiving the unexpended land equalisation amount		Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land		Where Council is the development agency under an approved infrastructure contributions plan
s 46GZF(3)	Duty, if land is sold under s 46GZF(2)(b), to follow the steps in s 46GZF(3)(a) and (b)		Where Council is the development agency under an approved infrastructure contributions plan

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46GZF(3)	s 46GZF(3)(a) function of receiving proceeds of sale		Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction		Where Council is the collecting agency under an approved infrastructure contributions plan
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister		Where Council is a collecting agency or development agency
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council		Where Council is a collecting agency or development agency
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)		
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy		
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy		
s 46O(1)(a) & (2)(a)	Power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit		
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy		
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured		
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable		
s 46Q(1)	Duty to keep proper accounts of levies paid		
s 46Q(1A)	Duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency		
s 46Q(2)	Duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed		Only applies when levy is paid to Council as a 'development agency'
s 46Q(4)(c)	Duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the Council or for the provision by the Council of works, services or facilities in an area under s 46Q(4)(a)		Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan		Must be done in accordance with Part 3
s 46Q(4)(e)	Duty to expend that amount on other works etc.		With the consent of, and in the manner approved by, the Minister
s 46QC	Power to recover any amount of levy payable under Part 3B		
s 46QD	Duty to prepare report and give a report to the Minister		Where Council is a collecting agency or development agency
s 46V(3)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available		
s 46Y	Duty to carry out works in conformity with the approved strategy plan		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 47	Power to decide that an application for a planning permit does not comply with that Act		
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits		
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements		
s 50(4)	Duty to amend application		
s 50(5)	Power to refuse to amend application		
s 50(6)	Duty to make note of amendment to application in register		
s 50A(1)	Power to make amendment to application		
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given		
s 50A(4)	Duty to note amendment to application in register		
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements		
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate		
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme		
s 52(1)(ca)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant		
s 52(1)(cb)	Duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant		
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected		
s 52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant		
s 52(3)	Power to give any further notice of an application where appropriate		
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it		
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)		
s 54(1)	Power to require the applicant to provide more information		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 54(1A)	Duty to give notice in writing of information required under s 54(1)		
s 54(1B)	Duty to specify the lapse date for an application		
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information		
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)		
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme		
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector		
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go		
s 57(5)	Duty to make ~~available for inspection~~ a copy of all objections available in accordance with the public availability requirements		
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)		
s 57A(5)	Power to refuse to amend application		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 57A(6)	Duty to note amendments to application in register		
s 57B(1)	Duty to determine whether and to whom notice should be given		
s 57B(2)	Duty to consider certain matters in determining whether notice should be given		
s 57C(1)	Duty to give copy of amended application to referral authority		
s 58	Duty to consider every application for a permit		
s 58A	Power to request advice from the Planning Application Committee		
s 60	Duty to consider certain matters		
s 60(1A)	Duty to consider certain matters		
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect		
s 61(1)	Power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application		The permit must not be inconsistent with a cultural heritage management plan under the *Aboriginal Heritage Act 2006*

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit		
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit		
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent		
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent		
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant		
s 62(1)	Duty to include certain conditions in deciding to grant a permit		
s 62(2)	Power to include other conditions		
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)		
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan		
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant		
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)		
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)		
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)		
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors		This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(3)	Duty not to issue a permit until after the specified period		This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision		This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit		This provision applies also to a decision to grant an amendment to a permit – see s 75A

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57		
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities		
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit		If the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit		If the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s 66(6)	Duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under s 64 or 65		If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit		
s 69(1A)	Function of receiving application for extension of time to complete development		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 69(2)	Power to extend time		
s 70	Duty to make copy permit available in accordance with public availability requirements~~for inspection~~		
s 71(1)	Power to correct certain mistakes		
s 71(2)	Duty to note corrections in register		
s 73	Power to decide to grant amendment subject to conditions		
s 74	Duty to issue amended permit to applicant if no objectors		
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit		
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice		
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit		If the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit		If the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 76A(6)	Duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under s 64 or 76		If the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s 76D	Duty to comply with direction of Minister to issue amended permit		
s 83	Function of being respondent to an appeal		
s 83B	Duty to give or publish notice of application for review		
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit		
s 84(2)	Duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit		
s 84(3)	Duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit		
s 84(6)	Duty to issue permit on receipt of advice within 3 working days		
s 84AB	Power to agree to confining a review by the Tribunal		
s 86	Duty to issue a permit at order of Tribunal within 3 working days		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit		
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit		
s 91(2)	Duty to comply with the directions of VCAT		
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs		
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90		
s 93(2)	Duty to give notice of VCAT order to stop development		
s 95(3)	Function of referring certain applications to the Minister		
s 95(4)	Duty to comply with an order or direction		
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land		
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land		
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment		
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 96F	Duty to consider the panel's report under s 96E		
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the *Planning and Environment (Planning Schemes) Act 1996*)		
s 96H(3)	Power to give notice in compliance with Minister's direction		
s 96J	Power to issue permit as directed by the Minister		
s 96K	Duty to comply with direction of the Minister to give notice of refusal		
s 96Z	Duty to keep levy certificates given to it under ss 47 or 96A for no less than 5 years from receipt of the certificate		
s 97C	Power to request Minister to decide the application		
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application		
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister		
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with public availability requirements ~~for inspection~~		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 97L	Duty to include Ministerial decisions in a register kept under s 49		
s 97MH	Duty to provide information or assistance to the Planning Application Committee		
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee		
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance		
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate		
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate		
s 97Q(4)	Duty to comply with directions of VCAT		
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions		
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances		
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 101	Function of receiving claim for expenses in conjunction with claim		
s 103	Power to reject a claim for compensation in certain circumstances		
s 107(1)	Function of receiving claim for compensation		
s 107(3)	Power to agree to extend time for making claim		
s 114(1)	Power to apply to the VCAT for an enforcement order		
s 117(1)(a)	Function of making a submission to the VCAT where objections are received		
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made		
s 123(1)	Power to carry out work required by enforcement order and recover costs		
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)		Except Crown Land
s 129	Function of recovering penalties		
s 130(5)	Power to allow person served with an infringement notice further time		
s 149A(1)	Power to refer a matter to the VCAT for determination		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement		
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)		Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports		
s 171(2)(g)	Power to grant and reserve easements		
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan		Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)		Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)		Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing		Where Council is the relevant responsible authority
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the *Planning and Environment Act 1987* requires something to be to the satisfaction of Council or Responsible Authority		
---	Power to give consent on behalf of Council, where an agreement made under s 173 of the *Planning and Environment Act 1987* requires that something may not be done without the consent of Council or Responsible Authority		
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9		
s 178	Power to amend a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9		
s 178A(1)	Function of receiving application to amend or end an agreement		
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)		
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 178A(5)	Power to propose to amend or end an agreement		
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement		
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement		
s 178C(2)	Duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end		
s 178C(4)	Function of determining how to give notice under s 178C(2)		
s 178E(1)	Duty not to make decision until after 14 days after notice has been given		
s 178E(2)(a)	Power to amend or end the agreement in accordance with the proposal		If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal		If no objections are made under s 178D Must consider matters in s 178B

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 178E(2)(c)	Power to refuse to amend or end the agreement		If no objections are made under s 178D Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal		After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal		After considering objections, submissions and matters in s 178B
s 178E(3)(c)	Power to amend or end the agreement in a manner that is substantively different from the proposal		After considering objections, submissions and matters in s 178B
s 178E(3)(d)	Power to refuse to amend or end the agreement		After considering objections, submissions and matters in s 178B
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)		
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn		
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement		
s 178H	Power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement		
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land		
s 179(2)	Duty to make ~~available for inspectiona~~ copy of each agreement available in accordance with the public availability requirements		
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General		
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement		
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 182	Power to enforce an agreement		
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement		
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision		
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement		
s 184F(3)	Duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement		
s 184F(5)	Function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision		
s 184G(2)	Duty to comply with a direction of the Tribunal		
s 184G(3)	Duty to give notice as directed by the Tribunal		
s 198(1)	Function to receive application for planning certificate		
s 199(1)	Duty to give planning certificate to applicant		

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 201(1)	Function of receiving application for declaration of underlying zoning		
s 201(3)	Duty to make declaration		
-	Power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council		
	Power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council		
	Power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit		
-	Power to give written authorisation in accordance with a provision of a planning scheme		
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district		
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible		

RESIDENTIAL TENANCIES ACT 1997			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 91ZU(1)	Power to give a renter a notice to vacate rented premises		Where Council is a public statutory authority engaged in the provision of housing ~~Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier~~
s 91ZZC(1)	Power to give a renter a notice to vacate rented premises		Where Council is a public statutory authority authorised to acquire land compulsorily for its purposes ~~Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier~~
s 91ZZE(1)	Power to give a renter a notice to vacate rented premises		Where Council is a public statutory authority engaged in the provision of housing ~~Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier~~
s 91ZZE(3)	Power to publish Council's criteria for eligibility for the provision of housing		Where Council is a public statutory authority engaged in the provision of housing ~~Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier~~
s 142D	Function of receiving notice regarding an unregistered rooming house		

RESIDENTIAL TENANCIES ACT 1997			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 142G(1)	Duty to enter required information in Rooming House Register for each rooming house in municipal district		
s 142G(2)	Power to enter certain information in the Rooming House Register		
s 142I(2)	Power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry		
s 206AZA(2)	Function of receiving written notification		~~Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier~~
s 207ZE(2)	Function of receiving written notification		~~Note: this power is not yet in force and will commence on 27 April 2021, unless proclaimed earlier~~
s 311A(2)	Function of receiving written notification		
s 317ZDA(2)	Function of receiving written notification		
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements		
s 522(1)	Power to give a compliance notice to a person		
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)		

RESIDENTIAL TENANCIES ACT 1997			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 525(4)	Duty to issue identity card to authorised officers		
s 526(5)	Duty to keep record of entry by authorised officer under s 526		
s 526A(3)	Function of receiving report of inspection		
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)		

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette		Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette		
s 11(9)(b)	Duty to advise Registrar		
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.		Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person		Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road		Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance		Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(5)	Duty to consider written submissions received within 28 days of notice		Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission		Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice		Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(10)	Duty to notify of decision made		Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette		Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria		
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria		
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport		
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority		
s 15(2)	Duty to include details of arrangement in public roads register		
s 16(7)	Power to enter into an arrangement under s 15		

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 16(8)	Duty to enter details of determination in public roads register		
s 17(2)	Duty to register public road in public roads register		Where Council is the coordinating road authority
s 17(3)	Power to decide that a road is reasonably required for general public use		Where Council is the coordinating road authority
s 17(3)	Duty to register a road reasonably required for general public use in public roads register		Where Council is the coordinating road authority
s 17(4)	Power to decide that a road is no longer reasonably required for general public use		Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register		Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area		Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register		Where Council is the coordinating road authority
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority		
s 19(4)	Duty to specify details of discontinuance in public roads register		
s 19(5)	Duty to ensure public roads register is available for public inspection		

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 21	Function of replying to request for information or advice		Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction		
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report		
s 22(5)	Duty to give effect to a direction under s 22		
s 40(1)	Duty to inspect, maintain and repair a public road		
s 40(5)	Power to inspect, maintain and repair a road which is not a public road		
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair		
s 42(1)	Power to declare a public road as a controlled access road		Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette		Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified		Where Council is the coordinating road authority If road is a municipal road or part thereof
s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road		Where Council is the coordinating road authority If road is a municipal road or part thereof and where road is to be specified a freight road

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)		Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M		
s 49	Power to develop and publish a road management plan		
s 51	Power to determine standards by incorporating the standards in a road management plan		
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan		
s 54(2)	Duty to give notice of proposal to make a road management plan		
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals		
s 54(6)	Power to amend road management plan		
s 54(7)	Duty to incorporate the amendments into the road management plan		
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper		

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 63(1)	Power to consent to conduct of works on road		Where Council is the coordinating road authority
s 63(2)(e)	Power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency		Where Council is the infrastructure manager
s 64(1)	Duty to comply with cl 13 of sch 7		Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc		Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill		Where Council is the coordinating road authority
s 67(3)	Power to request information		Where Council is the coordinating road authority
s 68(2)	Power to request information		Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer		
s 72	Duty to issue an identity card to each authorised officer		
s 85	Function of receiving report from authorised officer		
s 86	Duty to keep register re s 85 matters		
s 87(1)	Function of receiving complaints		
s 87(2)	Duty to investigate complaint and provide report		
s 112(2)	Power to recover damages in court		

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 116	Power to cause or carry out inspection		
s 119(2)	Function of consulting with the Head, Transport for Victoria		
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)		
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)		
s 121(1)	Power to enter into an agreement in respect of works		
s 122(1)	Power to charge and recover fees		
s 123(1)	Power to charge for any service		
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads		
sch 2 cl 3(1)	Duty to make policy about controlled access roads		
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads		
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria		
sch 2 cl 5	Duty to publish notice of declaration		

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve		Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road		Where Council is the infrastructure manager or works manager
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works		Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance		Where Council is the infrastructure manager or works manager
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected		Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works		Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed		Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person		Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs		Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)		Where Council is the works manager
sch 7 cl 13(2)	Power to vary notice period		Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)		Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works		Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult		Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works		Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent		Where Council is the coordinating road authority
sch 7 cl 16(8)	Power to include consents and conditions		Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal		Where Council is the coordinating road authority
sch 7 cl 18(1)	Power to enter into an agreement		Where Council is the coordinating road authority
sch 7 cl 19(1)	Power to give notice requiring rectification of works		Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred		Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure		Where Council is the coordinating road authority
sch 7A cl 2	Power to cause street lights to be installed on roads		Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7A cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road		Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas		Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with cls 3(2) and 4		Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

CEMETERIES AND CREMATORIA REGULATIONS 2015
##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).

Column 1	Column 2	Column 3	Column 4
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 24	Duty to ensure that cemetery complies with depth of burial requirements		
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves		
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)		
r 28(1)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator		
r 28(2)	Duty to ensure any fittings removed of are disposed in an appropriate manner		
r 29	Power to dispose of any metal substance or non-human substance recovered from a cremator		
r 30(2)	Power to release cremated human remains to certain persons		Subject to any order of a court
r 31(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation		

CEMETERIES AND CREMATORIA REGULATIONS 2015 ##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 31(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation		
r 31(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation		
r 31(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period		
r 32	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)		
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)		
r 33(2)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)		
r 34	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)		
r 36	Duty to provide statement that alternative vendors or supplier of monuments exist		

CEMETERIES AND CREMATORIA REGULATIONS 2015 ##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 40	Power to approve a person to play sport within a public cemetery		
r 41(1)	Power to approve fishing and bathing within a public cemetery		
r 42(1)	Power to approve hunting within a public cemetery		
r 43	Power to approve camping within a public cemetery		
r 45(1)	Power to approve the removal of plants within a public cemetery		
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)		
r 47(3)	Power to approve the use of fire in a public cemetery		
r 48(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area		
Note: sch 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules			
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of sch 2		See note above regarding model rules

CEMETERIES AND CREMATORIA REGULATIONS 2015 ##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery		See note above regarding model rules
sch 2 cl 5(2)	Duty to notify the Secretary of, (a) the hours during which pedestrian access is available to the cemetery; and (b) any changes to those hours		See note above regarding model rules
sch 2 cl 6(1)	Power to give directions regarding the manner in which a funeral is to be conducted		See note above regarding model rules
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials		See note above regarding model rules
sch 2 cl 8	Power to approve certain mementos on a memorial		See note above regarding model rules
sch 2 cl 11(1)	Power to remove objects from a memorial or place of interment		See note above regarding model rules
sch 2 cl 11(2)	Duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner		See note above regarding model rules
sch 2 cl 12	Power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies		See note above regarding model rules

CEMETERIES AND CREMATORIA REGULATIONS 2015
##These provisions apply to Council appointed as a cemetery trust under s 5 of the *Cemeteries and Crematoria Act* 2003, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).

Column 1	Column 2	Column 3	Column 4
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery		See note above regarding model rules
sch 2 cl 16(1)	Power to approve construction and building within a cemetery		See note above regarding model rules
sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust		See note above regarding model rules
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery		See note above regarding model rules

PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
r 6	Function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme		Where Council is not the planning authority and the amendment affects land within its municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r 21	Power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under s 54 of the Act		
r 25(a)	Duty to make copy of matter considered under s 60(1A)(g) available for inspection free of charge		Where Council is the responsible authority
r 25(b))	Function of receiving a copy of any document considered under s 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge		Where Council is not the responsible authority but the relevant land is within Council's municipal district
r 42	Function of receiving notice under s 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application		Where Council is not the planning authority and the amendment affects land within Council's municipal district; or Where the amendment will amend the planning scheme to designate Council as an acquiring authority.

PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme		
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme		
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r19 or 20		

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 7	Power to enter into a written agreement with a caravan park owner		
r 10	Function of receiving application for registration		
r 11	Function of receiving application for renewal of registration		
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations		
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations		
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations		
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations		
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration		
r 12(4) & (5)	Duty to issue certificate of registration		
r 14(1)	Function of receiving notice of transfer of ownership		
r 14(3)	Power to determine where notice of transfer is displayed		

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 15(1)	Duty to transfer registration to new caravan park owner		
r 15(2)	Duty to issue a certificate of transfer of registration		
r 15(3)	Power to determine where certificate of transfer of registration is displayed		
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration		
r 17	Duty to keep register of caravan parks		
r 18(4)	Power to determine where the emergency contact person's details are displayed		
r 18(6)	Power to determine where certain information is displayed		
r 22(1)	Duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner		
r 22(2)	Duty to consult with relevant emergency services agencies		
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures		
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings		
r 25(3)	Duty to consult with relevant floodplain management authority		

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 26	Duty to have regard to any report of the relevant fire authority		
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling		
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe		
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe		
r 41(4)	Function of receiving installation certificate		
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling		
Sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling		

RESIDENTIAL TENANCIES REGULATIONS 2021			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 4 cl 3(a)(iii)	Power to approve any other toilet system		

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 8(1)	Duty to conduct reviews of road management plan		
r 9(2)	Duty to produce written report of review of road management plan and make report available		
r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)		Where Council is the coordinating road authority
r 10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act		
r 13(1)	Duty to publish notice of amendments to road management plan		Where Council is the coordinating road authority
r 13(3)	Duty to record on road management plan the substance and date of effect of amendment		
r 16(3)	Power to issue permit		Where Council is the coordinating road authority
r 18(1)	Power to give written consent re damage to road		Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal		Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act		Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road		Where Council is the responsible road authority

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3)		Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible		

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works		Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances		Where Council is the coordinating road authority

Maddocks

Maddocks Delegations and Authorisations

S7 Instrument of Sub-Delegation by CEO

Wellington Shire Council

Instrument of Sub-Delegation

by

The Chief Executive Officer

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 Wellington Shire 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 each delegation under the Instrument of Sub-Delegation dated 19 October 2021 and executed by David Morcom is 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) strategy

        adopted 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 19 October 2021 and is made by the Chief Executive Officer under authority of an instrument of delegation authorised by Resolution of Council made on 19 October 2021.

Signed by the Chief Executive Officer of Council)
in the presence of:)

.....
Witness

Date: ……..

SCHEDULE

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ABORIGINAL HERITAGE ACT 2006			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
Parts 4, 6 and 8	Powers, functions and duties of a sponsor of a cultural heritage management plan under Parts 4, 6 and 8 of the *Aboriginal Heritage Act 2006*		
s 74A(1)	Power to enter into an Aboriginal cultural heritage land management agreement with a registered Aboriginal party		
s 74E(1)	Duty to give copy of Aboriginal cultural heritage land management agreement to Secretary of the Department of Premier and Cabinet		

ASSOCIATIONS INCORPORATION REFORM ACT 2012			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 132	Power to nominate a body to which assets should be returned		Where a wound up incorporated association has assets consisting of property supplied by Council (which includes the unexpended portion of a grant)

AUDIT ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 13(1)	Duty to pay, to the Consolidated Fund, an amount determined by the Auditor-General to defray the reasonable costs and expenses incurred by or on behalf of the Auditor-General in conducting an audit of the financial statements of the public body and expressing an audit opinion on Council under s 11		
s 13(4)	Power to dispute the reasonableness of an amount to be paid		
s 17(1)	Function of being consulted by the Auditor-General		
s 18(1)	Function of receiving a final specification of a performance audit		
s 18(4)(a)	Function of receiving an amended specification		
s 18(4)(b)	Function of being consulted by the Auditor-General		
s 23(1)	Power to enter into an agreement with the Auditor-General for the provision of other auditing services		
s 44	Function of receiving a written notice and power to give consent to entry		
s 45	Power to consent to earlier entry		
s 46(1)	Power to request that the Auditor-General, or authorised person, produce proof of identity		

AUDIT ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 47	Duty to provide all reasonable assistance necessary to each of the people listed in s 47(a) – (c) who attends for the purposes of the Auditor-General, or authorised person, exercising the power to enter and inspect Council's premises		
s 48	Power to request that the Auditor-General or authorised person serve an information gathering notice		
s 58(2)(a)(i) & (ii)	Function of receiving a copy of the report or part of the proposed report and the power to make comment		
s 65(2)	Duty to give Council's officer or employee a reasonable opportunity to respond in relation to the adverse material		
s 68(1)	Function of receiving information acquired by the Auditor-General		Where Council is a specified entity

BUILDING ACT 1993			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 3(1)	Power to appoint municipal building surveyor		The person must be a registered building surveyor (unlimited) as required by s 213
s 11(2)	Duty to publish notice in a newspaper if regulation under Part 2 ceases to have effect		
s 25AD(1)	Function of receiving written notice of the occurrence of each prescribed event and the prescribed information relating to that event		
s 25BE	Function of receiving the building permit number and the information given to the Victorian Building Authority (**Authority**) by the relevant building surveyor under s 18AA in relation to the application for the building permit number		
s 29A	Function of giving consent to building permit for demolition in its capacity as responsible authority under the *Planning and Environment Act 1987*		
s 29B(1)	Duty to give notice where amendment of planning scheme sought in its capacity as responsible authority under the *Planning and Environment Act 1987*		
s 29B(3)	Duty to give notice where request for amendment withdrawn, refused etc. in its capacity as responsible authority under the *Planning and Environment Act 1987*		
s 30	Function of receiving copy permit, plans and other documents		

BUILDING ACT 1993			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 30B	Function of receiving checklist confirming all relevant documents to be provided by building surveyor		
s 31(1)	Duty to keep register of building permits		
s 31(2)	Duty to make register available for inspection		
s 32	Duty to keep documents		
s 32A(2)	Duty to provide Development Victoria notice setting out information in s 32A(3) and a copy of any relevant planning permit within 14 days after being given a copy of building permit under s 30(1), in certain circumstances where s 32A(1) applies		
s 66(b)(i)	Function of determining fees		
s 73	Function of receiving copy permit, plans and other documents		
s 74(1)	Duty to keep register of occupancy permits, temporary approvals and amendments		
s 74(2)	Duty to make register available		
s 75	Duty to keep documents		
s 80	Function of receiving notification of appointment		

BUILDING ACT 1993			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 80A(3)(a)	Function of receiving written notice of designated building surveyor referred to in s 80A(2)		
s 80A(4)(a)	Function of receiving notice of the new designated building surveyor		
s 80C(4)(c)	Function of receiving a copy of the transfer form		
s 80D(6)(b)	Function of receiving notification of functions being transferred from an employee building surveyor or a designated building surveyor in accordance with a direction under s 80D(1) or (2)		
s 81(2)	Function of receiving notification for work terminated		
s 83F	Function of receiving notice of appointment of manager for private building surveyor's business from the Authority		
s 101(2)	Function of receiving copy documents		
s 120(2)(a)	Function of receiving notification that an order is complied with		
s 123(1)	Power to determine whether to recover from the owner the costs of work carried out or action taken under Part 8 Division 3 of the Act by the municipal building surveyor as a debt due to Council pursuant to s 123(1) of the Act		

BUILDING ACT 1993			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 123(2)	Power to determine whether to apply any sum or part of any sum for which a bond or undertaking is deposited with Council under a condition imposed on a permit under s 22 of the Act towards the costs of carrying out work or taking action pursuant to s 123(2) of the Act		
s 125(1)	Function of receiving copy notice or order		
s 125(2)	Function of receiving written notice of the compliance, amendment or cancellation		
s 126(1)	Duty to keep register of emergency orders, building notices and building orders		
s 126(2)	Duty to make register available for inspection		
s 138(5)	Power to appeal to the Building Appeals Board		Where Council is a prescribed reporting authority
s 160(3)(d)	Power to make application to the Building Appeals Board		
s 162(1)(a)(i)	Function of being consulted by the Building Appeals Board		
s 162(4)(b)	Function of entering into an agreement when directed by Building Appeals Board		
s 164(1)	Power to agree to terminate or vary agreement		
s 164(2)	Power to terminate or vary agreement		

BUILDING ACT 1993			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 164(4)	Power to apply for approval		
s 165(1)(a)	Duty to lodge copy or give notice		
s 165(1)(b)	Duty to apply to agreement made in the Register		
s 192(1)	Function of consulting with Minister regarding Alpine resorts		
s 192A(7)	Function of receiving a copy of the map prepared by the Minister		
s 192A(8)	Duty to make a copy of the most recent map available for inspection by members of the public without charge, during business hours, at Council's offices		
s 214(1)	Power to enter into agreement		
s 215(1)	Power to enter into agreements with a private building surveyor		
s 216A	Power to apply to the Minister for exemption		
s 216C	Power to appoint a municipal building surveyor to carry out certain functions outside of the municipal district		
s 216D(2)	Duty to establish and maintain a register of swimming pools located in Council's municipal district		

BUILDING ACT 1993			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 216D(5)(a)	Duty to submit, on request, all or any part of the information, record and document recorded in the register to the Authority		
s 216D(5)(b)	Duty to submit, on request, all or any part of the information, record and document recorded in the register to any other prescribed person, agency or body		
s 222	Function of receiving order from Minister		
s 230(2)	Duty to keep a register containing the prescribed information relating to the exercise of a power of entry under Subdivision 5 by any of the authorised persons referred to in s 230(2)(a) and (b)		
s 230(7)(a)	Duty to keep the prescribed information relating to each exercise of a power of entry under Subdivision 5 for 10 years after the date of the entry		
s 230(7)(b)	Duty to make the register required under s 230(2) available for inspection by the Authority on request, and at a time agreed to between Council and the Authority		
s 230(7)(c)	Duty to provide an extract under s 230(6), if requested		
s 232	Power to receive complaints about the exercise of a power under Part 13 Division 2 by Council's municipal building surveyor, or a person authorised by Council's municipal building surveyor to act on behalf of the municipal building surveyor		

BUILDING ACT 1993			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 234A	Duty to consider the complaint and give a written report to the complainant of the person's consideration of the complaint		If the complaint is brought under Part 12 Division 2 of the Act
s 236(7)	Power to consent to remove or deface an order or notice put up under s 236(4) or 236(4A)		
s 241(1)&(4)	Power to authorise a person or persons to bring proceedings for a summary offence against Part 3, 4, 5, 7 or 8 of the Act or the building regulations within Council's municipal district pursuant to s 241(1) and 241(4)		
s 242	Function of receiving funds recovered through prosecution		
s 252(1)	Power to determine whether to apply to the Magistrates' Court for a warrant under s 252 of the Act if a person refuses to vacate a building or land when required to do so by order under the Act pursuant to s 252(1) of the Act		
s 259AB(1)	Function of entering an information sharing arrangement with the Authority		Subject to s 259AB(2) Where Council is a relevant agency
s 259AB(3)	Power to request and receive information held by the Authority, and power to disclose information to the Authority		Only to the extent that the information is reasonably necessary to assist in the exercise of functions under this Act, or the functions of Council Where Council is a relevant agency

BUILDING ACT 1993			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 259AB(4)(a)	Function of being referred, by the Authority, any matter (including any complaint) with respect to building work, plumbing work or architectural services		Where Council is a building regulator
s 259AB(4)(b)	Function of receiving from the Authority any matter of a type described in s 259AB(4)(a)		Where Council is a building regulator
s 259AB(4)(c)	Function of conducting a joint investigation with the Authority into any matter of a type described in s 259AB(4)(a)		Where Council is a building regulator
s 259AB(5)	Power to, despite any other Act or law of the State, refer a matter referred to in s 259AB(4) to the Authority, or to conduct an investigation into the matter jointly with the Authority		Where Council is a building regulator
sch 2 cl 1(c)(i)	Function of determining fees		
sch 2 cl 4(2)	Function of receiving copy application		
sch 2 cl 4(3)	Function of receiving fees		
sch 2 cl 4(4)	Power to fix fees in accordance with cl 4(5)		
sch 2 cl 4A(2)(b)	Duty to give the owner of the allotment an opportunity to make a submission in respect of the possible detriment		Where Council is the reporting authority

CATCHMENT AND LAND PROTECTION ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 22A(4)	Function of receiving a copy of the Minister's declaration		
s 22B	Duty to prepare a roadside weed and pest animal management plan		Where a declaration has been made in respect of Council's municipal district, under s 22A See also s 22C for the contents of the plan
s 22C(3)	Function of determining which additional information to include in a roadside weed and pest animal management plan		
s 22D	Duty to have regard to matters in s 22D(a) – (c) when preparing a roadside weed and pest animal management plan		
s 22E(1)	Duty to submit proposed roadside weed and pest animal management plan within 120 days of Minister's declaration		
s 22E(2)	Power to apply in writing to the Minister to request an extension of time to submit the proposed roadside weed and pest animal management plan		
s 22F	Duty to comply with procedure described in s 22F before preparing roadside weed and pest animal management plan		
s 22G	Duty to comply with request of Minister to provide a revised roadside weed and pest animal management plan		

CATCHMENT AND LAND PROTECTION ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 22H	Function of receiving notice from the Minister of approval of roadside weed and pest animal management plan		
s 22I(1)	Duty to publish the approved roadside weed and pest animal management plan on Council's website as soon as practicable after plan is approved		
s 22I(2)	Duty to ensure that copies of the approved roadside weed and pest animal management plan are available for inspection during normal office hours		
s 22J	Duty to implement measures set out in approved roadside weed and pest animal management plan		
s 22K(1),(2)&(3)	Power to request, in writing, that the Minister approve a variation of its approved roadside weed and pest animal management plan		
s 22K(4)	Function of receiving notice of Minister's decision to approve or refuse to approve the request for a variation of roadside weed and pest animal management plan		
s 22L	Function of receiving Minister's request to vary approved roadside weed and pest animal management plan		
s 22M(1)	Duty to publish a consolidated version of its approved roadside weed and pest animal management plan on its website as soon as practicable after variation under ss 22K or 22L		

CATCHMENT AND LAND PROTECTION ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 22M(2)	Duty to ensure that a consolidated version of its approved roadside weed and pest animal management is available for inspection		
s 22N(2)	Function of receiving notice of Minister's intention to suspend the approval of a roadside weed and pest animal management plan		
s 22N(2)	Function of submitting to the Minister reasons why the approval of the roadside weed and pest animal management plan should not be suspended		
s 22N(3)	Function of receiving notice of Minister's decision		
s 22O(2)	Function of receiving notice of Minister's intention to revoke his or her approval of a roadside weed and pest animal management plan		
s 22O(2)(b)	Function of submitting to the Minister reasons why the approval of the roadside weed and pest animal management plan should not be revoked		
s 22O(3)	Function of receiving notice of Minister's decision to revoke his or her approval of a roadside weed and pest animal management plan		
s 22P(1)	Function of receiving request to provide the Minister with specified information or documentation		
s 22P(2)	Duty to provide Minister with requested information or documentation		

CATCHMENT AND LAND PROTECTION ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 22Q	Duty to provide Minister with a written report setting out the outcomes of the measures set out in the plan within 30 days after the plan ceases to operate		

CHILD WELLBEING AND SAFETY ACT 2005			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19	Duty to comply with the Child Safe Standards		
s 25	Function of receiving education and advice from the Commission for Children and Young People regarding the Child Safe Standards		
s 26	Function of receiving request from the Commission for Children and Young People for any information or document		
s 27(1)	Function of receiving request from a relevant authority to provide any information or document		
s 29(2)	Function of receiving written notice and consenting to inspection of relevant premises by the Commission for Children and Young People		
s 29(3)	Power to consent to inspection of relevant premises without written notice by the Commission for Children and Young People		
s 30	Duty to comply with notice to provide documents given under s 30(1)		
s 31	Duty to comply with notice to comply given under s 31(1)		
s 36	Duty to ensure that the Commission for Children and Young People is given any assistance reasonably required to perform functions		

s 41I	Power to seek review by the Commission for Children and Young People of decision by the Commission to issue a notice to produce or a notice to comply		
s 41J	Power to apply to VCAT for a review of the Commission for Children and Young People to issue a notice to comply		Must have first exhausted all available avenues for review under s 41I
s 41M	Function of being given opportunity to comment on adverse comment or opinion to be included in annual report or further report		
s 41V	Power to, on Council's own initiative, disclose confidential information, other than excluded information, to another information sharing entity		Where Council is an information sharing entity and a disclosing entity
s 41V	Function of receiving confidential information, other than excluded information		Where Council is an information sharing entity and a receiving entity
s 41W(1)	Power to request another information sharing entity to disclose confidential information, other than excluded information		Where Council is an information sharing entity and a requesting entity
s 41W(1)	Function of receiving confidential information, other than excluded information		Where Council is an information sharing entity and a requesting entity
s 41W(1)	Function of receiving a request for confidential information, other than excluded information		Where Council is an information sharing entity and a responding entity
s 41W(2)	Power to disclose to the responding entity any confidential information that may assist the responding entity		Where Council is an information sharing entity and a requesting entity
s 41W(2)	Function of receiving confidential information from an information sharing entity		Where Council is an information sharing entity and a responding entity
s 41W(3)	Duty to comply with a request made under s 41W(1)		Where Council is an information sharing entity and a responding entity

s 41W(4)	Duty to provide reasons, in writing, as to why Council cannot comply with a request made under s 41W(1)		Where Council is an information sharing entity and a responding entity
s 41W(4)	Function of receiving reasons from a responding entity as to why it cannot comply with a request made under s 41W(1)		Where Council is an information sharing entity and a requesting entity
s 41Y	Power to disclose confidential information, other than excluded information, to any person set out in s 41Y(1)(a) – (c)		Where Council is an information sharing entity
s 41Z	Power to collect and use any confidential information disclosed to Council under Part 6A		Where Council is an information sharing entity
s 41ZC	Duty to record prescribed information in respect of its collection, use and disclosure of confidential information		Where Council is an information sharing entity
s 41ZD(2)	Power to collect, use or disclose confidential information		Where Council is an information sharing entity within the meaning of Part 5A of the *Family Violence Protection Act 2008*
s 41ZF	Power to refuse to give an individual access to their confidential information under a relevant privacy law		Where Council is an information sharing entity
s 43(1)(a)	Function of receiving notice of the birth of a child		Where the mother of the child usually resides in Council's municipal district
s 43(1)(b)	Function of receiving notice of the birth of a child		When the municipal district in which the mother usually resides is unknown and the birth occurs in Council's municipal district

CHILDREN YOUTH AND FAMILIES ACT 2005			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 23(1)	Function of being allocated money by the Secretary for the purposes of Part 3.1		
s 25	Power to use land or property for any purpose relating to the provision of services for children and families		Where authorised by the Secretary
s 26	Function of entering into an agreement with the Secretary		
s 30	Function of having matters referred to it by the Secretary to provide advice, services and support to the child, family of the child or mother of the unborn child		Where Council is not registered as a community service but is established to provide services to meet the needs of children requiring care, support, protection or accommodation and of families requiring support
s 192	Power to provide information to the Secretary		
s 196	Function of receiving written direction from an authorised officer in relation to disclosure of information		
s 197	Duty to comply with written direction from authorised officer		

CHILDREN'S SERVICES ACT 1996			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 166(1)	Function of receiving, from the Regulatory Authority, information in respect of a children's service for a purpose listed in s 166(2)		

CLIMATE CHANGE ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46	Power to make statement (a Council pledge) in respect of greenhouse gas emissions reductions		Council must consider factors, and include details prescribed, in s 47
s 48	Duty to give copy of Council pledge to Minister as soon as practicable following preparation		
s 49(3)	Duty to have regard to any directions of Minister regarding preparation of an emissions reduction pledge		
s 82(1)	Function of receiving notice of proposed Carbon Sequestration Agreement		Where Council is the public land manager

CONSERVATION, FORESTS AND LAND ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 66(1)	Duty to submit plans to the Secretary to the Department of Environment, Land, Water and Planning of specified works prior to their commencement		Specified works are listed in sch 3 of the Act
s 67	Power to take action contrary to a Code of Practice if paragraphs (a) and (b) apply		

COUNTRY FIRE AUTHORITY ACT 1958			
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		
s 41A	Power to recover costs of serving notice by fire prevention 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		
s 42(2)	Duty to pay for work undertaken		
s 43(1)	Duty to take all practicable steps to prevent occurrence of fires and minimise the danger of spread of fires		
s 43(2)	Power to acquire equipment, etc. for purposes of s 43(1) and pay for it out of municipal fund		
s 50F(1)	Power to prepare Neighbourhood Safer Places Plan		
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		
s 50G(1)	Duty to identify and designate places as neighbourhood safer places		
s 50G(4)	Duty to ask the CFA to assess the neighbourhood safer place		

COUNTRY FIRE AUTHORITY ACT 1958			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 50H(1)	Duty to ensure that appropriate signage is provided at neighbourhood safer places		
s 50I	Duty to maintain all designated neighbourhood safer places		
s 50J(1)	Duty to conduct an annual review of designated neighbourhood safer places by 31 August of each year		
s 50J(2)	Duty to ask the CFA to assess each neighbourhood safer place		
s 50J(5)	Power to decommission a neighbourhood safer place if paragraphs (a) or (b) apply		
s 96A(1)(a)	Duty to appoint fire prevention officer		
s96A(1)(b)	Power to appoint assistant fire prevention officers		
s 109C	Function of receiving funds for penalties recovered under s 41E		

CULTURAL AND RECREATIONAL LANDS ACT 1963			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 4	Function of receiving rates		

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

DEVELOPMENT VICTORIA ACT 2003			
Column 1	**Column 2**		**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 13(1)	Function of entering into agreement with Development Victoria concerning particular issues		Function of 'public statutory body'
s 39(2)	Duty to comply with order from Governor in Council issued under s 39(1) to surrender land in a project area		Duty of 'public statutory body'
s 51I(3)(b)	Function of receiving notice of resolution levying a general charge from Development Victoria		
s 51Q(3)(b)	Function of receiving notice of resolution levying an infrastructure recovery charge from Development Victoria		
s 51ZA	Function of receiving written notice of charge from Development Victoria, where Council has submitted notice to Authority pursuant to s 21(2A) of the *Subdivision Act 1988*		
s 56D(1)	Duty to give relevant Ministers and Treasurer statement allocating the property, rights and liabilities of Council in relation to designated project to Development Victoria		Duty of 'nominated agency'
s 56D(4)	Function of complying with request from Treasurer and relevant Minister to amend statement under s 56D(1)		Function of 'nominated agency'
s 56E(1)	Function of issuing certificate certifying that property, rights or liabilities of Council have been allocated to Development Victoria		Function of 'nominated agency'

DEVELOPMENT VICTORIA ACT 2003			
Column 1	**Column 2**		**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 56E(2)	Duty to revoke certificate given under s 56E(1) and replacing with a new certificate, if directed by Treasurer and relevant Minister		Duty of 'nominated agency'
s 56E(3)	Duty to keep register of certificates issues under s 56E, and make reasonably available for inspection		Duty of nominated agency

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

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, DUTY OR FUNCTION**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 10	Function of receiving applications for registration of dogs or cats		
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		
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		
s 10C(5)	Duty to cause to be published a copy of the resolution		
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		
s 10D(6)	Duty to cause to be published a copy of the resolution		

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, DUTY OR FUNCTION**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12(1)	Power to appoint an agent for Council in the registration of cats and dogs		
s 13	Function of receiving notification of sale by domestic animal business or foster carer (including where the animal was not registered)		
s 14(b)	Power to approve form of registration or renewal of registration of dogs and cats		
s 15(2)	Power to permit pro-rata fees for dogs or cats registered for part of a year		
s 15(6)	Duty to waive 50% of a registration fee of dogs or cats if paragraphs (a) or (b) apply		
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		
s 17(1)	Power to register or renew the registration of a dangerous dog and impose conditions upon the registration		
s 17(1A)(a)	Power to register or renew the registration of a restricted breed dog		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		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		
s 17(3)	Duty to consider submissions in relation to the registration or renewal of registrations of a dangerous dog before making decision		
s 17(4)	Duty to serve written notice of decision not to register or renew registration of dangerous dog or restricted breed dog		
s 18(1)	Duty to keep register and allow inspection of register of all registered dogs and cats		
s 18(2)(b)	Power to fix fee for inspection of registrations of dogs and cats in the municipality		
s 18(3)	Power to fix fees for making of records or obtaining certificates		
s 19(1)(a)	Duty to allocate a registration number to every dog and cat which is registered		
s 19(1)(b)	Duty to give or send the owner a registration certificate		

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		
s 23(6)	Duty to give owner or occupier of the private property a copy of a notice served under s 23(3)		
s 25(3)	Duty to cause to be published any orders made by Council under s 25		
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)		
s 26(3)	Duty to cause to be published any orders made by Council under s 26		
s 33A(1)	Duty to accept any dog or cat kept surrendered to Council by the owner of the animal		
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		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		
s 34(1)	Power to declare a dog dangerous		
s 34(2)	Duty not to declare a dog dangerous in certain circumstances		

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		
s 35(3)	Duty to consider materials submitted before making a declaration		
s 36	Duty to give written notice of a declaration to owner		
s 37	Function of receiving notification from owners of certain dogs		
s 41B(1)	Duty to notify the owner and allow it the opportunity to make submissions to the Council		
s 41C	Duty to give notice of a menacing dog declaration to owner		
s 41D	Function of receiving notification in relation to menacing dog		
s 41F	Function of receiving notification from owners of restricted breed dogs		
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		
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		

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, DUTY OR FUNCTION**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 41J(3)	Power to fix fee for application for permit		
s 44(1)	Power to require restraint of animals		If Council has made a relevant local law prohibiting the keeping of animals in a specified area
s 44(2)	Duty to give written notice of requirement in s 44(1)		
s 44AC(1)(c)	Power to inspect information kept on register of dangerous, menacing and restricted breed dogs, in accordance with the regulations		
s 44AE	Duty to provide details of dangerous, menacing or restricted breed dogs to Secretary		
s 44AEA	Duty to provide to the Secretary information relating to a dog destroyed under s 84TA, 84TB, 84TC		
s 44AF	Duty to provide to the Secretary information relating to dangerous, menacing or restricted breed dogs		
s 44AG	Duty to provide to the Secretary information about owners of dangerous, menacing or restricted breed dogs		
s 44AH	Duty to provide, when requested under s 44AH(1) a statement to Secretary confirming that information previously provided by Council is accurate		
s 46(1)	Function of receiving applications to register a premises		
s 46(2)	Power to approve form of registration of domestic animal businesses and information required		

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, DUTY OR FUNCTION**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46(3)	Function of requiring and receiving any further information relating to an application		
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		
s 48(2)	Power to approve form of renewal of registration		
s 48(3)	Power to approve form of renewal of registration and information required		
s 48(4)	Function of requiring and receiving any further information relating to the application Council		
s 49(1)	Power to fix fees for registration or renewal of registration of domestic animal premises		
s 49(2)	Power to refund all or part of application fee		
s 52(1)	Function of receiving an application for transfer of registration to a new premises		
s 52(2)(a)	Power to approve form of application to transfer registration		
s 52(2)(c)	Power to fix fee for transfer of registration and information required		
s 52(3)	Function of requiring and receiving any further information relating to the transfer of registration		

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, DUTY OR FUNCTION**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
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		
s 54(1)	Power to refuse to register or renew the registration, refuse to transfer registration, suspend registration and revoke registration of premises		
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		
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		
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		
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		
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		

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, DUTY OR FUNCTION**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
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		
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		
s 54B	Duty to refuse to register the premises on which a breeding domestic animal business is proposed to be conducted		
s 54C	Duty to refuse to transfer the registration of premises on which a breeding domestic animal business is being conducted to another premises		
s 54D	Duty to refuse to renew the registration of a premises on which a breeding domestic animal business is being conducted		
s 55	Duty to give notice if it is proposed that the powers under ss 54, 54A, 54B, 54C, 54D or 54E will be exercised		
s 56	Duty to receive both oral and written submissions and take into account any submissions		

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		
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		
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		
s 58AI(1)(a)	Power to cancel or not renew a commercial dog breeder approval		Where Council is the relevant Council
s 58AI(1)(b)	Power to suspend a commercial dog breeder approval		Where Council is the relevant Council
s 58AI(2)	Duty to give the Minister notice of any suspension, cancellation or refusal to renew		
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		Where Council is the relevant Council
s 58B	Power to apply to Minister to register premises as premises on which domestic animal business conducted		
s 58C(3)	Duty to comply with the terms, conditions, limitations and restrictions on registration of premises under s 58C		

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		
s 58E	Duty to pay fee with application for registration or renewal of registration of premises		
s 58F	Power to surrender registration of premises on which domestic animal business conducted by notice to Minister		
s 58G	Duty to notify the Minister of transfer of registration		
s 58J	Power to make submissions to the Minister regarding Minister's exercise of power under s 58H		
s 58K	Function of receiving notice of Minister's decision		
s 58P	Function of receiving, from the Minister, a copy of the permit (including any conditions imposed on the permit)		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		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.		
s 68A(1)	Duty to, in consultation with Secretary, prepare a domestic animal management plan		Subject to s 68A(1A) Note: the first plan does not need to be prepared until 4 December 2021

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, DUTY OR FUNCTION**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 68A(1A)	Power to apply to the Secretary for an extension of time within which to prepare a domestic animal management plan		
s 68A(3)(a)	Duty to review domestic animal management plan annually and, if appropriate, amend the plan		
s 68A(3)(b)	Duty to provide the Secretary with a copy of the plan and any amendments to the plan		
s 68A(3)(c)	Duty to prepare an evaluation of its implementation of the plan for publication in Council's annual report		
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		
s 68C	Function of receiving an application for foster carer registration		
s 68D(1)	Power to renew registration		
s 68D(2)	Function of receiving an application for foster carer registration renewal		
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		

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)		
s 68G(b)	Power to require information in applications under s 68C or 68D(2)		
s 68G(c)	Power to fix fee for applications under s 68C or 68D(2)		
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		
s 68I(1)(b)	Power to impose conditions on a foster carer registration		
s 68J(1)	Power to suspend or cancel a foster carer registration where the criteria in s 68J(1)(a) or (b) apply		
s 68J(2)	Duty to notify the registered foster carer of a suspension or cancellation under s 68J(1)		
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		
s 68K(2)	Function of receiving written submissions from the holder of the registration		
s 68K(3)	Duty to consider any submission may under s 68K(2) before deciding to suspend, cancel or not renew the registration		

DOMESTIC ANIMALS ACT 1994			
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		
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		
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		
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		
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		
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		
s 68Y(3)	Function of receiving, from the Secretary, the source number issued under s 68Y		
s 68Z(3)	Function of receiving, from the Secretary, the source number issued under s 68Z		

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, DUTY OR FUNCTION**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 69(1)	Duty to make payment to the Treasurer of specified amounts in respect of registration of cats, dogs or registered animal business		
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		
s 72	Power to appoint, by instrument, employees to be authorised officers		
s 72A(1)	Power to appoint person who is not employee of Council as authorised officer		Person appointed must have qualifications and experience prescribed by Secretary
s 73(1)	Duty to issue identity card to authorised officers		
s 84J	Power to retain custody of dog or cat until animal recovered under Division 5 or disposed of under Division 6		
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		
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		

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, DUTY OR FUNCTION**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
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		
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		
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		
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		
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		
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		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)		

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		
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		
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		
s 84Q(3)(a)	Duty to serve declaration on owner		
s 84R	Power to require owner to provide his or her current address to Council in certain circumstances		
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,		
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		

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, DUTY OR FUNCTION**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s84T(2)	Duty to notify the Secretary of certain information after destroying a dog under s 84T(1)		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)		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		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		
s 84V(2)	Power to give animal to an approved person or body		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		
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		

DOMESTIC ANIMALS ACT 1994			
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		
s 95	Function of receiving payment of fines		
s 98(1A)	Power to apply to VCAT for review of a decision by Minister in relation to registration of domestic animal business		
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		Notice must comply with requirements of s 100A(2) & (3)
s 100C	Function of receiving disclosed information from a person who is or was engaged in the administration of Part 5B or 5C		
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		

DOMESTIC BUILDING CONTRACTS ACT 1995			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 48R	Function of receiving details of alleged contraventions of building legislation		

EDUCATION AND CARE SERVICES NATIONAL LAW ACT 2010			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 271(1)	Function of receiving information from National Authority in respect of education and care services		
s 271(2)	Function of receiving information from Regulatory Authority in respect of education and care services		
s 271(3)	Power to disclose information to authorities or government departments in respect of education and care services		

EDUCATION AND TRAINING REFORM ACT 2006			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 2.3.13	Power to enter into and carry out a contract with the school Council		
s 2.6.21B(1)	Function of receiving information from the Victorian Institute of Teaching in respect of a registered teacher or former registered teacher, or a provider of a program, unit or course of study, for a purpose specified in subsection (4)		~~Note: this provision commenced on 24 March 2021~~
s 2.6.21B(2)	Power to provide information to the Victorian Institute of Teaching in respect of a registered teacher or former registered teacher or a provider of a program, unit or course of study for a purpose specified in subsection (4)		~~Note: this provision commenced on 24 March 2021~~
s 4.9.4(1AAA)	Function of responding to requests by Victorian Registration and Qualifications Authority for information under s 4.9.4		

ELECTRICITY SAFETY ACT 1998			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 84C	Duty to keep trees clear of electrical lines on public land managed by Council		Applies to public land, managed by Council, which has been declared under s 81 of the *Electricity Safety Act 1998* for the purposes of Part 8 of the Act
s 86B	Duty to specify certain matters in municipal emergency management plan		

ELECTORAL ACT 2002			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 108(1)(d)(ii)	Power to enable identification of a person		

EMERGENCY MANAGEMENT ACT 2013			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 59	Duty to establish a Municipal Emergency Management Planning Committee		
s 59B(1)	Duty to nominate a chairperson of the Municipal Emergency Management Planning Committee		Delegates cannot nominate themselves
s 59B(1)(a)	Power to nominate a member of Council staff to be the chairperson of the Municipal Emergency Management Planning Committee		
s 59F(b)	Function of, in collaboration with other agencies and by the establishment of a Municipal Emergency Management Planning Committee, enabling community participation in emergency preparedness, including mitigation, response and recovery activities		
s 59G(1)	Duty to appoint one or more municipal emergency management officers		
s 59H(1)	Duty to appoint one or more municipal recovery managers		
s 60AI(1)(ab)	Function of receiving a copy of the plan in a form suitable for publication on the municipal council's Internet site on behalf of the relevant Municipal Emergency Management Planning Committee		
s 69	Duty to comply with an information gathering notice issued by the Inspector-General for Emergency Management		

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

ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 4	Power to appoint a litter enforcement officer		In relation to any land or waters in a Council's municipal district
s 19B(3A)	Duty to make a copy of documentation pertaining to an application available for inspection		Where Council is the responsible authority
s 19B(4A)(a)	Duty to tell Authority information in respect to subparagraphs (i)- (v)		Where Council is the responsible authority
s 19B(4A)(b)	Power to tell Authority its position on application		Where Council is the responsible authority
s 19B(4A)(c)	Power to ask Authority to include specified conditions in a works approval		Where Council is the responsible authority
s 19B(4B)	Duty to give Authority a copy of permit issued under the *Planning and Environment Act 1987*		Where Council is the responsible authority
s 20(8)(ba)	Duty to make copy of application and all accompanying documents submitted under paragraph (a) available for inspection		Where Council is the responsible authority
s 20(8)(ca)	Duty to advise Authority of items set out in paragraph (ca)		Where Council is the responsible authority
s 20(8)(cb)(i)	Power to tell Authority of its position on an application		Where Council is the responsible authority
s 20(8)(cb)(ii)	Power to ask Authority to include conditions in licence		Where Council is the responsible authority
s 20(8)(cc)	Duty to provide a copy of any permit issued under the *Planning and Environment Act 1987* to the Authority.		Where Council is the responsible authority

ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 20A(6)(ba)	Duty to make copy of an application referred to under paragraph (a) available		Where Council is the responsible authority
s 20A(6)(ca)	Duty to advise the Authority of items set out in subparagraphs (i) (v)		Where Council is the responsible authority
s 20A(6)(cb)(i)	Power to tell Authority of its position on an application		Where Council is the responsible authority
s 20A(6)(cb)(ii)	Power to ask Authority to include conditions in licence		Where Council is the responsible authority
s 20A(6)(cc)	Duty to give Authority a copy of permit issued under the *Planning and Environment Act 1987*		Where Council is the responsible authority
s 28	Duty to comply with order of Authority		
s 45X(2)	Power to direct, by written notice, any person who deposited litter to do certain things		Where Council is a litter authority s 45X(1) must apply
s 45X(4)	Power to direct, by written notice, the occupier to remove or dispose of litter		Where Council is a litter authority
s 45Y(2)	Power to direct, by written notice, any person who deposited an object or thing to do certain things		Where Council is a litter authority s 45Y(1) must apply
s 45Y(4)	Power to direct, by written notice, the occupier to remove or dispose of object or thing		Where Council is a litter authority
s 45Z(1)	Power to remove or dispose of litter upon failure to comply with direction given under s 45X(2) or (4)		Where Council is a litter authority

ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 45Z(2)	Power to remove or dispose of object or thing upon failure to comply with direction given under s 45Y(2) or (4)		Where Council is a litter authority
s 45Z(3)	Power to recover reasonable costs incurred in taking action under s 45Z		Where Council is a litter authority Subject to s 45Z(4)
s 45ZK(1)	Function of receiving reports of offences under Part VIIA		
s 45ZK(2)	Power to take proceedings upon receiving a report		
s 48A	Power to authorise a person to enforce s 48A(3) and (8)		
s 49B(2)	Power to nominate a representative to be part of the Local Government Waste Forum		Where Council is in a waste recovery region
s 49C(2)	Function of collaborating with Waste and Resource Recovery Group		
s 50BH	Duty to perform waste management functions consistently with Regional Waste and Resource Recovery Implementation Plan		
s 53A(2)	Duty to obtain a permit for the transport of prescribed waste		
s 53K	Power (and duty) to declare an area requiring septic tank systems to be of a type that treats all sewage		

ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 53MB	Power to inspect septic tank system and issue certificate approving its use		
s 53O	Duty to lodge an annual return with the Authority		
s 53ZA(3)	Function of receiving notice from the environmental auditor if the auditor withdraws a certificate or statement of environmental audit		Where Council is the relevant responsible authority
s 53ZA(4)	Function of receiving a new or amended certificate or statement of environmental audit		Where Council is the relevant responsible authority
s 53ZA(6)	Function of receiving notice from the Authority that an incorrect certificate or statement of environmental audit has been withdrawn		Where Council is the relevant responsible authority
s 53ZB(2)	Function of receiving environmental audit report, and a copy of the certificate of environmental audit or statement of environmental audit		Where Council is the relevant responsible authority
s 59(3)	Power to authorise a person to take proceedings for an offence against Part IXB		

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		
s 50(2)	Duty of advising applicant that application does not comply with s 50		
s 50(3)	Power to require the applicant to provide necessary information relating to the application		
s 50(4)(b)	Power to agree time period		
s 54(1)	Power to issue a permission subject to conditions specified in the permission		
s 56(2)(b)	Function of receiving an application for the transfer of permit issued by Council		
s 56(4)	Duty to either refuse or transfer the permit subject any conditions within 20 business days after receiving application		
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		Consider s 66
s 56(6)	Duty to, as soon as practicable after making a decision, give applicant and holder of permit written notice		
s 57(2)(b)	Function of receiving application for amendment of permit		

ENVIRONMENT PROTECTION ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 57(4)	Duty to either refuse or amend permit subject to any conditions		
s 57(8)	Duty to, as soon as practicable after making a decision, give holder of permit written notice		
s 58(1)	Power to amend a permission issued on own initiative		
s 58(3)	Duty to, as soon as practicable after making a decision, give the permission holder written notice		
s 59(2)(b)	Function of receiving application to surrender or revoke a permit		
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		
s 59(7)	Duty to, as soon as practicable after making a decision, give the permit holder a written notice		
s 59(9) & (10)	Duty to revoke the permissions if request received in writing and give the permit holder written notice		
s 60(1)	Power to suspend a permission		
s 60(2)	Duty to give permit holder written notice if proposing to suspend a permission		

ENVIRONMENT PROTECTION ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 60(3)	Duty to consider submissions		
s 60(4)	Duty to, as soon as practicable after making a decision, give the permit holder with written notice		
s 60(6)	Power to remove period of suspension		
s 60(7)	Power to extend period of suspension		
s 60(8)	Duty to give permit holder written notice of decision to extend period of suspension		
s 61(1) & (2)	Power to revoke permission on own initiative		
s 61(3)	Duty to give permit holder written notice if proposing to revoke a permission		
s 61(4)	Duty to consider submissions		
s 61(5) & (6)	Duty to, as soon as practicable, give permission holder written notice		
s 81(1)	Duty to issue a permit subject to any conditions or refuse to issue a permit upon receiving an application under s 50		
s 81(4)	Duty to refuse to issue a permit in circumstances specified		
s 83(1)	Function of receiving application for exemption		

ENVIRONMENT PROTECTION ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
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		
s 84(1)(b)	Function of receiving renewal application		
s 84(4)	Duty to renew or refuse to renew the permit		
s 84(8)	Power to renew permit for (a) a period of not more than 5 years or (b) any shorter period prescribed		
s 84(9)	Power to renew a permit more than once		
s 114(2)	Power to appoint litter enforcement officer		Where Council is a litter authority
s 118(1)(b)	Function of receiving a written statement		Where Council is a litter authority
s 121(1)	Power to issue a waste abatement notice		Where Council is a litter authority
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		Where Council is a litter authority
s 121(8)	Power to vary or revoke a waste abatement notice		Where Council is a litter authority
s 122(1)	Power to remove or dispose of waste or object or thing		Where Council is a litter authority
s 122(2)	Power to recover any reasonable costs incurred in taking action under this section		Where Council is a litter authority

ENVIRONMENT PROTECTION ACT 2017			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 131(1)	Function of receiving signed written report		
s 131(2)	Power to take further function		
s 156(1)	Duty to comply with Order of the Governor in Council		
s 171(1)	Power to appoint a residential noise enforcement officer		
s 172(1)	Power to issue a residential noise improvement notice		
s 172(5)(a)	Power to extend time to comply with residential noise improvement notice		
s 172(5)(b)	Power to revoke or amend any requirement specified in a residential noise improvement notice		
s 174(1)	Power to apply for injunctions relating to residential noise		
s 347(4)	Power to take proceedings for an offence against a provision of Part 6.3		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		Where Council is in a waste and resource region

ESTATE AGENTS ACT 1980			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 70E(3)	Duty to comply with request of Director or Inspector under s 70E(1) to provide answers or supply information		

FAMILY VIOLENCE PROTECTION ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 144D(3)	Duty to only share confidential information to the extent permitted by Part 5A, or the Regulations		Where Council is an information sharing entity
s 144KA	Power to disclose confidential information to a risk assessment entity for a family violence assessment purpose		Where Council is an information sharing entity
s 144KB(1)	Function of receiving a request from a risk assessment entity for confidential information for a family violence assessment purpose		Where Council is an information sharing entity
s 144KB(2)	Function of receiving confidential information from a risk assessment entity to assist with identifying the confidential information that is relevant to the request and determining whether to disclose confidential information		Where Council is an information sharing entity and a responding entity
s 144KB(3)	Duty to provide to the risk assessment entity written reasons for its failure to comply with the request		Where Council is an information sharing entity and a responding entity
s 144KC(1)	Duty to disclose confidential information to a risk assessment entity that has requested the information for a family violence assessment purpose		Where Council is an information sharing entity
s 144LA	Power to disclose confidential information to another information sharing entity for a family violence protection purpose		Where Council is an information sharing entity

FAMILY VIOLENCE PROTECTION ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 144LB(1)	Power to request confidential information from another information sharing entity for a family violence protection purpose		Where Council is an information sharing entity and a requesting entity
s 144LB(1)	Function of receiving a request for confidential information from another information sharing entity for a family violence protection purpose		Where Council is an information sharing entity and a responding entity
s 144LB(2)	Power to provide the responding entity with any confidential information that may assist the responding entity to identify the confidential information relevant to the request or determine whether to disclose the confidential information		Where Council is an information sharing entity and a requesting entity
s 144LB(2)	Function of receiving confidential information from the requesting entity to assist with identifying the confidential information relevant to the request or determining whether to disclose the confidential information		Where Council is an information sharing entity and a responding entity
s 144LB(3)	Duty to provide to the requesting entity written reasons for Council's failure to comply with the request		Where Council is an information sharing entity and a responding entity
s 144LB(3)	Function of receiving from the responding entity written reasons for failure to comply with the request		Where Council is an information sharing entity and a requesting entity
s 144LC(1)	Duty to disclose confidential information to another information sharing entity that has requested the confidential information for a family violence protection purpose		Where Council is an information sharing entity and a responding entity

FAMILY VIOLENCE PROTECTION ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 144LC(1)	Function of receiving a request for confidential information from another information sharing entity where the information is for a family violence protection purpose		Where Council is an information sharing entity and a responding entity
s 144LD	Power to collect or use any confidential information disclosed to it for a family violence protection purpose		Where Council is an information sharing entity
s 144M(1)	Power to disclose confidential information about a person of concern to a primary person for a family violence protection purpose if the confidential information is not excluded information		Where Council is an information sharing entity
s 144M(2)	Power to disclose confidential information about a person of concern to the persons set out in s 144M(2)(a) and (b) if the primary person is a child and the confidential information is not excluded information		Where Council is an information sharing entity
s 144N	Power to collect, use and disclose confidential information about a relevant person without consent		Where Council is an information sharing entity
s 144NA	Duty not to collect, use or disclose confidential information about a primary person who is an adult unless s 144NA(a) or (b) applies		Where Council is an information sharing entity
s 144NB	Duty not to collect, use or disclose confidential information about a linked person unless s 144NB(a) or (b) applies		Where Council is an information sharing entity
s 144NC(1)	Power to collect, use and disclose confidential information about a primary person who is a child without the consent of any person if s 144NC(1)(a) or (b) applies		Where Council is an information sharing entity

FAMILY VIOLENCE PROTECTION ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 144NC(2)	Power to collect, use and disclose confidential information about a primary person who is an adult or a linked person without the consent of the linked person if the information relates to confidential information set out in s 144NC(1)(a) and (b)		Where Council is an information sharing entity
s 144ND(1)	Power to obtain consent from the primary or linked person's authorised representatives, unless the authorised representative is a person of concern or is alleged to pose a risk of family violence		Where Council is an information sharing entity
s 144P(5)	Duty to comply with any guidelines issued under s 144P when handling confidential information in accordance with Part 5A		Where Council is an information sharing entity
s 144PB	Duty to record the prescribed information in respect of the information sharing entity's collection, use and disclosure of confidential information in accordance with Part 5A, and the Regulations		Where Council is an information sharing entity
s 144QA	Power to refuse to give an individual access to their confidential information under a relevant privacy law if s 144QA(1)(a) and (b) apply		Where Council is an information sharing entity
s 190	Duty to ensure that Council's relevant policies, procedures, practice guidance and tools align with the Framework		Where Council is a framework organisation that provides services relevant to family violence risk assessment and family violence risk management

FENCES ACT 1968			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 14(2)	Function of providing certain information to assist an owner of land to give a fencing notice		
s 16(1)	Power to agree with adjoining owner of land on a fence line other than common boundary		With respect to land owned by or under the control of Council

FILMING APPROVAL ACT 2014			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 1 Principle 1	Duty to not unreasonably withhold the approval of an application for a film permit, subject to this Act and any other Act		
	Power to consider operational requirements such as commercial agreements and the maintenance of any land or facilities or to consider public amenity, safety and security, and environmental and heritage impacts when approving a permit application		
sch 1 Principle 2	Duty to approve or refuse an application for a film permit in a timely manner and to take reasonable steps to respond to an applicant within 5 business days		
sch 1 Principle 3	Duty to give reasons for refusal of a film permit application.		
sch 1 Principle 4	Duty to take reasonable steps to provide a single point of contact to deal with commercial filming on public land		
sch 1 Principle 5	Duty to ensure that any application forms and other documents required to consider an application for a film permit are consistent with any standard forms or documents issued by Film Victoria		
sch 1 Principle 6	Duty for fees charged for applications for film permits and issuing film permits not exceed cost recovery		

FILMING APPROVAL ACT 2014			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 1 Principle 7	Duty to publish information about how a person may apply for a film permit on its website or on a website approved by Film Victoria		
sch 1 Principle 8	Duty to take reasonable steps to ensure that staff responsible for considering and issuing film permits are given appropriate information regarding the film industry		

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		
s 10F(4)	Function of receiving notice from Secretary regarding where infringement notice waived		
s 10S(1)	Function of receiving a direction to suspend any enforcement action		
s 10S(4)	Function of receiving notice of family violence scheme (**FVS**) applications		
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		
s 10U(2)(a)	Duty to withdraw an infringement notice		If directed by the Director of Fines Victoria and within 28 days of the direction By issuing a withdrawal notice that complies with s 19(a) and (b)(iii) of the *Infringements Act 2006*
s 10U(2)(b)	Duty to notify the Director and the FVS eligible person of the withdrawal of the infringement notice		
s 10V(4)	Function of receiving a direction to, and a duty to, take no enforcement action during the enforcement suspension period		

FINES REFORM ACT 2014			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 10V(6)	Power to take any action referred to in s 38(1)(a) with respect to the FVS eligible offence		if an effective known user statement is cancelled under s 84BF of the *Road Safety Act 1986*, 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		
s 10V(9)(a)	Duty to withdraw an infringement notice		If directed by the Director of Fines Victoria and within 28 days of the direction By issuing a withdrawal notice that complies with s 19(a) and (b)(iii) of the *Infringements Act 2006*
s 10V(9)(b)	Duty to notify the Director and the FVS eligible person of the withdrawal of the infringement notice		
s 10W(1)	Function of receiving a written notice of the Director of Fines Victoria's determination		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		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		

s 10Y(1)(a)	Power to withdraw an infringement notice and take no further action or issue an official warning		Where the Director of Fines Victoria refers an infringement offence under s 10X(2) by issuing a withdrawal notice under s 19 of the *Infringements Act 2006*
s 10Y(1)(b)	Power to file a charge-sheet charging the offence		
s 16	Function of registering infringement fines with Director of Fines Victoria and paying the prescribed fee		
s 20(4)	Function of being advised by Director of Fines Victoria of determination		
s 21(1)	Power to withdraw infringement notice, issue official warning or file a charge-sheet upon receipt of notice under s 20		
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		
s 22	Power to request Director of Fines Victoria not to issue or serve notice of final demand		
s 37(2)	Function of receiving written notice of enforcement cancellation from Director of Fines Victoria		
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		
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		

s 43	Power to refer infringement fine to Director of Fines Victoria for management by payment arrangement upon request		
s 44	Function of receiving notice of notification of refusal of application under s 43		
s 48(2)	Duty to request Director of Fines Victoria to remove infringement fine if infringement notice withdrawn		
s 54(1)	Duty to provide Director of Fines Victoria with most up-to-date contact details of persons where referring infringement fine		
s 54(5)	Function of receiving notice from Director of Fines Victoria where fine recipient makes certain requests		
s 174	Function of receiving request from the Director of Fines Victoria or the sheriff		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		Where Council is a 'specified body' Unless the CEO of the Council certifies in writing that exceptional circumstances apply

FIRE RESCUE VICTORIA ACT 1958 FORMERLY KNOWN AS THE METROPOLITAN FIRE BRIGADES ACT 1958			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 4J(4)	Function of consulting with Fire District Review Panel		
s 5	Duty to take all practicable steps to prevent fire and minimise spread of fires		
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		
s 5A(1)(a)	Duty to appoint fire prevention officer		
s 5A(1)(b)	Power to appoint assistant fire prevention officer		
s 72(1)	Power to request the Fire Rescue Victoria to carry out fire prevention works		
s 72(2)	Duty to pay for any fire prevention work carried out		
s 72(3)	Power to consent to carrying out fire prevention work		
s 77(3)	Function of receiving penalties recovered for offences committed against s 91		If fire prevention notice was issued by a fire prevention officer

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 9(9)	Power to apportion any levy amount		for 2 or more parcels of land which have a combined valuation and are owned separately
s 9A(1)	Function of receiving application for single farm enterprise exemption		
s 9A(2)(b)	Power to specify form and timeframe for making applications under s 9A(1)		
s 9A(3)	Power to require further particulars or for applicant to verify particulars regarding application		
s 9A(4)	Function of receiving notice of changes in circumstances		
s 19 and 20	Duty to pay levy amount in respect of leviable land owned by Council		Note: Council is only liable to pay the relevant fixed charge in respect of land described in s 20(1)
s 21(3)(a)	Function of assessing the amount of levy payable		
s 21(3)(b)	Function of collecting the levy payable		
s 21(4)(a)	Function of assessing the amount of levy payable		If Council has been directed to be a collection agency in respect of non-rateable leviable land not located within its municipal district boundaries

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 21(4)(b)	Function of collecting the levy payable		If Council has been directed to be a collection agency in respect of non-rateable leviable land not located within its municipal district boundaries
s 22	Power to exercise powers and functions under s 229 of the *Local Government Act 1989* (land information certificates) and s 313 of the *Local Government Act 2020* (institute proceedings)		
s 24	Duty to keep levy records in accordance with s 24		
s 25(1)	Duty to give a written notice to the owner of leviable land or to another specified person if requested by owner		
s 25(6)	Duty to transfer the amount of levy collected to the Commissioner		
s 27(1)	Power to defer payment of levy in respect of rateable leviable land where applicant shows hardship		s 170 of the *Local Government Act 1989* applies, subject to modifications set out in s 27. Note: may only defer levy if have deferred rates or charges under s 170 of the *Local Government Act 1989* for that land
s 27(1)	Power to require payment of levy in respect of rateable leviable land where applicant no longer in hardship or no longer occupies land		s 170 of the *Local Government Act 1989* applies, subject to modifications set out in s 27

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

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 27(1)	Power to require information or verification in respect of rateable leviable land		s 171A of the *Local Government Act 1989* applies, subject to modifications set out in s 27(4) Note: may only waive levy if have waived rates or charges under s 171A of the *Local Government Act 1989* for that land
s 27(1)	Power to waive levy or levy interest in respect of rateable leviable land		s 171A of the *Local Government Act 1989* applies, subject to modifications set out in s 27(4) Note: may only waive levy if have waived rates or charges under s 171A of the *Local Government Act 1989* for that land
s 28(1)	Power to defer payment of levy in respect of non-rateable leviable land where applicant shows hardship		s 170 of the *Local Government Act 1989* applies, subject to modifications set out in s 28
s 28(1)	Power to require payment of levy in respect of non-rateable leviable land where applicant no longer in hardship or no longer occupies land		s 170 of the *Local Government Act 1989* applies, subject to modifications set out in s 28
s 28(1)	Power to waive levy in respect of non-rateable leviable land		s 171 of the *Local Government Act 1989* applies, subject to modifications set out in s 28(4)
s 28(1)	Duty to waive levy upon receipt of an application which complies with s 171(4) of the *Local Government Act 1989*, in respect of non-rateable leviable land		s 171 of the *Local Government Act 1989* applies, subject to modifications set out in s 28(4)

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 28(1)	Power to decide to treat a person to whom a waiver is granted as having made a continuing application or waiver in respect of non-rateable leviable land, in accordance with s 171(4)(f) of the *Local Government Act 1989*		s 171 of the *Local Government Act 1989* applies, subject to modifications set out in s 28(4)
s 28(1)	Function of receiving application for waiver of levy in respect of non- rateable leviable land		s 171A of the *Local Government Act 1989* applies, subject to modifications set out in s 28(4)
s 28(1)	Power to require information or verification in respect of non-rateable leviable land		s 171A of the *Local Government Act 1989* applies, subject to modifications set out in s 28(4)
s 28(1)	Power to waive levy or levy interest in respect of non-rateable leviable land		s 171A of the *Local Government Act 1989* applies, subject to modifications set out in s 28(4)
s 29(1)	Duty to give concession		
s 30(1)	Duty to require a person to pay levy interest		
s 30(3)	Power to obtain court order requiring payment of levy		
s 30(4)	Power to waive levy interest where court order obtained under s 30(3)		
s 30(5)	Power to exempt any person from paying the whole or part of levy interest, in accordance with s 30(5)(a) or (b)		

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 30(6)	Power to recover levy interest due in the same way as Council recovers the levy amount		
s 31(1)	Power to recover the whole of the levy from either all, any or one persons jointly liable to pay levy		Where 2 or more persons jointly liable to pay levy
s 31A(2)(a)	Duty to refund amount of levy proportionate to the part of levy year remaining where land ceases to be leviable land and levy payment has already been made		
s 31A(2)(b)	Duty to only require proportionate amount of levy to be paid where land ceases to be leviable land and levy payment has not already been made		
s 32(7)	Power to recover amount in arrears, in accordance with s 32(7)		
s 33(1)	Power to send notice where levy due and unpaid		
s 33(5)	Power to recover unpaid amount due		
s 34	Duty to make adjustment and apply or refund overpayment in accordance with s 34 and give a revised assessment notice to the owner or specified person		Where an objection, review or appeal results in the alteration of a valuation or a decision to attribute a different AVPCC
s 35(1)	Power to recover unpaid levy amount		
s 35(4)(b)	Power to request occupier to disclose the amount of rent and name and address of person to whom rent is payable		

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

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

FLORA AND FAUNA GUARANTEE ACT 1988			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 4C(1)	Function of receiving a request for information from the Minister		Where Council is a public authority
s 4C(2)	Duty to comply with a Minister's request for information under s 4C(1)		Where Council is a public authority
s 7(2)	Function of consulting with the Secretary either before the action starts or, if the action has already started, within 15 days of the request being made		Where Council is a public authority If the Secretary is of the opinion that an action taken or to be taken by Council is likely to threaten the survival of a listed taxon or community of flora or fauna or a critical habitat
s 20B(1)(a)	Function of receiving written notice from the Secretary		Where Council is a landholder of any land that is within the area of the proposed determination
s 20B(1)(b)	Function of receiving written notice from the Secretary		Where Council is a public authority that performs a function or exercises a power in the area of the proposed determination
s 20B(5)	Power to request that the information set out in s 20B(3) be withheld		Where Council is a landholder
s 25(1)	Function of being party to an agreement for management of flora and fauna		
s 29(1)(a)	Function of receiving notice of the making of a habitat conservation order from the Minister in relation to land within the critical habitat		Where Council is a landholder

FLORA AND FAUNA GUARANTEE ACT 1988			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 29(1)(b)	Function of receiving notice of the making of a habitat conservation order from the Minister		Where Council is a public authority that performs a function or exercises a power in the critical habitat
s 57(2)(h)	Function of giving, to an authorised officer, samples of any thing in respect of which the authorised officer suspects that there has been a contravention of the *Flora and Fauna Guarantee Act 1988* (Vic) or an instrument referred to in s 57(1) that is found at the land, building or vehicle		Where Council is the landholder of the land or is apparently in charge of the building or vehicle (as the case requires)
s 57(2)(k)	Function of receiving notice from an authorised officer		Where Council is the landholder of the land

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 7D(3)	Duty to comply with a declaration made by the Secretary under s 7D(1)		
s 7E(6)	Duty to publish a copy of a direction given by the Minister under s 7E(1) in the annual report		
s 19(4)(b)	Duty to notify the Department of the making of the order		If s 19(1) applies
s 19(4)(c)	Duty to notify the registration authority of the making of the order and any appeal and the outcome of the appeal		If s 19(1) applies and if Council is not the registration authority
s 19A(4)(b)	Function of receiving notice from authorised officer		Where Council is the registration authority
s 19BA(3)	Duty to give notice of the variation or revocation of the order to the general public in the same manner as the original notice		Must be done by the same person as gave the original notice
s 19EA(3)	Function of receiving a copy of any significant revision made to the food safety program		Where Council is the registration authority
s 19H(5)(a) & (5)(b)	Duty to take into account (a) the food safety performance of the food business; and (b) any guidelines issued by the Secretary in determining the frequency and intervals of the assessments and audits		Where Council is the registration authority
s 19I	Duty to conduct a food safety assessment as required under s 19H		Subject to s 19J Where Council is the registration authority

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19IA(2)	Duty to give written notice to proprietor if food safety requirements or s 19DC(2) have not been complied with unless s 19IA(3) applies		Where Council is the registration authority
s 19N	Function of receiving information from a food safety auditor		Where Council is the registration authority
s 19U(4)	Duty to ensure that information relating to costs of a food safety audit are available for inspection by the public		
s 19UA(4)	Duty to consider proprietor's history of compliance in deciding whether to charge the fee		
s 19UA(5)	Duty to ensure that the method of determining a fee under s 19UA(3)(a) and the considerations that apply under s 19UA(4) are available for inspection by the public		
s 20(1C)	Duty to ensure authorised officers are suitably qualified or trained		
s 20(2)	Power to limit or impose conditions on the authority granted to an authorised officer		
s 26(5)	Duty to destroy or dispose of article		
s 32(1)	Duty to submit samples of food for analysis		
s 32(3)	Function of receiving report by analyst		

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 35A(2)	Function of receiving notice of operation from the proprietor of a food premises		Where Council is the registration authority
s 37	Function of receiving application, information and documents required under s 36 from the proprietor of a food business		
s 38(3)	Duty to consult with the Secretary about the proposed exemption under s 38(2)		
s 38AA(2)	Function of being notified of operation		Where Council is the registration authority
s 38AA(4)	Duty to determine whether the food premises are exempt from the requirement of registration		Where Council is the registration authority
s 38A(5) & (6)	Function of receiving a food safety audit certificate from a proprietor		Where Council is the registration authority
s 38B(1)(c)	Duty to inspect premises		Where Council is the registration authority
s 38E(1)(c)	Function of assessing the requirement for a food safety program		Where Council is the registration authority
s 38E(3)(a)	Function of receiving certificates		Where Council is the registration authority
s 38F(3)(a)	Duty to note the change to the classification of the food premises on the certificate of registration		Where Council is the registration authority
s 39(2)	Duty to inspect within 12 months before renewal of registration		Where Council is the registration authority

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 39(3)	Duty to inspect within 3 months before renewal of registration if circumstances in s 39(3)(a)-(d) apply		Where Council is the registration authority
s 39A(6)	Duty to comply with direction of Secretary.		
s 40(1)	Duty to issue a certificate of registration in the prescribed form		Where Council is the registration authority
s 40D(2)	Duty to specify how long a suspension is to last under s 40D(1)		Where Council is the registration authority
s 40E(4)	Duty to comply with direction of Secretary		
s 43(1) and (2)	Duty to maintain records of the prescribed particulars and orders in force under Part III		Where Council is the registration authority
s 43(3)	Duty to make available information held in records, free of charge, on request		Where Council is the registration authority
s 43I	Function of receiving a statement of trade of a proprietor of a food business		
s45AA	Power to act in proceedings against the Crown		Power of the responsible agency
s 45AC	Power to bring proceedings for an offence under the Act		
s 53G(1)	Duty to provide information in s 53G(1) to the Secretary as soon as practicable after a person is convicted by a court for an offence under this Act		Where Council is the 'relevant Council' under s 53G(6)

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 53G(2)	Duty to advise the Secretary that a person has not appealed a conviction within the time allowed		Where Council is the relevant Council under s 53G(6)
s 53G(3)	Duty to ~~advise~~ inform the Secretary of the fact that an appeal or application for leave is lodged against the conviction and of other matters in this subs		Where Council is the relevant Council under s 53G(6)
s 53G(4)	Duty to inform the Secretary of the outcome of the appeal or application		Where Council is the relevant Council under s 53G(6)
s 58(1)	Duty to notify the Victorian Commission for Gambling and Liquor Regulation of Liquor Licensing where an order is made under s 19 of the Act and a licence/permit under the *Liquor Control Reform Act 1998* is in force		Where Council is the registration authority
s 58(2)	Duty to notify the Victorian Commission for Gambling and Liquor Regulation of Liquor Licensing when a holder of a permit/licence under the *Liquor Control Reform Act 1998* is found guilty or pleads guilty and in respect of which no conviction is recorded		Where Council is the registration authority
s 58B(1)	Power to take action in relation to a thing done or omitted at the food premises		Where Council is the registration authority for the temporary or mobile food premises
s 58B(2)	Power to take into account results of inspection, assessment, audit or other action taken by another registration authority in relation to temporary or mobile food premises		Where Council is the registration authority for the temporary or mobile food premises

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 59C(2)	Power to take actions necessary to ensure compliance with direction under Part III or Part VII		
s 59C(7)(b)	Power to recover costs incurred under s 59C(2) or (3)		
s 71(a)	Power to revoke or suspend the registration of the food premises under Part IIIB or s 40D in certain circumstances		

FREEDOM OF INFORMATION ACT 1982			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 7	Duty to publish information		
s 49D(3)	Power to request a copy of the application from the Information Commissioner		
s 49G(3)	Function of receiving notice from the Information Commissioner		
s 49I	Duty to assist the Information Commissioner to undertake a review		
s 49K	Function of consulting with the Information Commissioner		
s 49KA(2)(a)	Function of processing or identifying a reasonable sample of the documents upon notice from the Information Commissioner		If the Information Commissioner reasonably believes that an agency or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of a review under Division 1
s 49KA(2)(b)	Function to undertake a further search, or to cause a further search to be undertaken, for documents in the possession, custody or control of the agency or Minister, upon notice from the Information Commissioner		If the Information Commissioner reasonably believes that an agency or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of a review under Division 1

FREEDOM OF INFORMATION ACT 1982			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 49KA(3)	Duty to comply with requests under s 49KA(2) within the reasonable time stated in the Information Commissioner's notice, being not less than 10 business days		If the Information Commissioner reasonably believes that an agency or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of a review under Division 1
s 49KA(4)	Power to apply for extension		
s 49KA(7)	Duty to notify the Information Commissioner within 3 business days after the end of the period referred to in s 49KA(2) or (3) of the information contained in s 49KA(7)(a)-(b)		If the Information Commissioner reasonably believes that an agency or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of a review under Division 1
s 49KA(8)	Function to have the matter referred from the Information Commissioner in accordance with s 49L		If the Information Commissioner reasonably believes that an agency or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of a review under Division 1
s 49L(1A)	Duty to make a fresh decision where a matter is referred back to Council by the Information Commissioner		Decision must be made within 28 days of referral, unless other time period agreed under s 49L(2)
s 49L(2)	Power to agree with the Information Commissioner to another time period for making the fresh decision under s 49L(1)		
s 49L(4)	Duty to notify the Information Commissioner that a fresh decision has been made or has not been made		

FREEDOM OF INFORMATION ACT 1982			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 49L(5)	Duty to revoke the earlier decision where a fresh decision has been made and to inform the applicant of the requirements of s 49L(6) and the effect of s 49(7)		
s 49M(1)	Power to exercise a choice to reconsider the subject matter of an application for review and make a fresh decision		Must advise the Information Commissioner and the applicant in writing Decision must be made within 28 days of referral, unless other time period agreed under s 49M(2) May make a fresh decision only once during a review under this part s 49M(8)
s 49M(2)	Power to agree with Information Commissioner to another time period for making a fresh decision		
s 49M(4)	Duty to notify the Information Commissioner in writing of a whether a fresh decision has or has not been made		
s 49M(5)	Duty to revoke the earlier decision where a fresh decision has been made and to inform the applicant of the requirements of s 49M(6) and the effect of s 49M(7)		
s 49N	Function of entering into an agreement in relation to a decision that is the subject of a review		
s 50(3D)	Power to apply to the Tribunal for review of a decision of the Information Commissioner under s 49P		
s 50(3F)	Duty to notify the Information Commissioner of an application for review under s 50(3D)		

FREEDOM OF INFORMATION ACT 1982			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 50(3FA)	Duty to notify the Information Commissioner of an application for review under s 50(1) (b), (c), (d) or (g)		
s 53(6)	Power to make an application to the Tribunal for an extension of time		
s 53A(1)	Duty to, if practicable, give written notice in accordance with s 53A(2)		
s 61E	Duty to co-operate with Information Commissioner where a complaint relates to the agency		
s 61G	Function of consulting with the Information Commissioner		
s 61GA(1)(a)	Function of processing or identifying a reasonable sample of the documents upon notice from the Information Commissioner		Where the Information Commissioner believes that an agency, principal officer or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of the complaint under s 25A(1) or s 25A(5)
s 61GA(1)(b)	Function to undertake a further search, or to cause a further search to be undertaken, for documents in the possession, custody or control of the agency or Minister, upon notice from the Information Commissioner		Where the Information Commissioner believes that an agency, principal officer or Minister has failed to undertake an adequate search for documents that relate to a decision

FREEDOM OF INFORMATION ACT 1982			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 61GA(2)	Duty to comply with requests under s 61GA(1) within the reasonable time stated in Information Commissioner's notice, being not less than 10 business days		
s 61GA(3)	Power to apply for extension		
s 61H	Power to reach an agreement with a complainant		
s 61I(2)	Power to make submissions to the Information Commissioner in relation to a complaint		
s 61L(5)	Power to comment on, and respond to, a draft recommendation		
s 63BA(1)	Power to apply to the Supreme Court to determine whether the Information Commissioner, or the Public Access Deputy Commissioner, has jurisdiction to serve a notice to produce or attend		
s 64B	Duty to provide the Information Commissioner any information referred to in s 64(2)		
s 65AB	Duty to notify the responsible Minister if Council seeks leave to appeal		

GAMBLING REGULATION ACT 2003			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 3.3.5	Function of receiving a copy of proposed applications		
s 3.3.5AA	Function of receiving notification from the Commission		
s 3.3.5AB(2)	Function of receiving a copy of the amended application		
s 3.3.5B	Duty to notify the Commission in writing as to whether it intends to make a submission under s 3.3.6		
s 3.3.6	Power to make submission to Commission on application for approval of premises		
s 3.3.8(4)	Function of receiving notification from the Commission of its decision		
s 3.3.14	Power to apply to Tribunal for review of Commission's decision granting approval of premises		
s 3.4.18(2)	Function of receiving a copy of proposed request		
s 3.4.18A	Function of receiving notification from the Commission that it has received a request		
s 3.4.18B(2)	Function of receiving amended copies of proposed request		
s 3.4.18C	Duty to notify Commission as to whether it intends to make a submission under s 3.4.19		

GAMBLING REGULATION ACT 2003			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 3.4.19	Power to make submission to the Commission addressing the economic and social impact of a proposed licence amendment on the wellbeing of the community of the municipal district in which the approved venue (or venue whose approval under Part 3 is suspended) is located; and taking into account the impact of the proposed amendment on surrounding municipal districts		
s 3.4.21(2)	Power to apply to Tribunal for review of Commission's decision relating to amendment increasing number of gaming machines		
s 8.5.3(2)	Function of receiving a copy of application for bingo centre		
s 8.5.5	Power to submit report to Commission on application received under s 8.5.3(3)(a)		

GENDER EQUALITY ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 7(a)	Duty to consider and promote gender equality		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 7(b)	Duty to take necessary and proportionate action towards achieving gender equality		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 9(1)	Duty to undertake a gender impact assessment		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 10(1)	Duty to prepare a Gender Equality Action Plan		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 10(2)(a)	Duty to take into account the gender equality principles in preparing a Gender Equality Action Plan		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 10(2)(b)	Duty to consult in preparing a Gender Equality Action Plan		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~

GENDER EQUALITY ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 10(3)	Duty to ensure adequate resources are allocated to developing and implementing the Gender Equality Action Plan		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 11(1)	Duty to undertake a workplace gender audit before developing a Gender Equality Action Plan		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 11(2)(d)	Power to determine any other matters that are relevant		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 12(1)	Duty to submit a Gender Equality Action Plan to the Commissioner		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 12(2)	Power to request an extension of time to submit the Gender Equality Action Plan		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 12(3)(a)	Duty to, within a reasonable time after submitting the Gender Equality Action Plan to the Commissioner, publish the completed Gender Equality Action Plan on Council's website		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~

GENDER EQUALITY ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12(3)(b)	Duty to, within a reasonable time after submitting the Gender Equality Action Plan to the Commissioner, notify the councillors, employees and employee representatives of the publication		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 13(1)	Power to submit to the Commissioner a report or document prepared by Council for another purpose and request that it be taken to be a Gender Equality Action Plan		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 13(3)	Duty to, if a report or other document is taken to be a Gender Equality Action Plan, publish it on Council's website, and notify the councillors, employees and employee representatives of the publication		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 15(1)	Power to amend its Gender Equality Action Plan at any time if considers the amendment is considered necessary		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 15(2)(a)	Duty to submit the amended Gender Equality Action Plan to the Commissioner		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 15(2)(b)	Duty to, within a reasonable time after submitting the amended Gender Equality Action Plan to the Commissioner, publish the amended plan on Council's website, and notify the councillors, employees and employee representatives of the publication		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~

GENDER EQUALITY ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 16(1)	Duty to make reasonable and material progress in relation to the workplace gender equality indicators		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 18(1)	Duty to make reasonable and material progress towards meeting gender equality targets prescribed		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 18(2)	Duty to make reasonable and material progress towards meeting gender equality quotas prescribed		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 19(1)	Duty to submit a progress report to the Commissioner		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 19(2)	Power to request an extension of time to submit a progress report		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 19(4)	Duty not to identify or report on a policy, program or service if it would disclose any of the information set out in s 19(4)(a) – (c)		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 20	Duty to publish Council's progress report on its website as soon as reasonably practicable after it is submitted under s 19(1)		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~

GENDER EQUALITY ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 22(1)	Function of being issued with a compliance notice from the Commissioner		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 22(2)	Duty to comply with the compliance notice		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 24(1)	Power to, 14 days after receiving a compliance notice, give a written response to the Commissioner outlining Council's reasons for disagreeing with the compliance notice		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 25(1)	Power to apply to the Tribunal for review of the Commissioner's decision to confirm a compliance notice under s 24(2)(c)		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 26(a)	Power to provide the Commissioner with a written undertaking		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 27(2)	Power to, with the consent of the Commissioner, withdraw or vary the undertaking		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 47(2)	Duty to have regard to any guidelines issued under s 47(1)		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~

GENDER EQUALITY ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 48(2)	Duty to have regard to the guidelines		Where Council is a 'defined entity' and subject to guidelines issued under s 48(1) ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 49(2)	Duty to have regard to the guidelines		Where Council is a 'defined entity' and subject to guidelines issued under s 49(1) ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 51(1)	Duty to, before publication, remove any personal information from a Gender Equality Action Plan and progress report		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~
s 51(2)	Duty to, when submitting to the Commissioner material that is likely to be published, advise the Commissioner whether the material contains any personal information		Where Council is a 'defined entity' ~~Note: this provision does not commence until 31 March 2021, unless proclaimed earlier~~

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		
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		
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		
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)		
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		
s 18(3A)	Power to take further action to remove or obliterate 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		

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)		
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		
s 19(1)	Power to authorise a person to carry out Council's functions under s 18.		
s 19(2)(c)	Power to determine performance criteria for authorised persons		
s 20(1)	Duty to issue an identity card to an authorised person		

GREAT OCEAN ROAD AND ENVIRONS PROTECTION ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12	Duty to apply the principles set out in ss 13, 14, 15 and 16 in Part 3 when performing a function or duty or exercising a power in relation to the Great Ocean Road coast and parks		This provision applies to responsible entities including Colac Otway Shire Council, Corangamite Shire Council Moyne Shire Council, Surf Coast Shire Council and Warrnambool City Council
s 22(1)(f)	Duty to comply with parts of the Great Ocean Road strategic framework plan that are binding on Council and duty to have regard to the other parts as required by the plan		This provision applies to responsible entities including Colac Otway Shire Council, Corangamite Shire Council Moyne Shire Council, Surf Coast Shire Council and Warrnambool City Council
s 41	Duty to make an approved Great Ocean Road strategic framework plan available for public inspection at the Council office and internet site		This provision applies to responsible entities including Colac Otway Shire Council, Corangamite Shire Council Moyne Shire Council, Surf Coast Shire Council and Warrnambool City Council
s 63	Duty to prepare an annual report on the implementation of the approved Great Ocean Road strategic framework plan during the previous year		This provision applies to responsible entities including Colac Otway Shire Council, Corangamite Shire Council Moyne Shire Council, Surf Coast Shire Council and Warrnambool City Council

HEALTH RECORDS ACT 2001			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 48	Function of receiving notice of complaint from the Health Complaints Commissioner		
s 51(1)	Function of receiving notice that Health Complaints Commissioner has declined to entertain a complaint		
s 51(3)	Function of receiving notice that Health Complaints Commissioner referred complaint		
s 52(2)	Function of receiving notice that Health Complaints Commissioner referred complaint to registration board		
s 53(2)	Function of receiving notice that Health Complaints Commissioner has dismissed a stale complaint		
s 56(3)	Power to indicate wishes with respect to whether conciliation appropriate		
s 56(4)	Function of receiving notice of Health Complaints Commissioner's decision under s 56(1)		
s 57(4)	Function of receiving notice that Health Complaints Commissioner has dismissed the complaint after deciding conciliation is inappropriate		
s 61(1)(b)	Power to sign the record of a conciliation agreement		
s 61(2)	Power to lodge a copy of the record with the Tribunal		

HEALTH RECORDS ACT 2001			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 63(1)	Function of receiving notice that conciliation has failed		
s 63(8)	Function of receiving notice that Health Complaints Commissioner has dismissed the complaint following a failed conciliation		
s 63(10)	Function of receiving notice that Health Complaints Commissioner is to conduct an investigation of the complaint		
s 64(2)	Function of receiving notice of Health Complaints Commissioner's ruling		
s 64(7)	Duty to report on action taken following notice of a ruling requiring specified action		
s 65(1)	Power to require the Health Complaints Commissioner to refer the complaint to the Tribunal		
s 72	Power to apply to the Tribunal for review of a decision to serve a compliance notice		
s 73(1)	Power to apply to the Tribunal for an interim order		

HEAVY VEHICLE NATIONAL LAW 2012 **(applies in Victoria, pursuant to Heavy Vehicle National Law Application Act 2013 (Vic))**			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 118(1)(b)	Duty to give or not give consent to the grant of a mass or dimension exemption notice for a category of heavy vehicles		Where Council is the relevant road manager Must comply with requirements of s 156
s 124(1)(b)	Duty to give or not give consent to the grant of a mass or dimension exemption permit for a heavy vehicle		Where Council is the relevant road manager Must comply with requirements of s 156
s 139(1)(b)	Duty to give or not give consent to the grant of a class 2 heavy vehicle authorisation notice		Where Council is the relevant road manager
s 145(1)(b)	Duty to give or not give consent to the grant of a class 2 heavy vehicle permit		Where Council is the relevant road manager
s 156(1)	Duty to give or not give consent		Where Council is the relevant road manager
s 156(2)	Power to request a longer period to decide to give or not give consent under s 156(1)		Where Council is the relevant road manager
s 156(3)	Function of giving Regulator a written statement explaining its decision not to give consent		Where Council is the relevant road manager Statement must comply with s 172
s 157(2)	Function of receiving notice from the Regulator that an applicant has been notified of the third party consultation requirement		Where Council is the relevant road manager

HEAVY VEHICLE NATIONAL LAW 2012 (applies in Victoria, pursuant to Heavy Vehicle National Law Application Act 2013 (Vic))			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 158(2)	Duty to, as far as practicable, deal with the request for consent, where consultation with other entity is not yet completed		Where Council is the relevant road manager
s 158(4)	Power to decide to give or not give the consent in the circumstances		Where Council is the relevant road manager
s 159	Power to notify the Regulator that a route assessment is required and the fee payable for the route assessment		Where Council is the relevant road manager
s 159(4)	Power to stop considering whether to give or not to give consent until route assessment fee is paid		Where Council is the relevant road manager
s 160(1)	Power to consent to the grant of a mass or dimension authority subject to a road condition listed in (a) or (b)		Where Council is the relevant road manager
s 160(2)	Duty to give the Regulator a written statement explaining the decision to consent subject to conditions		Where Council is the relevant road manager Statement must comply with s 172
s 161(1)	Power to consent to the grant of a mass or dimension authority subject to a travel condition		Where Council is the relevant road manager
s 161(2)	Duty to give the Regulator a written statement explaining the decision to consent subject to travel conditions		Where Council is the relevant road manager Statement must comply with s 172
s 162(1)	Power to request the Regulator to impose a stated vehicle condition on the authority		Where Council is the relevant road manager

HEAVY VEHICLE NATIONAL LAW 2012 (applies in Victoria, pursuant to Heavy Vehicle National Law Application Act 2013 (Vic))			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 162(2)(b)	Function of being notified of the decision under s 162(2)(a)		Where Council is the relevant road manager
s 163(3)	Duty to give or not give consent within 3 months or longer as agreed with Regulator		Where Council is the relevant road manager
s 167(2)(b)	Power to give the Regulator a notice of objection to the application of s 167 to the proposed replacement authority		Where Council is the relevant road manager
s 167(2)(c)	Function of receiving notice that the Regulator withdraws the proposed replacement authority from the expedited procedure		Where Council is the relevant road manager
s 167(3)	Power to give written notice of consent or refusal		Where Council is the relevant road manager
s 169	Power to give consent to the grant of a mass or dimension authority for a trial period		Where Council is the relevant road manager
s 170(1)	Function of being notified by the Regulator of renewal of mass or dimension authority for trial period		Where Council is the relevant road manager
s 170(3)	Power to give written objection		Where Council is the relevant road manager
s 174(2)(a)	Power to request the Regulator to amend the mass or dimension authority, where satisfied of matters in s 174(1)		Where Council is the relevant road manager

HEAVY VEHICLE NATIONAL LAW 2012 (applies in Victoria, pursuant to Heavy Vehicle National Law Application Act 2013 (Vic))			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 174(2)(b)	Power to request the Regulator to cancel the mass or dimension authority, where satisfied of matters in s 174(1)		Where Council is the relevant road manager
s 174(4)(c)	Function of receiving notice from the Regulator that the road authority must not comply with the request		Where Council is the relevant road manager
s 176	Duty to give or not give consent to an amendment of a mass or dimension authority		Where Council is the relevant road manager The provisions relating to a request for consent under Division 2 of the Act apply to the request for consent under s 176
s 178(2)(a)	Power to request the Regulator to amend the mass or dimension authority, where satisfied of matters in s 178(1)		Where Council is the relevant road manager
s 178(2)(b)	Power to request the Regulator to cancel the mass or dimension authority, where satisfied of matters in s 178(1)		Where Council is the relevant road manager
s 178(4)(c)	Function of receiving notice from the Regulator that the road authority must not comply with the request		Where Council is the relevant road manager
s 180(2)	Function of receiving notice from the Regulator		Where Council is the relevant road manager
s 611(2)	Power to apply for a compensation order		
s 612	Function of preparing certificate		

HEAVY VEHICLE NATIONAL LAW 2012 **(applies in Victoria, pursuant to Heavy Vehicle National Law Application Act 2013 (Vic))**			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 613(1)	Duty to give a copy of a certificate referred to in s 612 to the defendant at least 28 days before hearing		
s 613(3)	Function of receiving notice that defendant intends to challenge the matter		
s 643(2)	Function of receiving referral of review application		
s 644	Duty to conduct internal review of reviewable decision and give applicant a reasonable opportunity to make written or oral representations		Where Council is the relevant road manager
s 645(1)	Duty to either confirm or amend decision or substitute another decision for the reviewable decision		Where Council is the relevant road manager
s 645(5)	Duty to, as soon as practicable, give the Regulator notice of the review		Where Council is the relevant road manager

HEAVY VEHICLE NATIONAL LAW APPLICATION ACT 2013			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 18(2)	Power to enter into an arrangement to transfer a function		In respect of roads where Council is the relevant road manager

HERITAGE ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 29(4)	Function of receiving statement refusing a nomination from Executive-Director		
s 30(9)	Function of receiving written notice from Heritage Council of outcome of application for review		
s 34(1)	Function of receiving notice of acceptance of nomination from Executive Director		
s 40(1)	Function of receiving statement from Executive Director of recommendation not to include place or object in Heritage Register		
s 53(6)	Function of receiving notice of amendment to heritage register from Executive Director		
s 63(2)	Function of receiving notice of expedited amendment of Heritage Register		
s 96(5)	Function of receiving copy of amended permit application		
s 100(1)	Function of receiving copy of permit application from Executive Director		
s 100(2)	Power to make written submission to Executive Director in relation to application received under s 100(1)		

HERITAGE ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 105(4)	Function of receiving notice of receipt of application to amend a permit from Executive Director		
s 106(5)	Function of receiving notice of application for review for permit to carry out works from Heritage Council		
s 108(4)	Power to request a hearing be held by the Heritage Council in relation to an application for review under s 107 of Executive Director's determination		
s 108(5)	Power to appear and be heard or represented at a hearing into review of Executive Director's determination		
s 108(9)	Function of receiving written notice from Executive Director of Heritage Council's determination of review		
s 110	Function of receiving notice from Minister of referral of a matter to VCAT under s 109(2)(b)		
s 112	Function of receiving notice from Executive Director of decision by VCAT under s 111		
s 114(2)	Function of receiving notice from Executive Director of decision by Minister in relation to application for review		
s 120	Function of receiving written notice of removal of site from Heritage Inventory		
s 131(1)	Function of receiving notice of recommendations made under s 130 by Executive Director		

HERITAGE ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 133(3)	Function of receiving written notice from Heritage Council of approval of recommendation for a site of archaeological value		
s 179	Function of receiving notice of approval of World Heritage Strategy Plan		

HOUSING ACT 1983			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 15(1)(d)	Function of consenting to any development, control, etc. of any land		
s 34(1)	Function of entering into arrangements with the Director whereby Council carries out works		
s 34(3)	Power to enter into arrangements with the Director for the purposes of this Act		
s 67(1)(a)	Power to do all things to make house comply with regulations or to give effect to direction		
s 67(1)(b)	Power to demolish house (where case so requires)		
s 67(2)	Power to recover expenses		
s 67(3)	Power to sell or dispose of material		
s 68(1)	Power to order that house (a) be and remain unoccupied; or (b) be vacated by the occupier		
s 68A	Power to revoke declaration		
s 71(1)	Power to authorise person for purposes of s 71		
sch 2 cl 3(1)	Power to sell or give to the Director any land vested in it, other than Crown land		

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

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		
s 10	Power to give written permission to owner or occupier of land to impound livestock on their land for longer than 4 days		
s 14	Duty to keep record of impounded livestock		
s 15	Duty to ascertain owner of livestock and serve a notice of seizure on the owner as soon as possible		
s 16	Duty to release livestock		
s 16A(3)	Power to approve form of notice to be served under s 16A(1)		
s 16B(3)	Power to approve form of notice to be served under s 16B(1)		
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		
s 17A	Duty to hold livestock for 14 days prior to disposal in accordance with Part 2		Where authorised officer of Council has impounded livestock under s 5A of the Act
s 18	Power to offer uncollected livestock for sale		

IMPOUNDING OF LIVESTOCK ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19	Duty to give public notice of intention to sell livestock		
s 20	Duty to apply the proceeds of the sale of livestock in the order set out in s 20(1)		
s 21	Power to dispose of livestock including destroying or re-housing		

IMPOUNDING OF LIVESTOCK ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 22	Function of posting written notice of the impounding of livestock at the pound where they are held		
s 27	Function of receiving notice of proceedings		
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)		
s 28(3)	Power to release impounded livestock pending determination of proceedings		
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		
s 30	Power to recover outstanding amount as a debt		

INDEPENDENT BROAD-BASED ANTI-CORRUPTION COMMISSION ACT 2011			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 15(6)	Function of consulting with and receiving information from the Independent Broad-based Anti-Corruption Commission (IBAC)		
s 35(2)	Power to enter into agreements or arrangements for use of services with the Independent Broad-based Anti-Corruption Commission (IBAC)		
s 56	Function of providing information to the Independent Broad-based Anti-Corruption Commission (IBAC)		

INFRINGEMENTS ACT 2006			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 6	Duty to provide Attorney-General with prescribed information		
s 9	Power to make and publish guidelines and policies in respect of the use of official warnings for infringement offences		
s 11	Duty to withdraw an official warning in certain circumstances		
s 15	Power to accept late payment of infringement penalty		
s 17(1)	Power to refer certain matters to the Court		
s 17(3)	Power to withdraw infringement notice and file a charge and summons in the Children's Court in some circumstances		
s 18(1) & (2)	Power to withdraw an infringement notice in some circumstances		
s 22	Function of receiving application for review of decision to serve infringement notice		
s 23(1)	Power to request additional information required to conduct review		
s 23(2)	Duty to suspend review where request made under s 23(1)		

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)		
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		
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		
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		
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		
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		

INFRINGEMENTS ACT 2006			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
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		
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		
s 24(3)(b)	Duty to serve on the applicant written notice of outcome of review within 21 days of decision		
s 25(1)	Power, after reviewing a decision, to take the following actions (or any combination of those actions): (a) confirm the decision to serve an infringement notice; (b) withdraw the infringement notice and serve an official warning; (c) withdraw the infringement notice; (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; (e) in the case of an infringement offence involving additional steps, alter or vary those steps; (f) waive all or any penalty reminder notice fees; or (g) approve a payment plan.		

INFRINGEMENTS ACT 2006			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 25(2)	Power, in the case of application made under s 22(1)(b), to: (a) confirm the decision; (b) withdraw the notice and serve an official warning; or (c) withdraw the notice.		
s 25(2A)	Power made under s 22(1)(d), to grant or refuse application		
s 25(3)	Function of receiving application for payment plan for infringement notices confirmed under s 25(2)(a)		
s 25(4)	Duty to serve application with written notice of decision made under s 25(2A)(a)		
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		
s 29(1) & (2)	Power to serve a penalty reminder notice		
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		
s 40(1)(d)	Duty to serve details on person who was served with infringement notice, at least 14 days prior to hearing date		
s 46(1)	Function of receiving application for payment plan		

INFRINGEMENTS ACT 2006			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46(1A)	Function of receiving application for payment plan from body corporate		
s 46(3)	Duty to offer payment plan in certain circumstances		
s 46(4)	Power to offer payment plan in certain circumstances		
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		
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 *Fines Reform Act 2014*		
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		
s 46(7)	Duty to cease action taken to collect infringement penalty upon receipt of application under s 46(1) or (1A)		
s 47(1)	Power to arrange a payment plan		
s 49(3)	Duty, if infringement notice withdrawn, to withdraw infringement penalty and penalty reminder notice fee from payment plan		
s 49A(2)	Power to vary terms of a payment arrangement		

INFRINGEMENTS ACT 2006			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 49A(4)	Duty to give written notification to applicant of decision regarding payment plan variation		
s 50(1)	Duty to allocate money received under payment plan in order of priority		
s 50(3)	Duty to advise person to whom payment plan applies of overpayment		
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		
s 50(3)(b)	Power to refund amount of overpayment by appropriating Consolidated Fund or refunding from another fund or account		
s 52(2)	Duty to send written notice advising of default on payment plan		
s 53A(2)	Function of consulting with Secretary		
s 53B(2)	Duty to comply with request by Secretary under s 53B(1)		
s 53C(2)	Duty to respond give report to Secretary in response to any recommendations made under s 53C(1)		

LAND ACT 1958			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 22D(1)	Duty to execute an instrument of transfer and surrender		Where the Attorney-General has authorised Council to surrender land
s 134A(2)(a)	Power to be consulted before Minister grants lease for stratum of Crown land		
s 138A(3)(a)	Power to be consulted before person grants licence for strata of Crown land		
s 140A(3)(c)	Duty to provide report to Minister for grant of licences for jetty landing stages on Crown land		
s 172(1)	Power to approve excise of land from certain streets by Governor in Council		
s 183A(1)	Power to raise funds by allowing use of common for the purposes of agriculture		Consent of Minister required
s 190	Power to authorise persons to enter onto Crown land and remove materials for the purposes of forming/maintaining public road		Consent of Minister required
s 349	Power to agree to closure of road on land vested in the Crown		

LAND ACT 1958			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 400	Power to give notice to Secretary that road is an unused road		Land Regulations 2016, r 10 For the purposes of s 400(2) of the Act, the prescribed form and particulars for a notice that a road or part of a road that a municipal Council considers is not required for public traffic is an unused road is the form and particulars in sch 4
s 407(1)	Power to inform Minister it is desirable to re-open licensed closed road or water frontage		
s 407(3)(b)	Power to cause any building/hedge/ditch etc to be taken down/filled up/removed etc		Where a licence under Division 8 of Part I has been cancelled under s 407(1)
s 411	Function of receiving particulars of licence from the land manager		Where the licence is granted in relation to an unused road or water frontage in Council's municipal district

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
			Certain provisions in this Act apply only to councils in their capacity as acquiring authorities or to councils in their capacity as responsible authority
s 6	Duty of the authority to serve notice of intention to acquire on persons with an interest in the land		
s 7(1)(b)	Power to serve statement on person interested in the land in accordance with s 7(1)(b)		
s 9(1)	Duty of the authority to serve copy of notice on certain responsible authorities		
s 9(2)	Duty of the responsible authority to provide information in writing when required to do so by an authority		Prescribed information listed under rr 11 and 12 of the Land, Acquisition and Compensation Regulations 2021
s 9(3)	Duty of the responsible authority to forward a copy of application for planning permit/building approval to an authority		
s 10(1)	Duty of the authority to lodge notice and prescribed fee with the Registrar of Titles or Registrar-General		
s 10(4)	Duty of the authority to give notice of cancellation/lapse in writing		

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 10(7)	Duty of the authority to pay fees where an owner applies for a new s 32(2) certificate		
s 14(1)	Power of an authority to amend notice upon agreement with persons on whom it was served		
s 15(1)	Power of an authority not to proceed with the acquisition		
s 15(2)	Duty of the authority to serve a statement cancelling the notice of intention to acquire		
s 17	Power of the authority to agree with owner to extend operation of notice		
s 18(1)	Power of the authority to acquire interest in land by agreement		
s 19	Function of the authority publishing a notice declaring the interest to be acquired		
s 22	Duty of the authority to serve copy notice of acquisition and a statement to persons interested in that land		
s 23	Duty of the authority to publish copy notice of acquisition in local newspaper		
s 26(1)	Duty of the authority to endeavour to obtain agreement with the owner / occupier		

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 26(5)	Power of the authority to enter into possession of the land		
s 26(11)	Duty of the authority to serve copy certificate under s 26(4)(a) on occupier		
s 27	Power of the authority to recover any rent due		
s 28(1)	Power of the authority to issue a warrant where refusal to give up possession		
s 31(1) and supporting provisions	Power of the authority to make an offer, including the power to determine amount of the offer		
s 31(5)	Duty of the authority to have regard to a valuation of the land in making an offer under s 31		
s 31(7)	Power of the authority to reduce the offer by an amount equal to outstanding interest, rates, taxes, etc.		
s 32(1)	Duty of the authority to set out total amount of compensation where Minister directs information required to be set out by s 31 is inappropriate		
s 32(2)	Duty of the authority to pay the total amount of compensation offered in court		
s 32(4)	Duty of the authority to apply to the court or the Tribunal for determination of the amount payable		

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 33(1)	Function of the authority of receiving notice of acceptance or notice of claim		
s 36(1)	Duty of the authority to serve a reply to the notice of claim		
s 36(2)	Power of the authority to admit/vary/reject the claim under s 36		
s 36(3)	Duty of the authority to provide claimant with method and basis of its valuation		
s 37(4)	Duty of the authority to serve reply to notice of claim on claimant, where no offer was made		
s 43(2)	Power of the authority to give notice of intention		
s 43(3)	Duty of the authority to do action specified in notice under s 43(2)		
s 45(1)	Power of the authority to grant a loan to claimant		
s 48(2)	Duty of the authority to serve reply to notice of claim within 3 months on claimant		
s 51(8)	Power of the authority to advance compensation to assist a person purchasing another interest in land		
s 63(1)	Duty of the authority to prepare all instruments of conveyance		

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 65(a)	Function of the authority to receive interest in land despite any restrictions under other laws		
s 65(b)	Function of the authority to recover compensation where authority acquires an interest under s 65(a)		
s 67(1)	Function of the authority to negotiate with agents		
s 68(1)	Power of the authority to purchase or redeem interest in mortgage		
s 68(4)	Power of the authority to direct where to convey release of mortgagee's interest upon payment under s 68(3)		
s 68(5)	Power of the authority to give notice to the mortgagee that it will pay principal and interest upon 6 months of the notice		
s 68(6)	Power of the authority to direct where to convey release of mortgagee interest upon payment under s 68(5)		
s 69(1)	Power of the authority to pay amounts required under s 69(1) (c)-(e) to the credit of the Trust Fund where mortgagee fails to release interest or adduce good title		
s 69(2)	Power of the authority to execute a deed poll		
s 69(3)	Duty to register the deed poll in the office of the Registrar-General		

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 70(1)	Function of the authority to negotiate with the mortgagee/person entitled to redemption of the value of interest and compensation where sum payable exceeds value of land		
s 70(4)	Power of the authority to direct where to convey release of mortgagee interest upon payment under s 70(3)		
s 71(1)	Power of the authority to pay amount required by s 70(3) to the credit of the Trust Fund where mortgagee fails to convey interest or adduce good title		
s 71(3)	Power of the authority to execute and register a deed poll		
s 72(1)	Function of the authority to settle an agreement with mortgagee/person entitled to redemption of interest payable where part of the land is taken		
s 72(4)	Power of the authority to direct where to convey release of mortgagee's interest		
s 72(6)	Function of the authority to furnish copy memorandum under s 72(5)		
s 73(1)	Power of the authority to pay compensation to the credit of the Trust Fund where mortgagee fails to release/adduce good title		
s 73(3)	Power of the authority to execute and register a deed poll		

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 74(1)	Power of the authority to enter land		
s 74(2)	Duty of the authority to serve notice of intention to enter and a statement on occupier and owner		
s 75(1)	Power of the authority occupy land as long as is necessary for the purposes of the *Local Government Act 1989*		
s 75(2)(a)	Power of the authority or authorised person to dig and take from land any clay, soil, etc.		
s 75(2)(b)	Power of the authority to deposit any material on land		
s 75(2)(c)	Power of the authority to make cuttings or excavations on land		
s 75(2)(d)	Power of the authority to take timber from the land		
s 75(2)(e)	Power of the authority to make and use roads on land		
s 75(2)(f)	Power of the authority to manufacture on the land any materials required		
s 75(2)(g)	Power of the authority to erect workshops, sheds, etc on land		
s 75(3)	Duty of the authority to serve notice in writing on owner/occupier and Soil Conservation Authority if intends to enter land		

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 75(5)	Duty of the authority to give notice in writing of nature and quantity of material taken		
s 76	Duty of the authority to comply with obligations under s 76(a)-(e)		
s 79(1)	Duty of the authority to fence land when so required by the owner		
s 80	Power of the authority to refer a claim to the Court/Tribunal for determination		
s 83	Duty of the authority to serve a copy of the referral notice on other parties		
s 87	Power of the authority in a compulsory conference to increase the amount of an offer		
s 91(4)	Power of the authority to set-off costs of determinations against any compensation award/costs payable to claimant		
s 96(1)	Function of the authority to make application to the court for a valuer		
s 103(1)	Power of the authority to inspect documents by notice in writing		
s 104(3)	Power of the authority/authorise a person to accept service on its behalf		

LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 106(1)(c)	Power of the authority to extend/abridge time limits under the Act by agreement with concerned party		
s 109(1)	Power of the authority to sell, lease or deal with an interest in land		
s 109(2)	Duty of the authority to offer the land for sale to the former owner if within 18 months of acquisition under the Act		

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)		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		In connection with the administration of, or in carrying out of the Secretary's functions under, the Act or the regulations

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

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 11(8)	Duty to keep a public register of delegations under section 11 of this Act		
s 16(12)	Duty to pay an account received of the reasonable expenses incurred by a person engaged by the Minister to support a review by an electoral representative advisory panel		
s 17(6)	Duty to pay an account received of the reasonable expenses incurred by the Victorian Electoral Commission as a consequence of conducting a ward boundary review		
s 40(1)	Duty to reimburse a Councillor or a member of a delegated committee for out-of-pocket expenses in accordance with this section		
s 40(2)	Duty to provide details of all reimbursements of out-of-pocket expenses of Councillors and members of a delegated committee to the Audit and Risk Committee		
s 42	Duty to make available to the Mayor and the Councillors the resources and facilities reasonably necessary to enable them to effectively perform their role		
s 50	Duty to implement appropriate long service leave arrangements for members of Council staff in accordance with the regulations		
s 73(4)	Duty to publish a notice regarding a proposed local law in accordance with subsection 73(3)(a) to (d)		

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 73(5)	Duty to ensure that a copy of the proposed local law is available for inspection		~~Note: this provision commences on 1 July 2021~~
s 74(1)	Duty to obtain a certificate from a qualified person		~~Note: this provision commences on 1 July 2021~~
s 74(5)	Duty to publish a notice after a local law is made in accordance with subsection 74(4)(a) to (d)		~~Note: this provision commences on 1 July 2021~~
s 75	Duty to ensure that a copy of a local law made under section 74 is available for inspection		~~Note: this provision commences on 1 July 2021~~
s 76(3)	Duty to publish a notice of an amendment to a document, code, standard, rule, specification or method which contains matter applied, adopted or incorporated by a local law		~~Note: this provision commences on 1 July 2021~~
s 76(4)	Duty to ensure that a copy of any document, code, standard, rule, specification or method which contains any matter incorporated in a local law is available for inspection		~~Note: this provision commences on 1 July 2021~~
s 82	Function of receiving any penalty recovered for an offence against a local law		~~Note: this provision commences on 1 July 2021~~
s 98	Duty to prepare an annual report in respect of each financial year		Subject to section 99
s 99(1)	Duty to prepare, as soon as practicable after the end of the financial year, the performance statement and financial statements of the Council for the financial year		

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 103	Power to invest any money in accordance with subsections (a) to (f)		~~Note: this provision commences on 1 July 2021~~
s 106	Duty to plan and deliver services to the municipal community in accordance with the service performance principles		
s 109(1)	Duty to comply with Council's Procurement Policy before entering into a contract for the purchase of goods or services or carrying out of works		~~Note: this provision commences on 1 July 2021~~
s 114(2)(a)	Duty to give notice before selling or exchanging land		~~Note: this provision commences on 1 July 2021~~
s 114(2)(b)	Duty to undertake a community engagement process in accordance with Council's Community Engagement Policy before selling or exchanging land		~~Note: this provision commences on 1 July 2021~~
s 114(2)(c)	Duty to obtain valuation before selling or exchanging land not more than 6 months prior to the sale or exchange		~~Note: this provision commences on 1 July 2021~~
s 115(1)	Power to lease land		~~Note: this provision commences on 1 July 2021~~
s 115(3)	Duty to include proposal to lease in the budget		~~Note: this provision commences on 1 July 2021~~
s 115(4)	Duty to undertake a community engagement process in accordance with Council's Community Engagement Policy before leasing land		~~Note: this provision commences on 1 July 2021~~
s 116(1)	Power to transfer, exchange or lease land with or without consideration to an entity described in s 116(1)(a) to (e)		~~Note: this provision commences on 1 July 2021~~

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 117(1)(a)	Power to approve another person to carry out the work required under s 117(1)		Delegation extends only to area of functional responsibility of delegate ~~Note: this provision commences on 1 July 2021~~
s 117(1)(b)	Power to carry out the work required under s 117(1)		Delegation extends only to area of functional responsibility of delegate ~~Note: this provision commences on 1 July 2021~~
s 117(3)	Power to recover costs of carrying out work		~~Note: this provision commences on 1 July 2021~~
s 119	Power to require payment of all or part of money from present owner or occupier		Subject to section 121 ~~Note: this provision commences on 1 July 2021~~
s 120(1)	Power to charge interest on unpaid money (other than rates and charges) in accordance with s 120		~~Note: this provision commences on 1 July 2021~~
s 121	Function of receiving application for land information certificate		~~Note: this provision commences on 1 July 2021~~ See prescribed information under r 5 of the *Local Government (Land Information) Regulations 2021*
s 121(4)	Power to provide a land information certificate, including the power to provide in a land information certificate any other information concerning the land as the delegate considers in their absolute discretion to be relevant		~~Note: this provision commences on 1 July 2021~~
s 152	Duty to pay the fees for a Councillor Conduct Panel to the Principal Council Conduct Registrar		

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 162	Duty to provide all reasonable assistance to the Councillor Conduct Panel which is necessary to enable the Councillor Conduct Panel to conduct the hearing and make a determination		
s 167(8)	Duty to pay any necessary expenses incurred by Councillors in attending mediation, training or counselling directed by a Councillor Conduct Panel		
s 177(1)	Power to apply to the Minister for a compliance exemption from a regulatory requirement under this Act or the regulations specified in the application		Subject to subsection (2)
s 179(3)	Duty to pay a Municipal Monitor the amounts entitled to be paid and the terms of the appointment		
s 268(2)	Duty to pay for reasonable expenses of the Victorian Electoral Commission as specified in an account sent to the Council under subsection (1)		
s 313(1)	Power to institute proceedings in the corporate name of the Council		Subject to subsection (a) – (d)
s 313(1)	Power to authorise a person to institute proceedings in the corporate name of the Council		Subject to subsection (a) – (d)

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
~~s 94(6)~~	~~Duty to make details of proposed remuneration of CEO available for public inspection~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 101(1)~~	~~Duty to implement long service leave for Council staff~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 119(2)~~	~~Duty to give notice in government gazette and a public notice stating certain matters~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 119(2A)~~	~~Duty to ensure proposed law is available for inspection~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 119(3)~~	~~Duty to give notice in government gazette and a public notice after local law is made~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 119(4)~~	~~Duty to send copy local law to Minister~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 120(1)~~	~~Duty to print copies of local laws~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 120(2)(a)~~	~~Duty to make local laws available for inspection~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 120(2)(b)~~	~~Duty to make local laws available for purchase~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 120(3)~~	~~Duty to make available for inspection all documents incorporated by local laws~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 136(1)~~	~~Duty to implement the principles of sound financial management~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 140(1)~~	~~Duty to keep records and accounts~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 140(2)(a)~~	~~Duty to ensure moneys due are collected~~		~~Note: this provision will be repealed on 1 July 2021~~

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
~~s 140(2)(b)~~	~~Duty to implement arrangement for security of money received~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 140(2)(c)~~	~~Duty to expend moneys received~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 140(2)(d)~~	~~Duty to ensure control over assets~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 140(2)(e)~~	~~Duty to ensure liabilities are authorised~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 140(2)(f)~~	~~Duty to ensure efficiency of operations~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 140(2)(g)~~	~~Duty to develop and maintain adequate internal control system~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 140(3)~~	~~Duty to keep accounts and records up to date and ready for inspection~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 141~~	~~Power to apply money to:~~ • ~~perform functions and powers under this or any other Act~~ • ~~repay an overpayment~~ • ~~make a refund~~		~~Note: this provision will be repealed on 1 July 2021~~ ~~Schedules of accounts paid to be submitted to next possible Council meeting for Council approval of reimbursements to Advance Account~~
~~s 142(1)~~	~~Power to waive payments~~		~~Note: this provision will be repealed on 1 July 2021~~ ~~Subject to limits as determined by CEO~~

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
~~s 142(3)(a)~~	~~Power to defer payments~~		~~Note: this provision will be repealed on 1 July 2021~~ ~~Subject to limits as determined by CEO~~
~~s 142(3)(b)~~	~~Power to waive payment and interest~~		~~Note: this provision will be repealed on 1 July 2021~~ ~~Subject to limits as determined by CEO~~
~~s 142(3)(c)~~	~~Power to waive interest~~		~~Note: this provision will be repealed on 1 July 2021~~ ~~Subject to limits as determined by CEO~~
~~s 143(a)~~	~~Power to invest money in government securities (Commonwealth)~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 143(b)~~	~~Power to invest money in government securities (Victoria)~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 143(c)~~	~~Power to invest money with an authorised deposit-taking institution~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 143(d)~~	~~Power to invest money with a financial institution~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 143(e)~~	~~Power to invest money with eligible money market dealers~~		~~Note: this provision will be repealed on 1 July 2021~~
s 154	Power to determine that land is not rateable land in accordance with s 154		
s 157(2)	Duty to publish notice of change in valuation system		

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 158(3)	Power to levy rates by sending notice to person liable		
s 158(3A)	Power to send rate notice to a person specified upon request		
s 159(5)	Power to determine form & time period		
s 159(6)	Power to require applicant to give further particulars or verify particulars		
s 161(3)	Duty to make available for inspection certain information		
s 163(1C)	Duty to send a copy of the public notice to each person who will be liable to pay the special rate or special charge		
s 163(4)	Power to levy special rate/charge by sending notice to person liable		
s 164(2)	Duty to notify of decision under s 164(1) to persons liable to pay special rate/charge		Limited to Director or Executive Manager responsible for works or project
s 165	Duty to refund excess money		
s 166(2)	Duty to notify persons liable that special rate/charge varied		
s 169(2)	Duty to send notice to person who was granted a rebate or concession and not complied with terms		
s 170(1)	Power to defer payment where applicant shows hardship		

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 170(3)(a)	Power to require payment where no longer hardship/in occupation		
s 171(1)	Power to waive rate/charge to eligible recipient or in accordance with Council determination		
s 171(4)(e)	Duty to waive amount which is in accordance with concession order upon receipt of application		
s 171(4)(f)	Power to decide to treat person to whom waiver granted as having made continuing application or waiver		Requires the approval of the Minister administering the *State Concessions Act 2004*
s 171(5A)	Power to waive rate/charge where person has right to recover it from another (upon application of the eligible recipient)		
s 171A(1)	Function of receiving application for waiver		
s 171A(2)	Power to require information or verification		
s 171A(3)	Power to waive rate/charge/interest		
s 172(1)	Power to raise interest and require payment from person liable		
s 172(3)	Power to exempt a person from paying interest		
s 172(4)	Power to recover interest due		
s 173(2)(a)	Duty to refund rates/charges where land ceases to be rateable and payment was made		

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 173(2)(b)	Duty to require pro rata payment where land ceases to be rateable		
s 175(2)	Power to require current rates, arrears from person acquiring land		
s 177(1)	Power to require occupier to pay rent upon notice		
s 177(4)	Power to recover unpaid rent as a debt due		
s 180(1)	Power to recover unpaid rate/charge as a debt due		
s 181(2)	Power to dispose of land where rate/charge unpaid		
s 181(5)	Power to serve and to give notices before Council sells the land		
s 181(7)	Power to deduct expenses incurred in connection with sale		
s 181C(2)	Power to send notice to person liable to pay environmental upgrade charge		
s 181E(1)	Duty to use best endeavours to recover environmental upgrade charge		
s 181F	Duty to adjust environmental upgrade charge to reflect lower amount advanced to owner and advise any person liable to pay charge in writing of the adjustment		Council must refund any excess amounts paid to owner or occupier as a result of an adjustment being made to an upgrade charge under 181F(1)

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

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 185N(1)	Duty to use Council's best endeavours to recover a cladding rectification charge in accordance with any requirements imposed on it by the *Building Act 1993* and the cladding rectification agreement		Subject to s 185N(2) and (3)
~~s 186(1)~~	~~Duty to give notice and invite proposals where intend to enter into contract in excess of $150,000 for contracts in relation to goods and services and $200,000 for contracts in relation to works~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 186(3)~~	~~Duty to ensure the public notice for tenders and expression of interest are in the prescribed form~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 186A(8)~~	~~Duty to make procurement policy available for public inspection on website and at Council offices~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 189(2)(a)~~	~~Duty to give notice before sell/exchanging land~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 189(2)(b)~~	~~Duty to obtain valuation before selling/exchanging land not more than 6 months prior to the sell/exchange~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 190~~	~~Power to lease land where there is no requirement to give public notice under s 223~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 190(3)~~	~~Duty to give notice before making certain leases~~		~~Note: this provision will be repealed on 1 July 2021~~ ~~s 190(1) applies~~
s 199	Duty to give notice of proposed drainage works to persons affected		

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 200(1)	Power to give persons notice that must carry out drainage works		
s 200(2)	Power to carry out works itself where non-compliance with notice		
s 201(1)	Duty to construct, manage, etc works under schemes approved under *Water Act 1989*		
s 201(2)	Power to carry out any power under the Act for purpose of 201(1)		
s 203(1)	Power to develop and implement a transport plan		
s 203(2)	Power to prepare a transport plan jointly with one or more other councils		
s 203A	Power to procure, provide or enable transport services within the municipal district		
s 204(1)	Power to publish notice in Government Gazette of road to be declared a public highway		
s 207D(2)	Duty to notify Registrar of Titles of an action under s 207D(1)(b) or a transfer of land in the form described in (a) – (c)		Delegation only extends to matters within the functional responsibility of delegate
~~s 208A~~	~~Duty to comply with the Best Value Principles~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 208D~~	~~Duty to develop quality and cost standards for the provision of services to the community~~		~~Note: this provision will be repealed on 1 July 2021~~

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
~~s 208E(1)~~	~~Duty to develop a program for the application of the Best Value Principles~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 208E(2)~~	~~Duty to ensure that the program required by s 208E(1) is available to the public~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 208E(3)~~	~~Duty to apply the Best Value Principles to services~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 208F~~	~~Duty to ensure that any quality or cost standards adopted are available for inspection by the public~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 208G~~	~~Duty to report on what has been done to ensure that effect has been given to the Best Value Principles~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 208H(3)~~	~~Duty to comply with Code~~		~~Note: this provision will be repealed on 1 July 2021~~
s 223(1)(a)	Duty to publish a public notice		
s 223(1)(b)(iii)	Administrative duty to give reasonable notice of day, time and place of the meeting to each person who made a request to appear in person, or be represented in the submission		
s 223(1)(d)(ii)	Duty to notify submitters after made decision		
s 223(3)	Power to authorise members of Council staff to carry out administrative procedures		
s 224(1)	Power to appoint authorised officer		
s 224(1A)	Duty to maintain register of authorised officers		

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 224(2)	Duty to supply authorised officers with identity cards		Authorisation only to be made in respect of areas of responsibility of delegate
s 224(3)	Power to authorise a person to sign identity cards of authorised officers		
s 224A(2)	Power to publish a notice in the Government Gazette which authorises police officers to enforce provisions of local law		
~~s 225(1)(a)~~	~~Power to approve another person to carry out the work required under s 225(1)~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 225(1)(b)~~	~~Power to carry out required work where person fails to do so~~		~~Note: this provision will be repealed on 1 July 2021~~ ~~Delegation extends only to area of functional responsibility of delegate~~
~~s 225(3)~~	~~Power to recover costs of carrying out work~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 227~~	~~Power to require payment of all or part of money from present owner or occupier~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 227AA~~	~~Power to recover costs, fees and expenses from owner of house subject to declaration~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 227A(1)~~	~~Power to require payment of interest~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 229(1)~~	~~Function of receiving application for land information certificates~~		~~Note: this provision will be repealed on 1 July 2021~~

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
~~s 229(3)~~	~~Power to provide prescribed information or any other information relevant to land~~		~~Note: this provision will be repealed on 1 July 2021~~
s 237A	Duty to make available to the Secretary to the Department any information requested in accordance with s 121A of the *Livestock Disease Control Act 1994*		
~~sch 6 cl 2~~	~~Duty to commence the development and implementation of an equal employment opportunity programme~~		
~~cl 4~~	~~Duty to take any action necessary to give effect to its equal employment opportunity programme~~		
~~cl 5~~	~~Power to determine and use special tests and qualifications to enhance recruitment and promotion of persons in any designated group~~		
sch 10 cl 1(a)	Power to make, maintain and repair roads		
cl 2	Administrative functions necessary to give effect to power to deviate roads		
cl 3	Administrative functions necessary to give effect to power to discontinue roads		
cl 4	Power to enter and take any materials necessary from certain land		
cl 5(1)(a)	Power to approve, assign or change the name of a road		Power in cl 5(1) must be exercised in accordance with the *Geographic Names Places Act 1998*

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
cl 5(1)(b)	Power to erect signs on a road		
cl 5(1)(c)	Power to approve, assign and change the number of a road and any premises next to a road		
cl 5(1)(d)	Power to require people to number their premises and to renew those numbers		
cl 6	Power to cause standard survey marks to be established in roads		
cl 8(1)(b)	Power to allow persons to make minor repairs, alterations, etc between the old alignment and the new alignment of a road		
cl 8(3)	Duty to publish notice in Government Gazette before starting work		
cl 9	Power to provide for temporary roads		
cl 10	Power to permit the erection and maintenance of gate and fences and to revoke the permission and to permit the construction of by-passes for unfenced roads and to revoke the permission and require the removal of the by-pass		
cl 11(a)	Power to require/cause the filling up of holes or excavations		
cl 11(b)	Power to require/cause the removal of a cause of danger/damage		

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
cl 11(c)	Power to require/cause the erection or restoration of a fence between the holes or excavations and any adjacent land or road		
cl 12	Power to make, maintain, repair or reconstruct a bridge or crossing		
sch 11 cl 1	Power to fix times when vehicles may stand in parking areas and the fees for and manner of standing in parking areas		
cl 2	Power to issue special parking permits to disabled persons		
cl 3	Power to remove abandoned/unregistered vehicles		
cl 4	Power to tow away and impound vehicles which are causing an unlawful obstruction etc and to charge a fee		
cl 5	Power to require or cause the removal of any encroachment or obstruction		
cl 6	Power to control traffic to enable works to be carried out on, over, or on land next to a road		
cl 7	Power to close a road, or part of a road for a particular period		
cl 8	Power to erect and remove any works or structures to protect passengers, pedestrians and drivers or to regulate traffic on a road		

LOCAL GOVERNMENT ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
cl 9	Administrative functions necessary to give effect to power to block or restrict the passage or access of vehicles on a road by placing a permanent barrier or obstruction on a road		Only to be exercised where report from Head, Transport for Victoria has been considered; and if the road is a freeway or arterial road, consent of Head, Transport for Victoria is required
cl 10(1)(a) & cl 10(1)(b)	Power to block or restrict the passage or access of vehicles on a road by placing a temporary barrier or obstruction on a road		If the road is a freeway or arterial road, consent of Head, Transport for Victoria is required
cl 11	Administrative functions necessary to give effect to power to declare a road or part of a road a shopping mall and prohibit or restrict the entry of vehicles		
cl 12(1)	Administrative functions necessary to give effect to power to prohibit the use of a road by a vehicle over a certain size or weight		
cl 12(2)	Power to make decision to prohibit the use of a road by a vehicle over a certain size or weight		Only to be exercised where immediate risk of danger to people or damage to property exists and action is immediately reported to Council
cl 13	Power to determine speed limits		
cl 14	Power to prohibit or restrict traffic on a road if unsafe		

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		

MARINE AND COASTAL ACT 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 25(3)	Function of being consulted by the Minister when preparing a Marine and Coastal Policy if Council's interests may be affected by the policy		
s 32(3)	Function of being consulted by the Minister when preparing a Marine and Coastal Strategy if Council's interests may be affected by the strategy		
s 46(3)	Function of being consulted by the parties of a regional and strategic partnership when preparing a product if Council's interests may be affected by the product		
s 51(3)	Function of being consulted by the Minister when preparing an environmental management plan if Council's interests may be affected by the plan		
s 59(3)	Function of being consulted by the Crown land manager when preparing a costal and marine management plan where Council's interests may be affected by the plan		

MAJOR TRANSPORT PROJECTS FACILITATION ACT 2009			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 134(4)	Duty to comply with requirement to surrender public land under subs(1)(a)		
s 134(5)	Duty to notify Project Minister of interest in land		
s 146(2)	Power to claim compensation for pecuniary loss or expense incurred		
s 147	Function of agreeing to transfer of building or structure		

MINERAL RESOURCES (SUSTAINABLE DEVELOPMENT) ACT 1990			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46(1)	Function of consulting with Minister		
s 77HB(2)	Function of consulting with Department Head before Department Head approves variation of work plan		
s 77M(3)	Power to consult with Minister regarding variation, suspension or revocation		
s 77R(1)(c)	Power to act, if specified by the Minister, as a referral authority		
s 80(2)(a)	Power to consult with Minister regarding amount of rehabilitation bond or further rehabilitation bond if the land is private land		
s 80(2A)	Power to consult with Minister regarding amount of rehabilitation bond in respect to an extractive industry work authority if the land is private land		
s 82(2)	Power to consult with Minister before Minister returns bond if rehabilitation is satisfactory and if the land is private land		

NATIONAL PARKS ACT 1975			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 19C(1)	Power to enter into agreement with Minister for management of land vested in or controlled or managed by Council		
s 27(1)	Power to exercise powers in relation to a park with Parks Victoria's consent subject to any conditions it directs		

PIPELINES ACT 2005			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 21(1)	Power to consent to entry onto Crown Land for purpose of conducting survey		Where Crown Land is vested in Council
s 102	Power to decide construction of the pipeline in relation to roads, bridges and tramways is satisfactory		Where Council is the 'relevant authority'
s 103	Power to decide construction of the pipeline in relation to electrical apparatus or other pipelines is satisfactory		Where Council is the 'relevant authority'
s 104	Function of being reimbursed by licensee for expense incurred due to the existence of a pipeline		
s 105(1)	Power to refer a dispute under Division 2 Part 7 of the Act to the Governor in Council for determination		
s 105(2)	Duty to comply with Governor in Council's determination under s 105(1)		
s 116	Function of receiving notice from licensee of incident		Where Council is the 'relevant authority'

PRIVACY AND DATA PROTECTION ACT 2014			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 20(1)	Duty to comply with Information Privacy Principles		
s 20(2)	Duty to comply with Information Privacy Principles when administering a public register		
s 22(1)	Power to seek approval of a code of practice or an amendment to a code of practice		
s 22(4)	Function of being consulted by the Information Commissioner in relation to a code of practice		
s 23(1)(b)	Function of giving written notice to the Information Commissioner that Council intends to be bound by the approved code of practice		
s 23(6)	Function of giving written notice to the Information Commissioner that Council no longer intends to be bound by the approved code of practice		
s 26(4)	Function of being consulted by the Information Commissioner in relation to a code of practice		
s 28(5)	Power to refuse a request by an authorised representative of an individual for access to personal information where it is reasonably believed that access may endanger the individual		
s 29(1)	Power to apply to the Information Commissioner for a public interest determination		

PRIVACY AND DATA PROTECTION ACT 2014			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 29(5)	Function of receiving draft determination		
s 29(6)	Function of attending a conference with the Information Commissioner		
s 30(1)	Power to request that application be for a temporary public interest determination		
s 34(1)	Power to apply to the Information Commissioner for approval of an amendment to a public interest determination		
s 34(2)	Function of receiving draft determination and attending a conference with the Information Commissioner and Power to make a submission		
s 35(2)	Function of receiving written notice from the Information Commissioner regarding revocation of a public interest determination		
s 36(1)	Duty to report to the Information Commissioner on an annual basis, or at any other agreed time		
s 38(1)	Power to apply to the Information Commissioner for a temporary public interest determination and power to make a submission		
s 41(2)	Function of receiving written notice from the Information Commissioner regarding revocation of temporary public interest determination		

PRIVACY AND DATA PROTECTION ACT 2014			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 47(1)	Power to apply for approval of an information usage arrangement		Where Council is a lead party to an information usage arrangement
s 47(2)	Duty to consult where required		Where Council is a party to an information usage arrangement
s 49(6)	Function of receiving notice of a refusal under s 49(4) or (5) from the Information Commissioner		Where Council is a lead party to an information usage arrangement
s 52(1)	Power to apply for approval of an amendment to an information usage arrangement		Where Council is a lead party to an information usage arrangement
s 52(2)	Duty to consult where required		Where Council is a party to an information usage arrangement
s 53(2)	Power to request revocation of an approval of an information usage arrangement		Where Council is a party to an information usage arrangement
s 53(4)	Function of receiving notice from the Information Commissioner regarding ground for revocation of an information usage arrangement		Where Council is a party to an information usage arrangement
s 53(5)	Function of receiving notice from the Minister regarding revocation of an information usage arrangement		Where Council is a party to an information usage arrangement
s 54(1)	Duty to report to the Information Commissioner about the information usage arrangement		Where Council is a lead party to an information usage arrangement
s 56	Power to apply to VCAT for review of a decision to issue a certificate under s 55		Where Council's interests are affected by the decision

PRIVACY AND DATA PROTECTION ACT 2014			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 61	Function of receiving notice of complaint lodged with the Information Commissioner		
s 62(1)	Function of receiving notice that complaint is to be declined		
s 62(3)	Power to attend before the Information Commissioner and produce documents		
s 62(7)	Function of receiving notice of dismissal		
s 63(2)	Function of receiving notice of complaint being referred by the Information Commissioner		
s 64(2)	Function of receiving notice of complaint being dismissed by the Information Commissioner		
s 66(1)	Function of receiving notice that conciliation is inappropriate		
s 66(6)	Function of receiving notice of complaint being dismissed by the Information Commissioner		
s 67(3)	Power to attend conciliation and settle the matter		
s 68	Power to give information or produce a document		
s 69(1)	Power to prepare and sign conciliation agreement		
s 69(2)	Power to lodge certified conciliation agreement		

PRIVACY AND DATA PROTECTION ACT 2014			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 69(3)	Function of receiving copy of registered record		
s 71(1)	Function of receiving notice of unsuccessful conciliation		
s 71(6)	Function of receiving notice of complaint being dismissed by the Information Commissioner		
s 72	Power to apply to VCAT for an interim order		
s 77(1)	Power to administer/ implement order of VCAT		
s 77(3)	Function of receiving VCAT order relating to a public register administered by Council		
s 78(1)	Duty to comply with compliance notice served by the Information Commissioner		
s 78(3)	Power to apply for extension in relation to compliance notice		
s 79	Power to give information or produce a document		
s 83(1)	Power to apply to VCAT for review of a decision of the Information Commission under s 78(1)		

PROFESSIONAL ENGINEERS REGISTRATION ACT 2019			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 75(3)	Duty to comply with a request under s 75(1)		~~Note: this duty is not yet in force and will commence on 1 July 2021, unless proclaimed earlier~~ Where Council is a specified body

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 25	Duty to report to the Secretary when required by notice		
s 26(1)	Duty to prepare municipal health and wellbeing plan within 12 months after each general election in accordance with s 26(2) & (3)		
s 26(4)	Duty to review municipal public health and wellbeing plan annually and amend as appropriate		Unless s 27 applies
s 26(4A)	Duty to include a review of the measures referred to in s 26(2)(ba) when annually reviewing the municipal public health and wellbeing plan		Unless s 27 applies
s 26(6)	Duty to give a copy of the current municipal public health and wellbeing plan to the Secretary		Unless s 27 applies
s 26(6A)	Duty to report, to the Secretary, the measures referred to in s 26(2)(ba) at the intervals specified		Unless s 27 applies
s 26(7)	Duty to make copy of current municipal public health and wellbeing plan available for public inspection		Unless s 27 applies
s 27(3)	Power to apply to the Secretary for an exemption from complying with s 26		
s 27(6)	Duty to give a copy of the current Council Plan or Strategic Plan to the Secretary		If Council has been granted an exception from complying with s 26 and if change relates to matters in s 26(2)
s 28(a)	Duty, in a state of emergency, to comply with an order of the Secretary		

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 29(1)	Duty to appoint environmental health officer		Council must appoint at least one environmental health officer Council can only appoint person with the qualifications and experience specified in s 29(2)
s 31(4)	Power to give directions to authorised officers		
s 57(2)	Power to disclose certain information to the Secretary, Chief Health Officer or another Council		
s 57(4)	Power to disclose certain information to a Government Department, statutory body or other person responsible for administering another Act or regulations		
s 60	Duty to remedy all nuisances in municipal district		
s 62(2)	Duty to investigate any notice of a nuisance		
s 62(3)	Duty to take action in s 62(3)(a) or (b) where nuisance is found to exist after investigation		
s 62(3)(a)	Function of taking action specified in s 62(4) where appropriate		
s 62(3)(b)	Function of determining whether matter is better settled privately and, if so, advising of methods for settling matter privately		
s 62(4)(a)	Power to exercise the powers in s 66 where that s applies, for the purposes of s 62(3)(a)		

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 62(4)(b)	Power to issue an improvement notice or a prohibition notice for the purposes of s 62(3)(a)		
s 62(4)(c)	Power to bring proceedings under s 219(2) for an offence against this Act for the purposes of s 62(3)(a)		
s 64	Power to institute proceedings for an offence under s 61		
s 65	Power to investigate nuisance occurring outside municipal district		
s 66(2)(a)	Power to enter and take steps to abate nuisance and do all things necessary for abatement		Where nuisance comes from land for which the occupier and owner are unknown or cannot be found Unless another Council is abating the nuisance under s 66(2)
s 66(2)(b)	Power to do all things necessary for abatement of nuisance		Where nuisance comes from land for which the occupier and owner are unknown or cannot be found Unless another Council is abating the nuisance under s 66(2)
s 66(4)	Power to recover costs incurred under s 66(2)		
s 71	Function ~~to~~ of receiving~~e~~ applications for the issue, renewal or transfer of a registration		
s 73(1)(a)	Power to give the applicant notice requiring specified information before considering the application under s 71		

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 73(1)(b)	Power to inspect prescribed accommodation or premises before considering the application under s 71		
s 73(1)(c)	Power to require alterations or improvements to prescribed accommodation or premises before considering the application under s 71		
s 73(2)	Power to issue, transfer or renew a registration subject to s 73(1)(c)		
s 73A	Duty and power to enter information in the Rooming House Register		
s 74	Power to decide issue, transfer or renew registration		
s 76(1)(a)	Power to refuse to issue a registration		Decision of delegate only valid where Council later ratifies the refusal
s 76(1)(b)	Power to issue a registration subject to a condition imposed on the registration by the Council under s 73(2)		Subject to s 74
s 76(1)(c)	Power to vary a registration		
s 76(1)(d)	Power to cancel a registration		
s 76(1)(e)	Power to suspend a registration		
s 76(1)(f)	Power to refuse to transfer a registration		Decision of delegate only valid where Council later ratifies the refusal

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 76(1)(g)	Power to transfer a registration subject to a condition imposed on the registration by the Council under s 73(2)		Subject to s 74
s 76(1)(h)	Power to refuse to renew a registration		Decision of delegate only valid where Council later ratifies the refusal
s 76(1)(i)	Power to renew a registration subject to a condition imposed on the registration by the Council under s 73(2)		Subject to s 74
s 76(3)	Duty to notify applicant or registration holder of decision under s 76 and ground(s) on which it was based		
s 78	Power to issue a replacement certificate of registration		
s 78A(1)	Power to accept applications for the issue, transfer or renewal of registration in the online portal if accommodation or premises in located in the municipal district		~~Note: This provision commences on 1 July 2021, unless proclaimed earlier~~
s 78A(2)	Duty to pay the charge for use of the online portal		~~Note: This provision commences on 1 July 2021, unless proclaimed earlier~~
s 181(1)	Power to take any step in paragraphs (a)-(d) with respect to items seized by an authorised officer appointed by Council		
s 181(2)	Duty to notify owner of item forfeited under s 181(1)(c), setting out how to seek review of the decision		
s 182	Power to destroy or otherwise dispose of forfeited item		
s 185(1)	Function of receiving complaints about authorised officers appointed by the Council		Complaint must be in writing or other form approved by Council

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 185(2)	Power to approve form in which complaint is made		
s 185(4)(a)	Duty to investigate any written complaint provided under s 185(2)		
s 185(4)(b)	Duty to provide written report to the complainant on the results of the investigation under s 185(4)(a)		
s 194(2)(a)	Power to issue an improvement notice		In accordance with s 194(3)
s 194(2)(b)	Power to issue a prohibition notice		In accordance with s 194(3)
s 196(1)	Power to apply to Magistrates' Court for an injunction (compelling a person to comply or restraining a person from contravening an improvement notice or prohibition notice)		
s 197(2)	Power to cause a complaint to be made to the Magistrates' Court (where prohibition notice or improvement notice issued and person does not comply or nuisance likely to recur)		
s 197(5)(a)	Power, where order issued under s 197(4), to enter land and abate nuisance and do whatever is necessary to execute the order		
s 197(5)(b)	Power to recover costs and expenses incurred		
s 197(6)	Power to recover costs and expenses in court		
s 205(2)	Function of receiving applications for review of Council decisions		

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 205(3)	Duty to review decision where application received under s 205(2)		
s 205(5)	Power to agree a period greater than 28 days for review of a decision with the applicant		
s 205(6)(a)	Power to make a decision affirming, varying or revoking a decision		
s 205(6)(b)	Power to make any other decision where original decision is revoked		Where decision is to refuse an application, decision of delegate only valid where Council later ratifies the refusal
s 205(7)	Duty to give applicant for review a written statement of the decision and reasons		
s 205(8)	Duty to inform applicant for review of right to apply to VCAT for a review under s 207		
s 209(2)	Power to serve infringement notice		
s 219(2)(a)	Power to bring proceedings for offence against Part 6, 9 or 10 (or any regulations under Part 6, 9 or 10)		
s 219(2)(b)	Power to bring proceedings for offence relating to an improvement notice or a prohibition notice		
s 228(1)	Power to seek reimbursement of costs incurred where person is found guilty of an offence		
s 228(2)	Power to seek payment for cost of work conducted by Council where awarded legal costs		'work' is defined in s 228(3)

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 229(3)	Power to take the actions necessary to ensure compliance with the direction, requirement, improvement notice or prohibition notice		Where Council is so authorised by Chief Health Officer under s 229(2)
s 230(2)(b)	Power to recover, in court, costs incurred under s 229		

PUBLIC INTEREST DISCLOSURES ACT 2012			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 16(1)	Function of receiving a public interest disclosure that relates to the conduct of Council or of a member, officer or employee of Council		Subject to s 16(2)
s 21(2)	Duty to, no later than 28 days after the disclosure is made, notify the disclosure to the appropriate entity for assessment under Part 3		Where Council is a receiving entity
s 23	Power to provide information in respect of the disclosure		
s 24(2)	Duty to advise the person who made the disclosure that the disclosure has been notified to the IBAC, the Victorian Inspectorate or the Integrity and Oversight Committee (as the case may be) for assessment		Where Council is a receiving entity
s 24(3)	Duty to advise the person who made the disclosure of the matters in s 24(3)(a) – (c)		Where Council is a receiving entity
s 26(6)	Function of being consulted by IBAC		Where Council is a notifying entity
s 27	Function of receiving notification of IBAC's determination		Where Council is a notifying entity
s 54(1)	Power to disclose information regarding an assessable disclosure or identity of person who has made an assessable disclosure, only in the circumstances listed in s 54(2)		

PUBLIC INTEREST DISCLOSURES ACT 2012			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 58(1)	Duty to establish procedures to facilitate the making of disclosures and the handling of those disclosures		
s 58(5)	Duty to establish procedures for the protection of persons from detrimental action by the Council, Council officers or Councillors		
s 59(4)	Duty to make procedures established under s 58 available to the public and to staff and Councillors		
s 61(1)	Function of receiving recommendations from IBAC		
s 70(1)	Duty to include certain items in annual report		
sch 1 cl 25(2)	Duty to complete the investigation of the disclosure under the *Whistleblowers Protection Act 2001* and take action listed in sch 1 cl 25(2)(b)		Note: applies Where an investigation has been started but not completed under the *Whistleblowers Protection Act 2001*
sch 1 cl 29(2)	Duty to notify IBAC within 28 days of a disclosure made after commencement of this Act		

PUBLIC RECORDS ACT 1973			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 8A	Duty to cause records to be transferred to custody of Public Records Office		

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 14(7)	Power to appeal to the Minister regarding decision of the Head, Transport for Victoria		
s 48M	Function of consulting with the relevant authority in relation to the development of guidelines for bus stopping points and bus stop infrastructure		
s 48N	Duty to notify relevant authority within 28 days of installation, removal or relocation of a bus shelter, seat or hardstand located at, or in the immediate vicinity of, a bus stopping point		
s 72(1)	Duty to issue an identity card to each authorised officer the entity appoints		Where Council is an appointing entity
s 86	Duty to keep a register containing the particulars of all matters reported to Council under s 85		Where Council is the appointing entity
s 87(1)	Function of receiving complaints about the exercise of a power by an authorised officer under the *Road Management Act 2004* (Vic)		Where Council is the appointing entity
s 87(2)(a)	Power to investigate complaint		Where Council is the appointing entity
s 87(2)(b)	Power to provide written report		Where Council is the appointing entity
s 88(2)	Function of receiving a document or information from a person who provides a document or information in response to a requirement of an authorised officer under the *Road Management Act 2004* (Vic)		Where Council is the appointing entity

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 89(2)	Power to provide written authority to an authorised officer to give any information acquired by the authorised officer in carrying out those functions to any other person, whether directly or indirectly		Where Council is the appointing entity
sch 2 cl 4	Power to make submissions on the Head, Transport for Victoria's proposal to act under s 42 and cl 3		
sch 5A cl 15(3)	Duty to provide a certificate under cl 15(2)(b)(ii) of sch 5A on the written request of the Head, Transport for Victoria		
sch 5A cl 26	Duty to surrender land to the Crown following an order of the Governor in Council		
sch 5A cl 27	Duty to surrender Council's interest in any Crown land to the Crown following an order of the Governor in Council		
sch 5A cl 51	Power to claim from the Head, Transport for Victoria an amount for loss or expense incurred as a result of an order under Division 2 Part 5 of the Act		Council must have sustained pecuniary loss or incurred an expense

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		
s 77(2)(b)	Power to prosecute and authorise staff member to prosecute		
s 84BE(1)	Function of receiving a statement under this s		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		Where Council is the enforcement official
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		Where Council is the enforcement official
s 84BF	Power to cancel acceptance of a statement		Where Council is the enforcement official
s 87(1)	Power to serve, or cause to be served, a parking infringement notice		
s 87(1D)	Duty to issue an identity card to authorised person Council appoints		
s 87(1E)	Power to authorise a member of staff to sign identity card		
s 87(8)	Power to authorise person for purpose of serving parking infringement notices in accordance with s 87(1C)		

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		
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 *Road Safety Road Rules 2017* (Vic)		
s 98(1)	Power to request Minister to extend application of Act		
s 99A(4)	Power to establish requirements for traffic management plan		Where Council is the coordinating road authority under the *Road Management Act 2004*
s 99B(1)	Power to issue permit to conduct non-road activity (including on conditions specified in s 99B(3))		Where Council is the coordinating road authority under the *Road Management Act 2004*
s 99B(2)	Power to authorise closure of highway to traffic		Where Council is the coordinating road authority under the *Road Management Act 2004*

ROOMING HOUSE OPERATORS ACT 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 49(3)	Duty to comply with request under s 49(1) to answer any questions		

SECOND HAND DEALERS AND PAWNBROKERS ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 26F	Duty to comply with Director's or inspector's request to answer questions or provide information regarding endorsed pawnbroker's business as pawnbroker		

SERVICE VICTORIA ACT 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 7(1)	Function of receiving a previously transferred customer service function		
s 7(5)	Power to perform a customer service function in accordance with the enactment that confers the function on the service agency		
s 9(2)	Power to disclose regulated information that it holds to the Service Victoria CEO, or a delegate of the Service Victoria CEO, for the purpose of enabling transferred customer service functions and a function that is ancillary to a function described in paragraph (a)		
s 12	Function of receiving a previously transferred identity verification function		
s 12(5)	Power to perform an identity verification function in accordance with the enactment that confers the function on the service agency		
s 14(2)	Power to disclose regulated information that it holds to the Service Victoria CEO, or a delegate of the Service Victoria CEO, for the purpose of enabling transferred identity verification functions and a function that is ancillary to a function described in paragraph (a)		
s 35(3)	Function of receiving a notification from the Service Victoria CEO if the electronic identity credential, which has been issued to an individual, is cancelled under s 38		

SERVICE VICTORIA ACT 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 58(3)	Power to provide agreement to Minister		

SEX WORK ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 35	Function of receiving notice of application for a licence		
s 73	Duty to consider various factors before deciding on an application for a permit for use or development as a brothel		
s 74	Duty to refuse to grant a permit for a brothel in certain circumstances		
s 75A	Duty to determine an application or request for an amendment in relation to a permit issued for the use or development of land for the purposes of the operation of a brothel		
s 76(1)	Duty to determine an application for a permit made but not determined before commencement of Division 2 Part 4, in accordance with *Planning and Environment Act 1987* as affected by Division 2 Part 4		
s 76(2)	Duty to determine an application for extension of temporary use permit granted before commencement of Division 2 Part 4 in accordance with *Planning and Environment Act 1987* as if this Act had not been enacted		
s 81(1)(a)	Duty to publish notice of making of declaration		
s 81(1)(b)	Duty to serve notice of making of declaration personally on owner/occupier/mortgagee of premises		

SEX WORK ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 81(1)(c)	Duty to post up at or near entrance to premises copy of declaration		Must be visible and legible to persons entering
s 89(4)	Function of issuing certificate that an officer is authorised		

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

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

SUBDIVISION ACT 1988			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 3(5)	Power to require variation of easement or restriction in compliance with planning scheme or permit		
s 5(3)(c)	Function of receiving application for certification		
s 5(3)(d)	Power to provide statement of compliance		
s 5(4)	Power to accept and consider plans		
s 5(4A)	Power to consider and certify plans before *Transfer of Land Act 1958* application determined		
s 6(1)	Duty to certify plan within prescribed time in specified circumstances		
s 6(2)	Duty to refuse to certify plan where conditions in s 6(1) not met and give reasons in writing		
s 7A(2)	Duty to, within 7 days after certifying the plan, give the Secretary to the Department of Environment, Land, Water and Planning written notice of that certification, a copy of the application for certification and the certified plan		
s 8(1)	Duty to refer plans to referral authority in certain circumstances		Unless s 8(2)-(5) apply Form of referral per r 13 and 14 of the *Subdivision (Procedures) Regulations 2011*

SUBDIVISION ACT 1988			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 8(6)	Duty to give referral authority copy of certified plan where not referred to referral authority		
s 10(1)	Power to require applicant to alter plan		
s 10(2)	Power to agree to an alteration at request of applicant		
s 10(5)	Duty to send altered plan to referral authority		Must send notice in prescribed Form 4 outlining revised times, r 29 of the *Subdivision (Procedures) Regulations 2011*
s 10(7)	Duty to notify surveyor of alteration required by Council		
s 11(1)	Function of receiving application to amend certified plan		
s 11(2)	Duty to refer application under s 11(1) to referral authority		
s 11(2A)	Power to amend without referral if minor amendment		
s 11(7)	Duty to re-certify plan or advise of refusal in writing with reasons		
s 11(10)	Duty to notify surveyor of an amendment by acquiring authority where plan prepared by surveyor		
s 11(11)	Duty to give copy of re-certified plans to referral authority		
s 11A(1)	Power to require more information		

SUBDIVISION ACT 1988			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 15(1)	Power to require engineering plan		Does not apply where s 14 applies
s 15(2)	Duty to approve/refuse approval/require alterations of engineering plan		Does not apply where s 14 applies
s 15(6)	Power to charge for engineering plans prepared by it		Does not apply where s 14 applies
s 17(2)(a)	Power to appoint supervisor of works		Does not apply where s 14 applies
s 17(2)(b)	Power to charge for supervision		Does not apply where s 14 applies
s 17(2)(c)	Power to enter into agreement with owner or applicant in anticipation of applicant becoming owner		Does not apply where s 14 applies
s 17(2A)	Power to request Minister to nominate authority to consider what works are required		Does not apply where s 14 applies
s 17(2D)	Power to transfer works/interest in land relating to the works by agreement from Council to a relevant authority		Does not apply where s 14 applies
s 18(1)	Power to require applicant to set aside land for public open space and/or pay a percentage		Does not apply where ss 14, 18(5) and 18(8) apply Must have regard to matters in s 18(1A)-2
s 18(1B)	Power to vary time of payment by agreement with applicant		
s 18(4)	Power to agree with applicant to set aside/pay different percentage		Does not apply where s 14 applies

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

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

SUBDIVISION ACT 1988			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 21(10)(c)	Duty to, within 7 days after issuing a statement of compliance for a plan of subdivision relating to land in respect of which there is a levy recording (within the meaning of the *Melbourne Strategic Assessment (Environment Mitigation Levy) Act 2020* (Vic)), give the Secretary to the Department of Environment, Land, Water and Planning a copy of the plan of subdivision		
s 24A(1)	Duty to do any of the things listed in the table in this s 24A where so required by planning scheme with respect to reserves, etc		
s 24A(2)	Power to certify a plan prepared under s 24A(1) where applicant certifies land no longer reserved		
s 25(1)	Function of being notified by Registrar of registration of plan and duty to notify any public authority for which easement has been created/reserve has vested.		
s 25(2)	Function of being notified by Registrar if plan is withdrawn or refused registration		
s 25(3)	Duty to notify referral authority affected by withdrawal/refusal		
s 34E	Power to apply to VCAT for order compelling an owners corporation to carry out a requirement or perform a duty		
s 34H(5)	Function of receiving notice from Registrar of amendment or cancellation of plan on winding up		

SUBDIVISION ACT 1988			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 35(1)	Duty of acquiring authority to submit plan for certification and registration where land subdivided		
s 35(2)	Power to require acquiring authority to submit certification new/amended plan		s 35(3)-(5) apply
s 35(6)	Duty of an acquiring authority to advise Registrar of vesting date		
s 35(8)	Power of acquiring authority to submit for certification and registration of any land vested/registered in its own name		s 35(9) applies
s 36(1)	Function of stating in writing that it considers that subdivision requires removal/acquisition of easement		s 35(1AA) applies
s 38	Power to provide written consent		
s 38A(1)	Power to provide written consent		
s 38B	Power to provide written consent		
s 38C	Power to provide written consent		
s 39(1)	Power to refer disputes to VCAT		Unless s 39(2) applies
s 39(3)	Power to apply to the County Court to order registration of plan be stopped in certain circumstances		
sch 2 cl 11(1)	Power to apply to a court for an order regarding scheme of development		

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		
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		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		
s 50A(3)(b)	Power to apply to Governor in Council for revocation/variation of declaration under s 50A(3)(a)		

TAXATION ADMINISTRATION ACT 1997			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 92(1)(e)(vfa)	Function of receiving information from a tax officer under or in relation to the administration of a taxation law		

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

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

TRANSPORT INTEGRATION ACT 2010			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 25(1)	Duty to have regard to the transport system objectives when exercising powers and performing functions under interface legislation[1] which are likely to have a significant impact on the transport system		
s 25(2)	Duty to have regard to the decision making principles in making decisions under interface legislation* which are likely to have a significant impact on the transport system.		
s 25(3)	Duty to have regard to applicable specified policy principles		
s 25(4)	Duty to have regard to applicable specified policy principles		
s 26	Power to determine the weight to give to each transport system objective under ss 24 and 25		
s 27	Power to determine the weight to give to each decision making principle under ss 24 and 25		
s 115F(3)	Function of collaborating with the Commercial Passenger Vehicle Commission		

[1] Interface legislation includes the *Local Government Act 1989*, *Local Government Act 2020*, *Land Act 1958*, *Planning and Environment Act 1987* etc (see s 3 of the *Transport and Integration Act 2010*)

TRANSPORT INTEGRATION ACT 2010			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 197B(2)	Function of receiving notice from regulated bodies		Where Council is the responsible authority and s 197 applies
s 197B(3)	Duty to meet with representatives from Director of Transport Safety		Where Council is the responsible authority and s 197 applies
s 197D	Duty to comply with guidelines issued under Act and directions of Secretary or Minister		

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

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

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

VALUATION OF LAND ACT 1960			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 13J	Power to appoint people to carry out valuation		The person(s) to be appointed must hold the qualifications or experience specified by Minister Applies when Council is making a valuation for the purposes of the *Fire Services Property Levy Act 2012*
s 13L(4)	Power to use a supplementary valuation before it is certified by the valuer-general		Where Council is the collection agency
s 13L(6)	Power to adjust the fire services property levy payable retrospectively for any period considered just		Where Council is the collection agency
s 13M(2)	Function of receiving certification in writing that the valuer-general is satisfied that the supplementary valuation is correct		Where Council is the collection agency
s 13N(1)	Power to request the Valuer-General to make a supplementary valuation		Where Council is the collection agency
s 13N(3)	Function of receiving the supplementary valuation within 10 business days after the supplementary valuation is returned to the valuer-general		Where Council is the collection agency
s 15(3)	Duty to give notices in paragraphs (a) and (b) if information is received from a valuation authority under s 15(1)(b) as to a general valuation		Where Council is the rating authority
s 20(3)	Function of receiving objection and written submission where objection is because the value is too low or too high, and the value is not less than the prescribed amount		Where Council is the valuation authority

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

VICTORIAN ENVIRONMENTAL ASSESSMENT COUNCIL ACT 2001			
Column 1	**Column 2**		**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 26D(1)	Function of conferring with the Victorian Environmental Assessment Council		If affected by the provision of an assessment or advice requested under s 26B
s 26D(2)	Duty to give practicable assistance to the Victorian Environmental Assessment Council in preparing an assessment or advice		

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

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

VICTORIAN DATA SHARING ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 10(a)	Power to provide some, or all, of the specified data to the Chief Data Officer		If the Chief Data Officer gives a notice under s 8
s 10(b)	Power not to respond to the request		If the Chief Data Officer gives a notice under s 8
s 13(a)	Power to provide some, or all, of the specified data to the Chief Data Officer		If the Chief Data Officer gives a notice under s 11
s 13(b)	Power not to respond to the request		If the Chief Data Officer gives a notice under s 11
s 24(3)(c)	Function of being informed by the Chief Data Officer, or data analytics body, if the *Victorian Data Sharing Act 2017*, *Privacy and Data Protection Act 2014* or *Health Records Act 2001* has been, or is likely to have been, breached in relation to data handled under the *Victorian Data Sharing Act* while in the control of the Chief Data Officer, or of the data analytics body		
s 33(4)	Duty to have regard to policies or guidelines issued under s 33(1)		

VICTORIAN INSPECTORATE ACT 2011			
Column 1	**Column 2**		**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 28(2)	Power to enter into agreements or arrangements for use of services with the Victorian Inspectorate		

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

WATER ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12(1)(a)	Duty to make any authorisation or permission that may affect the drainage system subject to any conditions required to ensure the conservation of waterways, wetlands and aquifers		
s 12(1)(b)	Power to withhold authorisation or permission until such works are carried out that are required to avoid or lessen any possible adverse effect		
s 27(4)(a)(ii)	Function of receiving notice of a proposed declaration by the Minister that an area will be a water supply protection area		
s 32H	Duty to keep copy of approved management plan available for inspection		
s36(3)(c)	Function of receiving a copy of an application for the grant of a bulk entitlement if Minister considers the Council is directly affected		
s 67A	Function of receiving a copy of an application under s 67 in respect of a dam		
s 67B	Duty to advise the Minister of response to application		
s 122ZA(2)	Function of consenting to Minister's determination under s 122ZA(1)(b)		
s 122ZC	Power to contribute money to environmental or recreational area for improving or maintaining the area		

WATER ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 144(2)(c)	Function of receiving a declaration by an Authority that land will be a serviced property for the purposes of the Act, if likely to be affected		
s 152	Function of receiving notice of intention to affect works		
s 153	Function of receiving notice to alter or remove works		
s 165(1)	Power to require an Authority to fix fire plugs to works		
s 165(2)	Duty to meet costs of providing, installing, marking and maintaining all fire plugs that the Council requires		
s 171D(1)	Power to require Melbourne Water Corporation to fix fire plugs to works		
s 171D(2)	Duty to meet costs of providing, installing, marking and maintaining fire plug, where plug is in Council's municipal district		
s 180(1)	Duty to forward copy application for septic tank permit to Authority		
s 180(3)	Function of receiving any notification of the location of the nearest sewer, the availability of works to service the land and any requirements		
s 180(4)	Duty to comply with any requirement of the Authority in regard to the application		

WATER ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 180(5)	Duty to not make a decision within 21 days after the copy is forwarded to the Authority		
s 188(3)	Function of receiving notice of proposed declaration of a waterway if the Council may have an interest in the waterway		
s 205(3)	Function of receiving notice of proposed declaration that an area of land will be liable to flooding or be a floodway area		
s 206(1)(b)	Function of receiving notice that an Order has been published in the Government Gazette		
s 206(3)	Duty to prevent land uses that are inconsistent with any identified flood hazards		
s 208(2)	Duty to notify Authority of intention to undertake or erect any regulated works or structure before undertaking or erecting the works or structure		
s 214(2)(b)	Duty to be represented on a committee to carry out investigations in relation to water management if the Council is affected		
s 217	Power to apply for an order for removal or modification of works		
s 218(2)(b)(ii)	Function of receiving notice of proposed declaration that an area of land will be a drainage course		

WATER ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 218(7)	Duty to act in accordance with a management plan approved by the Minister, if the Council has management and control of a drainage course		
s 218(8)	Power to require an owner, occupier or other public statutory body to remove any interferences, carry out any works and maintain any structures, if the Council has the management and control of a drainage course		Subject to the limitations set out in s 218
s 218(10)	Duty to comply with any request by another public statutory body within 1 month		
s 218(14)	Power to enter into and remain on the drainage course for the purpose of doing anything that an owner or occupier failed to do		
s 244(7)	Function of receiving a copy of a community agreement, if land in the area is affected		
s 244(8)(b)	Power to consent to community agreement where it involves the construction of a drain across a road reserve		
s 246	Power to exercise the powers and perform the Functions of the committee if requested by the committee, where land is affected by a community drainage or salinity mitigation or community water supply scheme		

WATER ACT 1989			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 263(2)	Function of receiving a request to arrange for a supplementary valuation to be made		
s 281A(1)	Power to enter into agreement with Melbourne Water Corporation to collect money owing to Melbourne Water Corporation under the Act		
s 281A(3)	Duty to collect money owing to Melbourne Water Corporation under the Act, that relates to Council's municipal district		On the terms and conditions agreed with Melbourne Water Corporation or, in default of agreement, determined by the Essential Services Commission
s 286(1)(a)	Duty to contribute to the revenue of the Authority if requested		Conditions set out in s 285 and s 286
s 287(1)(a)	Duty to make a special contribution to the revenue of the Authority if requested		Conditions set out in s 285 and s 287

YARRA RIVER PROTECTION (WILIP-GIN BIRRARUNG MURRON) ACT 2017 ##The provisions of this Act apply to councils appointed as a 'responsible public entity'. These councils are Banyule City Council, Boroondara City Council, Manningham City Council, Melbourne City Council, Nillumbik Shire Council, Stonnington City Council, Yarra City Council and Yarra Ranges Shire Council.			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 32(2)	Function of being given a reasonable opportunity to be heard by the panel		
s 40	Duty to make Yarra Strategic Plan available to the public		
s 43(1)(a)	Duty to prepare a report on the implementation of a Yarra Strategic Plan		
s 43(1)(b)	Duty to provide the report on the implementation of a Yarra Strategic Plan to the lead agency		

BUILDING REGULATIONS 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 5(2)	Power to designate an area liable to flooding		Where Council is the relevant council
r 44	Function of receiving documents		Where Council is the relevant council
r 49	Duty to keep documents in any manner specified by the Keeper of Public Records until the building is demolished or removed from the allotment		Where Council is the relevant council
r 50	Duty to make documents available on request		Where Council is the relevant council
r 51	Function of providing information		Where Council is the relevant council
r 73(2)	Power of providing report and consent		Where Council is the relevant council
r 74(4)	Power of providing report and consent		Where Council is the relevant council
r 75(4)	Power of providing report and consent		Where Council is the relevant council
r 76(4)	Power of providing report and consent		Where Council is the relevant council
r 77(3)	Power of providing report and consent		Where Council is the relevant council
r 78(6)	Power of providing report and consent		Where Council is the relevant council
r 79(6)	Power of providing report and consent		Where Council is the relevant council
r 80(6)	Power of providing report and consent		Where Council is the relevant council
r 81(6)	Power of providing report and consent		Where Council is the relevant council

BUILDING REGULATIONS 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 82(5)	Power of providing report and consent		Where Council is the relevant council
r 83(3)	Power of providing report and consent		Where Council is the relevant council
r 84(9)	Power of providing report and consent		Where Council is the relevant council
r 85(3)	Power of providing report and consent		Where Council is the relevant council
r 86(3)	Power of providing report and consent		Where Council is the relevant council
r 87(2)	Power of providing report and consent		Where Council is the relevant council
r 89(3)	Power of providing report and consent		Where Council is the relevant council
r 90(2)	Power of providing report and consent		Where Council is the relevant council
r 91(5)	Power of providing report and consent		Where Council is the relevant council
r 92(2)	Power of providing report and consent		Where Council is the relevant council
r 94(6)	Power of providing report and consent		Where Council is the relevant council
r 95(3)	Power of providing report and consent		Where Council is the relevant council
r 96(3)	Power of providing report and consent		Where Council is the relevant council
r 97(2)	Power of providing report and consent		Where Council is the relevant council
r 109(1)	Power of providing report and consent		Where Council is the relevant council
r 109(2)	Power of providing report and consent		Where Council is the relevant council

BUILDING REGULATIONS 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 109(3)	Power to give consent under rr 109(1) or 109(2)		Where Council is the relevant council if it considers that the projection of the part of the building beyond the street alignment will not be detrimental to the safety of the public
r 116(4)	Power of providing report and consent		Where Council is the relevant council
r 130(1)	Power of providing report and consent		Where Council is the relevant service authority
r 132(1)	Power of providing report and consent		Where Council is the relevant council
r 133(2)	Power of providing report		Where Council is the relevant council
r 134(2)	Power of providing report and consent		Where Council is the relevant council
r 147L(2)	Function of receiving an application for registration		Where Council is the relevant council
r 147M(2)	Function of receiving an application for registration		Where Council is the relevant council
r 147N(2)	Function of receiving an application for registration		Where Council is the relevant council
r 147O(1)	Power to give notice		Where Council is the relevant council
r 147Q	Duty to enter information relating to a swimming pool or spa into Council's register		Where Council is the relevant council
r 147R(1)	Duty to give notice of the matters in r 147R(1)(a) – (g)		Where Council is the relevant council
r 147R(4)	Duty to specify a date for the purposes of r 147R(1)(g)		Where Council is the relevant council

BUILDING REGULATIONS 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 147R(5)	Power to specify date		Where Council is the relevant council
r 147S(1)	Duty to remove from the register the information about the swimming pool or spa set out in r 147J, as soon as practicable, where satisfied that a registered swimming pool or registered spa no longer exists or is no longer capable of containing water to a depth of greater than 300 mm		Where Council is the relevant council
r 147S(2)	Duty to give a notice in writing after removing the information about the swimming pool or spa from the register		Where Council is the relevant council
r 147T(1)	Duty to determine the date of construction		Where Council is the relevant council
r 147U(1)	Duty to determine the date of construction		Where Council is the relevant council
r 147V(1)	Duty of receiving a certificate of compliance		Where Council is the relevant council
r 147V(4)	Duty to give notice in writing following lodgement of a certificate of pool and spa barrier compliance by the owner		Where Council is the relevant council
r 147W(1)	Power to exempt an owner from the requirement under r 147V(1) to lodge a certificate of pool and spa barrier compliance		Where Council is the relevant council
r 147W(2)	Duty to give a notice in writing if an owner is exempted under r 147V(1)		Where Council is the relevant council

BUILDING REGULATIONS 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 147Z(1)	Power to extend the period for lodgement of a certificate of pool and spa barrier compliance if satisfied of the criteria in r 147Z(1)(a) – (e)		Where Council is the relevant council
r 147Z(3)	Duty to give a notice, in writing, to the owner of the land specifying a new due date for the lodgement of a certificate of pool and spa barrier compliance as soon as practicable after that decision is made		Where Council is the relevant council
r 147ZD	Duty to update the applicable barrier standard on the register to include the applicable barrier standard referred to in the certificate		Where Council is the relevant council
r 147ZE	Duty to give a notice, in writing, to the owner as soon as practicable following lodgement of a certificate of pool and spa barrier compliance under r 147ZC		Where Council is the relevant council
r 147ZJ(3)	Duty to give a notice, in writing, to the owner of the land on which the swimming pool or spa relating to the barrier is located		Where Council is the relevant council
r 147ZL(1)	Duty to update the register with details of the name of the new owner of the land as soon as practicable		Where Council is the relevant council
r 147ZL(2)	Duty to give a notice, in writing, to the new owner of the land		Where Council is the relevant council
r 147ZM	Duty to submit the requested information to the Authority in the form approved by the Authority		Where Council is the relevant council
r 148	Duty to prepare maps		

BUILDING REGULATIONS 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 149(1)	Duty to amend or prepare map for the existing or new designated special area		Where Council is the relevant council
r 149(2)	Duty to advise the Authority if a designated special area is altered or created		
r 149(3)	Duty to lodge copies of designated special area maps with the Authority		Where Council is the relevant council
r 149(4)	Duty to make an up-to-date copy of each designated special area map, applicable to Council's municipal district, available to the public for inspection		
r 150	Power to designate areas within Council's municipal district in which buildings are likely to be subject to attack by termites		
r 152(1)	Power to designate areas in Council's municipal district that are likely to be subject to significant snowfalls		For the purposes of the BCA
r 153(2)	Power of providing report and consent		Where Council is the relevant council
r 153(4)	Duty not to give consent under r 153(2) if there is likely to be a danger to the life, health or safety of the occupants of the building due to flooding of the site		Where Council is the relevant council
r 153(5)	Power to specify, Council's report, a level for the surface of the lowest floor of a building on the site		Where Council is the relevant council

BUILDING REGULATIONS 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 153(6)	Duty to consult with the floodplain management authority for the site and specify a level in line with r 153(6)(b) requirements		Where Council is the relevant council
r 153(7)	Duty to, without delay, advise the floodplain management authority and sewerage authority for the site of the floor level (if any) specified under r 153(5)		Where Council is the relevant council
r 154(1)	Power of providing report and consent		Where Council is the relevant council
r 154(2)	Power to include, in the report and consent Council provides, recommendations controlling the location and construction of retaining walls and fences in relation to designated land or designated work		Where Council is the relevant council
r 154(3)	Duty to consult with the waterway management authority for the designated land or designated works before giving consent under r 154(1)		
r 166B(c)(ii)	Power to approve floor area size greater than 60m^2		
r 166C(1)(a)	Function of receiving notification from building owner of intention to commence occupying the building as the owner's principal place of residence		
r 166C(1)(b)	Function of receiving notification from building owner of the proposed commencement date of that occupation		
r 166C(2)	Function of receiving notification from building owner of proposed commencement date of occupation		

BUILDING REGULATIONS 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 166F(1)(a)(v)	Power to approve reticulated sewerage system or septic tank system		For the purpose of s 53MB of the *Environment Protection Act 1970*
r 187(2)	Power of providing report and consent		Where Council is the relevant council Subject to r 187(3)
r 202(1)	Duty to keep the documents relating to occupancy permits in any manner specified by the Keeper of Public Records		For the purposes of s 75 of the *Building Act 1993*
r 202(2)	Duty to keep documents relating to a temporary approval for 3 years after the earlier of the two periods set out in rr 202(2)(a) and 202(2)(b)		For the purposes of s 75 of the *Building Act 1993*
r 203	Function of receiving documents		
r 205	Function of receiving information		Where Council is the relevant council
r 215(3)(c)	Function of receiving a determination and report under s 120(2)(a) of the *Building Act 1993*		Where Council is the relevant council If the essential safety measure is required under an emergency order or a building order under Part 8 of the *Building Act 1993*
r 280(1)	Power to exempt a Class 10 building, that is to be constructed on farm land and used for farming purposes, from all or any of the requirements of these Regulations		Where Council is the relevant council

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

DANGEROUS GOODS (EXPLOSIVES) REGULATIONS 2021			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 146(3)	Function of receiving written notice of intention to discharge fireworks or firecrackers		Does not apply if local law requires a person to give Council greater notice of an intention to discharge fireworks
r 146(6)	Function of receiving written notice of intention to discharge fireworks or firecrackers in or near port waters		Where Council administers the relevant area of water

~~**DANGEROUS GOODS (EXPLOSIVES) REGULATIONS 2011**~~			
~~**Column 1**~~	~~**Column 2**~~	~~**Column 3**~~	~~**Column 4**~~
~~**PROVISION**~~	~~**THING DELEGATED**~~	~~**DELEGATE**~~	~~**CONDITIONS & LIMITATIONS**~~
~~r 146(3)~~	~~Function of receiving written notice of intention to discharge fireworks or firecrackers~~		
~~r 146(6)~~	~~Function of receiving written notice of intention to discharge fireworks or firecrackers in or near port waters~~		~~Where Council administers the relevant area of water~~

DRUGS, POISONS AND CONTROLLED SUBSTANCES REGULATIONS 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 7(1)	Power to have possession of 'Schedule 4 poisons' that are necessary for immunisation programs coordinated by Council in accordance with the *Public Health and Wellbeing Act 2008*		

ELECTRICITY SAFETY (ELECTRIC LINE CLEARANCE) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
sch 1 cl 16	Function of receiving notice before cutting or removing certain trees		~~This regulation replaces the Electricity Safety (Electric Line Clearance) Regulations 2015~~
sch 1 cl 19	Function of receiving notice after completion of cutting or removal of the trees		~~This regulation replaces the Electricity Safety (Electric Line Clearance) Regulations 2015~~
sch 1 cl 20	Power to consult relating to safety of cutting or removal of trees close to an electric line		~~This regulation replaces the Electricity Safety (Electric Line Clearance) Regulations 2015~~
sch 1 cl 21(1)	Power to consult relating to assisting to determine an additional distance that allows for conductor sag and sway		~~This regulation replaces the Electricity Safety (Electric Line Clearance) Regulations 2015~~
sch 1 cl 21(3)	Duty to keep record of the additional distance for at least 5 years		

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		
r 25	Power to administer prescribed permit activities		
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		
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		

Maddocks

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		

LAND ACQUISITION AND COMPENSATION REGULATIONS 2010			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 11	Function of providing certain information as set out in (a)-(g) as requested by an Authority		
r 12	Function of providing certain information as set out in (a) –(d) as requested by an Authority		Where Council is responsible authority

~~LOCAL GOVERNMENT (LONG SERVICE LEAVE) REGULATIONS 2012~~			
~~Column 1~~	~~Column 2~~	~~Column 3~~	~~Column 4~~
~~PROVISION~~	~~THING DELEGATED~~	~~DELEGATE~~	~~CONDITIONS & LIMITATIONS~~
~~r 9 (3)~~	~~Duty to pay prescribed entitlement upon request made under r 9(2).~~		
~~r 9(5)(a)~~	~~Duty to transfer long service leave entitlement where a staff member intends to commence work with another Council~~		
~~r 9(5)(b)~~	~~Power to pay the prescribed entitlement where a staff member intends to commence work with another public service body or special body~~		
~~r 9(6)~~	~~Duty to pay the prescribed entitlement if the member has not taken the whole of their long service leave accrued~~		
~~r 10(2)~~	~~Duty to pay long service entitlement upon death of staff member~~		
~~r 11(3)~~	~~Duty to pay the prescribed entitlement to a staff member who makes an election under r 11(2)~~		
~~r 11(4)~~	~~Duty to pay the prescribed entitlement to a member ceases employment due to any of the reasons set out in r 11(1) and had not taken the whole of their long service leave accrued~~		
~~r 11(6)~~	~~Duty to pay the prescribed entitlement to a member who has completed 7 years and has been terminated for serious or wilful misconduct or poor performance.~~		

~~LOCAL GOVERNMENT (LONG SERVICE LEAVE) REGULATIONS 2012~~			
~~Column 1~~	~~Column 2~~	~~Column 3~~	~~Column 4~~
~~PROVISION~~	~~THING DELEGATED~~	~~DELEGATE~~	~~CONDITIONS & LIMITATIONS~~
~~r 11(7)(b)(i)~~	~~Duty to approve a medical practitioner for the purpose of r 11~~		
~~r 15(6)~~	~~Power to include a period of service when the member was absent from duty as 'recognised service'~~		
~~r 16(1)~~	~~Duty to grant a day off if public holiday falls during any period taken as long service leave~~		
~~r 17~~	~~Power to agree with a staff member as to when long service leave may be taken~~		
~~r 18~~	~~Power to approve the request of a staff member to take long service leave entitlement at half the salary for twice the period~~		
~~r 19~~	~~Power to approve the request of a staff member to engage in other employment during long service leave~~		
~~r 20~~	~~Duty to provide other councils with information upon request~~		
~~r 21(1)(a)~~	~~Duty to inform other councils of commencement of employment of member of staff where that person previously worked at that Council~~		
~~r 21(1)(b)~~	~~Duty to pay other Council the prescribed entitlement within 2 months of being informed of employment~~		
~~r 21(3)(a)~~	~~Duty to refund a payment under r 21(1) if the circumstances in (a)-(d) exist~~		

~~LOCAL GOVERNMENT (LONG SERVICE LEAVE) REGULATIONS 2012~~			
~~Column 1~~	~~Column 2~~	~~Column 3~~	~~Column 4~~
~~PROVISION~~	~~THING DELEGATED~~	~~DELEGATE~~	~~CONDITIONS & LIMITATIONS~~
~~r 22(1)~~	~~Power to enter into an agreement with a body referred in r 15 (4) regarding transfer of entitlements~~		

LOCAL GOVERNMENT (GENERAL) REGULATIONS 2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 10	Duty to include in the notice of rates and charges the information prescribed		
~~r 13(1)~~	~~Duty to include certain prescribed statements in a land information certificate~~		
~~r 13(2)~~	~~Power to sign a land information certificate~~		

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

r 8(4)(b)	Duty to pay member one-tenth of 3 months ordinary pay for each year of completed recognised service		If a member who ceases employment in any of the circumstances set out under subregulation (1) has not taken the whole of the long service leave to which the member is entitled or pay instead of that leave before their termination or retirement becomes effective
r 8(6)	Duty to pay the member referred to in subregulation (5) one-tenth of 3 months ordinary pay for each year of completed recognised service		
r 8(7)(b)(i)	Function of approving medical practitioner		
r 9(2)	Duty to pay the legal personal representative of the member referred to in subregulation (1) (as the case requires) (a) the pay which the member elected to take; and (b) pay instead of any long service leave to which the member was entitled and which the member had not taken, or for which the member has not paid		
r 13(6)	Power to include, to the extent determined in each particular case by first Council, the whole or any portion of a period of service when the member was absent from duty with the prior or subsequent approval		
r 14(1)(b)	Duty to grant the member a day off instead of a public holiday		
r 14(2)	Power to agree on a mutually convenient time with the member		
r 15	Power to agree on a mutually convenient time with the member to take all or part of long service leave entitlement		
r 16	Power to approve long serve leave entitlement at half the salary for twice the period		

r 17	Power to approve a member to engage in any employment for hire or reward while the member is on long service leave		
r 18	Duty to provide another Council with any information in its possession which may be required by that other Council for the purposes of these Regulations		
r 19(2)	Duty to inform the other Council (former Council) of the employment within 2 months of the commencement of the employment		
r 19(3)	Duty to, within 2 months of being informed of the employment, pay to the Council an amount equal to one-fortieth of one month's pay for each completed month of service of the member with Council		Where Council is the member's former employer
r 19(4)	Duty to refund a payment made to it under subregulation (3)		Where Council is the member's new employer
r 20	Power to enter into an agreement with an authority, person responsible for an office or Authority referred to in regulation 13(4) regarding transfer of entitlements		

LOCAL GOVERNMENT (PLANNING AND REPORTING) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 5(1)	Duty to include statements describing the financial resources are in the prescribed form		
r 5(2)	Duty to include a statement of capital works in the Financial Plan		
r 6	Duty to include prescribed information in the Financial Plan		
r 7	Duty to include the prescribed information in the financial statements included in the budget		
r 8	Duty to include other prescribed information in the budget or revised budget		
r 9(2)	Duty to include the prescribed information in the report of operations		
r 10	Duty to include in the report of operations a description of the operations of Council		
r 11	Duty to include prescribed information relating to performance results in the performance statements		
r 14	Duty to include the prescribed information in financial statements contained in the annual report		

OCCUPATIONAL HEALTH AND SAFETY REGULATIONS 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 375(3)(c)(ii)	Function to assist in the preparation of an emergency management plan for a major hazard facility		
r 376(c)	Function to receive a copy of the parts of the emergency plan relating to the off-site consequences of a major incident occurring		
r 379(4)(b)	Function to review and, if necessary, revise the emergency management plan in relation to the off-site consequences of a major incident occurring		
r 394(1)	Function to receive information about the safety of a major hazard facility		
r 396	Function to be consulted on all matters that could affect the health and safety of members of the local community in the event of a major incident occurring		
r 433(2)(b)(ii)	Function of assisting in the preparation of an emergency management plan for a prescribed mine		
r 434(b)(ii)	Function to receive a copy of the emergency plan relating to the off-site consequences of a major incident occurring		

PUBLIC HEALTH AND WELLBEING REGULATIONS 2019			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
r 19(6)	Function of receiving a copy of a disease vector control notice		
r 59(4)	Function of being notified of test results		
r 59(7)	Function of receiving written notice		
r 98	Function of being notified by the Secretary		
r 112(1)	Power to request information		

PUBLIC HEALTH AND WELLBEING (PRESCRIBED ACCOMMODATION) REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
r 12(2)	Power to determine a building to be of cultural heritage significance if one of the circumstances in (2)(a) – (d) exist		

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		
r 244C	Function of consulting with the Head, Transport for Victoria regarding specification of a route or area under r 244C(1)		
r 289(1)(d)	Power to prohibit drivers riding bicycles or animals on the nature strip		

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		

ROAD SAFETY (TRAFFIC MANAGEMENT) REGULATIONS 2019			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 10(1)	Function of receiving notice, in writing, from the Head, Transport for Victoria if the Head, Transport for Victoria proposes to erect, display, place, remove or alter a traffic control device of a kind referred to in r 9(4)(a) to (f) (a proposal) on a road or road related area that is within the municipal district of the Council		Unless the road or road related area forms part of a freeway or arterial road
r 10(2)	Power to disagree, in writing, with the proposal		
r 11(1)	Power to erect, display, place, remove or alter traffic control devices on roads or road related areas		Where Council is a responsible entity
r 11(2)(a)	Power to erect, display, place, remove or alter a minor traffic control device that is for the control of stopping or parking of vehicles in accordance with Part 12 of the *Road Safety Road Rules 2017* (Vic)		On a road or road related area forming part of an arterial road within Council's municipal district
r 11(2)(b)	Power to erect, display, place, remove or alter a traffic control device that is associated with a children's crossing		
r 11(2)(c)	Power to erect, display, place, remove or alter a traffic control device installed in accordance with r 15		
r 11(2)(d)	Power to erect, display, place, remove or alter any other minor traffic control device or a major traffic control device		With the authorisation of the Head, Transport for Victoria Subject to r 11(3)

ROAD SAFETY (TRAFFIC MANAGEMENT) REGULATIONS 2019			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 11(4)	Duty to alter the minor traffic control device to remove the inconsistency or remove the minor traffic control device		If a minor traffic control device referred to in r 11(2)(a) is inconsistent with a major traffic control device located on the same length of road
r 12(1)(d)	Power to authorise an authorised works manager, or a person acting on behalf of an authorised works manager, to erect, display, place, remove or alter any other minor traffic control device		Where Council is the coordinating road authority for that road or road related area Note: see r 23(b)
r 13(1)(f)	Power to authorise a person, to whom a coordinating road authority has issued a permit under section 99B of the *Road Safety Act 1986* (Vic) to conduct a non-road activity, to erect, display, place, remove or alter any other minor traffic control device		Where Council is the coordinating road authority for that road or road related area Note: see r 23(b)
r 18(1)(b)	Power to authorise a person to erect, display, place, remove or alter traffic control devices		Where Council is the coordinating road authority Note: see r 23(b)
r 27	Power to permit, in writing, a person to drive a vehicle on a road in an organised procession (other than a funeral procession) or a parade		Where Council is the coordinating road authority for that road
r 30(4)	Power to approve, in writing, a police-controlled rolling road closure		Where Council is the coordinating road authority
r 32(2)(d)(ii)	Power to approve a highway collection being conducted		

ROAD SAFETY (TRAFFIC MANAGEMENT) REGULATIONS 2019			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 34(1)	Function of receiving an application for a permit under s 99B of the *Road Safety Act 1986* (Vic) from a person intending to conduct a non-road activity on a highway		Where Council is the coordinating road authority
r 34(4)	Power to reduce, waive or refund the fee for a permit		Where Council is a coordinating road authority If there are special circumstances that justify the reduction, waiver or refund of the fee

ROAD SAFETY (VEHICLES) INTERIM REGULATIONS 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 103(3)	Power to enter into an agreement with Secretary to provide for extracts for fees		

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

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

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

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

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	**Column 2**	**Column 3**	**Column 4**
THING DELEGATED		**DELEGATE**	**CONDITIONS & LIMITATIONS**
Section A – Finance Issues			
Power to sign and issue Council order forms for purchase of goods, services and works and to enter into contracts for provision of goods, services and works to the Council			
Power to authorise payment of wages, salaries, related payments			
Power to authorise payment of Councillor and Mayoral allowances			Within the amount of allowance as determined by the Victorian Independent Remuneration Tribunal in accordance with s 39 of the *Local Government Act 2020* In accordance with s 39(6) of the *Local Government Act 2020,* s 74 of the *Local Government Act 1989* continues to apply in respect of allowances payable to Mayors, Deputy Mayors and Councillors until the first Determination made by the Victorian Independent Remuneration Tribunal in accordance with s 39(6) of the *Local Government Act 2020*
Power to open bank accounts in Council's name			
Power to approve invoices and accounts for payment. Budget items - e.g. super			

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	**Column 2**	**Column 3**	**Column 4**
THING DELEGATED		**DELEGATE**	**CONDITIONS & LIMITATIONS**
Power to authorise enforcement of overdue debts			
Power to appoint collection agency			
Power to approve contract variations			
Power to amend or vary agreements			
Power to sign cheques			
Power to approve electronic payments and transfers			
Power to authorise Petty Cash			
Power to issue credit cards to staff			
Power to authorise calling of invitations for expressions of interest or tenders for works, services and equipment.			
Power to authorise to sign contracts of sale and vendor statements for land approved for sale.			
Power to sign contracts of sale for the approved acquisition of Real Estate (see 2A).			
Power to authorise the order, release, refund, or return of securities, bank guarantees and bonds, relating to property transactions only.			
Power to authorise progress payments			

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	**Column 2**	**Column 3**	**Column 4**
THING DELEGATED		**DELEGATE**	**CONDITIONS & LIMITATIONS**
Power to authorise payment of contract variations			
Power to determine fees and charges			
Power to authorise the sale or disposal of assets other than land.			
Power to write off bad debts			
Section B – Building Issues			
Power to determine fees required under cl 1(c)(i) of sch 2 and ss 18, 42 and 54 of the *Building Act 1993* for building permit, application for an occupancy permit (building work) and application for an occupancy permit (places of public entertainment).			
Power to determine fees payable, person responsible for payment of fees and method of payment and recovery of fees for any application, approval, permit, consent, referral, request, information, inspection, consultation, advice, report, the keeping of documents and records or other function, service or work performed or provided under the *Building Act 1993*, *Building Regulations 2018* or for the purposes of any other building control or related function of the Council by the Council or its delegate or any member of staff of the Council.			
Section C – Miscellaneous Issues			

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	**Column 2**	**Column 3**	**Column 4**
THING DELEGATED		**DELEGATE**	**CONDITIONS & LIMITATIONS**
Power to appoint agent, and enter into agency agreement, for the purposes of s 108 of the *Local Government Act 2020*			
Power to obtain legal opinions and instruct external legal providers			
Power to approve legal costs			
Power to make "ex gratia" settlement of insurance claims			
Power to manage processing of insurance claims			
Power to execute funding and service agreements with other levels of government.			
Power to execute applications for government grants			
Power to determine suitability and value of "in kind" local contributions toward $ for $ capital works			
Power to assess and determine applications for HACC services			
Power to grant approval for storage or sale of liquor on Council premises			
Power to make seasonal and casual allocation of sporting grounds			

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	**Column 2**	**Column 3**	**Column 4**
THING DELEGATED		**DELEGATE**	**CONDITIONS & LIMITATIONS**
Power to enter into agreements for voluntary or not-for-profit organisation to use Council facilities			
Power to make statements to the press			
Power to give authority to make statements to the press			
Power to authorise the issue of media releases			
Power to authorise access to Council files and documents			
Power to sign correspondence			
Power to make a decision relating to the conduct of a proceeding before the Victorian Civil and Administrative Tribunal, including a decision to settle the proceeding			Where Council is a party to a proceeding at the Victorian Civil and Administrative Tribunal
Power to make a decision relating to the conduct of a proceeding before Court, including a decision to settle the proceeding			
Power to approve litigation settlement amounts			up to **##insert amount**
Power to appeal a decision of the Victorian Civil and Administrative Tribunal or Court			
Duty to administer a competition and consumer protection compliance program			
Duty to administer a privacy compliance program			

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	**Column 2**	**Column 3**	**Column 4**
THING DELEGATED		**DELEGATE**	**CONDITIONS & LIMITATIONS**
Power to authorise entertainment expenses			
Power to authorise publication on the internet			
Power to authorise publication on the Intranet			
Power to make or authorise the making of submissions to external bodies			
Power to approve arrangements having important public relations aspect (e.g. opening ceremony for new facilities)			
Power to authorise expenditure on advertising and media			
Power to give permission to publish any document or publication			
Power to authorise allocation or change over of garbage bins			
Power to serve statements under the *Land Acquisition and Compensation Act 1986*			
Power to sign transfer-related documentation under the *Duties Act 2000*			
Power to authorise the release of deposit moneys under the *Sale of Land Act 1962*			
Power to serve statutory notices in relation to land owned or managed by Council			

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	**Column 2**	**Column 3**	**Column 4**
THING DELEGATED		**DELEGATE**	**CONDITIONS & LIMITATIONS**
Power to request a Minister or Secretary to appoint a Council officer to be an authorised officer or authorised for a particular purpose under an Act[2]			
Function of lodging claims for Natural Disaster Financial Assistance and liaising with the Department of Treasury and Finance regarding claims			

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

Maddocks

Maddocks Delegations and Authorisations

S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

Wellington Shire Council

Instrument of Appointment and Authorisation

(*Planning and Environment Act 1987* only)

Maddocks

Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means -

Alex Duncan

By this instrument of appointment and authorisation, Wellington Shire Council -

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

2. under s 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Wellington Shire Council on

The Common Seal of WELLINGTON)
SHIRE COUNCIL, was hereunto affixed)
The day of 2021)
In accordance with Local Law No.1)
In the presence of)

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date: …... / …... / 2021

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Andrew Wolstenholme

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Barry Hearsey

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The Common Seal of WELLINGTON SHIRE COUNCIL, was hereunto affixed The day of August/September 2021 In accordance with Local Law No.1 In the presence of

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

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Bimal Narayan

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Brent McAlister

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Caragh Button

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Francois Theron

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John Traa

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In this instrument "**officer**" means -

Joshua Clydesdale

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Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means -

Julian Pollard

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Kim Phillips

By this instrument of appointment and authorisation, Wellington Shire Council -

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

2. under s 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Wellington Shire Council on

The Common Seal of WELLINGTON)
SHIRE COUNCIL, was hereunto affixed)
The day of 2021)
In accordance with Local Law No.1)
In the presence of)

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date: …... / …... / 2021

Maddocks

Maddocks Delegations and Authorisations

S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

Wellington Shire Council

Instrument of Appointment and Authorisation

(*Planning and Environment Act 1987* only)

Maddocks

Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means -

Mark Bayly

By this instrument of appointment and authorisation, Wellington Shire Council -

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

2. under s 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Wellington Shire Council on

The Common Seal of WELLINGTON)
SHIRE COUNCIL, was hereunto affixed)
The day of 2021)
In accordance with Local Law No.1)
In the presence of)

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date: …... / …... / 2021

Maddocks

Maddocks Delegations and Authorisations

S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

Wellington Shire Council

Instrument of Appointment and Authorisation

(*Planning and Environment Act 1987* only)

Maddocks

Instrument of Appointment and Authorisation (*Planning and Environment Act 1987*)

In this instrument "**officer**" means -

Russell Searle

By this instrument of appointment and authorisation, Wellington Shire Council -

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

2. under s 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Wellington Shire Council on

The Common Seal of WELLINGTON)
SHIRE COUNCIL, was hereunto affixed)
The day of 2021)
In accordance with Local Law No.1)
In the presence of)

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date: …... / …... / 2021

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Aimee Holt

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Food Act 1984*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Public Health and Wellbeing Act 2008*[1]
Part 14 of the *Residential Tenancies Act 1997*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[2]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 171 of the *Environment Protection Act 2017* – appoints the officer to be a residential noise enforcement officer for the purposes of s 171 of the *Environment Protection Act 2017*.[3]

3. for the purposes of s 20 of the *Food Act 1984* – appoints the officer to be an authorised officer for the purposes of the *Food Act 1984*.[4][5]

4. under s 29 of the *Public Health and Wellbeing Act 2008* – appoints the officer to be an Environmental Health Officer[6] for the purposes of enforcing the *Public Health and Wellbeing Act 2008* and the *Food Act 1984*.

5. under s 525(2) of the *Residential Tenancies Act 1997* – appoints the officer to exercise the powers set out in s 526 of the *Residential Tenancies Act 1997*.

---

[1] Council only to appoint a person suitably qualified or trained under s 31(2) of the Act.
[2] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[3] Residential noise enforcement officer must be a member of Council staff (see s 171(1)).
[4] Council must be satisfied that the person appointed is suitably qualified or trained to be an authorised officer.
[5] EHOs appointed under s 29 of the *Public Health and Wellbeing Act 2008* are regarded as an authorised officer for the purposes of the *Food Act 1984*.
[6] Council must be sure that the EHO is suitably trained or qualified under s 31(2) of the *Public Health and Wellbeing Act 2008*.

PART C

6. under –

s 313 of the *Local Government Act 2020*[7]

s 170(2), 170(4), 170(6) of the *Environment Protection Act 2017* ##Note – only relates to enforcement of unreasonable and aggravated noise

s 347(4) of the *Environment Protection Act 2017* ##Note – only relates to an offence against a provision of Part 6.3 of the Act (litter and other waste)

s 219 of the *Public Health and Wellbeing Act 2008*

s 45AC of the *Food Act 1984*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:……. / ……. / …….

[7] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Andrew Fairhall

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Food Act 1984*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Public Health and Wellbeing Act 2008*[1]
Part 14 of the *Residential Tenancies Act 1997*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[2]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 171 of the *Environment Protection Act 2017* – appoints the officer to be a residential noise enforcement officer for the purposes of s 171 of the *Environment Protection Act 2017*.[3]

3. for the purposes of s 20 of the *Food Act 1984* – appoints the officer to be an authorised officer for the purposes of the *Food Act 1984.*[4][5]

4. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

5. under s 29 of the *Public Health and Wellbeing Act 2008* – appoints the officer to be an Environmental Health Officer[6] for the purposes of enforcing the *Public Health and Wellbeing Act 2008* and the *Food Act 1984*.

6. under s 525(2) of the *Residential Tenancies Act 1997* – appoints the officer to exercise the powers set out in s 526 of the *Residential Tenancies Act 1997*.

---

[1] Council only to appoint a person suitably qualified or trained under s 31(2) of the Act.
[2] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[3] Residential noise enforcement officer must be a member of Council staff (see s 171(1)).
[4] Council must be satisfied that the person appointed is suitably qualified or trained to be an authorised officer.
[5] EHOs appointed under s 29 of the *Public Health and Wellbeing Act 2008* are regarded as an authorised officer for the purposes of the *Food Act 1984*.
[6] Council must be sure that the EHO is suitably trained or qualified under s 31(2) of the *Public Health and Wellbeing Act 2008*.

PART C

7. under –

s 313 of the *Local Government Act 2020*[7]

s 170(2), 170(4), 170(6) of the *Environment Protection Act 2017* ##Note – only relates to enforcement of unreasonable and aggravated noise

s 219 of the *Public Health and Wellbeing Act 2008*

s 45AC of the *Food Act 1984*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

[7] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Barry Curtain

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Local Government Act 1989*
the *Local Government Act 2020*
the *Public Health and Wellbeing Act 2008*[1]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. Not Applicable

PART C

3. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Council only to appoint a person suitably qualified or trained under s 31(2) of the Act.
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Carly Bloomfield

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Food Act 1984*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Public Health and Wellbeing Act 2008*[1]
Part 14 of the *Residential Tenancies Act 1997*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[2]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 171 of the *Environment Protection Act 2017* – appoints the officer to be a residential noise enforcement officer for the purposes of s 171 of the *Environment Protection Act 2017*.[3]

3. for the purposes of s 20 of the *Food Act 1984* – appoints the officer to be an authorised officer for the purposes of the *Food Act 1984.*[4][5]

4. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

5. under s 29 of the *Public Health and Wellbeing Act 2008* – appoints the officer to be an Environmental Health Officer[6] for the purposes of enforcing the *Public Health and Wellbeing Act 2008* and the *Food Act 1984*.

6. under s 525(2) of the *Residential Tenancies Act 1997* – appoints the officer to exercise the powers set out in s 526 of the *Residential Tenancies Act 1997*.

---

[1] Council only to appoint a person suitably qualified or trained under s 31(2) of the Act.
[2] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[3] Residential noise enforcement officer must be a member of Council staff (see s 171(1)).
[4] Council must be satisfied that the person appointed is suitably qualified or trained to be an authorised officer.
[5] EHOs appointed under s 29 of the *Public Health and Wellbeing Act 2008* are regarded as an authorised officer for the purposes of the *Food Act 1984*.
[6] Council must be sure that the EHO is suitably trained or qualified under s 31(2) of the *Public Health and Wellbeing Act 2008*.

PART C

7. under –

s 313 of the *Local Government Act 2020*[7]

s 170(2), 170(4), 170(6) of the *Environment Protection Act 2017* ##Note – only relates to enforcement of unreasonable and aggravated noise

s 219 of the *Public Health and Wellbeing Act 2008*

s 45AC of the *Food Act 1984*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

[7] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Nathan Coates

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. Not Applicable

PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Richard Curtain

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Local Government Act 1989*
the *Local Government Act 2020*
the *Public Health and Wellbeing Act 2008*[1]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. Not Applicable

PART C

3. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Council only to appoint a person suitably qualified or trained under s 31(2) of the Act.
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Ruth Courtis

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Food Act 1984*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Public Health and Wellbeing Act 2008*[1]
Part 14 of the *Residential Tenancies Act 1997*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[2]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. for the purposes of s 20 of the *Food Act 1984* – appoints the officer to be an authorised officer for the purposes of the *Food Act 1984*.[3][4]

3. under s 29 of the *Public Health and Wellbeing Act 2008* – appoints the officer to be an Environmental Health Officer[5] for the purposes of enforcing the *Public Health and Wellbeing Act 2008* and the *Food Act 1984*.

4. under s 525(2) of the *Residential Tenancies Act 1997* – appoints the officer to exercise the powers set out in s 526 of the *Residential Tenancies Act 1997*.

PART C

5. under –

s 313 of the *Local Government Act 2020*[6]

[1] Council only to appoint a person suitably qualified or trained under s 31(2) of the Act.
[2] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[3] Council must be satisfied that the person appointed is suitably qualified or trained to be an authorised officer.
[4] EHOs appointed under s 29 of the *Public Health and Wellbeing Act 2008* are regarded as an authorised officer for the purposes of the *Food Act 1984*.
[5] Council must be sure that the EHO is suitably trained or qualified under s 31(2) of the *Public Health and Wellbeing Act 2008*.

Maddocks

s 219 of the *Public Health and Wellbeing Act 2008*

s 45AC of the *Food Act 1984*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

[6] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Samantha King

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Food Act 1984*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Public Health and Wellbeing Act 2008*[1]
Part 14 of the *Residential Tenancies Act 1997*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[2]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 171 of the *Environment Protection Act 2017* – appoints the officer to be a residential noise enforcement officer for the purposes of s 171 of the *Environment Protection Act 2017*.[3]

3. for the purposes of s 20 of the *Food Act 1984* – appoints the officer to be an authorised officer for the purposes of the *Food Act 1984.*[4][5]

4. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

5. under s 29 of the *Public Health and Wellbeing Act 2008* – appoints the officer to be an Environmental Health Officer[6] for the purposes of enforcing the *Public Health and Wellbeing Act 2008* and the *Food Act 1984*.

6. under s 525(2) of the *Residential Tenancies Act 1997* – appoints the officer to exercise the powers set out in s 526 of the *Residential Tenancies Act 1997*.

---

[1] Council only to appoint a person suitably qualified or trained under s 31(2) of the Act.
[2] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[3] Residential noise enforcement officer must be a member of Council staff (see s 171(1)).
[4] Council must be satisfied that the person appointed is suitably qualified or trained to be an authorised officer.
[5] EHOs appointed under s 29 of the *Public Health and Wellbeing Act 2008* are regarded as an authorised officer for the purposes of the *Food Act 1984*.
[6] Council must be sure that the EHO is suitably trained or qualified under s 31(2) of the *Public Health and Wellbeing Act 2008*.

PART C

7. under –

s 313 of the *Local Government Act 2020*[7]

s 170(2), 170(4), 170(6) of the *Environment Protection Act 2017* ##Note – only relates to enforcement of unreasonable and aggravated noise

s 219 of the *Public Health and Wellbeing Act 2008*

s 45AC of the *Food Act 1984*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

[7] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Andrew Wolstenholme

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Emergency Management Act 2013*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 59G(1) of the *Emergency Management Act 2013* – appoints the officer to be a municipal emergency management officer

---

PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Chris Nock

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Emergency Management Act 2013*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 59G(1) of the *Emergency Management Act 2013* – appoints the officer to be a municipal emergency management officer

---

PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Allison Norfolk

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Emergency Management Act 2013*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 59H(1) of the *Emergency Management Act 2013* – appoints the officer to be a municipal recovery manager

---

PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Bodye Darvill

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Emergency Management Act 2013*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 59H(1) of the *Emergency Management Act 2013* – appoints the officer to be a municipal recovery manager

---

PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Dean Morahan

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Emergency Management Act 2013*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 59H(1) of the *Emergency Management Act 2013* – appoints the officer to be a municipal recovery manager

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PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Karen McLennan

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Emergency Management Act 2013*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 59H(1) of the *Emergency Management Act 2013* – appoints the officer to be a municipal recovery manager

---

PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Leah Hepworth

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Emergency Management Act 2013*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 59H(1) of the *Emergency Management Act 2013* – appoints the officer to be a municipal recovery manager

---

PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Sam Matthews

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Emergency Management Act 2013*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 59H(1) of the *Emergency Management Act 2013* – appoints the officer to be a municipal recovery manager

---

PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Sheryl McHugh

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Emergency Management Act 2013*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 59H(1) of the *Emergency Management Act 2013* – appoints the officer to be a municipal recovery manager

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PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Vanessa Ebsworth

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Emergency Management Act 2013*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 59H(1) of the *Emergency Management Act 2013* – appoints the officer to be a municipal recovery manager

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PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Andrea Bryant

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Country Fire Authority Act 1958*
the *Domestic Animals Act 1994*
the *Graffiti Prevention Act 2007*
the *Impounding of Livestock Act 1994*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Road Management Act 2004*
the *Road Safety Act 1986*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[1]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 96A(1)(b) of the *Country Fire Authority Act 1958* – appoints the officer to be an assistant fire prevention officer.

3. under s 72 of the *Domestic Animals Act 1994* – appoints the officer to be a Council authorised officer for the purposes of the *Domestic Animals Act 1994*.

4. under s 114(2) of the *Environment Protection Act 2017* – appoints the officer to be a litter enforcement officer for the purposes of the *Environment Protection Act 2017*.[2]

5. under s 19(1) of the *Graffiti Prevention Act 2007* – appoints the officers to be an authorised person for the purposes of carrying out Council's functions under s 18 of the, *Graffiti Prevention Act 2007.*[3]

6. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

[1] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[2] Litter enforcement officer must be a member of Council staff (see s 114(2)).
[3] Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the Act and in accordance with any performance criteria determined by Council (see s 19(2)).

7. under s 71(3) of the *Road Management Act 2004* – appoints the officer to be an authorised officer for the purposes of the *Road Management Act 2004*.

8. under s 87(1A) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1A) of the *Road Safety Act 1986*.[4]

AND/OR

9. under s 87(1B)(c) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1B)(c) of the *Road Safety Act 1986*.

10. under r 79(1)(b) of the *Road Safety (General) Regulations 2019* – authorises the officer for the purposes of filing a charge or an offence under s 90E of the *Road Safety Act 1986* or under a regulation under that Act.

PART C

11. under –

s 313 of the *Local Government Act 2020*[5]

s 77(2)(b) of the *Road Safety Act 1986*[6]

s 77(4) of the *Road Safety Act 1986* ##Note – only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*

s 347(4) of the *Environment Protection Act 2017* ##Note – only relates to an offence against a provision of Part 6.3 of the Act (litter and other waste)

s 92 of the *Domestic Animals Act 1994*[7]

s 96 of the *Road Management Act 2004*

s 33A of the *Impounding of Livestock Act 1994*

s 10(4) of the *Graffiti Prevention Act 2007*

s 219 of the *Public Health and Wellbeing Act 2008*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

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[4] Council must ensure that a person appointed under s 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see s 87(1C) of the Act).
[5] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).
[6] A person authorised under ss 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rr 203 and 307 of the *Road Safety Road Rules 2017*.
[7] Council may only appoint an authorised officer who is also appointed under s 72 of the Act.

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Colin Smart

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Domestic Animals Act 1994*
the *Graffiti Prevention Act 2007*
the *Impounding of Livestock Act 1994*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Road Management Act 2004*
the *Road Safety Act 1986*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[1]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 72 of the *Domestic Animals Act 1994* – appoints the officer to be a Council authorised officer for the purposes of the *Domestic Animals Act 1994*.

3. under s 114(2) of the *Environment Protection Act 2017* – appoints the officer to be a litter enforcement officer for the purposes of the *Environment Protection Act 2017*.[2]

4. under s 19(1) of the *Graffiti Prevention Act 2007* – appoints the officers to be an authorised person for the purposes of carrying out Council's functions under s 18 of the, *Graffiti Prevention Act 2007*.[3]

5. under s 71(3) of the *Road Management Act 2004* – appoints the officer to be an authorised officer for the purposes of the *Road Management Act 2004*.

6. under s 87(1A) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1A) of the *Road Safety Act 1986*.[4]

AND/OR

[1] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[2] Litter enforcement officer must be a member of Council staff (see s 114(2)).
[3] Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the Act and in accordance with any performance criteria determined by Council (see s 19(2)).
[4] Council must ensure that a person appointed under s 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see s 87(1C) of the Act).

7. under s 87(1B)(c) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1B)(c) of the *Road Safety Act 1986*.

8. under r 79(1)(b) of the *Road Safety (General) Regulations 2019* – authorises the officer for the purposes of filing a charge or an offence under s 90E of the *Road Safety Act 1986* or under a regulation under that Act.

PART C

9. under –

s 313 of the *Local Government Act 2020*[5]

s 77(2)(b) of the *Road Safety Act 1986*[6]

s 77(4) of the *Road Safety Act 1986* ##Note – only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*

s 347(4) of the *Environment Protection Act 2017* ##Note – only relates to an offence against a provision of Part 6.3 of the Act (litter and other waste)

s 92 of the *Domestic Animals Act 1994*[7]

s 96 of the *Road Management Act 2004*

s 33A of the *Impounding of Livestock Act 1994*

s 10(4) of the *Graffiti Prevention Act 2007*

s 219 of the *Public Health and Wellbeing Act 2008*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[5] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).
[6] A person authorised under ss 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rr 203 and 307 of the *Road Safety Road Rules 2017*.
[7] Council may only appoint an authorised officer who is also appointed under s 72 of the Act.

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Kane Oliver

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Domestic Animals Act 1994*
the *Graffiti Prevention Act 2007*
the *Impounding of Livestock Act 1994*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Road Management Act 2004*
the *Road Safety Act 1986*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[1]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 72 of the *Domestic Animals Act 1994* – appoints the officer to be a Council authorised officer for the purposes of the *Domestic Animals Act 1994*.

3. under s 114(2) of the *Environment Protection Act 2017* – appoints the officer to be a litter enforcement officer for the purposes of the *Environment Protection Act 2017*.[2]

4. under s 19(1) of the *Graffiti Prevention Act 2007* – appoints the officers to be an authorised person for the purposes of carrying out Council's functions under s 18 of the, *Graffiti Prevention Act 2007.*[3]

5. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

6. under s 71(3) of the *Road Management Act 2004* – appoints the officer to be an authorised officer for the purposes of the *Road Management Act 2004*.

7. under s 87(1A) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1A) of the *Road Safety Act 1986*.[4]

[1] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[2] Litter enforcement officer must be a member of Council staff (see s 114(2)).
[3] Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the Act and in accordance with any performance criteria determined by Council (see s 19(2)).

AND/OR

8. under s 87(1B)(c) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1B)(c) of the *Road Safety Act 1986*.

9. under r 79(1)(b) of the *Road Safety (General) Regulations 2019* – authorises the officer for the purposes of filing a charge or an offence under s 90E of the *Road Safety Act 1986* or under a regulation under that Act.

PART C

10. under –

s 313 of the *Local Government Act 2020*[5]

s 77(2)(b) of the *Road Safety Act 1986*[6]

s 77(4) of the *Road Safety Act 1986* ##Note – only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*

s 347(4) of the *Environment Protection Act 2017* ##Note – only relates to an offence against a provision of Part 6.3 of the Act (litter and other waste)

s 92 of the *Domestic Animals Act 1994*[7]

s 96 of the *Road Management Act 2004*

s 33A of the *Impounding of Livestock Act 1994*

s 10(4) of the *Graffiti Prevention Act 2007*

s 219 of the *Public Health and Wellbeing Act 2008*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

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[4] Council must ensure that a person appointed under s 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see s 87(1C) of the Act).
[5] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).
[6] A person authorised under ss 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rr 203 and 307 of the *Road Safety Road Rules 2017*.
[7] Council may only appoint an authorised officer who is also appointed under s 72 of the Act.

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Peter Thompson

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Domestic Animals Act 1994*
the *Graffiti Prevention Act 2007*
the *Impounding of Livestock Act 1994*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Road Management Act 2004*
the *Road Safety Act 1986*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[1]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 72 of the *Domestic Animals Act 1994* – appoints the officer to be a Council authorised officer for the purposes of the *Domestic Animals Act 1994*.

3. under s 114(2) of the *Environment Protection Act 2017* – appoints the officer to be a litter enforcement officer for the purposes of the *Environment Protection Act 2017*.[2]

4. under s 19(1) of the *Graffiti Prevention Act 2007* – appoints the officers to be an authorised person for the purposes of carrying out Council's functions under s 18 of the *Graffiti Prevention Act 2007.*[3]

5. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

6. under s 71(3) of the *Road Management Act 2004* – appoints the officer to be an authorised officer for the purposes of the *Road Management Act 2004*.

7. under s 87(1A) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1A) of the *Road Safety Act 1986*.[4]

[1] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[2] Litter enforcement officer must be a member of Council staff (see s 114(2)).
[3] Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the Act and in accordance with any performance criteria determined by Council (see s 19(2)).

AND/OR

8. under s 87(1B)(c) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1B)(c) of the *Road Safety Act 1986*.

9. under r 79(1)(b) of the *Road Safety (General) Regulations 2019* – authorises the officer for the purposes of filing a charge or an offence under s 90E of the *Road Safety Act 1986* or under a regulation under that Act.

PART C

10. under –

s 313 of the *Local Government Act 2020*[5]

s 77(2)(b) of the *Road Safety Act 1986*[6]

s 77(4) of the *Road Safety Act 1986* ##Note – only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*

s 347(4) of the *Environment Protection Act 2017* ##Note – only relates to an offence against a provision of Part 6.3 of the Act (litter and other waste)

s 92 of the *Domestic Animals Act 1994*[7]

s 96 of the *Road Management Act 2004*

s 33A of the *Impounding of Livestock Act 1994*

s 10(4) of the *Graffiti Prevention Act 2007*

s 219 of the *Public Health and Wellbeing Act 2008*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

---

[4] Council must ensure that a person appointed under s 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see s 87(1C) of the Act).
[5] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).
[6] A person authorised under ss 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rr 203 and 307 of the *Road Safety Road Rules 2017*.
[7] Council may only appoint an authorised officer who is also appointed under s 72 of the Act.

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Richard Smith

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Domestic Animals Act 1994*
the *Graffiti Prevention Act 2007*
the *Impounding of Livestock Act 1994*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Road Management Act 2004*
the *Road Safety Act 1986*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[1]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 72 of the *Domestic Animals Act 1994* – appoints the officer to be a Council authorised officer for the purposes of the *Domestic Animals Act 1994*.

3. under s 114(2) of the *Environment Protection Act 2017* – appoints the officer to be a litter enforcement officer for the purposes of the *Environment Protection Act 2017*.[2]

4. under s 19(1) of the *Graffiti Prevention Act 2007* – appoints the officers to be an authorised person for the purposes of carrying out Council's functions under s 18 of the *Graffiti Prevention Act 2007.*[3]

5. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

6. under s 71(3) of the *Road Management Act 2004* – appoints the officer to be an authorised officer for the purposes of the *Road Management Act 2004*.

7. under s 87(1A) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1A) of the *Road Safety Act 1986*.[4]

[1] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[2] Litter enforcement officer must be a member of Council staff (see s 114(2)).
[3] Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the Act and in accordance with any performance criteria determined by Council (see s 19(2)).

AND/OR

8. under s 87(1B)(c) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1B)(c) of the *Road Safety Act 1986*.

9. under r 79(1)(b) of the *Road Safety (General) Regulations 2019* – authorises the officer for the purposes of filing a charge or an offence under s 90E of the *Road Safety Act 1986* or under a regulation under that Act.

PART C

10. under –

s 313 of the *Local Government Act 2020*[5]

s 77(2)(b) of the *Road Safety Act 1986*[6]

s 77(4) of the *Road Safety Act 1986* ##Note – only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*

s 347(4) of the *Environment Protection Act 2017* ##Note – only relates to an offence against a provision of Part 6.3 of the Act (litter and other waste)

s 92 of the *Domestic Animals Act 1994*[7]

s 96 of the *Road Management Act 2004*

s 33A of the *Impounding of Livestock Act 1994*

s 10(4) of the *Graffiti Prevention Act 2007*

s 219 of the *Public Health and Wellbeing Act 2008*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

---

[4] Council must ensure that a person appointed under s 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see s 87(1C) of the Act).
[5] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).
[6] A person authorised under ss 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rr 203 and 307 of the *Road Safety Road Rules 2017*.
[7] Council may only appoint an authorised officer who is also appointed under s 72 of the Act.

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Sean Driffill

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Domestic Animals Act 1994*
the *Graffiti Prevention Act 2007*
the *Impounding of Livestock Act 1994*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Road Management Act 2004*
the *Road Safety Act 1986*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[1]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 72 of the *Domestic Animals Act 1994* – appoints the officer to be a Council authorised officer for the purposes of the *Domestic Animals Act 1994*.

3. under s 114(2) of the *Environment Protection Act 2017* – appoints the officer to be a litter enforcement officer for the purposes of the *Environment Protection Act 2017*.[2]

4. under s 19(1) of the *Graffiti Prevention Act 2007* – appoints the officers to be an authorised person for the purposes of carrying out Council's functions under s 18 of the *Graffiti Prevention Act 2007.*[3]

5. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

6. under s 71(3) of the *Road Management Act 2004* – appoints the officer to be an authorised officer for the purposes of the *Road Management Act 2004*.

7. under s 87(1A) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1A) of the *Road Safety Act 1986*.[4]

[1] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[2] Litter enforcement officer must be a member of Council staff (see s 114(2)).
[3] Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the Act and in accordance with any performance criteria determined by Council (see s 19(2)).

AND/OR

8. under s 87(1B)(c) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1B)(c) of the *Road Safety Act 1986*.

9. under r 79(1)(b) of the *Road Safety (General) Regulations 2019* – authorises the officer for the purposes of filing a charge or an offence under s 90E of the *Road Safety Act 1986* or under a regulation under that Act.

PART C

10. under –

s 313 of the *Local Government Act 2020*[5]

s 77(2)(b) of the *Road Safety Act 1986*[6]

s 77(4) of the *Road Safety Act 1986* ##Note – only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*

s 347(4) of the *Environment Protection Act 2017* ##Note – only relates to an offence against a provision of Part 6.3 of the Act (litter and other waste)

s 92 of the *Domestic Animals Act 1994*[7]

s 96 of the *Road Management Act 2004*

s 33A of the *Impounding of Livestock Act 1994*

s 10(4) of the *Graffiti Prevention Act 2007*

s 219 of the *Public Health and Wellbeing Act 2008*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

---

[4] Council must ensure that a person appointed under s 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see s 87(1C) of the Act).
[5] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).
[6] A person authorised under ss 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rr 203 and 307 of the *Road Safety Road Rules 2017*.
[7] Council may only appoint an authorised officer who is also appointed under s 72 of the Act.

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Trevor Brown

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Country Fire Authority Act 1958*
the *Domestic Animals Act 1994*
the *Graffiti Prevention Act 2007*
the *Impounding of Livestock Act 1994*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Road Management Act 2004*
the *Road Safety Act 1986*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[1]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 96A(1)(b) of the *Country Fire Authority Act 1958* – appoints the officer to be an assistant fire prevention officer.

3. under s 72 of the *Domestic Animals Act 1994* – appoints the officer to be a Council authorised officer for the purposes of the *Domestic Animals Act 1994*.

4. under s 114(2) of the *Environment Protection Act 2017* – appoints the officer to be a litter enforcement officer for the purposes of the *Environment Protection Act 2017*.[2]

5. under s 19(1) of the *Graffiti Prevention Act 2007* – appoints the officers to be an authorised person for the purposes of carrying out Council's functions under s 18 of the *Graffiti Prevention Act 2007.*[3]

6. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

[1] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[2] Litter enforcement officer must be a member of Council staff (see s 114(2)).
[3] Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the Act and in accordance with any performance criteria determined by Council (see s 19(2)).

7. under s 71(3) of the *Road Management Act 2004* – appoints the officer to be an authorised officer for the purposes of the *Road Management Act 2004*.

8. under s 87(1A) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1A) of the *Road Safety Act 1986*.[4]

AND/OR

9. under s 87(1B)(c) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1B)(c) of the *Road Safety Act 1986*.

10. under r 79(1)(b) of the *Road Safety (General) Regulations 2019* – authorises the officer for the purposes of filing a charge or an offence under s 90E of the *Road Safety Act 1986* or under a regulation under that Act.

PART C

11. under –

s 313 of the *Local Government Act 2020*[5]

s 77(2)(b) of the *Road Safety Act 1986*[6]

s 77(4) of the *Road Safety Act 1986* ##Note – only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*

s 347(4) of the *Environment Protection Act 2017* ##Note – only relates to an offence against a provision of Part 6.3 of the Act (litter and other waste)

s 92 of the *Domestic Animals Act 1994*[7]

s 96 of the *Road Management Act 2004*

s 33A of the *Impounding of Livestock Act 1994*

s 10(4) of the *Graffiti Prevention Act 2007*

s 219 of the *Public Health and Wellbeing Act 2008*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

---

[4] Council must ensure that a person appointed under s 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see s 87(1C) of the Act).
[5] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).
[6] A person authorised under ss 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rr 203 and 307 of the *Road Safety Road Rules 2017*.
[7] Council may only appoint an authorised officer who is also appointed under s 72 of the Act.

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Wayne Craft

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Country Fire Authority Act 1958*
the *Domestic Animals Act 1994*
the *Graffiti Prevention Act 2007*
the *Impounding of Livestock Act 1994*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Road Management Act 2004*
the *Road Safety Act 1986*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[1]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 96A(1)(b) of the *Country Fire Authority Act 1958* – appoints the officer to be an assistant fire prevention officer.

3. under s 72 of the *Domestic Animals Act 1994* – appoints the officer to be a Council authorised officer for the purposes of the *Domestic Animals Act 1994*.

4. under s 114(2) of the *Environment Protection Act 2017* – appoints the officer to be a litter enforcement officer for the purposes of the *Environment Protection Act 2017*.[2]

5. under s 19(1) of the *Graffiti Prevention Act 2007* – appoints the officers to be an authorised person for the purposes of carrying out Council's functions under s 18 of the *Graffiti Prevention Act 2007.*[3]

6. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

[1] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[2] Litter enforcement officer must be a member of Council staff (see s 114(2)).
[3] Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the Act and in accordance with any performance criteria determined by Council (see s 19(2)).

7. under s 71(3) of the *Road Management Act 2004* – appoints the officer to be an authorised officer for the purposes of the *Road Management Act 2004*.

8. under s 87(1A) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1A) of the *Road Safety Act 1986*.[4]

AND/OR

9. under s 87(1B)(c) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1B)(c) of the *Road Safety Act 1986*.

10. under r 79(1)(b) of the *Road Safety (General) Regulations 2019* – authorises the officer for the purposes of filing a charge or an offence under s 90E of the *Road Safety Act 1986* or under a regulation under that Act.

PART C

11. under –

s 313 of the *Local Government Act 2020*[5]

s 77(2)(b) of the *Road Safety Act 1986*[6]

s 77(4) of the *Road Safety Act 1986* ##Note – only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*

s 347(4) of the *Environment Protection Act 2017* ##Note – only relates to an offence against a provision of Part 6.3 of the Act (litter and other waste)

s 241 of the *Building Act 1993*

s 92 of the *Domestic Animals Act 1994*[7]

s 96 of the *Road Management Act 2004*

s 33A of the *Impounding of Livestock Act 1994*

s 10(4) of the *Graffiti Prevention Act 2007*

s 219 of the *Public Health and Wellbeing Act 2008*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

[4] Council must ensure that a person appointed under s 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see s 87(1C) of the Act).
[5] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).
[6] A person authorised under ss 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rr 203 and 307 of the *Road Safety Road Rules 2017*.
[7] Council may only appoint an authorised officer who is also appointed under s 72 of the Act.

Maddocks

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Alex Duncan

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Fire Services Property Levy Act 2012*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 23 of the *Fire Services Property Levy Act 2012* – appoints the officer to be an authorised officer for the purposes of the *Fire Services Property Levy Act 2012*.[1]

3. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

4. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Persons appointed or authorised officers under the *Local Government Act 1989* are taken to be authorised officers for the purposes of the *Fire Services Property Levy Act 2012* (except in Part 4 of that Act).
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Andrew Wolstenholme

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

3. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Barry Hearsey

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Fire Services Property Levy Act 2012*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 23 of the *Fire Services Property Levy Act 2012* – appoints the officer to be an authorised officer for the purposes of the *Fire Services Property Levy Act 2012*.[1]

3. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

4. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Persons appointed or authorised officers under the *Local Government Act 1989* are taken to be authorised officers for the purposes of the *Fire Services Property Levy Act 2012* (except in Part 4 of that Act).
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Bimal Narayan

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Fire Services Property Levy Act 2012*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 23 of the *Fire Services Property Levy Act 2012* – appoints the officer to be an authorised officer for the purposes of the *Fire Services Property Levy Act 2012*.[1]

3. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

4. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Persons appointed or authorised officers under the *Local Government Act 1989* are taken to be authorised officers for the purposes of the *Fire Services Property Levy Act 2012* (except in Part 4 of that Act).
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Caragh Button

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Fire Services Property Levy Act 2012*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 23 of the *Fire Services Property Levy Act 2012* – appoints the officer to be an authorised officer for the purposes of the *Fire Services Property Levy Act 2012*.[1]

3. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

4. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Persons appointed or authorised officers under the *Local Government Act 1989* are taken to be authorised officers for the purposes of the *Fire Services Property Levy Act 2012* (except in Part 4 of that Act).
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Francois Theron

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Fire Services Property Levy Act 2012*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 23 of the *Fire Services Property Levy Act 2012* – appoints the officer to be an authorised officer for the purposes of the *Fire Services Property Levy Act 2012*.[1]

3. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

4. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Persons appointed or authorised officers under the *Local Government Act 1989* are taken to be authorised officers for the purposes of the *Fire Services Property Levy Act 2012* (except in Part 4 of that Act).
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

John Traa

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Fire Services Property Levy Act 2012*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 23 of the *Fire Services Property Levy Act 2012* – appoints the officer to be an authorised officer for the purposes of the *Fire Services Property Levy Act 2012*.[1]

3. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

4. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Persons appointed or authorised officers under the *Local Government Act 1989* are taken to be authorised officers for the purposes of the *Fire Services Property Levy Act 2012* (except in Part 4 of that Act).
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Joshua Clydesdale

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Fire Services Property Levy Act 2012*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 23 of the *Fire Services Property Levy Act 2012* – appoints the officer to be an authorised officer for the purposes of the *Fire Services Property Levy Act 2012*.[1]

3. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

4. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Persons appointed or authorised officers under the *Local Government Act 1989* are taken to be authorised officers for the purposes of the *Fire Services Property Levy Act 2012* (except in Part 4 of that Act).
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Kim Phillips

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Fire Services Property Levy Act 2012*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 23 of the *Fire Services Property Levy Act 2012* – appoints the officer to be an authorised officer for the purposes of the *Fire Services Property Levy Act 2012*.[1]

3. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

4. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Persons appointed or authorised officers under the *Local Government Act 1989* are taken to be authorised officers for the purposes of the *Fire Services Property Levy Act 2012* (except in Part 4 of that Act).
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Mark Bayly

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Fire Services Property Levy Act 2012*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 23 of the *Fire Services Property Levy Act 2012* – appoints the officer to be an authorised officer for the purposes of the *Fire Services Property Levy Act 2012*.[1]

3. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

4. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Persons appointed or authorised officers under the *Local Government Act 1989* are taken to be authorised officers for the purposes of the *Fire Services Property Levy Act 2012* (except in Part 4 of that Act).
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Russell Searle

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Local Government Act 1989*
the *Local Government Act 2020*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

3. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

4. under –

s 313 of the *Local Government Act 2020*[1]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Barry Nicholl

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Building Act 1993*
the *Housing Act 1983*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 3 of the *Building Act 1993* – appoints the officer to be Municipal Building Surveyor for the purposes of the *Building Act 1993*.

3. under s 71(1) of the *Housing Act 1983* – appoints the officer to be an authorised person for the purposes of entering a house or building and conducting an inspection under s 71 of the *Housing Act 1983*.

4. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

PART C

5. under –

s 313 of the *Local Government Act 2020*[1]

s 241 of the *Building Act 1993*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Brent McAlister

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Building Act 1993*
the *Domestic Animals Act 1994*
the *Graffiti Prevention Act 2007*
the *Impounding of Livestock Act 1994*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Public Health and Wellbeing Act 2008*[1]
the *Road Management Act 2004*
the *Road Safety Act 1986*
the *Sex Work Act 1994*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 72 of the *Domestic Animals Act 1994* – appoints the officer to be a Council authorised officer for the purposes of the *Domestic Animals Act 1994*.

3. under s 19(1) of the *Graffiti Prevention Act 2007* – appoints the officers to be an authorised person for the purposes of carrying out Council's functions under s 18 of the, *Graffiti Prevention Act 2007.*[2]

4. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

5. under s 71(3) of the *Road Management Act 2004* – appoints the officer to be an authorised officer for the purposes of the *Road Management Act 2004*.

6. under s 87(1A) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1A) of the *Road Safety Act 1986*.[3]

AND/OR

[1] Council only to appoint a person suitably qualified or trained under s 31(2) of the Act.
[2] Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the Act and in accordance with any performance criteria determined by Council (see s 19(2)).
[3] Council must ensure that a person appointed under s 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see s 87(1C) of the Act).

7. under s 87(1B)(c) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1B)(c) of the *Road Safety Act 1986*.

8. under r 79(1)(b) of the *Road Safety (General) Regulations 2019* – authorises the officer for the purposes of filing a charge or an offence under s 90E of the *Road Safety Act 1986* or under a regulation under that Act.

9. under s 3(1) of the *Sex Work Act 1994* – appoints the officer to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of the *Sex Work Act 1994*.

PART C

10. under –

s 313 of the *Local Government Act 2020*[4]

s 77(2)(b) of the *Road Safety Act 1986*[5]

s 77(4) of the *Road Safety Act 1986* ##Note – only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*

s 241 of the *Building Act 1993*

s 92 of the *Domestic Animals Act 1994*[6]

s 96 of the *Road Management Act 2004*

s 33A of the *Impounding of Livestock Act 1994*

s 10(4) of the *Graffiti Prevention Act 2007*

s 219 of the *Public Health and Wellbeing Act 2008*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[4] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).
[5] A person authorised under ss 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rr 203 and 307 of the *Road Safety Road Rules 2017*.
[6] Council may only appoint an authorised officer who is also appointed under s 72 of the Act.

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Leigh Collings

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Building Act 1993*
the *Housing Act 1983*
the *Local Government Act 1989*
the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 3 of the *Building Act 1993* – appoints the officer to be Municipal Building Surveyor for the purposes of the *Building Act 1993*.

3. under s 71(1) of the *Housing Act 1983* – appoints the officer to be an authorised person for the purposes of entering a house or building and conducting an inspection under s 71 of the *Housing Act 1983*.

4. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

PART C

5. under –

s 313 of the *Local Government Act 2020*[1]

s 241 of the *Building Act 1993*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

[1] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Vanessa Ebsworth

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Building Act 1993*
the *Domestic Animals Act 1994*
the *Graffiti Prevention Act 2007*
the *Impounding of Livestock Act 1994*
the *Local Government Act 1989*
the *Local Government Act 2020*
the *Public Health and Wellbeing Act 2008*[1]
the *Road Management Act 2004*
the *Road Safety Act 1986*
the *Summary Offences Act 1966*
the *Tobacco Act 1987*[2]

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 72 of the *Domestic Animals Act 1994* – appoints the officer to be a Council authorised officer for the purposes of the *Domestic Animals Act 1994*.

3. under s 19(1) of the *Graffiti Prevention Act 2007* – appoints the officers to be an authorised person for the purposes of carrying out Council's functions under s 18 of the, *Graffiti Prevention Act 2007.*[3]

4. under s 3 of the *Infringements Act 2006* – appoints the officer to be an issuing officer for the purposes of the *Infringements Act 2006.*

5. under s 71(3) of the *Road Management Act 2004* – appoints the officer to be an authorised officer for the purposes of the *Road Management Act 2004*.

6. under s 87(1A) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1A) of the *Road Safety Act 1986*.[4]

[1] Council only to appoint a person suitably qualified or trained under s 31(2) of the Act.
[2] This Act provides for the CEO of a Council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see s 36). An EHO appointed under the Act is also regarded as an inspector under the Act.
[3] Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the Act and in accordance with any performance criteria determined by Council (see s 19(2)).

AND/OR

7. under s 87(1B)(c) of the *Road Safety Act 1986* – authorises the officer to exercise the power in s 87(1B)(c) of the *Road Safety Act 1986*.

8. under r 79(1)(b) of the *Road Safety (General) Regulations 2019* – authorises the officer for the purposes of filing a charge or an offence under s 90E of the *Road Safety Act 1986* or under a regulation under that Act.

PART C

9. under –

s 313 of the *Local Government Act 2020*[5]

s 77(2)(b) of the *Road Safety Act 1986*[6]

s 77(4) of the *Road Safety Act 1986* ##Note – only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*

s 241 of the *Building Act 1993*

s 92 of the *Domestic Animals Act 1994*[7]

s 96 of the *Road Management Act 2004*

s 33A of the *Impounding of Livestock Act 1994*

s 10(4) of the *Graffiti Prevention Act 2007*

s 219 of the *Public Health and Wellbeing Act 2008*

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

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[4] Council must ensure that a person appointed under s 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see s 87(1C) of the Act).
[5] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).
[6] A person authorised under ss 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rr 203 and 307 of the *Road Safety Road Rules 2017*.
[7] Council may only appoint an authorised officer who is also appointed under s 72 of the Act.

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

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Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Arthur Skipitaris

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

the *Local Government Act 2020*

the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

PART B

2. under s 150 of the *Local Government Act 2020* – appoints the officer to be the Councillor Conduct Officer.[1]

PART C

3. under –

s 313 of the *Local Government Act 2020*[2]

authorises the officer generally to institute proceedings and represent Council in proceedings for offences against the Acts, Regulations and local laws described in this instrument.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

[1] Only an 'eligible person' may be appointed (see the requirements in s 81Y of the Act).
[2] A person authorised under s 313 of the *Local Government Act 2020* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see s 22 of the *Fire Services Property Levy Act 2012*).

Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S11 Instrument of Appointment and Authorisation

Wellington Shire Council

Instrument of Appointment and Authorisation

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means –

Chris Hastie

By this Instrument of Appointment and Authorisation Wellington Shire Council –

PART A

1. under s 224 of *the Local Government Act 1989* – appoints the officer to be an authorised officer for the administration and enforcement of –

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the Regulations made under each of those Acts

the local laws made under the *Local Government Act 1989* or the *Local Government Act 2020*

and any other Act, Regulation or local law which relates to the functions and powers of the Council;

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2. under s 150 of the *Local Government Act 2020* – appoints the officer to be the Councillor Conduct Officer.[1]

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Maddocks

This Instrument is made by the Chief Executive Officer of Wellington Shire Council in the exercise of his authority to act on Council's behalf, which includes the authority conferred by resolution of Council made on **19 October 2021**.

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date:…… / ……. / …….

Maddocks

Maddocks Delegations and Authorisations

S13 Instrument of Delegation of CEO powers, duties and functions

Wellington Shire Council

Instrument of Delegation

by

The Chief Executive Officer

Instrument of Delegation of CEO powers, duties and functions

By this Instrument of Delegation, in exercise of the power conferred by s 47(2) of the *Local Government Act* 2020, I, as Chief Executive Officer of Wellington Shire 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 Delegation each delegation under the Instrument of Delegation dated 25 July 2019 and executed by David Morcom is revoked;

3. declare that this Instrument of Delegation -

    3.1 comes into force immediately upon its execution;

    3.2 remains in force until varied or revoked; and

    3.3 is subject to any conditions and limitations set out in paragraph 4, and in the Schedule; and

4. declare that the delegate must not determine the issue, take the action or do the act or thing 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.

This Instrument of Delegation is dated 19 October 2021 and is made by the Chief Executive Officer.

Signed by the Chief Executive Officer of Council)
in the presence of:)

.....
Witness

Date: ……..

Maddocks

SCHEDULE

Maddocks

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Maddocks

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CHILD WELLBEING AND SAFETY ACT 2005			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 29(2)	Function of receiving written notice and consenting to inspection of relevant premises by the Commission for Children and Young People		
s 29(3)	Power to consent to inspection of relevant premises without written notice by the Commission for Children and Young People		
s 36	Duty to ensure that the Commission for Children and Young People is given any assistance reasonably required to perform functions		
s 43	Function of receiving birth notice in certain circumstances		
s 45	Duty to send a copy of a birth notice to a nurse or the Secretary		
s 46K(1)(g)	Power to authorise, in writing, a person employed or engaged by Council, in relation to childhood services implementation or policy, as a Child Link user		
s 46K(1)(h)	Power to authorise, in writing, a nurse employed or engaged by Council, to provide maternal and child health programs for a Maternal and Child Health service, as a Child Link user		

EMERGENCY MANAGEMENT ACT 2013			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 54(1)(a)(vii)	Power to nominate a person, position or role to be a member of the Regional Emergency Management Planning Committee		
s 59B(1)(b)	Power to nominate a member of Council staff to be the chairperson of the Municipal Emergency Management Planning Committee		Delegates cannot nominate themselves
s 74E(3)(d)	Function of receiving a copy of any Orders made by Governor in Council under this section		

~~ENVIRONMENT PROTECTION ACT 1970~~			
~~Column 1~~	~~Column 2~~	~~Column 3~~	~~Column 4~~
~~PROVISION~~	~~THING DELEGATED~~	~~DELEGATE~~	~~CONDITIONS & LIMITATIONS~~
~~s 50AC~~	~~Function of consulting with Sustainability Victoria prior to submission of State-wide Waste and Resource Infrastructure Plan to the Minister~~		
~~s 50BC~~	~~Function of consulting with Waste and Resource Recovery Group prior to submission of Regional Waste and Resource Recovery Implementation Plan to Sustainability Victoria~~		

FINES REFORM ACT 2014			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 175(1)(b)	Power to certify that exceptional circumstances apply requiring Council not to provide required information		Where Council is a 'specified agency'

FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 66	Power to disclose information in capacity as a collection agency unless that information will or is likely to identify a particular person		s 66 does not apply if the disclosure is permitted by, or is necessary for the administration of, this Act
s 68(1)(b)	Power to authorise the secondary disclosure of information obtained under, or in relation to the administration of, this Act		

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 50AB	Function of signing a certificate under this Act		

FREEDOM OF INFORMATION ACT 1982			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 6W(4)	Duty to ensure that all officers and employees are informed about the requirements of the professional standards		
s 8(2)	Duty to make certain documents available for inspection and purchase		
s 8(3)	Duty to cause to be prepared a corresponding document, altered only to the extent necessary to exclude exempt matter		
s 8(5)	Duty to cause the fact of the existence of a document to be published		
s 61E	Duty to co-operate with the Information Commissioner in dealing with a complaint		
s 61G	Function of consulting with the Information Commissioner		
s 61GA(1)(a)	Function of processing or identifying a reasonable sample of the documents upon notice from the Information Commissioner		Where the Information Commissioner believes that an agency, principal officer or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of the complaint under s 25A(1) or s .25A(5)
s 61GA(1)(b)	Function to undertake a further search, or to cause a		Where the Information Commissioner

FREEDOM OF INFORMATION ACT 1982			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	further search to be undertaken, for documents in the possession, custody or control of the agency or Minister, upon notice from the Information Commissioner		believes that an agency, principal officer or Minister has failed to undertake an adequate search for documents that relate to a decision
s 61GA(2)	Duty to comply with requests under s 61GA(1) within the reasonable time stated in Information Commissioner's notice, being not less than 10 business days		
s 61GA(3)	Power to apply for extension		
s 61H	Power to reach an agreement with a complaint		
s 61I(2)	Power to make submissions in relation to a complaint		
s 61L(5)	Power to comment on and response to a draft recommendation or draft comment		
s 61R(4)	Power to respond to adverse material		
s 63BA(1)	Power to apply to the Supreme Court for a determination		
s 63BA(4)(a)	Power to make an application		
s 63E(3)(b)	Power to give written consent to a disclosure		
s 64B	Duty to give the Information Commissioner any information referred to in s 64(2)		

INDEPENDENT BROAD-BASED ANTI-CORRUPTION COMMISSION ACT 2011			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 41	Power of receiving information acquired by the Independent Broad-based Anti-corruption Commission (**IBAC**)		
s 57	Duty to notify IBAC of any matter believed to constitute corrupt conduct		Subject to any exemption notices issued under s 57B
s 57A(5)	Duty to comply with Directions made by IBAC under s 57A		
s 59D(2)	Duty to comply with request by IBAC under s 59D for relevant information		
s 73	Power of receiving a complaint pertaining to Council staff, under circumstances in which it would be more appropriate for Council to conduct the investigation		
s 159	Power of receiving IBAC recommendations about the action to be taken following an IBAC investigation		
s 162(2)	Power of receiving and responding to an IBAC special report that includes matters pertaining to Council		
s 163(3)	Power of receiving written information about the commencement, conduct or results of an IBAC investigation pertaining to Council		
s 165(2)	Power of receiving and responding to IBAC material		

INDEPENDENT BROAD-BASED ANTI-CORRUPTION COMMISSION ACT 2011			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	that includes matters pertaining to Council, to be published in the IBAC annual report		

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 32(4)(a)	Duty to ensure that the Councillor induction training is available to be taken by a Councillor from the day the Councillor takes the oath or affirmation of office		
s 32(4)(b)	Duty to provide reasonable assistance to a Councillor to enable them to access the Councillor induction training		
s 46(1)(a)	Function of supporting the Mayor and the Councillors in the performance of their roles		~~Note: this provision commences on 1 July 2021~~
s 46(1)(b)	Function of ensuring the effective and efficient management of the day to day operations of the Council		~~Note: this provision commences on 1 July 2021~~
s 46(3)(a)	Duty of establishing and maintaining an organisational structure for the Council		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Responsibility for appointing, directing, managing and dismissing Council staff and for all other issues relating to Council staff		~~Note: this provision commences on 1 July 2021~~ Subject to section 48(6) prohibiting appointment of a person who has been a Councillor of the Council within 2 years after the person ceases to hold that office
s 46(3)(b)	Power to approve the filling of vacancies or the creation, reclassification, or abolition of positions within budget		~~Note: this provision commences on 1 July 2021~~ Subject to section 48(6) prohibiting appointment of a person who has been a Councillor of the Council within 2 years after

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
			the person ceases to hold that office
s 46(3)(b)	Power to fix salaries for vacant positions		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to approve the appointment, engagement or promotion of full time, part time and casual staff		~~Note: this provision commences on 1 July 2021~~ Subject to section 48(6) prohibiting appointment of a person who has been a Councillor of the Council within 2 years after the person ceases to hold that office
s 46(3)(b)	Power to approve position descriptions		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to create or approve creation of new positions		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to conduct disciplinary action under relevant awards and policies		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to terminate or suspend the employment of, or to suspend from duty, a member of Council staff		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to conduct interviews for staff annual review		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to authorise sick, annual and family leave		~~Note: this provision commences on 1 July 2021~~

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46(3)(b)	Power to approve long service leave and compassionate leave		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to authorise all forms of study and training leave and educational assistance		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to approve leave without pay		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to authorise time sheets, higher duties, time-in-lieu, overtime and travel expense claims		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to approve attendance at conferences and seminars by staff		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to approve attendance at training programs by staff		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to give approval for staff to travel		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to approve travel accommodation for staff		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to sign Notice of Injury and Work Injury Form		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to approve claims under WorkCover excess		~~Note: this provision commences on 1 July 2021~~

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 46(3)(b)	Power to approve expenses relating to an approved course of study for staff		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to approve staff engaging in other employment		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to determine acceptance or denial of liability in the event of a WorkCover claim		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to sign Letter of Acceptance of Resignation		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to provide references on Council letterhead		~~Note: this provision commences on 1 July 2021~~
s 46(3)(b)	Power to authorise access to a staff member's personal file		~~Note: this provision commences on 1 July 2021~~
s 46(4)(a)	Duty to develop and maintain a workforce plan that describes the organisational structure of the Council and specifies the projected staffing requirements for a period of at least 4 years and sets out measures to seek to ensure gender equality, diversity and inclusiveness		~~Note: this provision commences on 1 July 2021~~
s 46(4)(b)	Duty to inform the Council before an organisational restructure that will affect the capacity of the Council to deliver the Council Plan is implemented		~~Note: this provision commences on 1 July 2021~~
s 46(4)(c)	Duty to consult members of Council affected by a		~~Note: this provision commences on 1 July~~

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	proposed organisational restructure, before the organisational restructure is implemented		~~2021~~
s 46(5)	Duty to, in giving effect to gender equality, diversity and inclusiveness, comply with any processes and requirements prescribed by the regulations for the purposes of this section of this Act		~~Note: this provision commences on 1 July 2021~~
s 46(6)	Duty to ensure that the Mayor, Deputy Mayor, Councillors and members of Council staff have access to the workforce plan		~~Note: this provision commences on 1 July 2021~~
s 47(6)	Duty to submit an annual report to the Council in relation to the activities and performance of a Community Asset Committee in respect of which the members have been given a delegation under this section		
s 47(7)	Duty to keep a register of delegations under section 47 of this Act		
s 48(1)	Power to appoint as many members of Council staff as are required to enable the functions of the Council under this Act or any other Act to be performed		~~Note: this provision commences on 1 July 2021~~ Subject to section 48(6) prohibiting appointment of a person who has been a Councillor of the Council within 2 years after the person ceases to hold that office
s 48(2)	Duty to adopt and maintain a recruitment policy addressing the matters listed in s 48(2)		~~Note: this provision commences on 1 July 2021~~

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 49(1)	Duty to develop and implement a code of conduct for members of Council staff		Must develop and implement the first code of conduct within 6 months of commencement of this section ~~Note: this provision commences on 1 July 2021~~
s 49(4)	Duty to ensure that members of Council staff have access to the code of conduct for members of Council staff		~~Note: this provision commences on 1 July 2021~~
s 54(6)	Duty to ensure the preparation and maintenance of agendas, minutes and reports of the Audit and Risk Committee		
s 97(1)	Duty to ensure that a quarterly budget report is presented to the Council at a Council meeting which is open to the public		
s 109(2)	Duty to ensure that any report of the Council that recommends entering into a procurement agreement includes information in relation to any opportunities for collaboration with other Councils or public bodies which may be available		~~Note: this provision commences on 1 July 2021~~
s 121	Function of receiving application for land information certificate		~~Note: this provision commences on 1 July 2021~~
s 122	Function of receiving acquisition notice		~~Note: this provision commences on 1 July~~

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
			~~2021~~ See prescribed information under r 7 of the *Local Government (Land Information) Regulations 2021*
s 130(7)	Duty to notify the Chief Municipal Inspector as soon as practicable after the Chief Executive Officer becomes aware that a relevant person, who is a member of Council staff, has failed to disclose a conflict of interest		
s 130(8)	Duty to notify the Council if a relevant person, who is not a Councillor or member of Council staff, fails to disclose a conflict of interest and make a recommendation to the Council as to the action that is to be taken		
s 132(1)	Power to nominate a 'nominated officer'		
s 133	Function of receiving an initial personal interests return		
s 134	Function of receiving a biannual personal interests return		
s 135(1)	Duty to prepare a summary of the personal interests information disclosed in the last personal interests return lodged with the Chief Executive Officer		
s 135(3)	Duty to ensure the summary of personal interests is		

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	published on the Council's Internet site and available for inspection at the Council office		
s 136(1)	Duty to ensure that personal interests return are kept in accordance with the Public Records Act 1973		
s 136(2)	Duty to ensure that only the 'specified persons' have access to or can inspect a personal interests return		
s 150(1)	Duty to appoint the Councillor Conduct Officer and notify the Principal Councillor Conduct Registrar of the appointment		
s 230(16)	Duty to summon a Council Meeting within 14 days after the public declaration of the election result		
s 240(10)	Duty to send notice		
s 240(11)	Duty to send notice		
s 240(12)	Duty to send notice		
s 246(1)	Duty to enrol a person following receipt of a written application for enrolment unless she or he believes the personal is not entitled to be enrolled		
s 246(2)	Power to refuse enrolment and duty to give written reasons for refusal application for enrolment		
s 246(3)	Power to request information orally or in writing to		

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	enable her or him to determine a person's eligibility for enrolment		
s 246(4)	Power to require information to be given in writing and signed by the person giving the information		
s 247(3)	Power to decide whether address should be placed on voters' roll and to then take action accordingly		
s 247(4)	Duty to notify the person in writing of a decision to grant or refuse a request to remove the person's address from Council voters' roll		
s 248(1)	Duty to supply to the Victorian Electoral Commission list of voters who appear to be entitled to be enrolled as ratepayers or corporation representatives and any information required by the Victorian Electoral Commission to compile or amend the voters' roll		
s 248(2)	Power to include in the list supplied to the Victorian Electoral Commission people whose address on the rate notice is outside of the municipal district		For the purposes of section 243
s 254(1)	Power to use the Council voters' roll for communicating or consulting the local community on the performance of the Council's functions		Subject to section 254(2)(a) and (b)
s 254(2)	Duty to obtain undertaking		
s 254(4)	Power to request the Victorian Electoral Commission		

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	to provide a copy of the voters' roll		
s 258(8)	Duty to notify the Minister and the Victorian Electoral Commission that an extraordinary vacancy has occurred within 3 days of receiving a written resignation from a Councillor or becoming aware of an extraordinary vacancy		
s 306(1)	Function of receiving election campaign donation return		
s 307(1)(a)	Duty to submit a report to the Minister specifying details of the candidates in the election and who submitted an election campaign donation return within 14 days after the period specified in section 360(1)		
s 307(2)	Duty to provide a summary of each election campaign donation return given to the Chief Executive Officer on the Council's Internet site		
s 307(3)	Duty to ensure that a summary of the return is made available on the Council's Internet		
s 308(2)	Duty to ensure that a summary of an election campaign donation return is made available on the Council's Internet site until the close of the roll for the next general election		
s 308(3)	Duty to ensure that a copy of an election campaign donation return is available for inspection at the		

LOCAL GOVERNMENT ACT 2020			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	Council's office for a period of 4 years from the date specified in section 360(1)		
s 313(2)	Power to represent the Council in all respects as though the person was the party concerned in any proceedings in which the Council is a party or has an interest		
s 324(2)	Power to sign a certificate certifying any matter relating to the contents of any document kept by a Council		

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 94A(2)	Power to appoint members of Council staff to enable the statutory functions of Council or the Chief Executive Officer to be carried out		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Responsibility for appointing, directing, managing and dismissing Council staff and for all other issues relating to Council staff		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to approve the filling of vacancies or the creation, reclassification, or abolition of positions within budget		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to fix salaries for vacant positions		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to approve the appointment, engagement or promotion of full time, part time and casual staff		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to approve position descriptions		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to create or approve creation of new positions		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to conduct of disciplinary action under relevant awards and policies		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to terminate or suspend the employment of, or to suspend from duty, a member of Council staff		Note: this provision will be repealed on 1 July 2021

~~LOCAL GOVERNMENT ACT 1989~~			
~~Column 1~~	~~Column 2~~	~~Column 3~~	~~Column 4~~
~~PROVISION~~	~~THING DELEGATED~~	~~DELEGATE~~	~~CONDITIONS & LIMITATIONS~~
~~s 94A(3)~~	~~Power to conduct interviews for staff annual review~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94A(3)~~	~~Power to authorise sick, annual and family leave~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94A(3)~~	~~Power to approve long service leave and compassionate leave~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94A(3)~~	~~Power to authorise all forms of study and training leave and educational assistance~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94A(3)~~	~~Power to approve leave without pay~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94A(3)~~	~~Power to authorise time sheets, higher duties, time-in-lieu, overtime and travel expense claims~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94A(3)~~	~~Power to approve attendance at conferences and seminars~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94A(3)~~	~~Power to approve attendance at training programs~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94A(3)~~	~~Power to give approval for officers to travel~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94A(3)~~	~~Power to approve travel accommodation~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94A(3)~~	~~Power to sign Notice of Injury and Work Injury Form.~~		~~Note: this provision will be repealed on 1~~

LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
			July 2021
s 94A(3)	Power to approve claims under WorkCover excess		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to approve expenses relating to an approved course of study.		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to approve staff engaging in other employment		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to determine acceptance or denial of liability in the event of a WorkCover claim		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to sign Letter of Acceptance of Resignation		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to provide references on Council letterhead		Note: this provision will be repealed on 1 July 2021
s 94A(3)	Power to authorise access to a staff member's personal file		Note: this provision will be repealed on 1 July 2021
s 94A(3A)	responsibility for managing interactions between Council staff and Councillors, including by ensuring that appropriate policies, practices and protocols are in place defining appropriate arrangements for interaction between Council staff and Councillors		Note: this provision will be repealed on 1 July 2021
s 94B(1)	Power to appoint a senior officer		Note: this provision will be repealed on 1 July 2021

~~LOCAL GOVERNMENT ACT 1989~~			
~~Column 1~~	~~Column 2~~	~~Column 3~~	~~Column 4~~
~~PROVISION~~	~~THING DELEGATED~~	~~DELEGATE~~	~~CONDITIONS & LIMITATIONS~~
			~~Subject to prescribe notice requirements Notice requirements do not apply when appointing an acting senior officer for a period of less than 12 months (s 94B(2))~~
~~s 94B(3)~~	~~Duty to ensure that a person who has filled a senior officer's position on an acting basis for 12 months is not remunerated in any way for anything the person does in respect of that position after that 12 month period (unless subsection (1) applies).~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 94D~~	~~Duty to give Council staff an opportunity to apply for any vacant permanent full-time Council staff position~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 95AA(1)~~	~~Duty to develop and implement a code of conduct for Council staff in accordance with 'any matters which are prescribed for the purposes of this section' (s 95AA(2))~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 95AA(3)~~	~~Duty to ensure members of Council staff have access to the code of conduct for Council staff~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 95B(5)~~	~~Duty to comply with a notice under s 95B(3)(b)~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 95B(6)~~	~~Duty to employ a person on an acting basis where the Council or the Chief Executive officer is forbidden to fill a vacancy by a notice~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 97A(2)~~	~~Duty to review the performance of every senior officer at least once each year~~		~~Note: this provision will be repealed on 1 July 2021~~

~~LOCAL GOVERNMENT ACT 1989~~			
~~Column 1~~	~~Column 2~~	~~Column 3~~	~~Column 4~~
~~PROVISION~~	~~THING DELEGATED~~	~~DELEGATE~~	~~CONDITIONS & LIMITATIONS~~
~~s 181G~~	~~Duty to ensure that quarterly statement prepared under section 138 of *Local Government Act 1989* includes relevant details of environmental upgrades and charges~~		
~~s 229(2)(b)~~	~~Function of receiving an application for a land information certificate~~		~~Note: this provision will be repealed on 1 July 2021]~~
~~s 230~~	~~Function of receiving notice in relation to the disposition of any land~~		~~Note: this provision will be repealed on 1 July 2021~~
~~s 231~~	~~Function of receiving notice in relation to the acquisition of any land~~		~~Note: this provision will be repealed on 1 July 2021~~

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 140	Power to certify copies of instruments, documents, maps or plans under this Act		Where the Council is the relevant responsible authority
s 141	Power to provide evidentiary statement pertaining to land use and permits under this Act		Where the Council is the relevant responsible authority
s 14~~23~~	Power to provide evidentiary statement pertaining to s 173 agreements under this Act		Where the Council is the relevant responsible authority

PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 226(2)	Power to sign evidentiary certificates under this Act		

PUBLIC INTEREST DISCLOSURES ACT 2012			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12(2)	Function of receiving a disclosure		

ROOMING HOUSE OPERATORS ACT 2016			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 4	Function of liaising with Business Licensing Authority		
s 15(1)	Duty to provide information to Business Licensing Authority on request		
s 15(2)	Duty to give a report to Business Licensing Authority on inquiries made in response to request under s 15(1)		
s 24(2)	Duty to give a report to Business Licensing Authority on inquiries made in response to request under s 24(1)		

SERVICE VICTORIA ACT 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 5(2)	Function of receiving a copy of the agreement made under s 5(1)		
s 5(4)	Function of receiving a copy of a notice under s 5(3)		
s 6	Duty to use best endeavours to give effect to a notice under s 5(3) which applies to Council		
s 7(3)	Function of receiving a copy of the agreement made under s 7(1)		
s 7(4)	Function of receiving a copy of a notice under s 7(3)		
s 8(2)	Power to delegate the transferred customer service function to any person or class of person employed by, or acting on behalf of, the service agency from which the function is transferred		Where Council's CEO has been transferred a transferred customer service function
s 10(2)	Function of receiving a copy of the agreement made under s 10(1)		
S 10(4)	Function of receiving a copy of a notice under s 10(3)		
s 11	Duty to use best endeavours to give effect to a notice under s 10(3) which applies to Council		
s 12(3)	Function of receiving a copy of the agreement made under s 12(1)		

SERVICE VICTORIA ACT 2018			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 12(4)	Function of receiving a copy of a notice under s 12(2)		
s 13(2)	Power to delegate the transferred identity verification function to any person or class of person employed by, or acting on behalf of, the service agency from which the function is transferred		Where Council's CEO has been transferred a transferred identity verification function

SHERIFF ACT 2009			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 54	Power to exempt Council from providing information to the Sheriff otherwise authorised by a warrant if exceptional circumstances apply		

VALUATION OF LAND ACT 1960			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 3(5)(ba)	Power to request valuations of land		

VICTORIAN DATA SHARING ACT 2017			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 8(1)	Function of receiving a written notice to provide the Chief Data Officer with data held by Council, and data that is specified in the Chief Data Officer's notice		
s 11(1)	Function of receiving a written notice to provide information about Council's data holding		
s 15(1)	Power to disclose identifiable data to the Chief Data Officer in response to a request under s 8		In accordance with s 5
s 15(2)	Power to disclose identifiable data to a data analytics body for the purpose of data integration		In accordance with s 5
s 21	Duty to inform the Chief Data Officer of the secrecy provisions which apply to the disclosed data		Where the CEO is aware of secrecy provisions that apply to data that they have disclosed in accordance with this Act

VICTORIAN INSPECTORATE ACT 2011			
Column 1	**Column 2**		**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s 87(2)	Function of responding to adverse material the Victorian Inspectorate intends to include in a report		
s 91(2)	Function of responding to adverse material the Victorian Inspectorate intends to include in annual report		

LOCAL GOVERNMENT (ELECTORAL) REGULATIONS 2020			
Column 1	**Column 2**		**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 15(1)	Duty to provide details of a person's entitlement to be enrolled as a ratepayer on the voters' roll		
r 15(2)	Power to exchange relevant information to enrolment entitlements with the VEC		
r 18	Duty to maintain a list of silent voters		
r 19	Duty to ensure that only authorised persons have access to details of silent voters		
r 33	Duty to cause the Local Government Candidate Training to be conducted		
r 34	Function of receiving prescribed information from person undertaking Local Government Candidate Training		
r 35	Duty to keep a register of attendance		
r 36(2)	Duty to comply with notice under subsection (1)		
r 83	Duty to submit report on election received by the VEC to Council		

LOCAL GOVERNMENT (GOVERNANCE AND INTEGRITY) REGULATIONS 2020			
Column 1	**Column 2**		**Column 4**
PROVISION	**THING DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r 5(b)	Power to approve the taking of the oath or affirmation of office by means of an audio visual link for the purposes of s 30 of the *Local Government Ac 2020*		

Maddocks

Maddocks Delegations and Authorisations

S15 Instrument of Appointment and Authorisation of Council's FOI Officer

Wellington Shire Council

Instrument of Appointment and Authorisation

of

Council's Freedom of Information Officer

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer'** means -

Arthur Skipitaris

By this Instrument of Appointment and Authorisation Wellington Shire Council's Chief Executive Officer and principal officer under the *Freedom of Information Act 1982* (**Act**)–

under ss 26 and 44 of the Act – appoints the officer to be a Freedom of Information Officer for the purposes of the Act, and authorises the officer to make decisions in respect of requests made to the Council under the Act.

This includes without limitation the authority to make decisions on requests:

1. made under Part III of the Act, including the power to waive or reduce any fee or charge payable, the power to extend the period for deciding a request and all of the powers and duties under Part IV of the Act, including the duty to notify and the duty to seek views regarding disclosure; and

2. made under Part V of the Act, including the power to amend a record.

It is declared that this Instrument -

- comes into force immediately upon its execution;

- remains in force until varied or revoked.

SIGNED BY:

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date: …… / …… / …….

Maddocks

Maddocks Delegations and Authorisations

S15 Instrument of Appointment and Authorisation of Council's FOI Officer

Wellington Shire Council

Instrument of Appointment and Authorisation

of

Council's Freedom of Information Officer

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer'** means -

Marj McInnes

By this Instrument of Appointment and Authorisation Wellington Shire Council's Chief Executive Officer and principal officer under the *Freedom of Information Act 1982* (**Act**)–

under ss 26 and 44 of the Act – appoints the officer to be a Freedom of Information Officer for the purposes of the Act, and authorises the officer to make decisions in respect of requests made to the Council under the Act.

This includes without limitation the authority to make decisions on requests:

1. made under Part III of the Act, including the power to waive or reduce any fee or charge payable, the power to extend the period for deciding a request and all of the powers and duties under Part IV of the Act, including the duty to notify and the duty to seek views regarding disclosure; and

2. made under Part V of the Act, including the power to amend a record.

It is declared that this Instrument -

- comes into force immediately upon its execution;

- remains in force until varied or revoked.

SIGNED BY:

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date: …… / …… / …….

Maddocks

Maddocks Delegations and Authorisations

S15 Instrument of Appointment and Authorisation of Council's FOI Officer

Wellington Shire Council

Instrument of Appointment and Authorisation

of

Council's Freedom of Information Officer

Maddocks

Instrument of Appointment and Authorisation

In this Instrument '**officer'** means -

Phillip Phillipou

By this Instrument of Appointment and Authorisation Wellington Shire Council's Chief Executive Officer and principal officer under the *Freedom of Information Act 1982* (**Act**)–

under ss 26 and 44 of the Act – appoints the officer to be a Freedom of Information Officer for the purposes of the Act, and authorises the officer to make decisions in respect of requests made to the Council under the Act.

This includes without limitation the authority to make decisions on requests:

1. made under Part III of the Act, including the power to waive or reduce any fee or charge payable, the power to extend the period for deciding a request and all of the powers and duties under Part IV of the Act, including the duty to notify and the duty to seek views regarding disclosure; and

2. made under Part V of the Act, including the power to amend a record.

It is declared that this Instrument -

- comes into force immediately upon its execution;

- remains in force until varied or revoked.

SIGNED BY:

DAVID MORCOM
Chief Executive Officer
Wellington Shire Council

Date: …… / …… / …….

13.5. ADOPTION OF WELLINGTON 2031 COMMUNITY VISION, COUNCIL PLAN 2021-25, FINANCE PLAN 2021/22-2030/31 AND ASSET PLAN 2021-25

ACTION OFFICER: GENERAL MANAGER CORPORATE SERVICES AND GENERAL MANAGER DEVELOPMENT

PURPOSE

For Council to adopt the following visons and plans, which have been developed under sections 88, 90, 91 and 92 of the *Local Government Act 2020*:

- Wellington 2031 Community Vision (as attached)
- Council Plan 2021-25 (as attached)
- Financial Plan 2021/22-2030/31 (as attached); and
- Asset Plan 2021-25 (as attached).

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council adopt the following vision and plans, which have been developed under sections 88, 90, 91 and 92 of the Local Government Act 2020:

- ***Wellington 2031 Community Vision (as attached)***
- ***Council Plan 2021-25 (as attached)***
- ***Financial Plan 2021/22-2030/31 (as attached); and***
- ***Asset Plan 2021-25 (as attached).***

BACKGROUND

Council completed two rounds of community consultation to update the Wellington 2030 Community Vision and develop the draft Council Plan 2021-25, Financial Plan 2021/22-2030/31 and Asset Plan 2021-25.

In Round 1 (February to April 2021), over 1,100 community members provided feedback via Your Wellington, Your Say, community meetings, workshops, and the annual Community Satisfaction Survey. Themes from this consultation were used to draft the documents and present them for Round 2 of consultation.

The second round took place between June and August 2021. Public drop-in sessions, online engagement and a half day workshop were completed. Feedback consisted of 18 submissions, 14 surveys, a half day deliberative engagement workshop with community members and 26 in depth conversations with stakeholders and partners. Information gathered was used to further refine the documents before presenting them for adoption.

Community Vision

In accordance with section 88 of the *Local Government Act 2020*, every Council must maintain a Community Vision that is developed with its municipal community in line with its deliberative engagement practices.

The scope of the Community Vision is a period of at least the next 10 financial years, and it must describe the municipal community's aspirations for the future of the municipality.

During community consultation, the existing Community Vision was found to still have strong alignment with current community expectations and significant changes were not made.

Council Plan

In accordance with section 90 of the *Local Government Act 2020*, every Council must prepare a Council Plan that includes:

(a) the strategic direction of the Council;

(b) strategic objectives for achieving the strategic direction;

(c) strategies for achieving the objectives for a period of at least the next four financial years;

(d) strategic indicators for monitoring the achievement of the objectives;

(e) a description of the Council's initiatives and priorities for services, infrastructure, and amenity;

(f) any other matters prescribed by the regulations.

In February to April 2021, the community was consulted about their key ideas and priorities for the next four years. These were incorporated into a draft Council Plan 2021-25 which was exhibited for final consultation during June to August 2021.

Financial Plan

In accordance with section 91 of the *Local Government Act 2020*, every Council must develop, adopt, and keep in force a Financial Plan covering at least the next 10 financial years. The Financial Plan must include the following in the manner and form prescribed by the regulations:

(a) statements describing the financial resources required to give effect to the Council Plan and other strategic plans of the Council;

(b) information about the decisions and assumptions that underpin the forecasts in the statements specified in paragraph (a);

(c) statements describing any other resource requirements that the Council considers appropriate to include in the Financial Plan;

(d) any other matters prescribed by the regulations.

The Financial Plan provides a 10 year financially sustainable projection on how the actions of the Council Plan may be funded to achieve the Community Vision. The Financial Plan covers the period 2021-22 to 2030-31 and aims to maintain sound operational surpluses, increasing Council’s renewal, upgrade, and new investment in community assets, and ensuring that the cash position is maintained at a level to meet cash flow requirements and be available for potential emergencies or opportunities.

The Financial Plan demonstrates that Council has the policies and strategic direction in place to ensure its long-term financial obligations are met.

Asset Plan

In accordance with section 92 of the *Local Government Act 2020*, every Council must develop, adopt, and keep in force an Asset Plan covering at least the next 10 financial years.

An Asset Plan must include the following:

(a) information about maintenance, renewal, acquisition, expansion, upgrade, disposal and decommissioning in relation to each class of infrastructure asset under the control of the Council; and

(b) any other matters prescribed by the regulations.

The purpose of the Asset Plan is to demonstrate responsible management of Wellington Shire Council infrastructure assets, comply with the Victorian *Local Government Act 2020* and model the funding required to maintain assets in their current condition.

ATTACHMENTS

1. Wellington 2031 FINAL [**13.5.1** - 36 pages]
2. Financial Plan 2021-22 to 2030-31 FINAL [**13.5.2** - 35 pages]
3. Asset Plan 2021-25 FINAL [**13.5.3** - 35 pages]
4. Council Plan 2021-25 FINAL [**13.5.4** - 62 pages]

OPTIONS

Council has the following options available:

1. Adopt the following visions and plans, which have been developed under sections 88, 90, 91 and 92 of the *Local Government Act 2020*:
    a. Wellington 2031 Community Vision (as attached)
    b. Council Plan 2021-25 (as attached)
    c. Financial Plan 2021/22-2030/31 (as attached); and
    d. Asset Plan 2021-25 (as attached); or
2. Amend the following visions and plans, which have been developed under sections 88, 90, 91 and 92 of the *Local Government Act 2020*:
    a. Wellington 2031 Community Vision (as attached)
    b. Council Plan 2021-25 (as attached)
    c. Financial Plan 2021/22-2030/31 (as attached); and
    d. Asset Plan 2021-25 (as attached);

    prior to adoption, or
3. Seek further information and amend the following visions and plans, which have been developed under sections 88, 90, 91 and 92 of the *Local Government Act 2020*:
    a. Wellington 2031 Community Vision (as attached)
    b. Council Plan 2021-25 (as attached)
    c. Financial Plan 2021/22-2030/31 (as attached); and
    d. Asset Plan 2021-25 (as attached);

    prior to adoption at a future Council meeting.

PROPOSAL

That Council adopt the following visions and plans, which have been developed under sections 88, 90, 91 and 92 of the *Local Government Act 2020*:

- Wellington 2031 Community Vision (as attached)
- Council Plan 2021-25 (as attached)
- Financial Plan 2021/22-2030/31 (as attached); and
- Asset Plan 2021-25 (as attached).

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

The Financial Plan 2021/22-2030/31 provides a 10 year financially sustainable projection on how the actions of the Council Plan may be funded to achieve the Community Vision. The Financial Plan covers the period 2021-22 to 2030-31 and aims to maintain sound operational surpluses, increasing Council's renewal, upgrade, and new investment in community assets, and ensuring that the cash position is maintained at a level to meet cash flow requirements and be available for potential emergencies or opportunities.

The Financial Plan demonstrates that Council has the policies and strategic direction in place to ensure its long-term financial obligations are met.

COMMUNICATION IMPACT

The Council Plan communicates Council's strategic direction to the community. The Council Plan can also be used by Council to communicate its vision and direction to other tiers of government, organisations, government agencies and funding bodies.

LEGISLATIVE IMPACT

Sections 88, 90 and 91 of the *Local Government Act 2020* require Council to prepare and approve a Council Plan, Community Vision and long-term Financial Plan by 31 October in the year following a general election.

Section 92 of the *Local Government Act 2020* requires Council to adopt an Asset Plan by 30 June 2022 following the first general election conducted under the new Act.

Council will comply with the obligations of the *Local Government Act 2020* by adopting the Wellington 2031 Community Vision, Council Plan 2021-25, Financial Plan 2021/22-2030/31 and Asset Plan 2021-25.

COUNCIL POLICY IMPACT

The 2021-25 Council Plan has been prepared generally in the context of existing Council policies but may lead to their revision or the development of new policies as a result of implementation of the initiatives contained in it.

COUNCIL PLAN IMPACT

The adoption of the 2021-25 Council Plan will lead to a re-alignment of all future Council Reports with the outcomes and initiatives of this new plan.

RESOURCES AND STAFF IMPACT

The Financial Plan 2021/22-2030/31 outlines the financial and staff resources provided for the implementation of the Council Plan 2021-25 and the operations of Council in the coming 10 years.

The strategies contained within the 2021-25 Council Plan and requirements identified in the Asset Plan 2021-25 will generally be implemented within the existing resources of the Council.

COMMUNITY IMPACT

The attached Council Plan, Financial Plan and Asset Plan have been prepared in light of the Wellington 2031 Community Vision. They are intended to set out for the community the objectives, initiatives and strategies that the Council considers are needed to implement its Vision on behalf of the community over the next four years.

ENVIRONMENTAL IMPACT

Climate Change has been identified as the number one priority for the 2021-25 Council Plan. The initiatives and outcomes identified in the Council Plan are expected to have a significant positive influence on the environment in Wellington Shire.

ENGAGEMENT IMPACT

In accordance with section 55 and 56 of the *Local Government Act 2020* and Council's Community Engagement Strategy, Council used deliberative engagement to consult with the community on the renewal of the 2031 Community Vision and development of the Council Plan, Financial Plan and Asset Plan.

In Round 1 (February to April 2021), over 1,100 community members provided feedback via Your Wellington, Your Say, community meetings, workshops, and the annual Community Satisfaction Survey. Themes from this consultation were used to draft the documents and present them for Round 2 of consultation.

The second round took place between June and August 2021. Public drop-in sessions, online engagement and a half day workshop were completed. Copies of the Plans were available online and for inspection at all Council Customer Service Centres and Libraries. Feedback consisted of 18 submissions, 14 surveys, a half day deliberative engagement workshop with community members and 26 in depth conversations with stakeholders and partners.

Information gathered was used to further refine the documents before presenting them for adoption.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

ATTACHMENT 13.5.1

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

2031 COMMUNITY VISION

VERSION 3.0 / 2021

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Lifelong Learning 26
Economy 27

State and Regional strategic visioning documents that inform Wellington 2031.

- Gippsland Regional Growth Plan May 2014
- Water for Victoria Water Plan March 2016
- Protecting Victoria's Environment - Biodiversity 2036
- Victoria's Climate Change Framework 2016
- Victorian Public Health and Wellbeing Plan 2019-2023
- Absolutely Everyone - State Disability Plan 2017-2020
- Vision, Goal, Role and Values of Emergency Management in Victoria June 2014
- Victoria's 30 Year Infrastructure Strategy December 2016
- Ending Family Violence - Victoria's 10 Year Plan for Change, 2016
- Safe and Strong - A Victorian Gender Equality Strategy 2016
- Marrung Aboriginal Education Plan 2016-2026
- Youth Policy: Building Stronger Youth Engagement in Victoria 2016

Port Albert

LIVE

OUR VISION

"Happy people, healthy environment and thriving communities."

LIVE WELLington 2031.

Macalister River

PROFILE

WELLINGTON SHIRE COUNCIL

21.5

Wellington Shire Council has revegetated over 21.5 hectares of mixed native species vegetation for carbon offsetting purposes

205,600

Annual branch visits to Wellington Shire libraries

600

Hectares (approx) of Public Open Space managed by Wellington Shire.

Modernisation of the Macalister Irrigation District (MID) 2030 infrastructure continues to create opportunities for increased dairy production and intensive horticulture expansion.

33%

33% of the 33,032 rated properties across the shire are owned by people who live outside the Shire

44,770

Population (estimated 2020)

10,924

Square kilometres
(Third largest municipality in Victoria)

241

There are 241 community facilities that Council oversees with 106 Committees of Management.

$3.5b

Gross Regional Product

34.95%

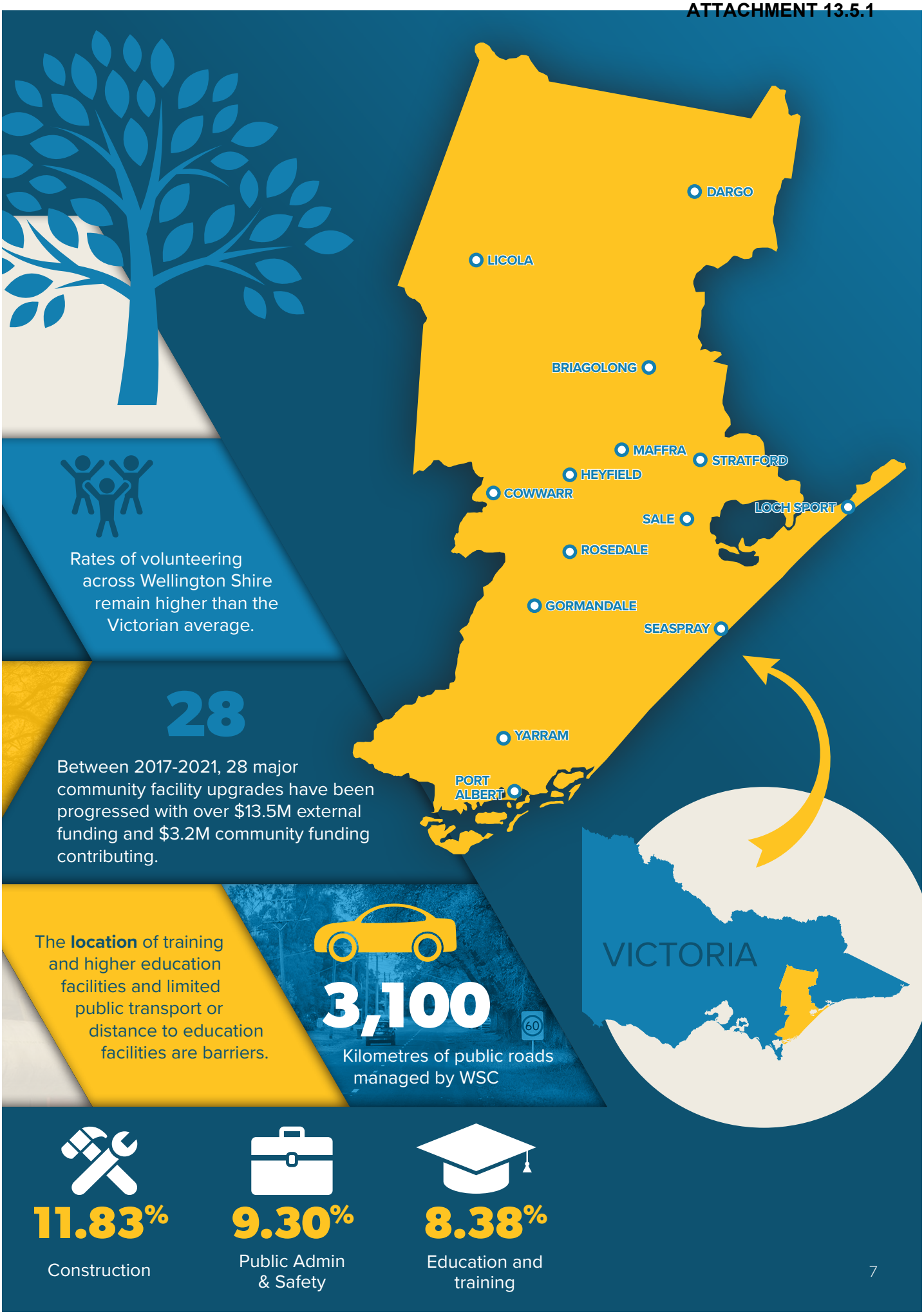
of Wellington residents have university or TAFE qualifications compared to 41.22% of the Victorian population.

Employment by Industry

12.43%
Health Care & Social Assistance

14.19%
Agriculture, Forestry & Fishing

9.99%
Retail Trade


DARGO
LICOLA
BRIAGOLONG
MAFFRA
STRATFORD
HEYFIELD
COWWARR
LOCH SPORT
SALE
ROSEDALE
GORMANDALE
SEASPRAY
YARRAM
PORT ALBERT
VICTORIA
Rates of volunteering across Wellington Shire remain higher than the Victorian average.
28
Between 2017-2021, 28 major community facility upgrades have been progressed with over $13.5M external funding and $3.2M community funding contributing.
The location of training and higher education facilities and limited public transport or distance to education facilities are barriers.
3,100
60
Kilometres of public roads managed by WSC
11.83%
Construction
9.30%
Public Admin & Safety
8.38%
Education and training

2021 CHECK-IN

Wellington 2031 is our community's vision for the future. Wellington Shire Council has facilitated the development of this vision and will play a role in supporting the community to achieve it.

The original Wellington 2030 Strategic Vision was developed through community consultation in 2008 and was renewed in 2017. To assist with the renewal of the vision, an innovative community engagement process was completed inviting residents, visitors, and business owners to 'Direct our journey to 2030'. The 2017 engagement process received responses from over 3,100 people who represented the geographical regions of the Shire and different age groups.

The common themes from this engagement were used to develop the five key themes in this community vision: Communities, Services and Infrastructure, Natural Environment, Lifelong Learning and Economy.

In 2021, we completed a 'check-in' process to see if people's views about what was important to them had changed and what they wanted to see achieved in the next 10 years. We undertook significant internal and external consultation with community, government, and business stakeholders. Over 1,100 community members joined the conversation via the online platform Your Wellington, Your Say, community meetings, workshops, and the annual Community Satisfaction Survey during the consultation phase.

Though the 2021 check in survey had low engagement, responses indicated over 75% positive support for the Vision Statement and each of the current themes. Information gathered during many in person conversations and workshops about priorities for action indicated the same. All significant community priority areas raised during consultation could be placed inside existing Community Vision themes.

Because the existing Community Vision is still relevant, we have not changed the content during the 2021 'check-in'. Instead, we have provided an update to the community in the end pages of this plan about what Council has achieved in the last 4 years towards your vision.

It makes sense but the action is what really matters to deliver this.

It encompasses the key elements of what regional community life should focus on.

Beautifully covers the most important connections people have with the environment and highlights the responsibility people have to protect the land we live on.

The Wellington Shire Council Plan, prepared every four years, delivers the action Council will take to help achieve this vision. There are other groups and organisations who can also have a lead role in taking action. All community members, community groups and organisations are encouraged to use 2031, reference it, share it and deliver action to achieve the vision. Council will provide information annually on how we are progressing towards this vision.

Wellington Shire Council's Planning Framework

WELLINGTON SHIRE COUNCIL
The Heart of Gippsland

Statutory Strategic documents with 4–10 year life span

Wellington 2031

Community Vision

Long Term Financial Plan

Municipal Public Health and Wellbeing Plan

Council Plan 2021-25

Asset Plan

Planning Policy Framework

Strategies and Action Plans

Mainly, non-statutory operational strategies and plans to help guide decision making and prioritising for key projects developed in consultation with the community.

Life span 4-10 years

Annual Business Plan and Budget

Details the short-term actions undertaken each year to achieve the objectives of the Council Plan.

Annual Report

Statutory document which includes updates to the community on how we are progressing with the delivery of the Council Plan.

WSC_4569

Dargo

2030 SURVEY QUESTIONS

In 2017 we asked the community the following questions and these were the most common responses:

	QUESTION	Most Common Responses
1	**What I love about Wellington (and where I live) and want to keep...**	We value the friendly people, close communities and peaceful small town rural living. We value the diversity and beauty of our Natural Environment.
2	**In 14 years' time I hope that Wellington...**	...stays the way it is. ...has improved levels of conservation and cleaner natural environment.
3	**My hope for the future... (Youth responses only for this question)**	Happy, healthy, contented and the opportunity to lead fun and exciting lives. A job and career with good work life balance and stability.
4	**What we don't have that we should get in Wellington?**	Increased leisure, recreation, entertainment and retail options. Better public transport.
5	**What I don't like about Wellington that we should get rid of?**	Drug abuse, crime, littering, graffiti and family violence.
6	**What we should change or bring from the past into the future in Wellington?**	Improved leisure, recreation and entertainment options. Improved infrastructure and services.

Gippsland Plains Rail Trail

1 COMMUNITIES

OUR VISION

"We know and support each other and have a strong sense of community belonging. Diversity is respected and there are many social and community activities providing opportunities for all people to interact. We strive for good health, feel safe in our communities and are prepared for natural disasters."

What is important under this theme?

What we heard from the community...

- Maintain a friendly, inclusive and welcoming Shire where people feel safe at home and in their community.
- Reinforce the value of family connections and interaction across generations.
- Provide infrastructure that enables and encourages healthy and active lifestyles.
- Improve quality of life by enabling residents to develop leadership and mentoring skills, and participate in activities connecting neighbourhoods and communities.
- Increase support networks and opportunities that enable young people in Wellington to achieve their goals.
- Strengthen community identity by promoting our heritage and history, our future aspirations and small town rural living.

What State Government, Local Organisations and statistics tell us is important...

- Facilitate planning for natural disasters and implement strategies to enhance community resilience.
- Recognise and respect Aboriginal and Torres Strait Islander cultural values.

Road construction works, Tinamba

2 SERVICES & INFRASTRUCTURE

OUR VISION

"Wellington has a built environment that is sustainable, appropriate, accessible and responsive to the community. Transport connects people to communities and places. Events and services support our strong communities."

What is important under this theme?

What we heard from the community...

- Further develop networks and community hubs for people to find out more about the services available. Ensure access to a broad range of Healthcare services, community events and services for young people and waste recycling.
- Improve diversity of retail outlets, an array of sporting clubs, varied leisure and entertainment options and a range of cultural pursuits that make Wellington attractive for people of all ages to visit, work and or live.
- Encourage people to stay in Wellington by enabling access to affordable housing and lifestyle options
- Provide a well maintained road network (including footpaths and safe cycling routes) and public transport so that everyone can move easily throughout the shire, especially between our communities.
- Provide appropriate services, facilities and infrastructure in seasonal towns.

What State Government, Local Organisations and statistics tell us is important...

- Improve infrastructure to enable services and initiatives to support Wellington's increasing ageing population including striving to be an "Age Friendly" Shire.
- The built environment has a direct effect on the lifestyle of every resident. What is built must be based on universal design principles and be maintained for many decades to come.
  Responsible asset management, decisions around renewal of assets and the addition of new infrastructure makes sure we do not have large maintenance burdens into the future.

Albert River, Alberton

3 NATURAL ENVIRONMENT

OUR VISION

"Wellington's natural environment and landscape is clean, diverse, beautiful, accessible and protected."

What is important under this theme?

What we heard from the community...

- Maintain and enhance access to the Natural Environment for a wide range of outdoor pursuits at our beaches, high country, open spaces and waterways. This access to the natural environment is balanced with the need to conserve and protect.
- Change energy use within Council, by residents, business and industries to reduce impact on the environment.
- Continue to have diversity of healthy native plants and wildlife with well protected habitat areas free of invasive species.
- Keep Wellington clean so residents and visitors can enjoy our scenic environment.
- Manage Natural Environment assets recognising their impact on health and wellbeing.

What State Government, Local Organisations and statistics tell us is important...

- Wellington is taking practical actions to manage risks from climate impacts, protect communities and strengthen the resiliency of the economy.
- Increase renewable energy sources in Wellington to combat the decline in energy produced from fossil fuels.
- Improve understanding of potential coastal hazards for the region in light of climate change.

Community Engagement, Loch Sport

4

LIFELONG LEARNING

OUR VISION

"Wellington has a broad choice of local training, education and holistic learning and development options that lead to meaningful employment and personal fulfilment."

What is important under this theme?

What we heard from the community...

- Improve people's access to opportunities to challenge and extend their thinking, promote independence, stimulate ideas, further develop leadership skills and lead meaningful lives.
- Enable young people to remain in Wellington to complete further and tertiary education of their choice.
- Support Secondary Schools in Wellington to provide choices and deliver engaging and high quality education that contributes to local industry development.
- Provide a breadth of entry level jobs in Wellington for those newly qualified and or those with limited experience.
- Develop Wellington as a hub for innovation in further education. Encourage industry, employers and further education providers to work in partnership to train and recruit people locally and provide opportunity for career progression within Wellington.
- Provide formal and informal lifelong learning opportunities for personal development and wellbeing.

What State Government, Local Organisations and statistics tell us is important...

- A diversity of high quality local education and training opportunities supports the retention of youth in the community and improves local employment outcomes.

Australian Fresh Salad, Maffra

5 ECONOMY

OUR VISION

"Wellington has a wealth of diverse industries providing employment opportunities for all. There is growth in the Wellington population and economy which is balanced with the preservation of our natural environment and connected communities."

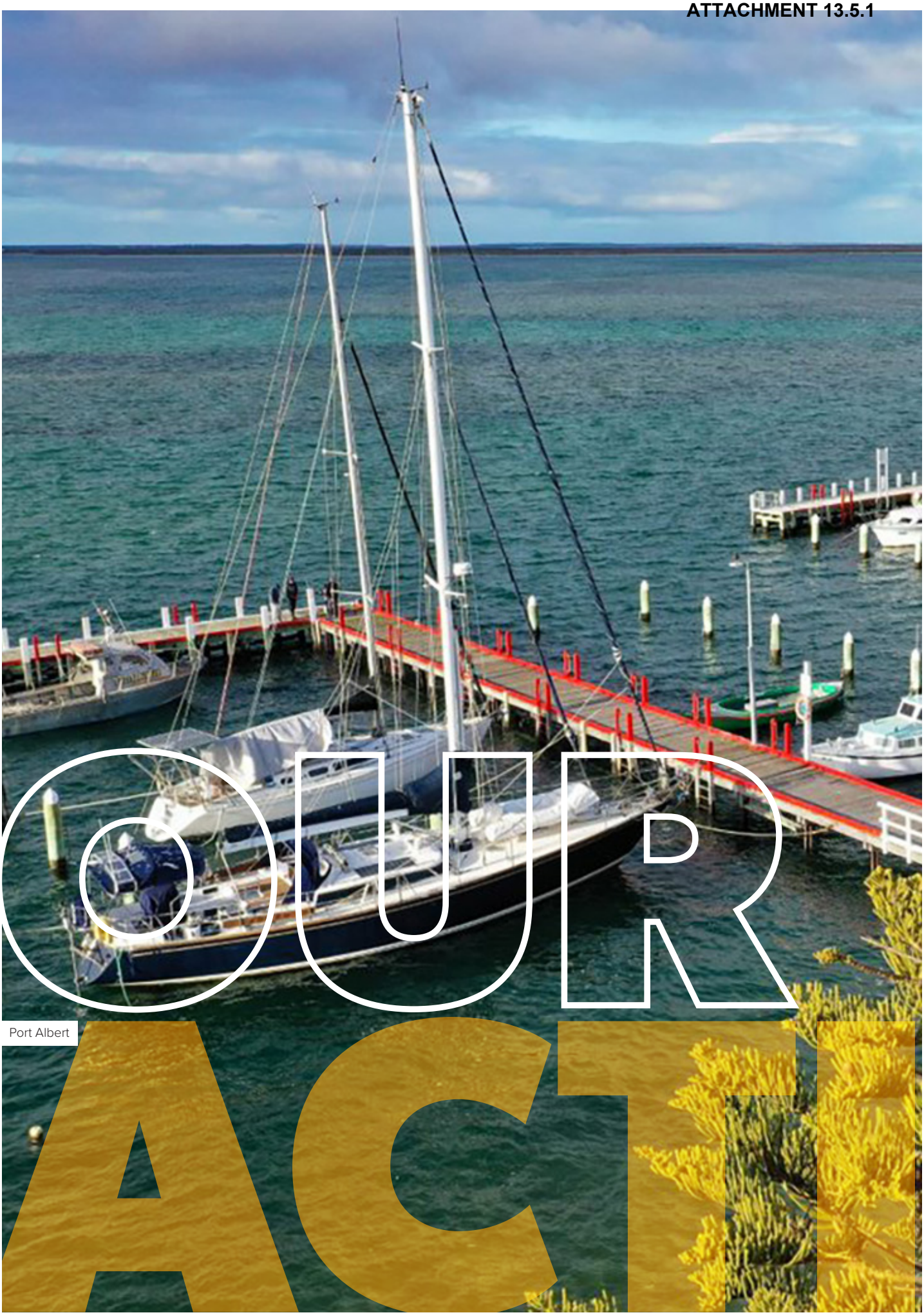
What is important under this theme?

What we heard from the community...

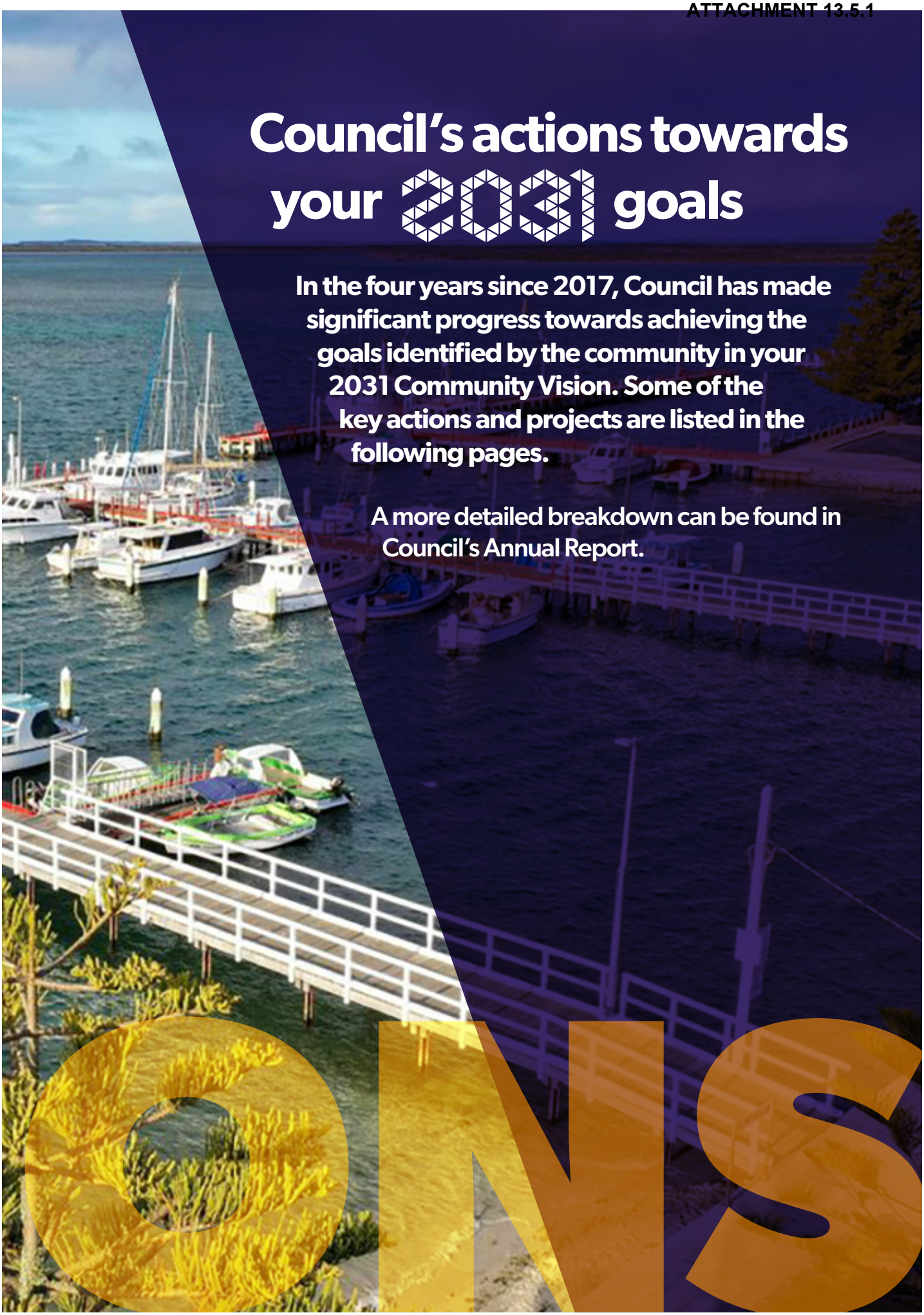
- Provide a wide range of employment opportunities across Wellington that offer stability, promote positive work / life balance and provide career pathways.
- Maximise economic output whilst ensuring the natural environment is protected.
- Develop the visitor economy through innovative marketing programs and product development to attract people to the region to live, work and play.
- Support business to promote sustainable environmental practices in Wellington.

What State Government, Local Organisations and statistics tell us is important...

- Improve the resiliency of the Wellington economy to adapt to unforeseen downturn in industries.
- Work with the State and Federal Governments to maximise Wellington Shire's competitive strengths in industries such as food and fibre.
- Leverage new business opportunities through the expansion of technologies such as high speed broadband networks.
- Improve public transport links to ensure businesses have easy access to markets whilst enhancing the livability / attractiveness of the region for current and new residents.



Port Albert



Council's actions towards your 2031 goals

In the four years since 2017, Council has made significant progress towards achieving the goals identified by the community in your 2031 Community Vision. Some of the key actions and projects are listed in the following pages.

A more detailed breakdown can be found in Council's Annual Report.

1 COMMUNITIES

Facility upgrades

$14.53M Port of Sale redevelopment to the gallery, library, visitor centre, café and cultural precinct completed.

- $10.75 million external funding attracted.
- 203,500 people visited the Port of Sale building in the first 12 months.

$9.5M Cameron Sporting Complex stadium redevelopment in Maffra to upgrade the regional gymnastics center and sports show court and deliver a court expansion.

- $4 million external funding attracted.

Funding to enhance community facilities ($9.567M from state and federal government, $7.569M from Council and $3.215M from community)

- Baldwin Reserve – female friendly changerooms
- Briagolong Recreation Reserve – pavilion redevelopment, traffic management and open space upgrades
- Briagolong Quarry Reserve – toilet renewal
- Cameron Sporting Complex, Maffra – water upgrade
- Community facilities – accessibility upgrades
- Cowwarr Recreation Reserve – changeroom redevelopment
- Gordon Street Recreation Reserve - cricket nets and oval lighting

Cameron Sporting Complex Stadium

- Gippsland Regional Sporting Complex - stage 2A synthetic field and timber floor upgrade
- Gormandale Recreation Reserve – oval and netball lighting
- Maffra Lawn Tennis Club – synthetic courts, pavilion redevelopment and fence renewal
- Maffra Recreation Reserve – drainage upgrade
- Pinelodge, Stratford - tennis court upgrades
- Port of Sale – skatepark lighting
- Sale Memorial Hall – internal redevelopment, roof replacement and power upgrade
- Sale Oval precinct projects
- Sale Tennis – court and pavilion redevelopment
- Stephenson Park – main oval lighting, netball court and cricket nets, changeroom redevelopment and baseball lighting renewal
- Stratford Community Hub - accessibility upgrades
- Stratford Recreation Reserve – netball court development, changeroom redevelopment
- Yarram Recreation Reserve - oval lighting
- Yarram Regent Theatre - façade, signage & accessibility upgrades
- Community support and full funding achieved for 'A Warmer Pool for Yarram' project (20 years in the planning)

Port of Sale

1 COMMUNITIES (CONTINUED)

Emergencies

- Wellington was the first Council in Victoria to live-stream community meetings run by the Incident Controller during emergencies. This trial became the standard all councils were expected to meet during subsequent emergencies.
- In 2019 Council provided response, relief, and recovery support to those affected by the Rosedale, Walhalla and Licola/Dargo bushfires
- Council supported East Gippsland in the 2020 Black Summer evacuation over the Christmas and New Year period which led into a major community relief effort. Significant ongoing recovery work and funding was attracted for projects in impacted areas.
- Direct support was provided for drought impacted farmers including:
  - free household water cartage
  - $3.8M in rate relief from the Victorian Government
  - free social events for farmers
  - $700 debit cards for eligible farming families
  - Council contributed a further $1M to farmers in 19/20 budget specifically aimed at drought support initiatives
- In 2020 and 2021 the COVID-19 pandemic had a devastating global impact. Council supported the local public health response, working to mitigate the economic and community impacts of COVID restrictions. Support included instigating a zero % rate rise for 20/21 financial year as a direct response to the COVID-19 pandemic.
- The June 2021 flood and storm event damaged property and left significant parts of the Wellington community without power for an extended period leading to activation of response, relief, and recovery work.

Health

- Wellington Shire Council was internationally recognised for our approach to minimising future Mosquito borne diseases such as the Zika Virus.
- In the last 4 years over 18,200 vaccinations have been administered to 16,300 people.
- Council supported the establishment of a COVID 19 community mass vaccination centre at Gippsland Regional Sporting Complex.

Support for volunteers and community

- Aqua Energy became a registered provider for the National Disability Insurance Scheme
- $1.36M in community grants to support programs, events and facility upgrades across the Shire
- $2.28M to volunteer committees to manage 100 community facilities across the Shire
- L2P Learner Driver Mentor program saw 153 Wellington young people participating between 2016 - 2020
- Young people were supported to plan and deliver arts and culture events: annual Youth Art Prize, Youth Week activities, Battle of the Bands/Down the Alley or Battle at the Bundy events, Wellington Youth Film Festival and regular Open Mic Nights. Over 4,000 young people participated in over 40 youth-led events and activities.
- Young leaders were given opportunities to grow through participation in Youth Council, Youth Parliament, Propellor, Victorian Youth Summits, local youth summits, online conferences and workshops.
- Youth Councillors engaged broadly with the youth community through surveys, community and school workshops, Wellington Youth Summits, and were leading advocates in attracting a headspace presence within Wellington, and of climate action via the schools strikes.

Strategic planning

- Wellington 2030 Community Vision
- Healthy Wellington Plan 2017–2021
    - Wellington Community Early Years Plan 2017-2021
    - Wellington Youth Strategy 2017–2020
    - Wellington Access and Inclusion Strategy and Action Plan 2017–2022
    - Age Friendly Communities Strategy
- Community Managed Facilities Strategy 2020-2025

2020 Black Summer fires

2 SERVICES AND INFRASTRUCTURE

Roads, paths, drainage, and bridges

- Completed a $59.6M capital works program that included: repairs, replacements, safety improvements to 520km of sealed road, 171 km of gravel road reconstruction, 99km of road widening, reconstruction, and upgrades and 41km of path renewals and expansions.

Streetscapes

- Improvements at Rosedale, including Willow Park upgrade, Stratford, Yarram, Sale CBD and Maffra CBD

Johnson Street, Maffra

Open space upgrades

- Alberton to Port Albert walking track
- Sale Botanic Garden - Garden for Life project
- The Glebe Woondella shared path project completed
- Multiple playground and outdoor gym facilities upgrades across the Shire including Sale Botanic Gardens, Macalister River Park Maffra, Loch Sport Foreshore and Gippsland Regional Sporting Complex
- Pump track installations at Yarram, Maffra, Heyfield and Sale
- Loch Sport, Port Albert, and other boating facility upgrades

Waste management

- "Get it Sorted" recycling campaign, followed by an E-waste education campaign.
- E-waste ban to landfill program rollout and infrastructure improvements.

Strategic planning

- Residential Road and Street Construction Plan
- Recreational Boating Facilities Plan
- Urban Paths Plan / Rural Paths Process

Heyfield Skate Park

3 NATURAL ENVIRONMENT

Renewable energy

- 25% of Council electricity now comes from renewable energy
- 390kw Solar PV installed on businesses and residential properties across Wellington. The Wedge installation will save $285k and 725 tonnes of carbon emissions over 20 years.

Natural environment

- 95 Parks Week events
- Approximately 5000 street trees planted across the shire including significant plantings in Cowwarr, Yarram and Seaspray and over 4000 indigenous plants planted
- Completed the Wellington Integrated Water Management Plan, a collaborative approach to water planning and management that brings organisations together with an interest in all aspects of the water cycle.

Strategic planning

- Environmental Sustainability Strategy

Sale Botanic Gardens

4 LIFELONG LEARNING

Education

- ‘It’s Time’ campaign to encourage TAFE Gippsland to commit to building a new campus in Sale.
- EduCloud rolled out to all Wellington Shire Libraries which made it available to 1000 secondary school students across Wellington. The program won the Municipal Association of Victoria, Technology Achievement of the Year, and the Collaboration of the Year Award for our collaboration with 5 Wellington Shire Secondary Schools, ESSO & BHP, Aussie Broadband and Microsoft.

Gippsland Art Gallery

Libraries

- Through innovative 'click and deliver' and 'click and collect' services during the COVID-19 lockdowns from April - October 2020, the libraries delivered over 12,700 items to over 4,500 patrons. An additional 140 children's story packs and 150 books to communal street libraries were delivered for those who could not visit.
- In 2019 the Library Service collaborated with Libraries Victoria giving our community access to the resources of 200 libraries across the State.
- Since 2014, electronic resources have grown to over 26,000 eBooks and eAudio loans annually. Members have taken to downloading Library materials from home, with a 50% increase in usage since 2018.
- Libraries introduce infants to stories and imagination, and enhance their learning through Rhythm and Rhyme, and Storytime programs. Since 2015 over 5,200 of these programs have served 75,000 children. Nearly 900 adult programs have had 9,000 attendees.

Arts

- The Gallery hosts an in house and outreach schools and art class program

Sale Library

5 ECONOMY

- ‘The Middle of Everywhere’ marketing campaign was launched to promote the Shire as a place to explore, learn, live, invest, play and to do business.
- The ‘Wellington Still Delivering’ campaign encouraged local businesses to promote how they were still operational during the COVID-19 pandemic.
- West Sale Airport’s $6M runway extension and lighting upgrade were completed. West Sale Airport was recognised as Australia’s Small Regional Aerodrome of the Year at the Australian Airports Association (AAA) National Airport Industry Awards in 2019.
- Significant growth area planning advanced, including rezoning of the Wurruk Growth Area (800+ lots) and the North Sale Development Plan (1000+ lots).

West Sale Airport

Port Albert

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

Sale Service Centre
18 Desailly Street (PO Box 506), Sale Victoria 3850
Tel 1300 366 244

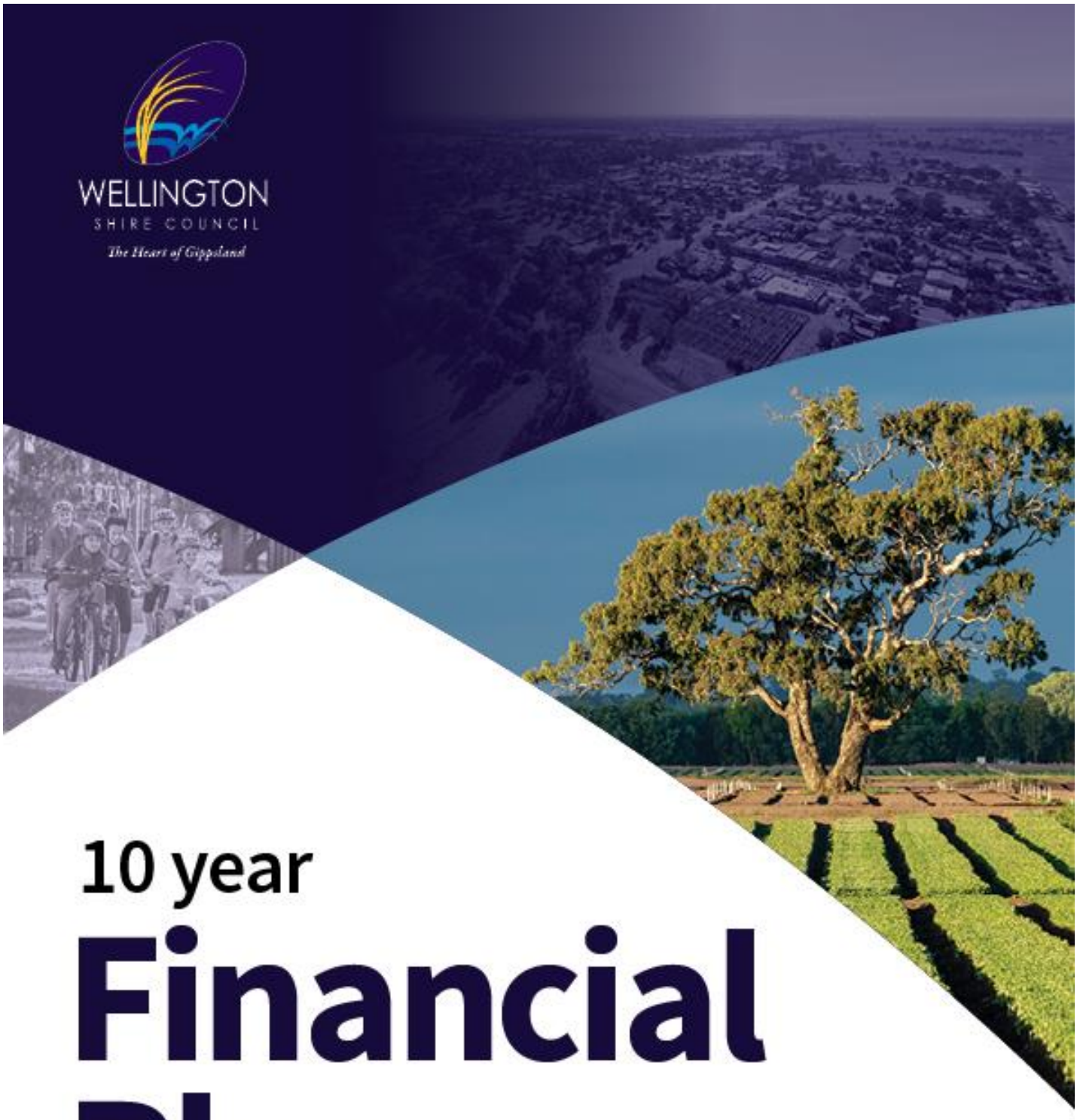
Yarram Service Centre
156 Grant Street, Yarram Victoria 3971
Telephone 03 5182 5100

Web www.wellington.vic.gov.au
Email enquiries@wellington.vic.gov.au

THE MIDDLE OF EVERYWHERE

WSC_4676_36pages

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland



10 year Financial Plan

2021/22 to 2030/31

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1. Executive Summary

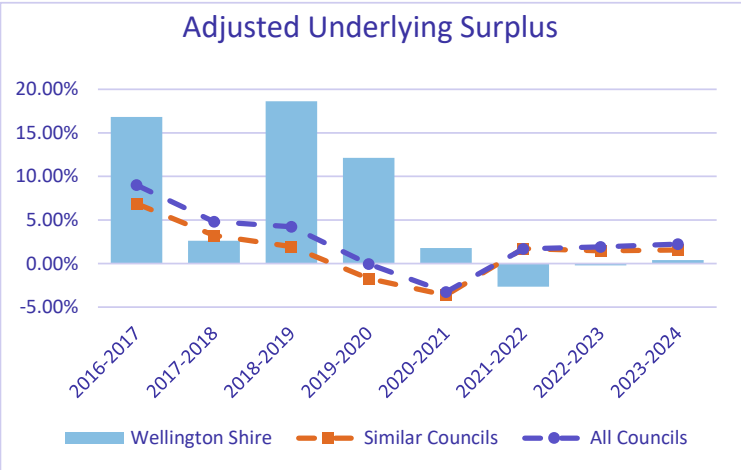
What is the Financial Plan?

The Financial Plan is a financial forecast of the next ten years 2021/22 to 2030/31.

The Financial Plan is a guiding document to consider when developing Council's annual plan and budget. It forecasts Council's financial position in future years, based on assumptions outlined in this document. The Financial Plan provides transparency and accountability of Council's financial planning to the community.

The Wellington Shire Financial plan demonstrates:

- An understanding of Council's capacity to achieve its vision.
- A financially sustainable Council
- Sound financial framework and principles which guide all financial decisions.
- Strong financial management
- Ability to fund capital works projects and maintain existing assets.
- An ongoing ability to service community needs
- A commitment to set rate increases in accordance with the Fair Go Rates Framework and Revenue and Rating Plan
- Council's Plan, strategies, programs and projects can be resourced.



The financial plan shows that the Wellington Shire Council is planning for a sustainable future by providing a strong financial management framework which provides support for Councils financial decisions.

A Financial Plan is used by Council, community, and the organisation to ensure the long-term viability of the Council. It supports the achievement of the Community Vision and established investment and spending thresholds.

Challenges

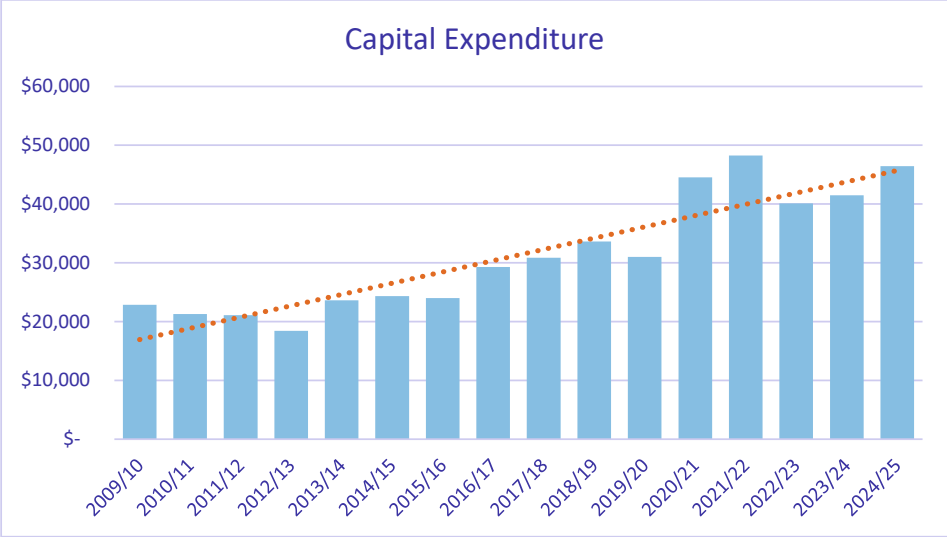
Financial sustainability is a key challenge facing local government due to several contributing factors including increased demand for services, aging infrastructure, constraints on revenue growth, rate capping, and cost increases in excess of the Consumer Price Index (CPI).

Rates

Base rate revenue will increase by 1.5% for the 2021/22 year, based on the state government Fair Go Rates System, with estimated future annual increases in line with the Victoria Government Budgeted CPI increases. Rating increases are prepared in line with the Rating and Revenue Plan.

Forecast % increase	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Rates	1.50%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%

Major Projects

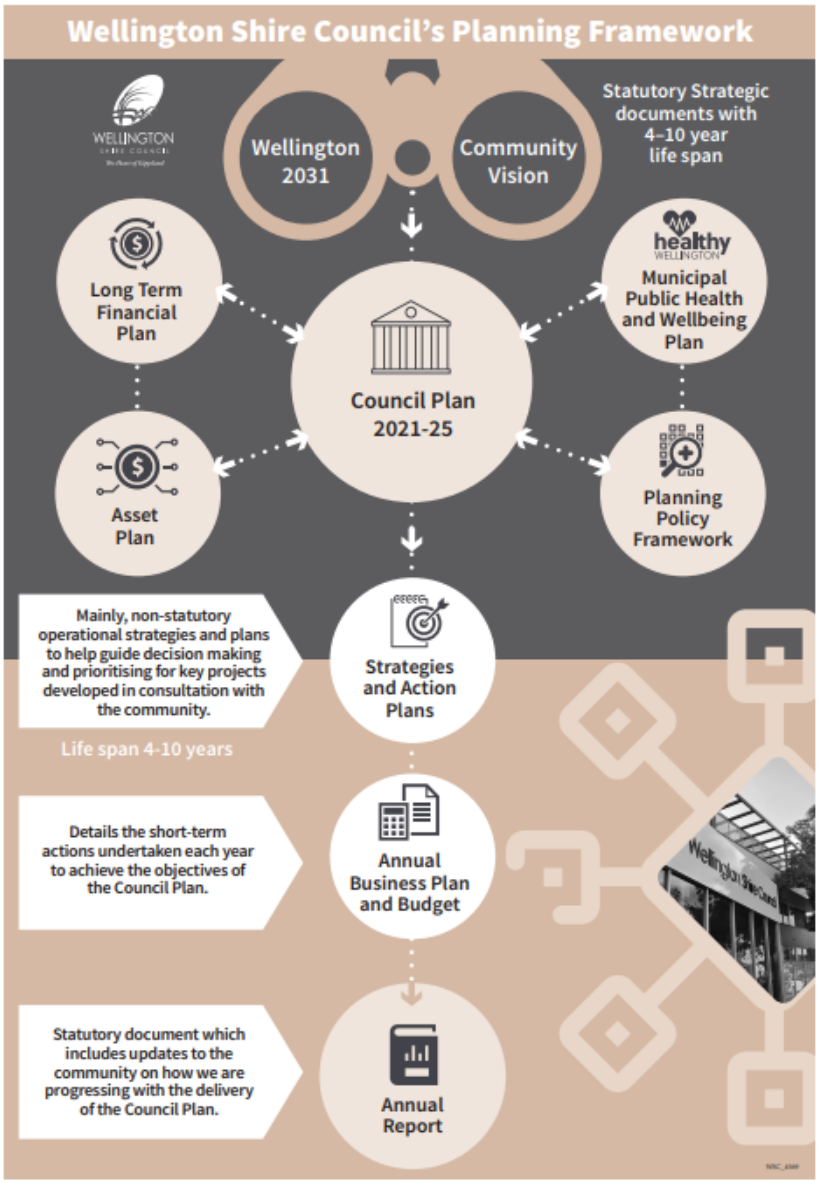


A key financial challenge facing Council is the need to renew existing and ageing infrastructure and at the same time invest in new infrastructure assets such as road improvements, drainage upgrades, better parks and recreational assets activities and establishing footpaths. Council's capital works plan allocates money to these activities but on a trend basis this investment has increased significantly over the past 10 years placing an increasing strain on resources which is expected to continue over the next few years.

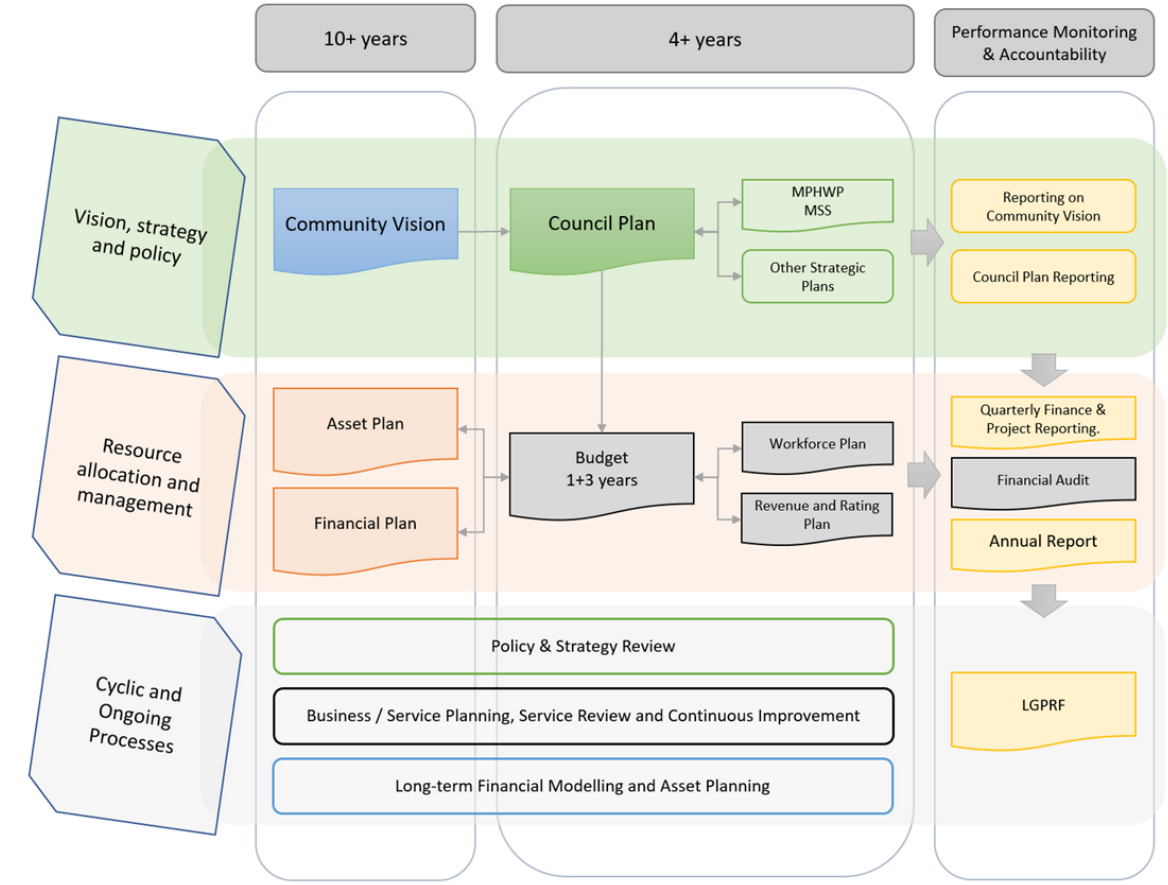
2. Legislative Requirements

This section describes how the Financial Plan links to the achievement of the Community Vision and the Council Plan within the Integrated Strategic Planning & Reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term (Community Vision), medium term (Council Plan) and short term (Annual Budget) and then holding itself accountable (Annual Report).

The following diagram provides an overview of the core legislated elements of an integrated strategic planning and reporting framework and outcomes.



The following figure demonstrates how each element might inform or be informed by other parts of the integrated framework.



2.1 Strategic Planning Principles

The Financial Plan provides a 10 year financially sustainable projection regarding how the actions of the Council Plan may be funded to achieve the Community Vision. The Financial Plan is developed in the context of the following strategic planning principles:

a) Council has an integrated approach to planning, monitoring and performance reporting.
b) Council financial plan addresses the Community Vision by funding the aspirations of the Council Plan. The Council Plan aspirations and actions are formulated in the context of the Community Vision.
c) The Financial Plan statements articulate the 10-year financial resources necessary to implement the goals and aspirations of the Council Plan to achieve the Community Vision.
d) Council's strategic planning principles identify and address the risks to effective implementation of the Financial Plan. The financial risks are included at section 1.2.2 below.
e) The Financial Plan provides for the strategic planning principles of continuous monitoring of progress and reviews to identify and adapt to changing circumstances.

2.2 Financial Management Principles

The Financial Plan demonstrates the following financial management principles:

2.2.1 Revenue, expenses, assets, liabilities, investments and financial transactions are managed in accordance with Council's financial policies and strategic plans.

2.2.2 Management of the following financial risks:

a) the financial viability of the Council (refer to section 2.1 Financial Policy Statements).
b) the management of current and future liabilities of the Council. The estimated 10 year-liabilities are disclosed in section 3.2 Balance Sheet projections.
c) the beneficial enterprises of Council (where appropriate).

2.2.3 Financial policies and strategic plans are designed to provide financial stability and predictability to the community.

2.2.4 Council maintains accounts and records that explain its financial operations and financial position (refer section 3 Financial Statements)

2.3 Engagement Principles

Council is in the process of developing a comprehensive community engagement framework. In the interim, Council has implemented the following consultation process to ensure due consideration and feedback is received from relevant stakeholders.

a) Draft Financial Plan prepared by management;
b) Draft Financial Plan placed on public exhibition at (July) Council meeting for a period of 28 day and calling for public submissions;
c) Community engagement is conducted using local news outlets and social media;
d) Hearing of public submissions to the Financial Plan (August);
e) Draft Financial Plan, including any revisions, presented to (August) Council meeting for adoption.

2.4 Service Performance Principles

Council services are designed to be purpose, targeted to community needs and value for money. The service performance principles are listed below:

a) Services are provided in an equitable manner and are responsive to the diverse needs of the community. The Council Plan is designed to identify the key services and projects to be delivered to the community. The Financial Plan provides the mechanism to demonstrate how the service aspirations within the Council Plan may be funded.
b) Services are accessible to the relevant users within the community.
c) Council provides quality services that provide value for money to the community. The Local Government Performance Reporting Framework (LGPRF) is designed to communicate Council's performance regarding the provision of quality and efficient services.
d) Council is developing a performance monitoring framework to continuously improve its service delivery standards.
e) Council is developing a service delivery framework that considers and responds to community feedback and complaints regarding service provision.

2.5 Asset Plan Integration

A core component of the Council's strategic financial planning principles is integration to the Asset Plan. The purpose of this integration is designed to ensure that future funding is allocated in a manner that supports service delivery in terms of the plans and the effective management of Council's assets into the future.

The Asset Plan identifies the operational and strategic practices which will ensure that Council manages assets across their life cycle in a financially sustainable manner. The Asset Plan, and associated asset management policies, provide council with a sound base to understand the risk associated with managing its assets for the community's benefit.

The Asset Plan is designed to inform the 10-year Financial Plan by identifying the amount of capital renewal, backlog and maintenance funding that is required over the life of each asset category. The level of funding will incorporate knowledge of asset condition, the risk assessment issues as well as the impact of reviewing and setting intervention and service levels for each asset class.

In addition to identifying the operational and strategic practices that ensure that Council manages assets across their life cycle in a financially sustainable manner, the Asset Plan quantifies the asset portfolio and the financial implications of those practices. Together the Financial Plan and Asset Plan seek to balance projected investment requirements against projected budgets.

3. Financial Plan Context

This section describes the context and external / internal environment and consideration in determining the 10-year financial projections and assumptions.

3.1 Financial Policy Statements

This section defines the policy statements, and associated measures, that demonstrates Council's financial sustainability to fund the aspirations of the Community Vision and the Council Plan.

Policy Statement	Measure	Target	Forecast Actual 2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
Consistent underlying surplus results	Adjusted underlying result greater than $0	-	($3,727)	($9,932)	($2,484)	($681)	($615)	($620)	($216)	($369)	$79	$496	$1,361
Ensure Council maintains sufficient working capital to meet its debt obligations as they fall due.	Current Assets / Current Liabilities greater than 1.25	1.25	3.31	3.21	3.00	2.79	2.59	2.48	2.32	2.16	2.15	2.14	2.06
Allocate adequate funds towards renewal capital in order to replace assets and infrastructure as they reach the end of their service life.	Asset renewal and upgrade expenses / Depreciation above 100%	100%	170%	175%	134%	139%	166%	141%	137%	143%	130%	131%	145%
That Council applies loan funding to new capital and maintains total borrowings in line with rate income and growth of the municipality.	Total borrowings / Rate revenue to remain below 60%	60%	2%	6%	11%	14%	24%	24%	25%	25%	25%	25%	24%
Council maintains sufficient unrestricted cash to ensure ongoing liquidity as well as to address unforeseen cash imposts if required.	Unrestricted cash / current liabilities to be maintained above 80%	80%	170%	184%	170%	155%	137%	122%	113%	105%	101%	98%	38%
Council generates sufficient revenue from rates plus fees and charges to ensure a consistent funding for new and renewal capital.	Capital Outlays as a % of Own Source Revenue to remain above 30%	30%	70%	75%	61%	61%	66%	56%	53%	55%	50%	49%	52%

3.2 Strategic Actions

Following a series of community engagement activities, Council has identified the following strategic actions that will support the aspirations of the Council Plan.

The strategic actions are included in the 10-year financial plan and, where appropriate, referenced in the commentary associated with the 10-year Comprehensive Income Statement and the 10-year Statement of Capital Works.

- Set rate increases in accordance with the Fair Go Rates Framework and Revenue and Rating Plan.
- Rate revenue will remain at a stable percentage of total underlying revenue (target between 60 per cent and 70 per cent of total underlying revenue) and other revenue will be strengthened over the medium term to reduce reliance on rate revenue.
- Increase investment in renewal capital to reduce the escalating risk and maintenance of aging infrastructure.
- Allocate additional funding to address climate change.
- Apply new debt funding to growth infrastructure where necessary and based on a sound business case and demonstrated community benefit.
- To deliver better value to our growing community, we will support developing policy and practice in the workplace to increase organisation innovation, effectiveness, and efficiency.

3.3 Assumptions to the financial plan statements

This section presents information regarding the assumptions to the Comprehensive Income Statement for the 10 years from 2021/22 to 2030/31. The assumptions comprise the annual escalations / movement for each line item of the Comprehensive Income Statement.

Escalation Factors % movement	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
CPI	1.50%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Growth	1.21%	1.19%	1.17%	1.13%	1.13%	1.13%	1.13%	1.13%	1.13%	1.13%
Rates and charges	1.50%	1.75%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Statutory fees and fines	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
User fees	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Grants - Operating	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Grants - Capital	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Contributions - monetary	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Contributions - non-monetary	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Other income	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Employee costs	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Materials and services	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Other expenses	1.50%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%

3.3.1 Rates and charges

Base rate revenue will increase by 1.5% for the 2021/22 year, based on the state government Fair Go Rates System, with estimated future annual increases in line with the Victoria Government Budgeted CPI increases. Rating increases are prepared in line with the Rating and Revenue Plan.

Garbage charges are proposed to increase by 2.2% compared to 2020/21 levels in order to defray the total costs of waste management incurred across the municipal district. Future years waste charges are estimated to increase in line with the growth 2.0% increase to ensure Council continues to recover the full costs of providing waste services. The purpose of this charge is to meet the costs of waste disposal and recycling activities throughout the Council area, including the operating costs of Landfills and Transfer Stations.

The Waste Infrastructure Charge is applied specifically to waste management infrastructure and will be placed in a reserve fund, to ensure that future costs can be adequately provided for.

The EPA Levy is a cost recovery charge to recoup the price per tonne levied by the EPA under the Victorian State Government.

3.3.2 Statutory fees and fines

The Financial Plan indexes statutory fees, set by legislation, according to the estimated annual rate of CPI. This is often a best-case scenario given some fees are outside of the control of Council and therefore may be subject to increases other than CPI.

3.3.3 User fees

Revenue from user fees is expected to increase by 1.5% for the 2021/22 year. Details of user fees for the 2021/22 budget year can be found in Council's schedule of Fees and Charges that is adopted in conjunction with the budget.

Revenue increases for the ensuing years are based on a conservative annual rate of increase of 1.5% to reflect, as a minimum, annual increases in line with the state government rate cap.

3.3.4 Grants

Council currently receives grants for tied (specific purpose grants) and un-tied Financial Assistance grant funding received via the Victorian Local Government Grants Commission (VLGGC). Recurrent grants are expected to increase on an annual basis by approximately the estimated rate of CPI and are assumed to continue over the 10-year plan. A portion of non-recurrent grant funding has been assumed to be received to fund certain planned capital works. Future grant funding opportunities are not guaranteed, so future anticipated grants have not been included unless Council has a reasonable expectation that grant funding will be received. Non recurrent grant funding has therefore been included in years beyond 2021/22 at a reduced and conservative level.

3.3.5 Contributions

Council receives contributions from developers and user groups.

Developer contributions represent funds to enable Council to provide the necessary infrastructure and infrastructure improvements to accommodate development growth. The contributions are for specific purposes and often require Council to outlay funds for infrastructure works before receipt of this income source. These contributions are statutory contributions and are transferred to a restricted reserve until utilised for a specific purpose through the capital works program or delivered as works in kind by developers.

User group contributions include monies received from community sources or other non-government bodies towards the delivery of Council's services to ratepayers (operating) and capital works program.

3.3.6 Other income

Revenue from other income mainly comprises investment income plus the recovery income from a variety of sources and rental income received from the hire of Council buildings and facilities.

3.3.7 Employee costs

The 2021/22 year includes a 2.5% increase for employee costs that mainly reflects the salary increase for all staff pursuant to the Enterprise Bargaining Agreement as well as a further 0.9% to fund increased staff resources in the areas of planning and customer service due to service demands.

The ensuing years, from 2022/23 to 2030/31, reflect annual increases of 2.5% per annum to provide for annual EBA increases and the required banding increases to staff salaries.

FTEs and employee costs are budgeted at a projected vacancy of zero. Current vacant positions have been allocated across the male/female genders in proportion to the current ratios in each division.

3.3.8 Materials and services

Material costs include items required for the maintenance and repairs of Council buildings, roads, drains and footpaths which are more governed by market forces based on availability than CPI. Other associated costs included under this category are utilities, insurance and consumable items for a range of services. Council also utilises external expertise as consultants on a range of matters. These costs are kept to within CPI levels year on year.

3.3.9 Depreciation & amortisation

Depreciation estimates have been based on the projected capital spending as per the 10-year capital works program as listed in section 3.

3.3.10 Borrowing costs

Borrowing costs comprise the interest expense to service Council's loan portfolio that is described in Section 5.1 Borrowing Plan.

3.3.11 Other expenses

Other expenses include administration costs such as Councillor allowances, election costs, lease expenditure, audit costs and other costs associated with the day to day running of Council.

3.4 Other Matters impacting the 10-year financial projections

COVID-19 has presented a fast-evolving significant challenge to businesses, households, and the economy worldwide. The Impacts of COVID-19 will have both an immediate and long-term impact on Council. Council has acted in the interest of keeping our community, residents, and workforce safe. Officers are actively monitoring and managing our response to COVID-19. The effect of the pandemic on our ability to provide services, the demand for services and our financial response to our own cash flow and the financial impact on our ratepayers and local community have all been considered in the development of the long-term financial plan.

Future negotiation of Enterprise Agreements (EA) will affect the increase of the employee costs projections. The current EA has a nominal expiry date of 8 November 2022 and a new EA is required every three years.

Ongoing uncertainty of a financial call for the Defined Benefits Superannuation Plan. The amount and timing of any liability is dependent on the global investment market. At present the actuarial ratios are at a level that additional calls from Local Government are not expected in the next 12 months, however there the long-term uncertainty over when the next call will be required.

Before 31 December each year, the Minister for Local Government sets the local council rate cap for the next financial year. The rate cap is the maximum amount a council can increase general rates and municipal charges. Projections for future Rate Cap rates have been set at the same rate as the projected CPI increases, but the long-term financial sustainability of Council is at risk if the Rate Cap increases below Council's expense profile.

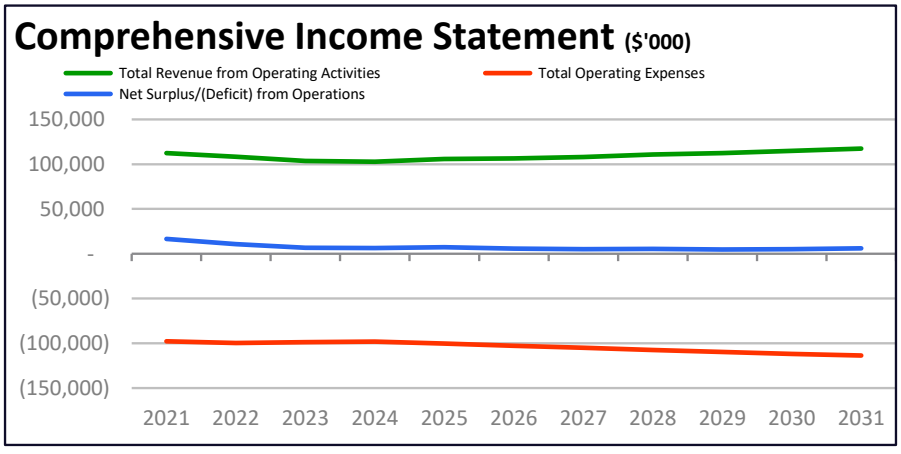
4. Financial Plan Statements

This section presents information regarding the Financial Plan Statements for the 10 years from 2021/22 to 2030/31.

- Comprehensive Income Statement
- Balance Sheet
- Statement of Changes in Equity
- Statement of Cash Flows
- Statement of Capital Works
- Statement of Human Resources

4.1 Comprehensive Income Statement

	Forecast / Actual 2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31
	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000	$'000
Income											
Rates and charges	63,380	66,909	67,051	69,198	70,779	72,902	74,663	76,668	78,715	80,805	82,939
Statutory fees and fines	966	868	885	930	921	940	986	978	997	1,044	1,037
User fees	6,214	7,998	7,458	7,617	7,813	7,949	8,123	8,255	8,440	8,588	8,780
Grants - Operating	21,307	13,570	19,328	18,590	18,673	19,004	19,343	19,688	20,040	20,399	20,764
Grants - Capital	14,950	17,175	8,671	5,440	6,340	8,400	7,960	8,660	8,558	9,035	10,505
Contributions - monetary - Operating	344	344	176	134	136	139	142	145	148	151	154
Contributions - monetary - Capital	941	991	-	600	350	320	400	410	330	360	-
Contributions - non-monetary	4,387	-	-	-	-	-	-	-	-	-	-
Other income - Operating	1,813	2,082	1,948	1,895	1,963	1,957	2,036	2,033	2,119	2,124	2,155
Other income - Capital	33	360	110	260	760	10	10	10	10	10	10
Total income	114,334	110,297	105,626	104,664	107,736	111,621	113,663	116,847	119,357	122,515	126,345
Expenses											
Employee costs	29,035	31,428	32,122	33,276	34,397	35,555	36,660	37,837	38,940	40,078	41,247
Materials and services	38,702	42,518	40,093	37,568	38,036	37,665	38,418	39,234	39,893	40,982	41,525
Depreciation	23,664	23,923	24,407	25,019	25,417	26,697	26,791	27,219	27,578	27,468	27,422
Amortisation - intangible assets	758	589	634	683	737	795	1,009	1,153	1,228	1,311	1,475
Amortisation - right of use assets	329	225	471	473	472	476	480	480	480	480	480
Bad and doubtful debts	70	70	71	73	74	76	77	79	80	82	84
Borrow ing costs	(7)	81	187	290	391	654	667	705	731	742	741
Finance Costs - leases	4	1	16	12	10	6	-	-	-	-	-
Other expenses	5,294	817	833	850	867	884	902	920	938	957	976
Net loss on disposal of property, infrastructure, plant and equipment	1,273	899	892	987	900	942	1,085	858	1,045	995	982
Total expenses	99,121	100,551	99,727	99,232	101,301	103,750	106,089	108,485	110,913	113,095	114,932
Surplus/(deficit) for the year	15,213	9,746	5,900	5,432	6,435	7,871	7,575	8,362	8,444	9,421	11,413
Other comprehensive income											
Items that will not be reclassified to surplus or deficit in future periods											
Net asset revaluation increment /(decrement)	(209)	-	-	-	-	-	-	-	-	-	-
Total comprehensive result	15,004	9,746	5,900	5,432	6,435	7,871	7,575	8,362	8,444	9,421	11,413



Highlights - Underlying surpluses every year throughout the plan. This will be directed towards funding important capital infrastructure to support the future growth of the municipality. Rates and charges will continue to grow at CPI in line with the fair go rating strategy. The cost of materials and employee wages are expected to increase in line with growth rates.

4.2 Balance Sheet

	Forecast / Actual 2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Assets											
Current assets											
Cash and cash equivalents	57,018	56,752	52,797	46,575	42,147	38,764	34,627	30,449	31,046	31,983	30,162
Trade and other receivables	20,053	8,500	8,199	8,055	8,309	8,648	8,805	9,033	9,257	9,504	9,836
Other financial assets	40,000	40,000	39,600	39,204	38,812	38,618	38,425	38,233	38,042	37,851	37,662
Inventories	21	21	21	21	21	21	21	21	21	21	21
Other assets	320	320	320	320	320	320	320	320	320	320	320
Total current assets	117,412	105,593	100,937	94,175	89,608	86,371	82,198	78,056	78,686	79,679	78,001
Non-current assets											
Trade and other receivables	1,511	3,504	3,654	4,064	4,140	4,367	4,631	4,855	5,119	5,342	5,523
Property, infrastructure, plant & equipment	1,018,156	1,040,787	1,054,779	1,069,574	1,088,931	1,100,973	1,111,808	1,124,752	1,134,219	1,144,092	1,157,832
Right-of-use assets	138	88	1,756	1,332	990	514	514	514	514	514	514
Intangible assets	1,787	1,198	618	2,035	1,298	503	2,554	5,101	3,873	2,562	2,657
Total non-current assets	1,021,592	1,045,577	1,060,807	1,077,005	1,095,359	1,106,357	1,119,508	1,135,223	1,143,725	1,152,511	1,166,526
Total assets	1,139,004	1,151,170	1,161,744	1,171,180	1,184,968	1,192,728	1,201,706	1,213,279	1,222,412	1,232,190	1,244,527
Liabilities											
Current liabilities											
Trade and other payables	6,770	6,145	6,004	5,877	6,025	6,091	6,245	6,393	6,557	6,741	6,883
Trust funds and deposits	18,545	18,620	18,697	18,774	18,851	18,930	19,009	19,089	19,170	19,252	19,334
Provisions	9,779	7,557	7,557	7,557	7,557	7,557	7,557	7,557	7,557	7,557	7,557
Interest-bearing liabilities	288	557	890	1,064	1,637	1,870	2,196	2,535	2,889	3,256	3,653
Lease liabilities	52	45	472	455	485	408	480	480	480	480	480
Total current liabilities	35,434	32,924	33,620	33,726	34,555	34,856	35,487	36,054	36,652	37,286	37,908
Non-current liabilities											
Provisions	14,677	16,899	16,954	19,054	19,054	19,054	19,114	21,314	21,314	21,314	21,384
Interest-bearing liabilities	738	3,486	6,172	8,386	15,290	15,407	16,190	16,634	16,726	16,449	16,351
Lease liabilities	80	40	1,277	861	480	72	-	-	-	-	-
Total non-current liabilities	15,495	20,425	24,403	28,301	34,824	34,533	35,304	37,948	38,040	37,763	37,735
Total liabilities	50,929	53,349	58,022	62,026	69,379	69,388	70,791	74,003	74,692	75,049	75,644
Net assets	1,088,075	1,097,821	1,103,721	1,109,154	1,115,589	1,123,339	1,130,914	1,139,276	1,147,720	1,157,141	1,168,883
Equity											
Accumulated surplus	422,681	432,698	438,947	445,540	452,088	459,175	468,137	478,325	485,075	492,910	506,048
Reserves	665,394	665,123	664,774	663,614	663,501	664,164	662,777	660,951	662,645	664,231	662,835
Total equity	1,088,075	1,097,821	1,103,721	1,109,154	1,115,589	1,123,339	1,130,914	1,139,276	1,147,720	1,157,141	1,168,883

Highlights – Council will continue to maintain a strong and stable balance sheet. Investment in infrastructure will see an increase in the non-current assets, it will be necessary to increase borrowings in order to facilitate this investment.

4.3 Statement of Changes in Equity

	Total	Accumulated Surplus	Revaluation Reserve	Other Reserves
	$'000	$'000	$'000	$'000
2021 Forecast Actual				
Balance at beginning of the financial year	1,071,963	405,489	655,612	10,862
Surplus/(deficit) for the year	15,213	15,213	-	-
Net asset revaluation increment/(decrement)	(209)	-	(209)	-
Effect of prior year adjustments	1,108	1,108		
Transfers to other reserves	-	(3,281)		3,281
Transfers from other reserves	-	4,152		(4,152)
Balance at end of the financial year	**1,088,075**	**422,681**	**655,403**	**9,991**
2022				
Balance at beginning of the financial year	1,088,075	422,681	655,403	9,991
Surplus/(deficit) for the year	9,746	9,746	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(2,967)	-	2,967
Transfers from other reserves	-	3,238	-	(3,238)
Balance at end of the financial year	**1,097,821**	**432,698**	**655,403**	**9,720**
2023				
Balance at beginning of the financial year	1,097,821	432,698	655,403	9,720
Surplus/(deficit) for the year	5,900	5,900	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,252)	-	3,252
Transfers from other reserves	-	3,601	-	(3,601)
Balance at end of the financial year	**1,103,721**	**438,947**	**655,403**	**9,371**
2024				
Balance at beginning of the financial year	1,103,721	438,947	655,403	9,371
Surplus/(deficit) for the year	5,432	5,432	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,246)	-	3,246
Transfers from other reserves	-	4,407	-	(4,407)
Balance at end of the financial year	**1,109,154**	**445,541**	**655,403**	**8,210**
2025				
Balance at beginning of the financial year	1,109,153	445,540	655,403	8,210
Surplus/(deficit) for the year	6,435	6,435	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,333)	-	3,333
Transfers from other reserves	-	3,447	-	(3,447)
Balance at end of the financial year	**1,115,588**	**452,089**	**655,403**	**8,096**

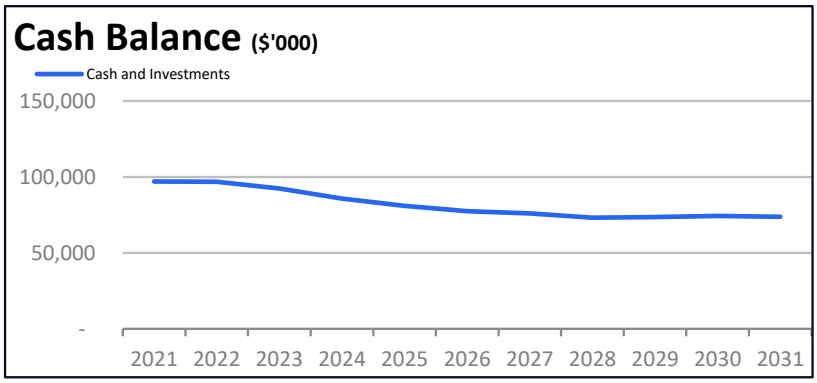
4.3 Continued

2026				
Balance at beginning of the financial year	1,115,589	452,088	655,403	8,098
Surplus/(deficit) for the year	7,751	7,751	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,329)	-	3,329
Transfers from other reserves	-	2,666	-	(2,666)
Balance at end of the financial year	**1,123,339**	**459,175**	**655,403**	**8,761**
2027				
Balance at beginning of the financial year	1,123,339	459,175	655,403	8,761
Surplus/(deficit) for the year	7,725	7,725	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,365)	-	3,365
Transfers from other reserves	-	4,752	-	(4,752)
Balance at end of the financial year	**1,131,064**	**468,287**	**655,403**	**7,374**
2028				
Balance at beginning of the financial year	1,131,064	468,287	655,403	7,374
Surplus/(deficit) for the year	8,587	8,587	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,361)	-	3,361
Transfers from other reserves	-	5,187	-	(5,187)
Balance at end of the financial year	**1,139,651**	**478,700**	**655,403**	**5,548**
2029				
Balance at beginning of the financial year	1,139,651	478,700	655,403	5,548
Surplus/(deficit) for the year	8,669	8,669	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,397)	-	3,397
Transfers from other reserves	-	1,703	-	(1,703)
Balance at end of the financial year	**1,148,320**	**485,675**	**655,403**	**7,242**
2030				
Balance at beginning of the financial year	1,148,320	485,675	655,403	7,242
Surplus/(deficit) for the year	9,646	9,646	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,395)	-	3,395
Transfers from other reserves	-	1,809	-	(1,809)
Balance at end of the financial year	**1,157,966**	**493,735**	**655,403**	**8,828**
2031				
Balance at beginning of the financial year	1,157,966	493,735	655,403	8,828
Surplus/(deficit) for the year	12,043	12,043	-	-
Net asset revaluation increment/(decrement)	-	-	-	-
Transfers to other reserves	-	(3,431)	-	3,431
Transfers from other reserves	-	4,827	-	(4,827)
Balance at end of the financial year	**1,170,008**	**507,173**	**655,403**	**7,432**

4.4 Statement of Cash Flows

	Forecast / Actual 2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash flows from operating activities											
Rates and charges	58,468	72,732	66,595	68,409	70,217	72,204	73,964	75,984	77,959	80,081	82,232
Statutory fees and fines	966	898	883	924	920	937	982	976	994	1,040	1,035
User fees	6,313	8,271	7,466	7,579	7,797	7,925	8,095	8,232	8,411	8,564	8,757
Grants - operating	20,681	14,818	18,819	18,568	18,635	18,925	19,256	19,612	19,948	20,318	20,690
Grants - capital	14,052	18,753	9,345	5,678	6,256	8,209	7,971	8,582	8,539	8,973	10,363
Contributions - monetary	1,285	1,695	286	994	1,246	349	552	565	488	521	494
Interest received	500	400	408	416	424	433	442	450	459	469	478
Trust funds and deposits taken	3,466	75	76	77	78	79	79	80	81	82	83
Other receipts	1,019	2,221	1,905	1,756	1,837	1,877	1,903	1,914	1,992	1,997	2,027
Employee costs	(29,275)	(31,691)	(32,065)	(33,189)	(34,297)	(35,460)	(36,569)	(37,749)	(38,841)	(39,984)	(41,151)
Materials and services	(38,353)	(42,873)	(40,292)	(37,784)	(37,989)	(37,695)	(38,356)	(39,176)	(39,830)	(40,892)	(41,480)
Short-term, low value and variable lease	-	-	-	-	-	-	-	-	-	-	-
Trust funds and deposits repaid	-	-	-	-	-	-	-	-	-	-	-
Other payments	(5,182)	(824)	(832)	(849)	(865)	(883)	(901)	(919)	(936)	(955)	(974)
Net cash provided by/(used in) operating activities	33,940	44,475	32,594	32,581	34,258	36,899	37,418	38,553	39,262	40,213	42,554
Cash flows from investing activities											
Payments for property, infrastructure, plant and equipment	(44,545)	(48,242)	(40,103)	(41,488)	(46,439)	(40,408)	(42,319)	(43,345)	(38,721)	(39,017)	(44,343)
Proceeds from sale of property, infrastructure, plant and equipment	824	789	813	687	765	727	608	824	631	681	700
Payments for investments	(128,899)	(132,899)	(138,899)	(144,899)	(150,899)	(156,899)	(162,899)	(168,899)	(174,899)	(180,899)	(186,899)
Proceeds from sale of investments	128,707	132,899	139,299	145,295	151,291	157,092	163,091	169,090	175,089	181,088	186,899
Net cash provided by/ (used in) investing activities	(43,913)	(47,453)	(38,890)	(40,405)	(45,282)	(39,488)	(41,519)	(42,330)	(37,900)	(38,147)	(43,643)
Cash flows from financing activities											
Finance costs	9	(81)	(187)	(290)	(391)	(654)	(667)	(705)	(731)	(742)	(741)
Proceeds from borrowings	-	3,300	3,600	3,300	8,600	2,000	3,000	3,000	3,000	3,000	3,580
Repayment of borrowings	(289)	(283)	(581)	(912)	(1,122)	(1,650)	(1,890)	(2,216)	(2,556)	(2,909)	(3,280)
Interest paid - lease liability	(4)	(1)	(16)	(12)	(10)	(6)	-	-	-	-	-
Repayment of lease liabilities	(257)	(222)	(475)	(482)	(481)	(485)	(480)	(480)	(480)	(480)	(480)
Net cash provided by/(used in) financing activities	(541)	2,713	2,341	1,603	6,596	(795)	(37)	(402)	(766)	(1,131)	(921)
Net increase/(decrease) in cash & cash equivalents	(10,514)	(266)	(3,955)	(6,222)	(4,428)	(3,384)	(4,138)	(4,179)	596	935	(2,010)
Cash and cash equivalents at the beginning of the financial year	67,532	57,018	56,752	52,797	46,575	42,147	38,764	34,627	30,449	31,046	31,983
Cash and cash equivalents at the end of the financial year	57,018	56,752	52,797	46,575	42,147	38,763	34,626	30,448	31,045	31,982	29,973

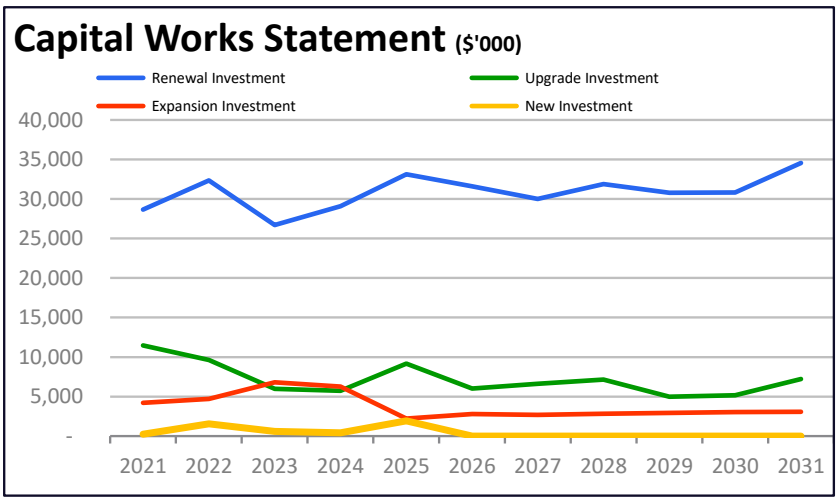
	Forecast / Actual 2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Cash and cash equivalents	57,018	56,752	52,797	46,575	42,147	38,764	34,627	30,449	31,046	31,983	30,162
Other financial assets	40,000	40,000	39,600	39,204	38,812	38,618	38,425	38,233	38,042	37,851	37,662
Total Cash Balance	97,018	96,752	92,397	85,779	80,959	77,382	73,052	68,682	69,088	69,834	67,824



Highlights - The total cash balance will remain at a level which covers all restricted cash and cash backed reserves, but still maintained with a level of coverage on case of emergencies or unexpected opportunities.

4.5 Statement of Capital Works

	Forecast / Actual 2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Property											
Land	9	20	1,040	2,590	-	-	-	-	-	-	-
Land improvements	2,000	-	55	2,100	-	-	3,000	3,500	-	-	3,000
Total land	2,009	20	1,095	4,690	-	-	3,000	3,500	-	-	3,000
Buildings	8,037	7,944	2,719	5,575	13,245	3,925	3,930	4,055	4,170	4,185	4,190
Total buildings	8,037	7,944	2,719	5,575	13,245	3,925	3,930	4,055	4,170	4,185	4,190
Total property	10,046	7,964	3,814	10,265	13,245	3,925	6,930	7,555	4,170	4,185	7,190
Plant and equipment											
Plant, machinery and equipment	1,637	2,913	2,874	2,665	2,805	2,859	2,590	3,328	2,634	2,949	3,100
Fixtures, fittings and furniture	328	346	50	70	30	30	30	30	30	30	30
Computers and telecommunications	118	275	200	200	200	220	220	220	236	-	-
Library books	251	256	262	268	273	278	283	288	293	298	303
Total plant and equipment	2,334	3,790	3,386	3,203	3,308	3,387	3,123	3,866	3,193	3,277	3,433
Infrastructure											
Roads	18,782	17,170	15,476	15,366	21,369	22,012	20,261	21,200	20,840	21,580	21,347
Bridges	1,245	1,633	1,050	1,030	540	650	670	710	750	790	820
Footpaths and cycleways	5,439	7,646	7,413	3,064	1,635	2,020	2,135	2,250	2,365	2,480	2,502
Drainage	274	690	3,460	2,269	832	845	1,185	1,190	1,233	1,290	1,430
Recreational, leisure and community facilities	2,195	2,293	1,575	1,881	1,000	3,200	1,300	1,300	1,200	1,240	2,300
Waste management	199	1,205	1,000	80	120	-	45	-	-	90	-
Parks, open space and streetscapes	2,421	1,016	1,555	2,720	2,430	2,644	2,944	3,067	3,197	3,311	3,061
Aerodromes	139	675	85	85	85	90	91	92	1,143	94	95
Off street car parks	880	810	1,025	1,500	850	110	65	70	75	80	90
Other infrastructure	335	2,822	250	-	1,000	1,000	-	-	-	-	-
Total infrastructure	31,909	35,960	32,889	27,995	29,861	32,571	28,696	29,879	30,803	30,955	31,645
Intangibles	256	528	15	25	25	525	570	545	555	600	575
Total Intangibles	256	528	15	25	25	525	570	545	555	600	575
Total capital works expenditure	44,545	48,242	40,103	41,488	46,439	40,408	39,319	41,845	38,721	39,017	42,843
Represented by:											
New asset expenditure	228	1,554	600	400	1,930	-	-	-	-	-	-
Asset renewal expenditure	28,644	32,345	26,706	29,091	33,139	31,610	29,996	31,892	30,801	30,835	32,556
Asset expansion expenditure	4,202	9,638	6,804	6,249	2,215	2,781	2,693	2,815	2,937	3,029	3,074
Asset upgrade expenditure	11,471	4,705	5,993	5,748	9,155	6,018	6,630	7,138	4,983	5,153	7,213
Total capital works expenditure	44,545	48,242	40,103	41,488	46,439	40,408	39,319	41,845	38,721	39,017	42,843
Funding sources represented by:											
Grants	14,983	17,174	8,671	5,440	6,340	5,400	4,360	4,520	3,590	3,570	3,401
Contributions	975	1,351	100	850	1,100	210	410	420	340	370	340
Council cash	28,587	26,416	27,722	31,898	30,399	32,798	31,549	33,905	31,791	32,077	35,522
Borrowings	-	3,300	3,610	3,300	8,600	2,000	3,000	3,000	3,000	3,000	3,580
Total capital works expenditure	44,545	48,242	40,103	41,488	46,439	40,408	39,319	41,845	38,721	39,017	42,843



Highlights - Council will continue to allocate additional funds to renew infrastructure within the Shire including:

- Cowwarr - Streetscape masterplan stage 2
- Sale - Environmental Education Centre & Wetland Project
- Maffra- Stormwater retention basin and outfall improvement works
- Alberton - Great Southern Rail Trail Extension - Alberton to Welshpool
- Sale - York Street Streetscape renewal (multi-year project)
- Yarram - 'A Warmer Pool for Yarram' project (multi-year project)
- Alberton West - Sloping Bridge widening
- Sale - Stephenson Park changerooms redevelopment (multi-year project)
- Stratford - Outdoor pool solar upgrade and pool blanket
- Seacombe - Boat ramp upgrade
- Rosedale - Cricket Street biodiversity enhancement

We have budgeted to spend $209.4M over the 10-year period of the financial plan, including the annual road reseals, and re-sheeting program, reconstruction of numerous roads across the shire and intersection upgrades and improvements. Wellington Shire's natural environment will benefit from a $43.2M investment in open space projects, parks, reserves, sportsgrounds, playgrounds, and skate parks.

The 2021/22 current year capital works program will be $48.2M with $24.4M funded from Council operations, $17.2M from external grants and contributions and $3.3M from new borrowings. Council has forecast an average of 23% of its Capital program to be funded by external sources, including grants and donations.

4.6 Statement of Human Resources

Staff expenditure	2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Total staff expenditure											
Male	16,117	16,439	16,123	16,732	17,299	17,887	18,443	19,042	19,602	20,178	20,773
Female	10,742	10,957	12,230	12,649	13,070	13,504	13,927	14,368	14,784	15,212	15,649
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total staff expenditure	26,859	27,396	28,353	29,381	30,369	31,391	32,370	33,410	34,386	35,390	36,422
Permanent full time											
Male	15,516	15,826	15,487	16,075	16,620	17,186	17,719	18,294	18,833	19,386	19,959
Female	8,766	8,941	9,757	10,094	10,431	10,778	11,115	11,468	11,799	12,141	12,491
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	24,281	24,767	25,244	26,169	27,051	27,964	28,834	29,762	30,632	31,527	32,450
Permanent part time											
Male	601	613	636	657	679	701	724	748	769	792	814
Female	1,976	2,016	2,473	2,555	2,639	2,726	2,812	2,900	2,985	3,071	3,158
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	2,577	2,629	3,109	3,212	3,318	3,427	3,536	3,648	3,754	3,863	3,972
Casuals and Temp Employees	2,176	4,032	3,769	3,895	4,028	4,164	4,290	4,427	4,554	4,688	4,825
Total staff expenditure	29,035	31,428	32,122	33,276	34,397	35,555	36,660	37,837	38,940	40,078	41,247

Staff numbers	2020/21 FTE	2021/22 FTE	2022/23 FTE	2023/24 FTE	2024/25 FTE	2025/26 FTE	2026/27 FTE	2027/28 FTE	2028/29 FTE	2029/30 FTE	2030/31 FTE
Total staff numbers											
Male	158.2	158.2	158.2	158.2	158.2	158.2	158.2	158.2	158.2	158.2	158.2
Female	117.0	117.0	117.0	117.0	117.0	117.0	117.0	117.0	117.0	117.0	117.0
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total staff numbers	275.2	275.2	275.2	275.2	275.2	275.2	275.2	275.2	275.2	275.2	275.2
Permanent full time											
Male	151.0	151.0	151.0	151.0	151.0	151.0	151.0	151.0	151.0	151.0	151.0
Female	96.0	96.0	96.0	96.0	96.0	96.0	96.0	96.0	96.0	96.0	96.0
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	247.0	247.0	247.0	247.0	247.0	247.0	247.0	247.0	247.0	247.0	247.0
Permanent part time											
Male	7.2	7.2	7.2	7.2	7.2	7.2	7.2	7.2	7.2	7.2	7.2
Female	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0
Self-described gender	-	-	-	-	-	-	-	-	-	-	-
Total	28.2	28.2	28.2	28.2	28.2	28.2	28.2	28.2	28.2	28.2	28.2
Casuals and Temp Employees	46.6	58.7	42.1	35.5	31.5	31.5	31.5	31.5	31.5	31.5	31.5
Total staff numbers	321.8	333.9	317.3	310.7	306.7	306.7	306.7	306.7	306.7	306.7	306.7

Department	Permanent Full Time				Permanent Part Time				Combined
	Male $'000	Female $'000	Self-described $'000	Total $'000	Male $'000	Female $'000	Self-described $'000	Total $'000	Total $'000
Chief Executive Officer	510	355	-	865	-	-	-	-	865
Built & Natural Environment	9,377	1,782	-	11,159	44	86	-	130	11,289
Development	3,015	1,992	-	5,007	354	603	-	957	5,964
Corporate Services	1,706	2,522	-	4,228	-	293	-	293	4,521
Community and Culture	1,218	2,290	-	3,508	215	1,034	-	1,249	4,757
Total permanent staff expenditure	15,826	8,941	-	24,767	613	2,016	-	2,629	27,396
Casuals, temporary and other expenditure	1,642	857	-	2,498	477	1,810	-	2,287	4,786
Capitalised labour costs	(754)	-	-	(754)	-	-	-	-	(754)
Total staff	16,714	9,798	-	26,511	1,090	3,826	-	4,916	31,428

4.7 Planned Human Resource Expenditure

	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Chief Executive Officer										
Permanent - Full time	865	891	921	951	982	1,011	1,043	1,072	1,102	1,134
Female	355	366	378	390	403	415	428	440	452	465
Male	510	525	543	561	579	596	615	632	650	669
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	0	0	0	0	0	0	0	0	0	0
Female	0	0	0	0	0	0	0	0	0	0
Male	0	0	0	0	0	0	0	0	0	0
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total Chief Executive Officer	865	891	921	951	982	1,011	1,043	1,072	1,102	1,134
Built & Natural Environment										
Permanent - Full time	11,159	10,284	10,719	11,093	11,479	11,825	12,214	12,582	12,960	13,349
Female	1,782	1,848	1,926	1,994	2,063	2,126	2,195	2,262	2,330	2,400
Male	9,377	8,436	8,793	9,099	9,416	9,699	10,019	10,320	10,630	10,949
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	130	134	140	144	149	154	158	164	169	173
Female	86	89	93	96	99	102	105	109	112	115
Male	44	45	47	48	50	52	53	55	57	58
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total Built & Natural Environment	11,289	10,418	10,859	11,237	11,628	11,979	12,372	12,746	13,129	13,522
Development										
Permanent - Full time	5,007	5,053	5,214	5,386	5,565	5,759	5,947	6,117	6,293	6,474
Female	1,992	2,011	2,075	2,144	2,215	2,292	2,367	2,434	2,505	2,576
Male	3,015	3,042	3,139	3,242	3,350	3,467	3,580	3,683	3,788	3,898
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	957	1,252	1,292	1,335	1,378	1,427	1,473	1,516	1,560	1,604
Female	603	905	934	965	996	1,032	1,064	1,095	1,127	1,159
Male	354	347	358	370	382	395	409	421	433	445
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total Development	5,964	6,305	6,506	6,721	6,943	7,186	7,420	7,633	7,853	8,078
Corporate Services										
Permanent - Full time	4,228	4,538	4,687	4,840	4,999	5,157	5,317	5,469	5,625	5,786
Female	2,522	2,796	2,888	2,982	3,080	3,177	3,276	3,369	3,465	3,564
Male	1,706	1,742	1,799	1,858	1,919	1,980	2,041	2,100	2,160	2,222
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	293	300	310	320	331	341	352	362	372	382
Female	293	300	310	320	331	341	352	362	372	382
Male	0	0	0	0	0	0	0	0	0	0
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total Corporate Services	4,521	4,838	4,997	5,160	5,330	5,498	5,669	5,831	5,997	6,168
Community and Culture										
Permanent - Full time	3,508	4,478	4,628	4,781	4,939	5,082	5,241	5,392	5,547	5,707
Female	2,290	2,736	2,827	2,921	3,017	3,105	3,202	3,294	3,389	3,486
Male	1,218	1,742	1,801	1,860	1,922	1,977	2,039	2,098	2,158	2,221
Self-described gender	0	0	0	0	0	0	0	0	0	0
Permanent - Part time	1,249	1,423	1,470	1,519	1,569	1,614	1,665	1,712	1,762	1,813
Female	1,034	1,179	1,218	1,258	1,300	1,337	1,379	1,419	1,460	1,502
Male	215	244	252	261	269	277	286	293	302	311
Self-described gender	0	0	0	0	0	0	0	0	0	0
Total Community and Culture	4,757	5,901	6,098	6,300	6,508	6,696	6,906	7,104	7,309	7,520
Casuals, temporary and other expenditure	4,032	3,769	3,895	4,028	4,164	4,290	4,427	4,554	4,688	4,825
Total staff expenditure	**31,428**	**32,122**	**33,276**	**34,397**	**35,555**	**36,660**	**37,837**	**38,940**	**40,078**	**41,247**

	2021/22 FTE	2022/23 FTE	2023/24 FTE	2024/25 FTE	2025/26 FTE	2026/27 FTE	2027/28 FTE	2028/29 FTE	2029/30 FTE	2030/31 FTE
Chief Executive Officer										
Permanent - Full time	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0
Female	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Male	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Female	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Male	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Chief Executive Officer	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0
Built & Natural Environment										
Permanent - Full time	118.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0	118.0
Female	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0	21.0
Male	97.0	97.0	97.0	97.0	97.0	97.0	97.0	97.0	97.0	97.0
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Female	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1	1.1
Male	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Built & Natural Environment	119.5	119.5	119.5	119.5	119.5	119.5	119.5	119.5	119.5	119.5
Development										
Permanent - Full time	39.0	39.0	39.0	39.0	39.0	39.0	39.0	39.0	39.0	39.0
Female	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0
Male	22.0	22.0	22.0	22.0	22.0	22.0	22.0	22.0	22.0	22.0
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	11.7	11.7	11.7	11.7	11.7	11.7	11.7	11.7	11.7	11.7
Female	7.9	7.9	7.9	7.9	7.9	7.9	7.9	7.9	7.9	7.9
Male	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8	3.8
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Development	50.7	50.7	50.7	50.7	50.7	50.7	50.7	50.7	50.7	50.7
Corporate Services										
Permanent - Full time	39.0	39.0	39.0	39.0	39.0	39.0	39.0	39.0	39.0	39.0
Female	27.0	27.0	27.0	27.0	27.0	27.0	27.0	27.0	27.0	27.0
Male	12.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Female	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Male	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Corporate Services	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0	42.0
Community and Culture										
Permanent - Full time	45.0	45.0	45.0	45.0	45.0	45.0	45.0	45.0	45.0	45.0
Female	28.0	28.0	28.0	28.0	28.0	28.0	28.0	28.0	28.0	28.0
Male	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0	17.0
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Permanent - Part time	12.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0
Female	9.1	9.1	9.1	9.1	9.1	9.1	9.1	9.1	9.1	9.1
Male	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Self-described gender	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Community and Culture	57.0	57.0	57.0	57.0	57.0	57.0	57.0	57.0	57.0	57.0
Casuals, temporary and other expenditure	58.7	42.1	35.5	31.5	31.5	31.5	31.5	31.5	31.5	31.5
Total staff numbers	**333.9**	**317.3**	**310.8**	**306.7**	**306.7**	**306.7**	**306.7**	**306.7**	**306.7**	**306.7**

Highlights - Council has forecast to maintain its existing permanent workforce over the life of the financial plan., Employee expenditure reflect annual increases of 2.5% per annum to provide for annual EBA increases and the required banding increases to staff salaries.

5. Financial Performance Indicators

The following table highlights Council's projected performance across a range of key financial performance indicators. These indicators provide an analysis of Council's 10-year financial projections and should be interpreted in the context of the organisation's objectives and financial management principles.

Indicator	Measure	Notes	Forecast Actual 2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	Trend +/o/-
Operating position														
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	2%	-3%	0%	0%	4%	-	0%	0%	0%	0%	0%	-
Liquidity														
Working Capital	Current assets / current liabilities	2	331%	321%	300%	279%	259%	248%	232%	216%	215%	214%	206%	-
Unrestricted cash	Unrestricted cash / current liabilities	3	170%	184%	170%	155%	137%	122%	113%	105%	101%	98%	38%	-
Obligations														
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	4	2%	6%	11%	14%	24%	24%	25%	25%	25%	25%	24%	-
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		0%	1%	1%	2%	2%	3%	3%	4%	4%	5%	5%	-
Indebtedness	Non-current liabilities / own source revenue		22%	27%	32%	36%	43%	42%	42%	44%	43%	41%	40%	+
Asset renewal	Asset renewal and upgrade expense / Asset depreciation	5	170%	175%	134%	139%	166%	141%	137%	143%	130%	131%	145%	-
Stability														
Rates concentration	Rate revenue / adjusted underlying revenue	6	64%	67%	67%	69%	67%	68%	69%	69%	70%	70%	70%	+
Rates effort	Rate revenue / CIV of rateable properties in the municipality		1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	o

Indicator	Measure	Notes	Forecast Actual 2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	Trend +/o/-
Efficiency														
Expenditure level	Total expenses/ no. of property assessments		$2,822	$2,919	$2,970	$2,863	$2,898	$2,934	$2,822	$2,791	$2,848	$2,839	$2,840	+
Revenue level	Total rate revenue / no. of property assessments		$1,906	$1,984	$1,968	$2,011	$2,037	$2,077	$2,106	$2,142	$2,177	$2,213	$2,249	+

Indicator	Measure	Notes	Forecast Actual 2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30	2030/31	Trend +/o/-
Sustainable Capacity														
Population	Total expenses/ Municipal population		$2,115	$2,131	$2,090	$2,090	$2,054	$2,075	$2,120	$2,141	$2,170	$2,190	$2,209	+
Population	Municipal population / Kilometres of local roads		15.0	15.2	15.3	15.5	15.6	15.7	15.8	16.0	16.2	16.3	16.5	+
Own-source revenue	Own source revenue / Municipal population		$1,537	$1,646	$1,616	$1,644	$1,665	$1,708	$1,728	$1,755	$1,778	$1,804	$1,825	+
Recurrent grants	Recurrent grants / Municipal population		$498	$321	$395	$367	$440	$425	$418	$421	$403	$406	$407	-

Key to Forecast Trend:
+ Forecasts improvement in Council's financial performance/financial position indicator
o Forecasts that Council's financial performance/financial position indicator will be steady
- Forecasts deterioration in Council's financial performance/financial position indicator

Notes to indicators

1. Adjusted Underlying Result

The Underlying operating result is an important measure of financial sustainability as it excludes all funds which are used for capital from being allocated to cover operating expenses. In 2021/22 capital funds are defined as recurrent capital grants (Road to Recovery funding) of $6.5M, non-recurrent grant funding of $10.6M, contributions (including ratepayer contributions to special street charge schemes) of $3.4M and other capital adjustments of ($0.9M) and all have been excluded to determine the underlying result.

2. Working Capital

This is a measure of current assets to current liabilities in determining our ability to pay existing liabilities that fall within the next 12 months.

3. Unrestricted Cash

Unrestricted cash represents all cash and cash equivalents other than restricted cash.

4. Debt compared to Rates

Council plans to maintain a low level of borrowings. Council has the capacity to use debt to respond to financial risks over the period.

5. Asset Renewal

This percentage indicates the extent of Council's renewals against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.

6. Rates Concentration

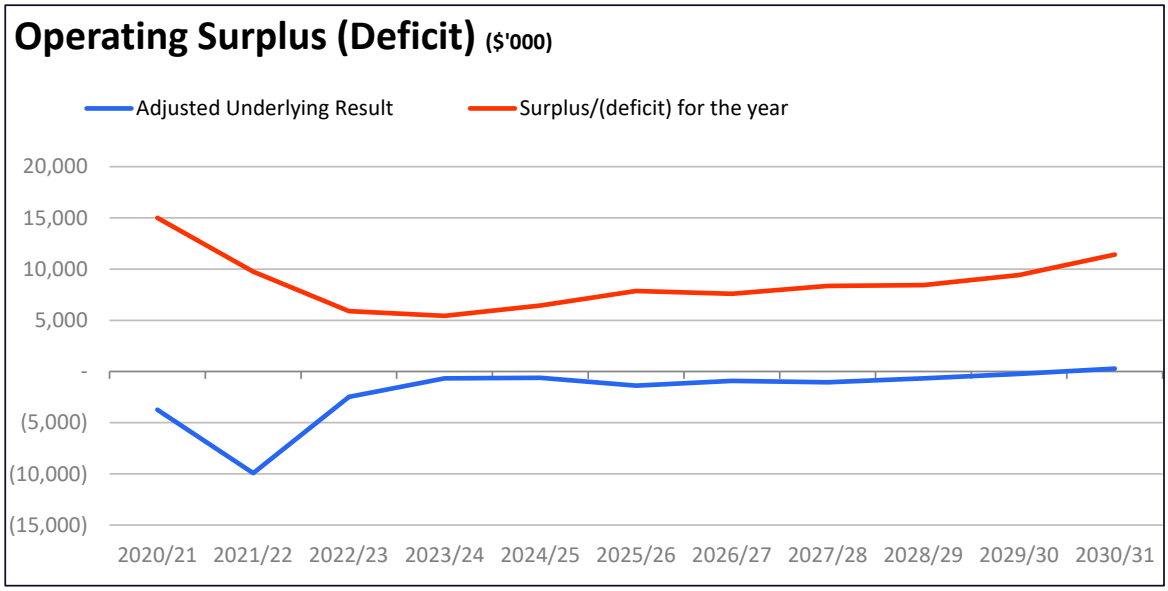
Reflects extent of reliance on rate revenues to fund all of Council's ongoing services. Trend indicates Council will become more reliant on rate revenue to all other sources.

Calculation of Adjusted Underlying surplus / (deficit)

The following table shows how the adjusted underlying result has been calculated.

Adjusted Underlying Result

	Forecast / Actual 2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Total Income	114,334	110,297	105,626	104,664	107,736	111,621	113,663	116,847	119,357	122,515	126,345
Total expenses	99,330	100,551	99,727	99,232	101,301	103,750	106,089	108,485	110,913	113,095	114,932
Surplus/(deficit) for the year	**15,004**	**9,746**	**5,900**	**5,432**	**6,435**	**7,871**	**7,575**	**8,362**	**8,444**	**9,421**	**11,413**
Less non-operating income and expenses											
Grants - Capital	14,950	17,175	8,671	5,440	6,340	8,400	7,960	8,660	8,558	9,035	10,505
Contributions/Donations - monetary (capital)	941	3,402	605	1,660	1,610	1,810	1,610	1,610	1,610	1,610	1,610
Contributions - non-monetary	4,387	-	-	-	-	-	-	-	-	-	-
Net gain/(loss) on disposal of property, infrastructure, plant and equipment	(1,338)	(899)	(892)	(987)	(900)	(942)	(1,085)	(858)	(1,045)	(995)	(982)
Net asset revaluation increment /(decrement)	(209)	-	-	-	-	-	-	-	-	-	-
Adjusted underlying surplus/(deficit)	**(3,727)**	**(9,932)**	**(2,484)**	**(681)**	**(615)**	**(1,397)**	**(910)**	**(1,050)**	**(679)**	**(229)**	**279**



6. Strategies and Plans

This section describes the strategies and plans that support the 10-year financial projections included to the Financial Plan.

6.1 Borrowing Strategy

6.1.1 Current Debt Position

The total amount borrowed as at 30 June 2022 is $3.76 million.

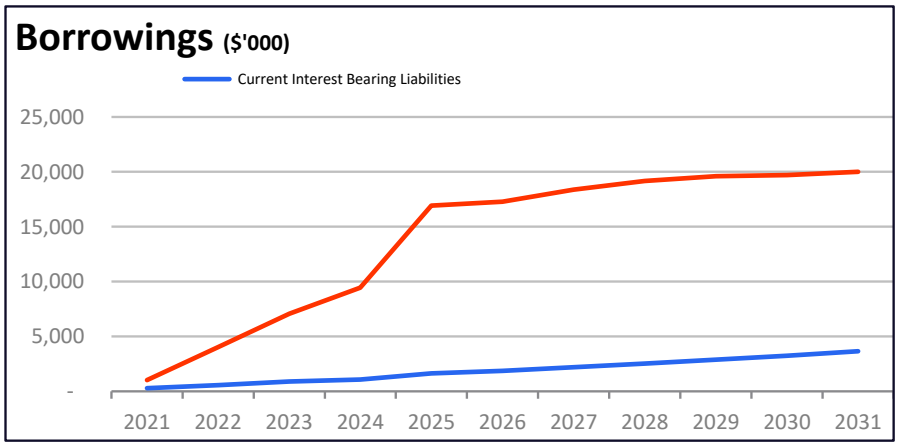
Council intends to access debt funding in 2021/22 to complete a range of major infrastructure projects including the construction of the Lake Guthridge-Guyatt, Sale - Environmental Education Centre & Wetland Trail Project and the Stephenson Park Recreation Reserve, Sale - Changeroom Redevelopment.

6.1.2 Future Borrowing Requirements

The following table highlights Council's projected loan balance, including new loans and loan repayments for the 10 years of the Financial Plan

	Forecast / Actual 2020/21 $'000	2021/22 $'000	2022/23 $'000	2023/24 $'000	2024/25 $'000	2025/26 $'000	2026/27 $'000	2027/28 $'000	2028/29 $'000	2029/30 $'000	2030/31 $'000
Opening balance	1,026	743	3,759	6,778	9,166	16,644	16,993	18,103	18,886	19,331	19,422
Plus New loans		3,300	3,600	3,300	8,600	2,000	3,000	3,000	3,000	3,000	3,580
Less Principal repayment	(283)	(283)	(581)	(912)	(1,122)	(1,650)	(1,890)	(2,216)	(2,556)	(2,909)	(3,280)
Closing balance	743	3,759	6,778	9,166	16,644	16,993	18,103	18,886	19,331	19,422	19,721
Interest payment	(81)	(81)	(187)	(290)	(391)	(654)	(667)	(705)	(731)	(742)	(741)

Our borrowings strategy is guided by the principal that borrowings are appropriate for funding large non-recurrent capital works that can be expected to provide benefits to future generations. Borrowings will not be used to fund ongoing operations. A prudent and fiscally responsible approach will be applied in considering any proposals for new debt to deliver our objectives.



6.1.3 Performance Indicators

The following table highlights Council's projected performance across a range of debt management performance indicators.

Performance Indicator	Target	Forecast / Actual 2020/21 %	2021/22 %	2022/23 %	2023/24 %	2024/25 %	2025/26 %	2026/27 %	2027/28 %	2028/29 %	2029/30 %	2030/31 %
Total borrowings / Rate revenue	Below 60%	1.6%	6.3%	10.7%	13.9%	24.2%	24.0%	24.9%	25.3%	25.2%	24.6%	24.4%
Debt servicing / Rate revenue	Below 5%	0.4%	0.6%	1.2%	1.8%	2.2%	3.2%	3.5%	3.9%	4.2%	4.6%	4.9%
Debt commitment / Rate revenue	Below 10%	0.4%	0.5%	1.0%	1.6%	1.9%	2.9%	3.1%	3.5%	3.8%	4.1%	4.4%
Indebtedness / Own source revenue	Below 60%	21.8%	21.8%	26.5%	31.9%	36.0%	43.2%	41.7%	41.7%	43.6%	42.6%	41.2%

Council maintains its loan borrowing within prudent and management limits as demonstrated by the following performance indicators.

Total borrowings / Rate revenue

Performance – describe how the ratio performs against the target over the life of the Financial Plan.

Debt servicing / Rate revenue

Performance – This indicator reflects the proportion of total revenue that is used to service debts (interest and charges) and which cannot be used directly for service delivery. A target of 5% has been set. Council's current ratio is 0.4% and is expected to increase with new planned borrowings.

Debt commitment / Rate revenue

Performance – This indicator reflects the proportion of debt commitment costs as a percentage of rates. Debt commitment costs include principal and interest payments in a year. This ratio details how much of Councils rates dollar is spent to repay debt and interest as an overall percentage of Council's rate revenue. A target of less than 10% has been set. Council is on track to maintain this ratio with the expected range.

Indebtedness / Own source revenue

Performance – This indicator compares Council's long-term debt (loans & other non-current Liabilities) to its own source revenue (i.e. rates, user charges, other income) which is used to gain a general idea as to Council's ability to meet its debts. The higher the percentage the difficult it is for Council to service debts. Council uses debt to fund growth infrastructure, special projects, and major asset renewal. A target of below 60% has been set.

6.2 Reserves Strategy

6.2.1 Current Reserves

Recreational Land Reserve

- Purpose - The Recreational Land Reserve holds funds contributed by developers for works associated with developing and improving public open space and recreational facilities within Council. Funds are contributed in accordance with Section 18 of the Subdivision Act and transfers are restricted to the purpose of creating open space such as parks, playgrounds, pavilions and other such items where it is deemed that these works should occur at a later point than the initial development.
- Movements - transfers to the reserve (inflows) comprise contribution income from subdividers in lieu of the 5.0% Public Open Space requirement. Transfers from the reserve (outflows) are applied to fund Open Space capital projects on an annual basis.

Art Gallery Acquisitions/Contributions Reserve

- Purpose – This reserve is set to fund future approved art gallery acquisitions and specific major art gallery exhibitions. It preserves benefactor donations to ensure appropriate application of funds, including art prizes and awards.
- Movements – transfers to the reserve (inflows) are budgeted on an agreed ongoing benefactor agreement. Transfers from reserve are to be spent on funding of Art purchases and Art Exhibitions.

Leased Property Reserve

- Purpose – This reserve is used to fund future works on leased properties. Funds are contributed in accordance with *Crown Land Act*. Council currently leases out several caravan parks and moorings, the excess of income over expenditure during the year is preserved for future allocation to improving facilities and public amenities at these sites.
- Movements – Transfers to the reserve are based on net profits for each site, several major upgrades are planned using funds from this reserve.

Development Infrastructure Reserve

- Purpose – This reserve retains funds received from developers for infrastructure provision related to Council's Development Contributions Plans. Council has two (2) Development Contribution Plans with currently two reserves established to manage levy income contributed by developers. Development Contribution Plan reserves were introduced to manage proceeds from the recently adopted Precinct Structure Plans within the district A and district B within the municipality.
- Movements – Transfers from this reserve will be for nominated capital works for Development Infrastructure projects and Community Infrastructure projects. These funds are tied directly to the income received or cash funds refunded to developers for capital works completed directly by the developer.

Plant Replacement Reserve

- Purpose – This reserve is to set aside funds to replace Council's heavy plant and equipment at the end of the service life. As plant is used, an internal charge is created against each job/project that reflects approximate consumption of the assets service potential and is designed to cover operating costs. The net income is transferred to reserve to fund future plant replacement.
- Movements – Inflows to the reserve are mainly sourced from budget savings in depot maintenance and operations. Transfers from the reserve are aligned to Council's replacement schedule to fund plant acquisitions on an annual basis.

Waste Infrastructure Reserve

- Purpose – This Reserve is to fund the establishment of recycling and transfer stations and an increase in landfill capacity in the future. This is funded by a Waste Infrastructure Charge introduced to cover the significant costs of landfills and associated infrastructure on a user pays basis, providing intergenerational equity by charging current users for the environmental impacts of waste management decisions.
- Movements – To be used in accordance with the Waste Facility Strategy and associated 10 Year Capital Plan.

Asset Improvement Reserve

- Purpose – This reserve is to fund future capital improvements. Its purpose is to quarantine proceeds from assets sales for future asset improvements in order to preserve our asset base.

6.2.2 Reserve Usage Projections

The table below discloses the balance and annual movement for each reserve over the 10-year life of the Financial Plan. Total amount of reserves, for each year, is to align with the Statement of Changes in Equity.

Restricted reserves are to be included in the disclosure of restricted cash assets.

Reserves	Non Discretionary / Discretionary	2020-21 $000's	2021-22 $000's	2022-23 $000's	2023-24 $000's	2024-25 $000's	2025-26 $000's	2026-27 $000's	2027-28 $000's	2028-29 $000's	2029-30 $000's	2030-31 $000's
Recreational Land Reserve	**Non Discretionary**											
Opening balance		723	643	703	685	654	626	588	551	516	482	450
Transfer to reserve		110	110	112	114	117	119	121	124	126	129	131
Transfer from reserve		(190)	(50)	(130)	(145)	(145)	(157)	(158)	(159)	(160)	(161)	(164)
Closing balance		**643**	**703**	**685**	**654**	**626**	**588**	**551**	**516**	**482**	**450**	**417**
Art Gallery Acquisitions/Contributions Reserve	**Non Discretionary**											
Opening balance		56	20	20	30	20	30	20	30	20	30	20
Transfer to reserve		1	-	20	-	20	-	20	-	20	-	20
Transfer from reserve		(37)	-	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(10)	(10)
Closing balance		**20**	**20**	**30**	**20**	**30**	**20**	**30**	**20**	**30**	**20**	**30**
Leased Property Reserve	**Non Discretionary**											
Opening balance		1,459	1,623	1,789	2,050	2,316	1,588	865	1,148	1,436	1,730	2,030
Transfer to reserve		164	256	261	266	272	277	283	288	294	300	306
Transfer from reserve		-	(90)	-	-	(1,000)	(1,000)	-	-	-	-	-
Closing balance		**1,623**	**1,789**	**2,050**	**2,316**	**1,588**	**865**	**1,148**	**1,436**	**1,730**	**2,030**	**2,336**
Developer Infrastructure Reserve	**Non Discretionary**											
Opening balance		65	99	99	99	99	99	99	99	99	99	99
Transfer to reserve		34	-	-	-	-	-	-	-	-	-	-
Transfer from reserve		-	-	-	-	-	-	-	-	-	-	-
Closing balance		**99**	**99**	**99**	**99**	**99**	**99**	**99**	**99**	**99**	**99**	**99**
Reserves Summary	**Total Non Discretionary**											
Opening balance		2,303	2,385	2,611	2,864	3,089	2,343	1,572	1,828	2,071	2,341	2,599
Transfer to reserve		309	366	393	380	409	396	424	412	440	429	457
Transfer from reserve		(227)	(140)	(140)	(155)	(1,155)	(1,167)	(168)	(169)	(170)	(171)	(174)
Closing balance		**2,385**	**2,611**	**2,864**	**3,089**	**2,343**	**1,572**	**1,828**	**2,071**	**2,341**	**2,599**	**2,882**
Plant Replacement Reserve	**Discretionary**											
Opening balance		1,027	1,220	862	858	883	824	1,044	1,231	1,445	1,651	1,849
Transfer to reserve		1,000	1,000	1,250	1,250	1,300	1,300	1,300	1,300	1,300	1,300	1,300
Transfer from reserve		(807)	(1,358)	(1,254)	(1,225)	(1,359)	(1,080)	(1,113)	(1,086)	(1,094)	(1,102)	(1,200)
Closing balance		**1,220**	**862**	**858**	**883**	**824**	**1,044**	**1,231**	**1,445**	**1,651**	**1,849**	**1,949**
Waste Infrastructure Reserve	**Discretionary**											
Opening balance		6,597	5,532	5,443	5,156	3,746	4,438	5,652	3,822	1,539	2,757	3,887
Transfer to reserve		1,593	1,601	1,609	1,617	1,625	1,633	1,641	1,649	1,657	1,666	1,674
Transfer from reserve		(2,658)	(1,690)	(1,896)	(3,027)	(933)	(419)	(3,471)	(3,932)	(439)	(536)	(3,453)
Closing balance		**5,532**	**5,443**	**5,156**	**3,746**	**4,438**	**5,652**	**3,822**	**1,539**	**2,757**	**3,887**	**2,108**
Asset Improvement Reserve	**Discretionary**											
Opening balance		6,597	5,532	5,482	5,171	5,171	5,171	5,171	5,171	5,171	5,171	5,171
Transfer to reserve		1,593	-	-	-	-	-	-	-	-	-	-
Transfer from reserve		(2,658)	(50)	(311)	-	-	-	-	-	-	-	-
Closing balance		**5,532**	**5,482**	**5,171**	**5,171**	**5,171**	**5,171**	**5,171**	**5,171**	**5,171**	**5,171**	**5,171**
Reserves Summary	**Total Discretionary**											
Opening balance		14,221	12,284	11,787	11,185	9,800	10,433	11,867	10,224	8,155	9,579	10,907
Transfer to reserve		4,186	2,601	2,859	2,867	2,925	2,933	2,941	2,949	2,957	2,966	2,974
Transfer from reserve		(6,123)	(3,098)	(3,461)	(4,252)	(2,292)	(1,499)	(4,584)	(5,018)	(1,533)	(1,638)	(4,653)
Closing balance		**12,284**	**11,787**	**11,185**	**9,800**	**10,433**	**11,867**	**10,224**	**8,155**	**9,579**	**10,907**	**9,228**
Reserves Summary	**Non Discretionary & Discretionary**											
Opening balance		16,524	14,669	14,398	14,049	12,889	12,776	13,439	12,052	10,226	11,920	13,506
Transfer to reserve		4,495	2,967	3,252	3,247	3,334	3,329	3,365	3,361	3,397	3,395	3,431
Transfer from reserve		(6,350)	(3,238)	(3,601)	(4,407)	(3,447)	(2,666)	(4,752)	(5,187)	(1,703)	(1,809)	(4,827)
Closing balance		**14,669**	**14,398**	**14,049**	**12,889**	**12,776**	**13,439**	**12,052**	**10,226**	**11,920**	**13,506**	**12,110**

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

Sale Service Centre
18 Desailly Street, Sale, Victoria 3850
Telephone 1300 366 244

Yarram Service Centre
156 Grant Street, Yarram, Victoria 3971
Telephone 03 5182 5100

www.wellington.vic.gov.au
enquiries@wellington.vic.gov.au

WELLINGTON
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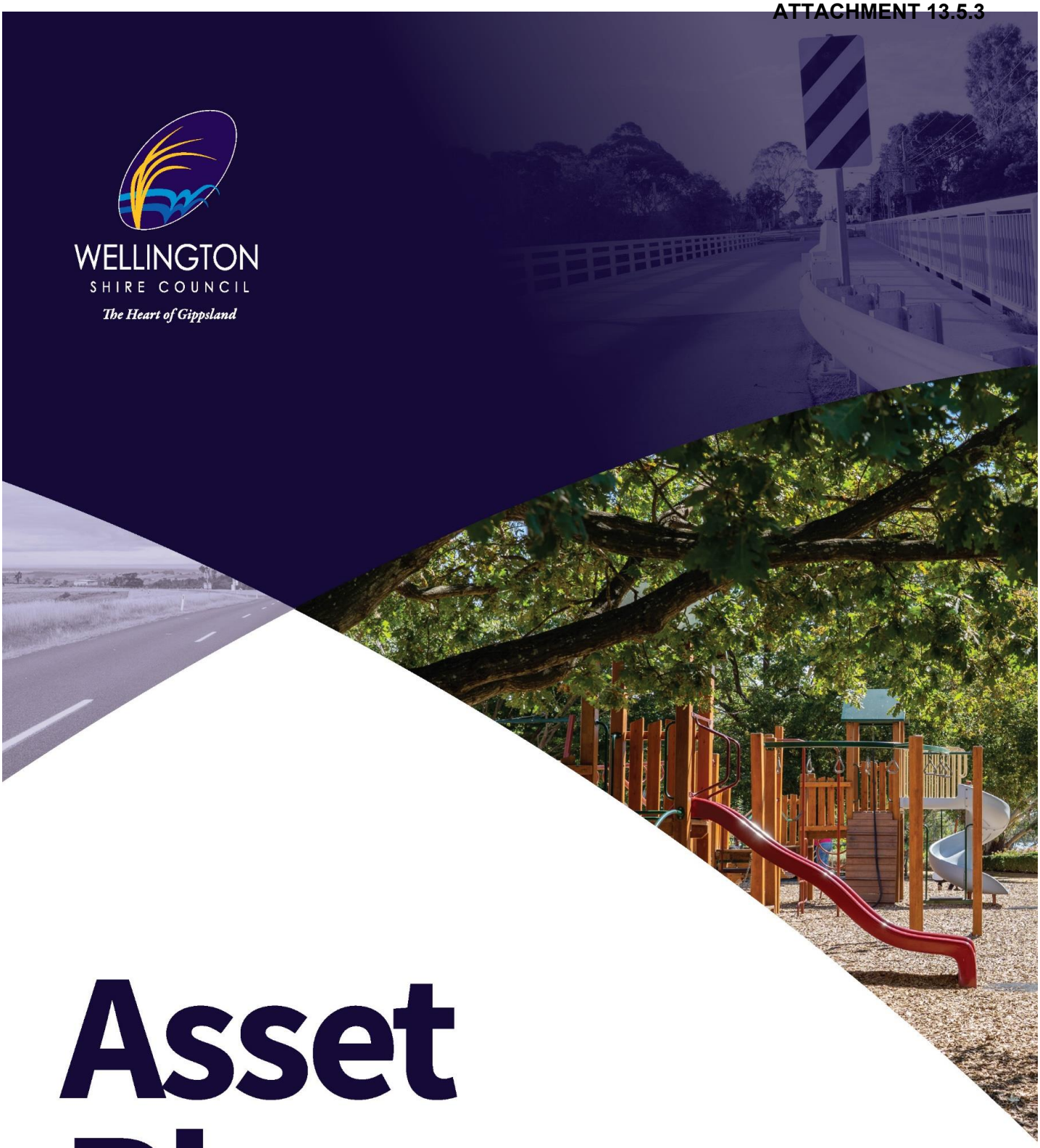
The Heart of Gippsland



Asset Plan

2021-25

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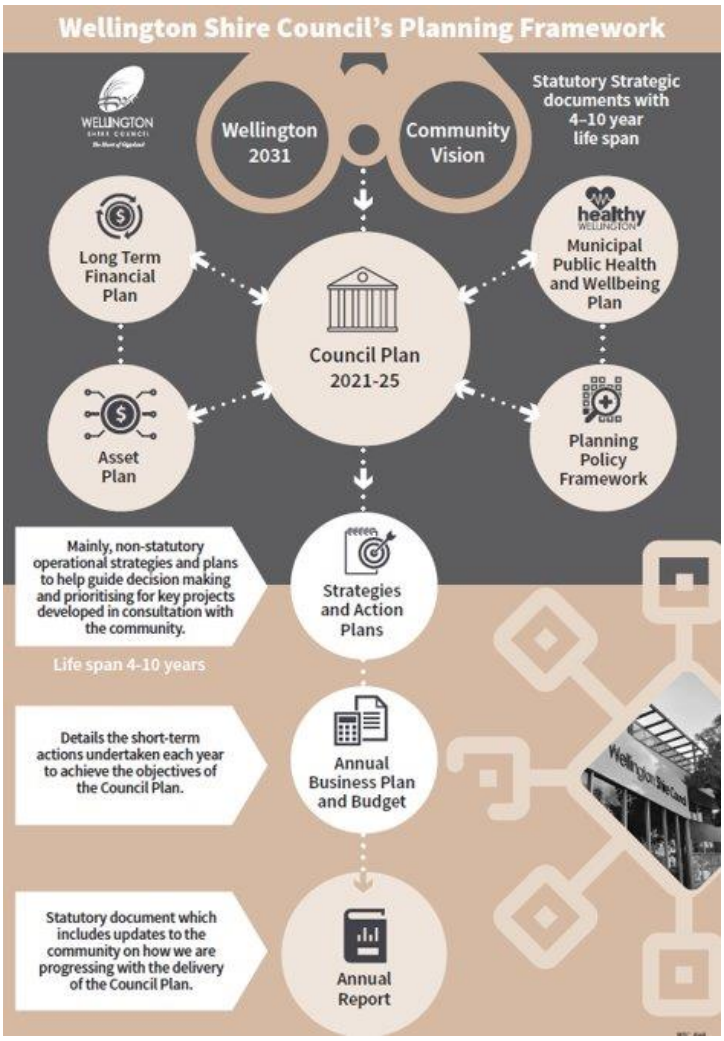
1 EXECUTIVE SUMMARY

The Asset Plan (AP) is part of Wellington Shire Council's Planning Framework. It has linkages to other planning documents, such as *Wellington 2031* and the *Council Plan 2021-25,* which outline the strategic vision and objectives that represent the needs of the community and the priorities over the next 4 years.

Local Governments exist principally to supply core services that meet the needs of their communities. The community expects that assets be managed in such a way that costs are minimised while providing the levels of service that the community desires. The purpose of the AP is to demonstrate responsible asset management in order to deliver the community vision of a "*built environment that is sustainable, appropriate, accessible and responsive to the community*[1]*"* in a way that "*meets community needs in an effective and efficient way*[2]*"*.

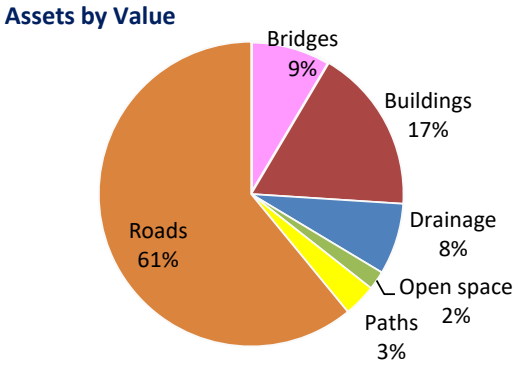


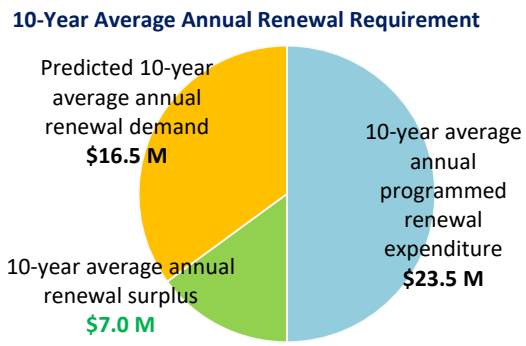
[1] Wellington 2031 – Theme 2: Services & Infrastructure

[2] Council Plan 2021-25 - Direction 4: Services and Infrastructure

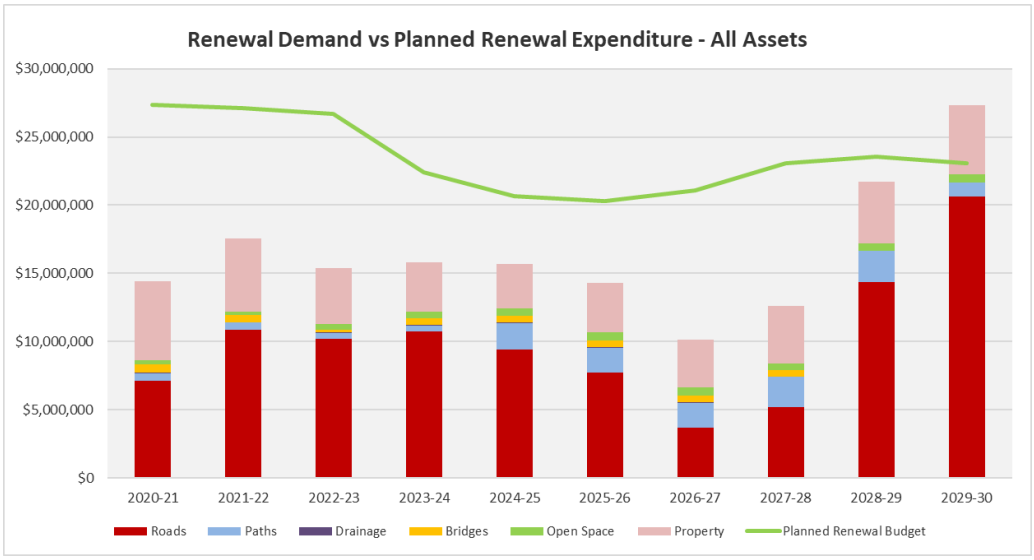
The AP provides an overview of the whole of life management of each asset class, including current performance, maintenance, renewal, upgrade, disposal and creation plans. The funding required to maintain assets to their service potential is modelled to ensure that future maintenance costs are optimised.

Infrastructure assets have a total replacement value in excess of $1.3 billion as at 30 June 2020. The average annual renewal requirement over the next 10 years (to 2030) is $16.5 million, but the average annual proposed renewal expenditure is $23.5 million, resulting in an annual renewal funding surplus of $7.0 million over the next 10 years. The long-term asset renewal funding requirement will be referred to in the Long Term Financial Plan.





The following chart shows the difference between the renewal demand and planned renewal expenditure for each asset class over the next 10 years, which indicates that Council is meeting its overall renewal burden and appropriately managing funding against existing service levels.



Asset condition will continue to be assessed to inform future asset planning and support planning of forward capital works programs.

2 INTRODUCTION

2.1 Purpose of the Plan

The purpose of this Asset Plan (AP) is to demonstrate responsible management of Wellington Shire Council infrastructure assets, comply with the *Victorian Local Government Act 2020* and model the funding required to maintain assets in their current condition.

The *Victorian Local Government Act 2020* states that an Asset Plan must:

- Include information about maintenance, renewal, acquisition, expansion, upgrade, disposal and decommissioning in relation to each class of infrastructure asset under the control of the Council and any other matters prescribed by the regulations,
- be developed, adopted and kept in force in accordance with the Council's deliberative engagement practices.

2.2 Plan framework

The AP is supported by a Dashboard Summary for each asset class. The AP framework is as follows:

- Part A – Asset Plan
- Part B – Roads dashboard summary
- Part C – Paths dashboard summary
- Part D – Bridges & Major Culverts dashboard summary
- Part E – Drainage dashboard summary
- Part F – Property dashboard summary
- Part G – Open Space dashboard summary

The AP does not include:

- Non-council assets, such as highways and arterial roads maintained by Rural Roads Victoria nor roads and tracks maintained by the Department of Land, Water and Planning; and
- Council assets that Council chooses not to maintain or renew; and
- Assets not capitalised in accordance with Council's Asset Capitalisation Guidelines.

2.3 Asset Hierarchy

The asset hierarchy defines the levels at which assets are managed (with respect to new construction, upgrade, renewal, or maintenance).

Council's asset hierarchy is described as follows:

Part	Asset Class	Asset Category	Asset Component	Included
A	**General Information** (all assets)			
B	**Roads >**	Urban Sealed Roads >	Pavement	
			Wearing surface	
			Subgrade	
			Verge (Traffic Control) >	Signs, guardrails
		Rural Sealed Roads >	Pavement	
			Wearing surface	
			Subgrade	
			Rural Drainage >	Minor culverts, table drains
			Verge (Traffic Control) >	Signs, guardrails
		Unsealed Roads >	Pavement	
			Rural Drainage >	Minor culverts, table drains
			Verge (Traffic Control) >	Signs, guardrails
		Kerb & Channel		
C	**Paths >**	Sealed Paths >		Asphalt, bitumen, concrete, paved
		Unsealed Paths >		Gravel
D	**Bridges & Major Culverts >**	Bridges >		Concrete, timber and foot bridges
		Major Culverts		
		Floodways		
F	**Drainage >**	Pits		
		Pipes		
		Open Drains >		Concrete-lined and earthen channels
		Drainage structures >		Litter traps, endwalls, flap gates, pump wells, box drain, retention basins
E	**Property >**	Buildings >	Structure (long life & short life) >	• Aerodromes • Car parks • Commercial facilities • Community facilities • Operational facilities • Sporting and recreational facilities • Waste management facilities
			Roof >	
			Services >	
			Fit-out >	
		Structures		
G	**Open Space >**	Playgrounds >		Skate parks, pump tracks
		Parks/Streetscapes >		BBQs, picnic shelters, public artworks, park lighting, basketball courts

3 LEVELS OF SERVICE

The level of service is the defined quality for a particular service area and can be grouped into two categories:

- Customer Levels of Service: the community's expectation of what the service will deliver and the performance & presentation of delivery of that service;
- Technical Levels of Service: what the customer receives from the service. These include parameters covering technical aspects such as legislative compliance, design standards, safety, maintainability, reliability and performance, capacity and cost/affordability.

Levels of Service have not yet been fully defined for all assets classes at Wellington Shire Council and are currently based on statutory requirements e.g. Road Management Plan, community expectations and the capacity to fund a particular level of service. The gap between current and future (target) service provision should be the basis for developing new, upgrade and expansion projects as well as asset redundancy/disposal.

The levels of service may be defined around any of the following key performance indicators:

- Quality:
  - physical condition
  - appearance
  - maintenance standards
- Function:
  - fitness for purpose
  - whether asset meet service delivery needs
  - accessibility
  - health and safety
  - legislative compliance
- Capacity/Utilisation:
  - whether usage matches design capacity
  - availability
- Other:
  - Cost and affordability
  - Customer satisfaction
  - Responsiveness

The functional hierarchy differentiates like assets by relevant priority or importance. It is a 'vertical' separation and commonly applied to reflect the current levels of service, including inspection frequency, intervention level and prioritisation of works. It also recognises the criticality of assets, where criticality can be related to factors such as usage, capacity and economic value.

4 ASSET PARAMETERS & FINANCIAL STATUS

4.1 Valuation Summary

The value of infrastructure assets as at 30 June 2020 is:

Asset Class	Current Replacement Cost	Written Down Value	Average Annual Asset Consumption
Roads	$790,883,100	$545,614,833	$10,790,507
Paths	$44,855,262	$28,900,584	$907,170
Bridges	$110,457,895	$68,674,956	$1,118,999
Drainage	$98,442,162	$63,073,795	$979,262
Property	$244,021,963	$120,397,006	$6,813,812
Open Space	$25,924,046	$14,743,790	$816,073
TOTAL	**$1,314,584,428**	**$841,404,964**	**$21,425,823**

The average annual asset consumption (AAAC) is $21.4M (1.6%).

4.2 Financial Sustainability Indicators

Asset Consumption, Renewal and UEN (2019/20)	
Asset consumption (depreciation / depreciable amount)	1.6%
Asset renewal (actual capital renewal expenditure / depreciable amount)	1.0%
Asset UEN (actual capital UEN expenditure / depreciable amount)	0.4%
Asset renewal as % of asset consumption	63.1%
Assets being added as % of asset stock	0.7%
Life Cycle Cost (long term)	**$'000**
Life cycle cost (depreciation + operational & maintenance expenditure Year 1)	$58,464
Life cycle expenditure (capital renewal expenditure + ops. & maint. exp. Year 1)	$71,639
Life cycle gap (life cycle expenditure – life cycle cost)	$12,905
Life cycle sustainability indicator (life cycle expenditure / life cycle cost)	122%
Medium Term Sustainability (10 years)	**$'000**
10 year operational, maintenance and renewal projected (required) expenditure	$619,039
10 year operational, maintenance and renewal planned (budget) expenditure	$689,336
10 year funding shortfall (10 year planned – projected expenditure)	$70,296
10 year sustainability indicator (10 year planned / projected expenditure)	111%
Short Term Sustainability (5 years)	**$'000**
5 year operational, maintenance and renewal projected (required) expenditure	$302,615
5 year operational, maintenance and renewal planned (budget) expenditure	$347,989
5 year funding shortfall (5 year planned – projected expenditure)	$45,375
5 year sustainability indicator (5 year planned / projected expenditure)	115%

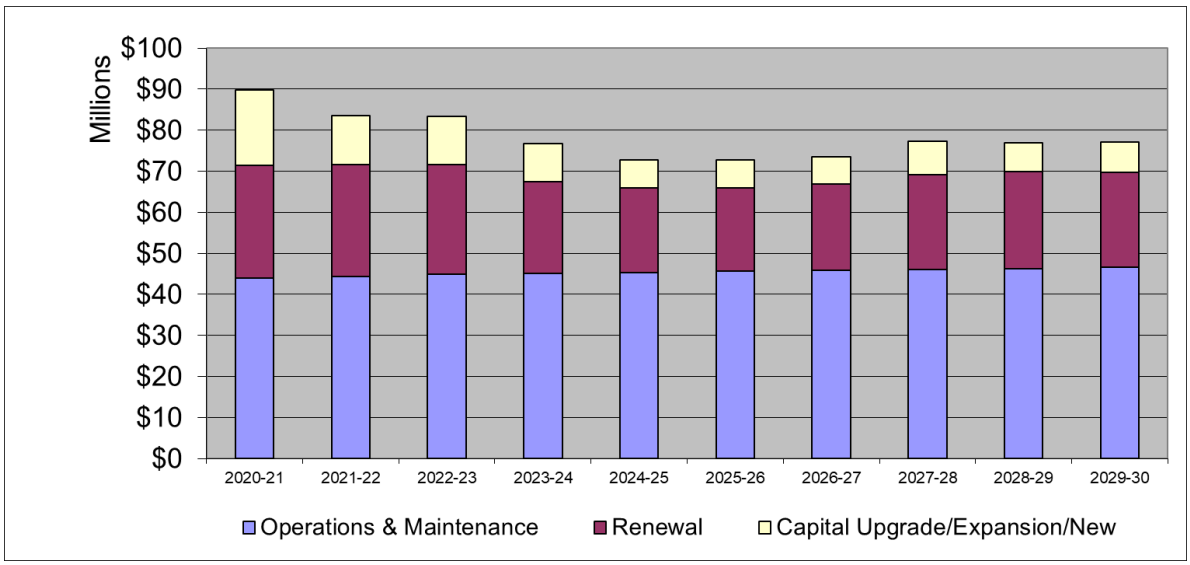
4.3 Funding Strategy

Current funding sources available to Council for asset maintenance, creation and renewal includes municipal rates, special charge schemes, federal and state government grants and private developer contributions.

4.4 Lifecycle Summary

Lifecycle cost is the total cost over the life of an asset which includes planning, design, acquisition, operating, maintenance and any other costs directly attributable to owning or using the asset.

The 10-year projected lifecycle cost summary for infrastructure assets:



5 MAINTENANCE

Maintenance is recurrent and is periodically required as part of the anticipated schedule of works to ensure that the asset achieves its useful life and provides the required level of service e.g. repairing a pothole in a road, repairing the decking on a timber bridge, repairing a drainage pipe or repairing the fencing in a park. Maintenance may be planned (scheduled) or unplanned (reactive).

5.1 Maintenance Plan

Planned maintenance work is identified under a management system involving inspection of defects, prioritising and scheduling works. The advantage of planned maintenance is that it lowers risk exposure by identifying and correcting defects before they reach an unacceptable level.

Unplanned maintenance is reactive work resulting from customer requests and unscheduled inspections.

A maintenance plan:

- requires the planned, pro-active identification of maintenance issues;
- ensures that minimum safety standards are met;
- identifies works to be undertaken that maximises the life of the asset;
- sets emergency works to be attended to as a priority;
- refers significant works of a scale or cost that is unreasonable for the maintenance budget to bear, to the capital works program for consideration in the following year's budget.

The standards for maintenance are described by the Hazard Intervention Level and Emergency Works, which vary across the asset hierarchy.

5.2 Defect Inspections & Prioritisation of Maintenance Works

Defect inspections are a critical part of the planned, pro-active maintenance process. Assets are defect inspected on a scheduled frequency based on the risk associated with the asset and the asset functional hierarchy. In some instances, assets of low risk may not be inspected and will be subject to unplanned maintenance only.

Defect works are prioritised in accordance with established criteria. The criteria take into account the defect:

- severity
- relative risk or importance of the defect compared to other defects
- location or hierarchy

Response times to correct defects action vary across the asset hierarchy. Response times may be specified under a separate plan e.g. Road Management Plan, or are not listed in instances of low risk. Council's Customer Service Charter also sets timeframes that staff must respond within when investigating a customer request to inspect or assess an issue.

The maintenance decision making process applicable to some key assets is summarised below:

<table>
<tr><th>Step</th><th colspan="2">Description</th></tr>
<tr><td>1</td><td colspan="2">Potential maintenance tasks are identified from:
• Scheduled defect inspections
• One-off inspections instigated by customer requests, council requests
• Condition surveys
Only defects exceeding any nominated Hazard Intervention Level are recorded</td></tr>
<tr><td>2</td><td colspan="2">Recorded defects are assessed against the intervention criteria as either:
• Exceeding any Hazard Intervention Level
• Not exceeding any Hazard Intervention Level
• An excessive scale or cost
• Emergency work</td></tr>
<tr><td rowspan="5">3</td><td colspan="2">Action is undertaken for defects:</td></tr>
<tr><td>Emergency Work</td><td>Immediate action generally commenced within 24 hours</td></tr>
<tr><td>Exceeding any Hazard Intervention Level</td><td>Appropriate action assigned and Works Order issued.
Works prioritised according to established ranking criteria.</td></tr>
<tr><td>Not exceeding any Hazard Intervention Level (or no hazard intervention level set)</td><td>No action required.</td></tr>
<tr><td>Of excessive scale or cost</td><td>Referred to the capital works program</td></tr>
</table>

5.3 Basis for Determining Future Maintenance Costs

Future maintenance costs are based on the assumption that the current maintenance expenditure is adequate with variations based on:

- an increase in asset quantity from new and upgrade assets;
- a decrease in asset quantity from the rationalisation/disposal of assets;
- changes in the agreed level of service;
- any increase in the cost of maintaining older assets if renewal works are not undertaken.

6 RENEWAL

Capital renewal on an existing asset is intended to return the service potential or the life of the asset back to its original life. As it reinstates existing service potential, it has no impact on revenue, but may reduce future operating and maintenance expenditure if completed at the optimum time. Council undertakes annual renewal programs such as road re-sealing, road re-sheeting, footpath and playground renewal.

6.1 Renewal Plan

Assets for which the condition score is above the intervention level are considered for inclusion in the long-term capital renewal program. Condition inspection programs are scheduled every 3 years for roads and paths, and every 4 years for buildings and structures. Works may also be identified from adhoc inspections and customer requests.

Annual renewal programs are prioritised by condition and remaining life, with consideration to functional hierarchy.

Council's process for identifying and undertaking renewal works is as follows:

Step	Description
1	Potential renewal projects identified from the outcome of: • condition inspections and Condition Intervention Level, remaining life and functional hierarchy; • defect inspections where the defects are beyond the scope of normal maintenance activities; • adhoc requests.
3	Projects are prioritised into a draft long term works program
4	The long term Renewal works program is referred to the Long Term Financial Plan (LTFP) for inclusion as projected cash-flow expenditure. The actual program is dependent upon the actual funding provided in the LTFP based on the renewal modelling outcomes.
5	As part of the Annual Budget process the long term works program is rationalised to match the available budget expenditure. This annual works program may be further modified to provide greater efficiency by allow for factors including: • Economies of scale • Project location
6	Following the completion of works in accordance with the Asset Handover process, details of the change in assets is reported to the Asset Manager for inclusion in the Asset Register.

6.2 Basis for Determining Future Renewal Costs

Asset renewal expenditure in 2019/20 was 1.0% of the depreciable amount and 63%% of the Average Annual Asset Consumption (AAAC).

To provide services in a financially sustainable manner, Council aims to ensure that it is renewing assets at the rate they are being consumed over the medium-long term and funding the life cycle costs for all new assets and services in its long-term financial plan.

Future renewal requirement is determined from the following input data:

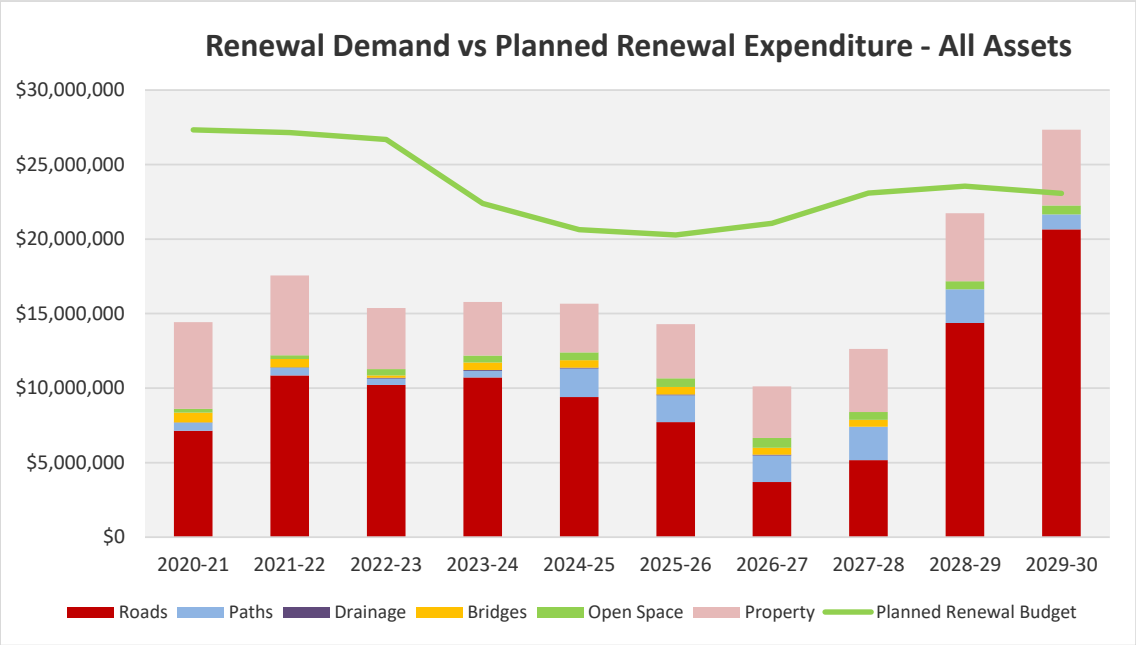
- Condition intervention level
- Asset useful life
- Asset condition
- Asset quantity
- Asset replacement cost
- Deterioration profile
- 10-year planned renewal budget
- Actual maintenance expenditure

6.3 Financial Projections

The following table shows the long-term renewal requirement for all asset classes.

Annual Renewal Requirement	Roads	Paths	Bridges	Drainage	Property	Open Space	Annual Total
2021	$7,147,458	$537,585	$648,267	$18,763	$5,808,918	$263,372	$14,424,363
2022	$10,858,512	$527,620	$556,851	$15,010	$5,349,307	$246,557	$17,553,857
2023	$10,207,397	$424,467	$163,783	$63,753	$4,106,710	$417,862	$15,383,972
2024	$10,716,408	$447,530	$502,525	$63,753	$3,598,655	$457,701	$15,786,572
2025	$9,398,638	$1,912,558	$502,525	$63,753	$3,277,783	$519,120	$15,674,377
2026	$7,723,329	$1,794,473	$502,525	$63,753	$3,621,899	$584,224	$14,290,203
2027	$3,703,412	$1,777,350	$464,288	$63,753	$3,460,924	$643,716	$10,113,443
2028	$5,166,993	$2,242,066	$464,288	$0	$4,238,563	$519,314	$12,631,224
2029	$14,377,164	$2,246,360	$0	$0	$4,566,070	$552,594	$21,742,188
2030	$20,655,583	$1,006,941	$0	$0	$5,082,940	$592,250	$27,337,714
10 Year Total	**$99,954,894**	**$12,916,950**	**$3,805,052**	**$352,538**	**$43,111,769**	**$4,796,710**	**$164,937,913**
Average Annual Renewal Requirement	**$9,995,489**	**$1,291,695**	**$380,505**	**$35,254**	**$4,311,177**	**$479,671**	**$16,493,791**

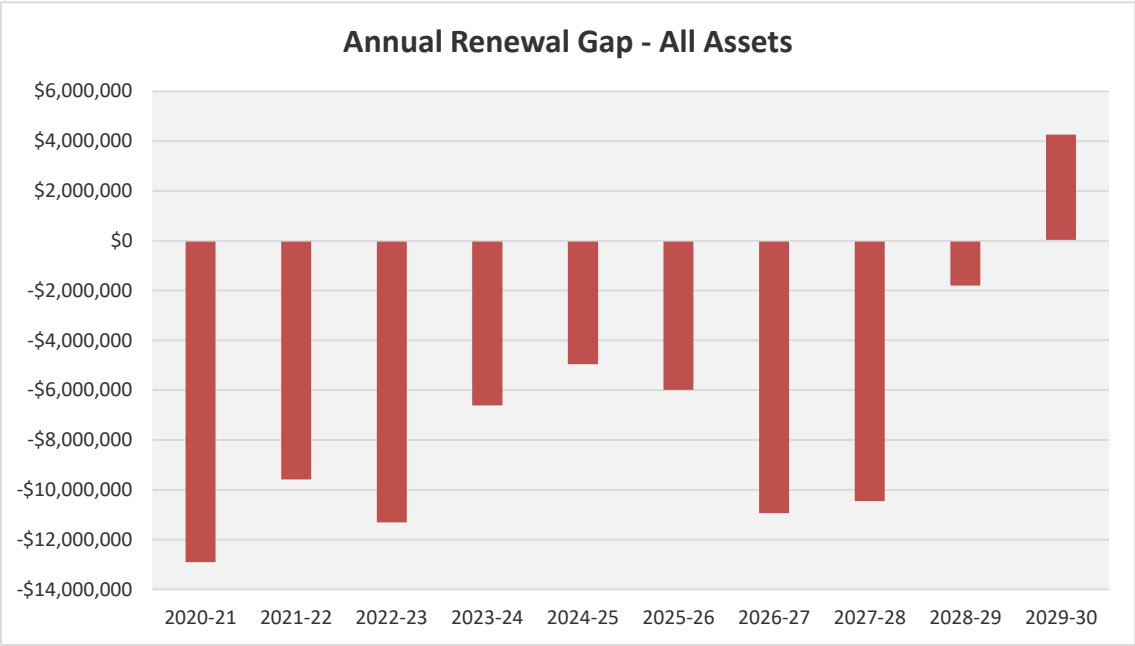
The 10-year annual capital renewal requirement against proposed renewal expenditure:

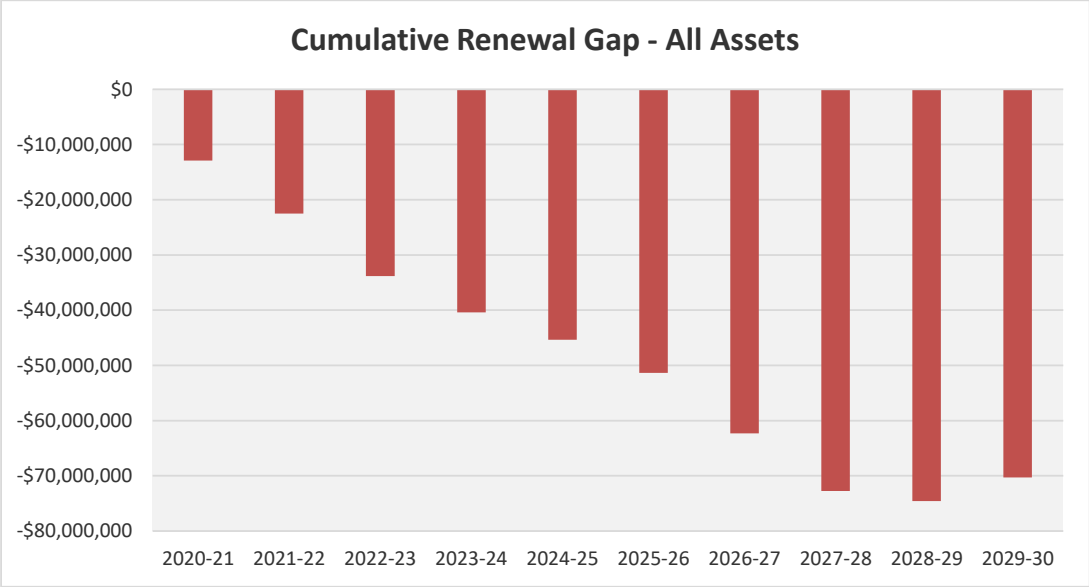


The following table and chart show the gap between the projected required and proposed renewals over the next 10 years:

Year	Required renewals	Planned renewal budget	Renewal funding shortfall/surplus	Cumulative funding shortfall/surplus
2021	$14,424,363	$27,329,406	$12,905,043	$12,905,043
2022	$17,553,857	$27,141,320	$9,587,463	$22,492,507
2023	$15,383,972	$26,691,700	$11,307,728	$33,800,235
2024	$15,786,572	$22,400,680	$6,614,108	$40,414,343
2025	$15,674,377	$20,634,700	$4,960,323	$45,374,666
2026	$14,290,203	$20,277,000	$5,986,797	$51,361,463
2027	$10,113,443	$21,053,800	$10,940,357	$62,301,820
2028	$12,631,224	$23,086,600	$10,455,376	$72,757,196
2029	$21,742,188	$23,542,800	$1,800,613	$74,557,808
2030	$27,337,714	$23,076,200	-$4,261,514	$70,296,294
10 Year Total	**$164,937,913**	**$235,234,207**	**$70,296,294**	**$70,296,294**
Annual Average	**$16,493,791**	**$23,523,421**	**$7,029,629**	

The average annual renewal requirement over the next 10 years (to 2030) is $16.5 M and the average annual proposed expenditure is $23.5 M. This results in a cumulative renewal funding surplus of $70 M over the next 10 years.


Annual Renewal Gap - All Assets
$6,000,000
$4,000,000
$2,000,000
$0
-$2,000,000
-$4,000,000
-$6,000,000
-$8,000,000
-$10,000,000
-$12,000,000
-$14,000,000
2020-21
2021-22
2022-23
2023-24
2024-25
2025-26
2026-27
2027-28
2028-29
2029-30


Cumulative Renewal Gap - All Assets
$0
-$10,000,000
-$20,000,000
-$30,000,000
-$40,000,000
-$50,000,000
-$60,000,000
-$70,000,000
-$80,000,000
2020-21
2021-22
2022-23
2023-24
2024-25
2025-26
2026-27
2027-28
2028-29
2029-30

7 NEW, UPGRADE & EXPANSION

7.1 New Assets

New assets are assets created to provide a new service to the community that did not exist beforehand. As it increases service potential it may impact revenue and will result in an additional burden on future operating, maintenance and capital renewal expenditure.
The acquisition of assets occurs when the opportunity arises and is only done on an ad hoc basis apart from gifted assets provided by developers constructing infrastructure for various subdivisions and works.

7.2 Asset Expansion

Asset expansion extends an existing asset at the same standard enjoyed by existing users, to a new group of users. It is discretional expenditure, which increases future operating and maintenance costs because it increases council's asset base e.g. extending a drainage or road network, the provision of an oval or park in a new suburb for new residents.

7.3 Asset Upgrade

Capital upgrade enhances an existing asset to provide a higher level of service or expenditure that will increase the life of the asset beyond that which it had originally e.g. widening the sealed area of an existing road, replacing drainage pipes with pipes of a greater capacity, enlarging a grandstand at a sporting facility. It will increase operating and maintenance expenditure in the future because of the increase in the council's asset base.

7.4 Basis for Determining Future New, Upgrade & Expansion Costs

New, upgrade and expansion expenditure in 2019/20 was 0.4% of the depreciable amount and 27% of the Average Annual Asset Consumption (AAAC).

The gap between current and future (target) service provision should be the basis for developing new, upgrade and expansion projects as well as asset redundancy/disposal. An important consideration is to understand the relationship between cost to deliver current service levels and the cost impact of raising or lowering the 'target' service levels.

New and upgrade works may result from growth, social or environmental needs. Assets may also be acquired at no cost to the organisation (e.g. subdivision development). It is acknowledged that the addition of any asset to Council's portfolios increases the lifecycle costs incurred by Council and that any new or upgrade works must be justified against the nominated service standards and the benefit to the community. In the construction of new, expanded and upgraded assets, the consequential recurring operational and maintenance costs must be allowed for in future budgets.

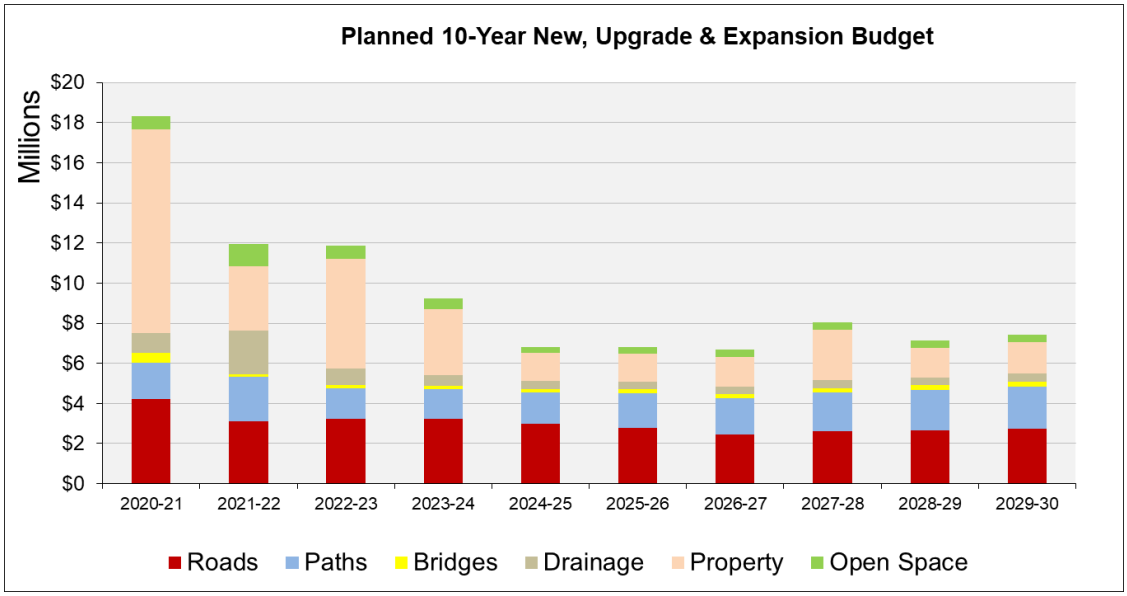
Various strategic plans identify opportunities for expansion and upgrade of assets that are implemented through a number of annual upgrade and expansion programs:

- Urban Paths Plan
- Street Construction Schemes
- Intersection upgrades
- Road widening projects
- Access Improvement Program
- Recreational Boating Facilities Plan
- Sporting Infrastructure Plan
- Community Infrastructure Plan

Council's process for identifying and undertaking new, upgrade and expansion projects is as follows:

Step	Description
1	Identify new, upgrade and expansion projects
2	Projects are evaluated against the Capital Evaluation Framework
3	Projects are prioritised into a single Long Term works program according to the established assessment system in the Capital Evaluation Framework.
4	The works program is referred to the Long Term Financial Plan (LTFP) for inclusion as projected cash-flow expenditure.
5	As part of the Annual Budget process the long term works program is rationalised to match the available budget expenditure and new priorities.
6	Following the completion of works in accordance with the Asset Handover process details of the change in assets is reported to the Asset Manager for inclusion in the Asset Register.

The creation of new assets is expected to grow at 0.7% per year over the next 10years, based on planned upgrade and expansion projects in the 10-year capital program.



8 DISPOSAL & DECOMMISSIONING

Disposal includes any activity associated with disposal of a decommissioned asset including sale, demolition or relocation. Closure and disposal of assets may occur when there is insufficient use of the asset or continued existence of the asset is not justified.

Assets may become surplus to requirements for any of the following reasons:

- Under-utilisation;
- Obsolescence;
- Provision exceeds required level of service;
- Uneconomic to upgrade or operate;
- Policy change;
- Service provided by other means;
- Potential risk of ownership.

Council's process for decommissioning and disposal of assets is as follows:

Step	Description
1	Potential asset rationalisation/disposal may be identified from a number of sources, including: • Within a Service Plan Strategy; • From an assessment of future demand.
2	Projects are justified against the criteria above and placed in a Long Term Rationalisation/Disposal Works Program.
3	Potential projects are reported to Council for consideration.
4	The Long Term Rationalisation/Disposal Works Program is referred to the Long Term Financial Plan for inclusion as projected cash-flow expenditure.
5	As part of the Annual Budget process the Long Term Rationalisation/Disposal Works Program is rationalised to match the available budget expenditure and new priorities.
6	Following the decommissioning of the asset in accordance with the Asset Handover process, details of the change is reported to the Asset Manager for removal from the Asset Register.

It is acknowledged that a reduction in the asset inventory can assist in reducing the renewal gap and result in annual savings from not having to fund operations and maintenance of the assets.

9 APPENDICES

A1	**10-Year Planned Expenditure Forecast**
A2	**Dashboard Summary: Part A – All Infrastructure Assets**
A3	**Dashboard Summary: Part B – Roads**
A4	**Dashboard Summary: Part C – Paths**
A5	**Dashboard Summary: Part D – Bridges**
A6	**Dashboard Summary: Part E – Drainage**
A7	**Dashboard Summary: Part F – Property**
A8	**Dashboard Summary: Part G – Open Space**

A1 10-Year Planned Expenditure Forecast

Renewal Requirement	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**2024-25**	**2025-26**	**2026-27**	**2027-28**	**2028-29**	**2029-30**	**10 year average**
Roads	$7,147,458	$10,858,512	$10,207,397	$10,716,408	$9,398,638	$7,723,329	$3,703,412	$5,166,993	$14,377,164	$20,655,583	$9,995,489
Paths	$537,585	$527,620	$424,467	$447,530	$1,912,558	$1,794,473	$1,777,350	$2,242,066	$2,246,360	$1,006,941	$1,291,695
Bridges	$648,267	$556,851	$163,783	$502,525	$502,525	$502,525	$464,288	$464,288	$0	$0	$380,505
Drainage	$18,763	$15,010	$63,753	$63,753	$63,753	$63,753	$63,753	$0	$0	$0	$35,254
Property	$5,808,918	$5,349,307	$4,106,711	$3,598,655	$3,277,783	$3,621,899	$3,460,924	$4,238,563	$4,566,069	$5,082,939	$4,311,177
Open Space	$263,372	$246,557	$417,862	$457,702	$519,121	$584,225	$643,716	$519,315	$552,593	$592,250	$479,671
Total Renewal Requirement	**$14,424,362**	**$17,553,857**	**$15,383,972**	**$15,786,572**	**$15,674,377**	**$14,290,203**	**$10,113,443**	**$12,631,224**	**$21,742,187**	**$27,337,713**	**$16,493,791**
Operations & Maintenance Expenditure	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**2024-25**	**2025-26**	**2026-27**	**2027-28**	**2028-29**	**2029-30**	
Operating	$33,172,539	$33,470,035	$33,765,278	$33,995,423	$34,165,397	$34,334,604	$34,500,742	$34,700,894	$34,878,702	$35,063,757	$34,204,737
Maintenance	$10,867,279	$10,964,738	$11,061,459	$11,136,855	$11,192,538	$11,247,970	$11,302,396	$11,367,966	$11,426,215	$11,486,839	$11,205,426
Total Operations & Maintenance	**$44,039,817**	**$44,434,774**	**$44,826,737**	**$45,132,278**	**$45,357,934**	**$45,582,573**	**$45,803,139**	**$46,068,860**	**$46,304,917**	**$46,550,596**	**$45,410,163**
Renewal Expenditure	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**2024-25**	**2025-26**	**2026-27**	**2027-28**	**2028-29**	**2029-30**	
Roads	$14,396,645	$13,948,756	$13,705,903	$13,873,649	$14,784,353	$14,832,196	$14,880,038	$15,632,881	$16,215,724	$16,898,566	$14,916,871
Paths	$1,697,692	$1,980,457	$1,467,845	$1,112,210	$990,579	$1,021,559	$1,085,420	$1,131,572	$1,149,422	$1,145,481	$1,278,224
Bridges	$778,000	$390,000	$390,000	$390,000	$418,000	$446,000	$474,000	$502,000	$530,000	$558,000	$487,600
Drainage	$2,644,750	$3,233,614	$2,742,360	$1,673,766	$1,137,544	$653,573	$587,102	$590,630	$594,159	$597,688	$1,445,519
Property	$6,607,397	$5,969,600	$6,579,200	$4,356,680	$2,486,200	$2,482,000	$2,890,300	$3,943,600	$3,992,017	$3,086,466	$4,239,346
Open Space	$1,204,923	$1,618,893	$1,806,391	$994,375	$818,023	$841,672	$1,136,939	$1,285,916	$1,061,478	$790,000	$1,155,861
Total Renewal	**$27,329,407**	**$27,141,320**	**$26,691,700**	**$22,400,680**	**$20,634,700**	**$20,277,000**	**$21,053,800**	**$23,086,600**	**$23,542,800**	**$23,076,200**	**$23,523,421**
Upgrade, Expansion & New Expenditure	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**2024-25**	**2025-26**	**2026-27**	**2027-28**	**2028-29**	**2029-30**	
Roads	$4,214,281	$3,089,435	$3,250,038	$3,237,973	$2,997,124	$2,780,372	$2,433,619	$2,631,866	$2,660,113	$2,738,361	$3,003,318
Paths	$1,814,281	$2,223,714	$1,500,896	$1,494,778	$1,562,893	$1,733,117	$1,828,341	$1,923,565	$2,018,789	$2,114,013	$1,821,439
Bridges	$502,000	$160,000	$160,000	$160,000	$172,000	$184,000	$196,000	$208,000	$220,000	$232,000	$219,400
Drainage	$989,187	$2,162,412	$810,864	$520,250	$391,983	$394,512	$397,040	$399,569	$402,098	$404,626	$687,254
Property	$10,159,401	$3,207,400	$5,476,300	$3,307,600	$1,377,800	$1,368,000	$1,470,700	$2,518,400	$1,471,600	$1,563,800	$3,192,100
Open Space	$660,458	$1,110,919	$665,202	$527,000	$328,000	$339,000	$350,000	$361,000	$372,000	$383,000	$509,658
Total Upgrade & Expansion	**$18,339,608**	**$11,953,880**	**$11,863,300**	**$9,247,600**	**$6,829,800**	**$6,799,000**	**$6,675,700**	**$8,042,400**	**$7,144,600**	**$7,435,800**	**$9,433,169**
Renewal Gap	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**2024-25**	**2025-26**	**2026-27**	**2027-28**	**2028-29**	**2029-30**	
Roads	-$7,249,188	-$3,090,245	-$3,498,506	-$3,157,241	-$5,385,716	-$7,108,867	-$11,176,626	-$10,465,888	-$1,838,559	$3,757,017	-$4,921,382
Paths	-$1,160,107	-$1,452,837	-$1,043,379	-$664,681	$921,979	$772,914	$691,929	$1,110,494	$1,096,938	-$138,540	$13,471
Bridges	-$129,733	$166,851	-$226,217	$112,525	$84,525	$56,525	-$9,712	-$37,712	-$530,000	-$558,000	-$107,095
Drainage	-$2,625,987	-$3,218,604	-$2,678,607	-$1,610,013	-$1,073,791	-$589,820	-$523,349	-$590,630	-$594,159	-$597,688	-$1,410,265
Property	-$798,479	-$620,293	-$2,472,489	-$758,025	$791,583	$1,139,899	$570,624	$294,963	$574,052	$1,996,474	$71,831
Open Space	-$941,551	-$1,372,336	-$1,388,530	-$536,673	-$298,903	-$257,447	-$493,223	-$766,602	-$508,885	-$197,750	-$676,190
Total Annual Shortfall/Suplus	**-$12,905,044**	**-$9,587,463**	**-$11,307,728**	**-$6,614,108**	**-$4,960,323**	**-$5,986,797**	**-$10,940,357**	**-$10,455,376**	**-$1,800,613**	**$4,261,513**	**-$7,029,630**
Cumulative Renewal Gap (all)	**-$12,905,044**	**-$22,492,508**	**-$33,800,236**	**-$40,414,344**	**-$45,374,666**	**-$51,361,464**	**-$62,301,821**	**-$72,757,197**	**-$74,557,809**	**-$70,296,297**	
Cumulative Renewal Gap (Roads)	-$7,249,188	-$10,339,432	-$13,837,938	-$16,995,179	-$22,380,895	-$29,489,762	-$40,666,388	-$51,132,276	-$52,970,835	-$49,213,818	
Cumulative Renewal Gap (Paths)	-$1,160,107	-$2,612,944	-$3,656,323	-$4,321,004	-$3,399,025	-$2,626,111	-$1,934,182	-$823,688	$273,250	$134,710	
Cumulative Renewal Gap (Bridges)	-$129,733	$166,851	-$226,217	$112,525	$84,525	$56,525	-$9,712	-$37,712	-$530,000	-$558,000	
Cumulative Renewal Gap (Drainage)	-$2,625,987	-$3,218,604	-$2,678,607	-$1,610,013	-$1,073,791	-$589,820	-$523,349	-$590,630	-$594,159	-$597,688	
Cumulative Renewal Gap (Property)	-$798,479	-$620,293	-$2,472,489	-$758,025	$791,583	$1,139,899	$570,624	$294,963	$574,052	$1,996,474	
Cumulative Renewal Gap (Open Space)	-$941,551	-$2,313,887	-$3,702,416	-$4,239,089	-$4,537,992	-$4,795,439	-$5,288,662	-$6,055,264	-$6,564,149	-$6,761,899	

A2 Dashboard Summary - Part A

Infrastructure Assets

Figures based on 2019/20 financial year

REPLACEMENT VALUE
$1.31 B +

ASSET CLASSES

Bridges & Major Culverts: includes floodways

Buildings & Structures: building structure, roof, services, fitout and miscellaneous structures

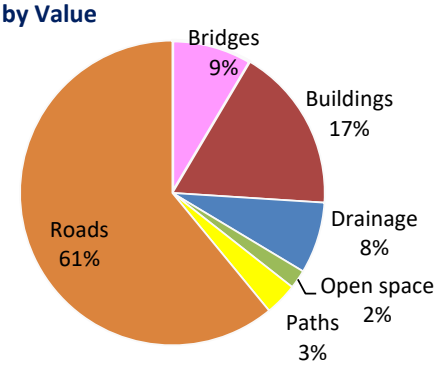
Drainage: pits, pipes, open drains

Open Space: playgrounds and structures within parks, reserves and streetscapes

Paths: concrete, sealed and unsealed paths

Roads: urban sealed, rural sealed & unsealed roads, kerb & channel, off-street car parks

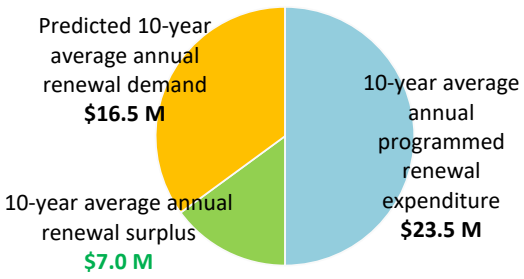
Assets by Value



10 YEAR AVERAGE ANNUAL RENEWAL DEMAND

Proposed funding below demand (based on renewal model)

	Demand	Budget
Bridges	$380.5 k	$487.6 k
Buildings	$4.3 M	$4.2 M
Drainage	$35.2 k	$1.4 M
Open Space	$479.7 k	$1.15 M
Paths	$1.3 M	$1.3 M
Roads	$10.0 M	$14.9 M



AVERAGE AGE & ASSET LIFE

Bridges & major culverts	43 years / 99 years
Buildings & structures	25 years / 42 years
Drainage	36 years / 100 years
Open space	15 years / 31 years
Paths	19 years / 54 years
Roads:	
• Urban sealed	19 years / 64 years
• Rural sealed	20 years / 44 years
• Unsealed	12 years / 20 years
• Kerb & channel	29 years / 70 years

ASSET EXPENDITURE 2019/20

Renewal:	$13,509,254
Upgrade/Expansion:	$5,755,329
Operational/Maintenance:	$43,433,877

NEW/UPGRADE WORKS

Average annual expenditure next 10 years: $9.4 M

FINANCIAL INDICATORS 2019/20

- Average Annual Asset Consumption: $21.4M or 1.6%
- Asset renewal: 1.0%
- Asset Upgrade/Expansion/New: 0.4%
- Renewal as % of consumption: 63.1%
- Assets added as % of stock: 0.7%
- Operating/Maintenance ratio: 3.3%

IMPROVEMENT ACTIONS

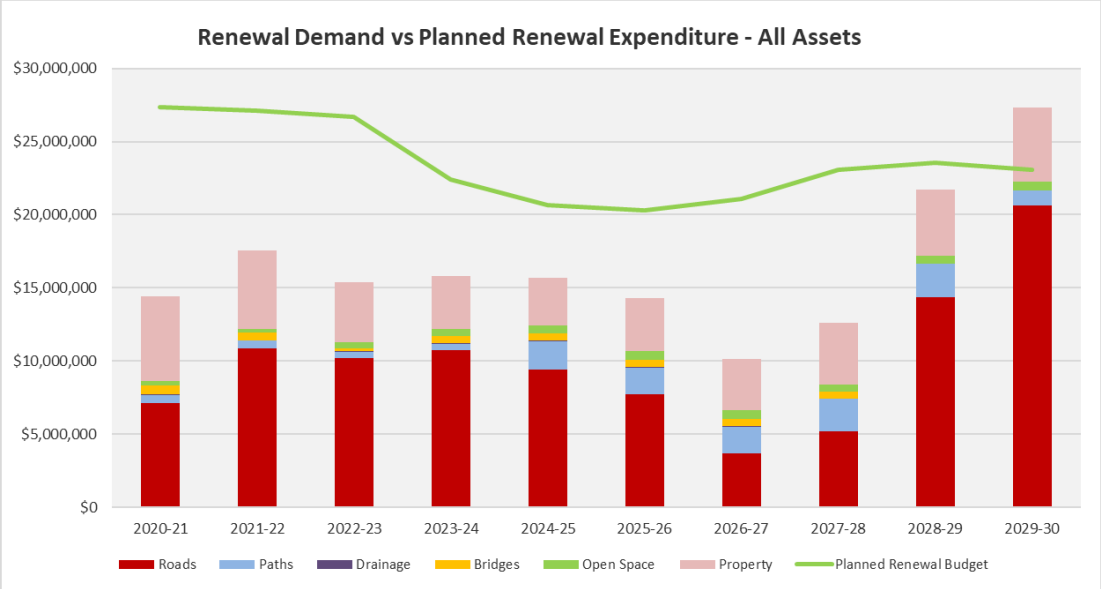
1. Review asset hierarchy for each facility and reserve in the Asset Management System.
2. Enhance condition information where required for: bridges, major culverts, drainage, and paths.
3. Use enhanced condition information to support reviews of forward capital works programs.

SUMMARY

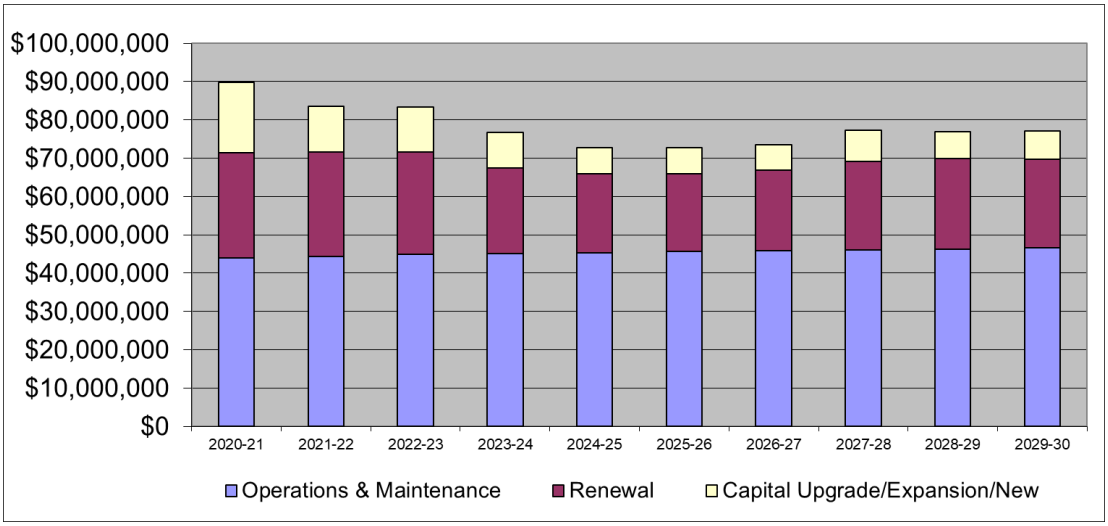
- Road assets make up over half the total asset replacement value.
- Condition data will continue to be reviewed for various asset classes to inform future asset planning.

10 Year Renewal Plan

Year	Required renewals	Planned renewal budget	Renewal funding shortfall/surplus	Cumulative funding shortfall/surplus
2021	$14,424,363	$27,329,406	$12,905,043	$12,905,043
2022	$17,553,857	$27,141,320	$9,587,463	$22,492,507
2023	$15,383,972	$26,691,700	$11,307,728	$33,800,235
2024	$15,786,572	$22,400,680	$6,614,108	$40,414,343
2025	$15,674,377	$20,634,700	$4,960,323	$45,374,666
2026	$14,290,203	$20,277,000	$5,986,797	$51,361,463
2027	$10,113,443	$21,053,800	$10,940,357	$62,301,820
2028	$12,631,224	$23,086,600	$10,455,376	$72,757,196
2029	$21,742,188	$23,542,800	$1,800,612	$74,557,808
2030	$27,337,714	$23,076,200	-$4,261,514	$70,296,294
10 Year Total	$164,937,913	$235,234,207	$70,296,294	$70,296,294
Annual Average	$16,493,791	$23,523,421	$7,029,629	



Lifecycle Summary



A3 Dashboard Summary - Part B

Road Assets

Figures based on 2019/20 financial year

REPLACEMENT VALUE

$790.9 M +

60% of total $1.31 B

ASSET CATEGORIES

Sealed roads: urban and rural roads with a bitumen surface, typically spray seal or asphalt

Unsealed roads: usually rural roads formed and surfaced using local granular and blended materials

Kerb & channel: constructed along the edge of sealed road, usually in urban areas, to drain road surface water run-off into the underground piped drainage network

Rural road drainage: includes table drains and minor culverts

Verge: traffic control devices and signage

Car parks: both on and off-street parking areas

Urban sealed roads	**201 km**
Rural sealed roads	**1312 km**
Unsealed roads	**1564 km**
Kerb & channel	**383 km**

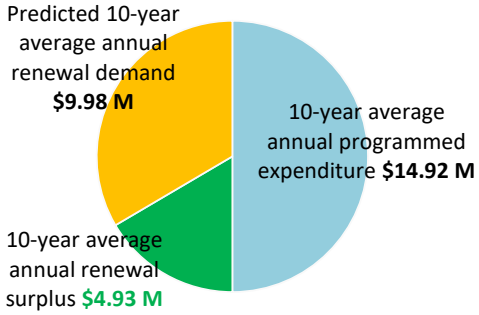
NEW/UPGRADE WORKS

Current programs are:

- Roads & Street Construction Plan - Schemes
- Road widening projects
- Intersection upgrades
- Average annual new/upgrade expenditure next 10 years: $3.0 M

10 YEAR RENEWAL

- Reseal & gravel road construction program
- Pavement reconstruction program
- Kerb & channel renewal program



ASSET LIFE

Pavement
- Sealed road: 100 years
- Unsealed road Local A & Above: 15 years
- Unsealed road Local B & C: 20 years

Wearing surface: seal 15 / asphalt 30 years
Kerb & channel: 70 years
Rural road drainage & verge: 100 years

EXPENDITURE 2019/20

Renewal:	$7,780,382
Upgrade/Expansion:	$2,043,477
Operational/Maintenance:	$12,462,786

Type	Condition 2020
Urban Sealed	Good 92.0% / Fair 8% / Poor 0%
Rural Sealed	Good 65% / Fair 34% / Poor 1%
Unsealed	Good 45 / Fair 49% / Poor 6%
Kerb	As per urban sealed roads

FINANCIAL INDICATORS 2019/20

- Average Annual Asset Consumption: $10.8M or 1.4%
- Asset renewal: 1.0%
- Asset Upgrade/Expansion/New: 0.3%
- Renewal as % of consumption: 72.1%
- Roads added as % of stock: 0.4%
- Operating/Maintenance lifecycle cost ratio: 1.6%

IMPROVEMENT ACTIONS

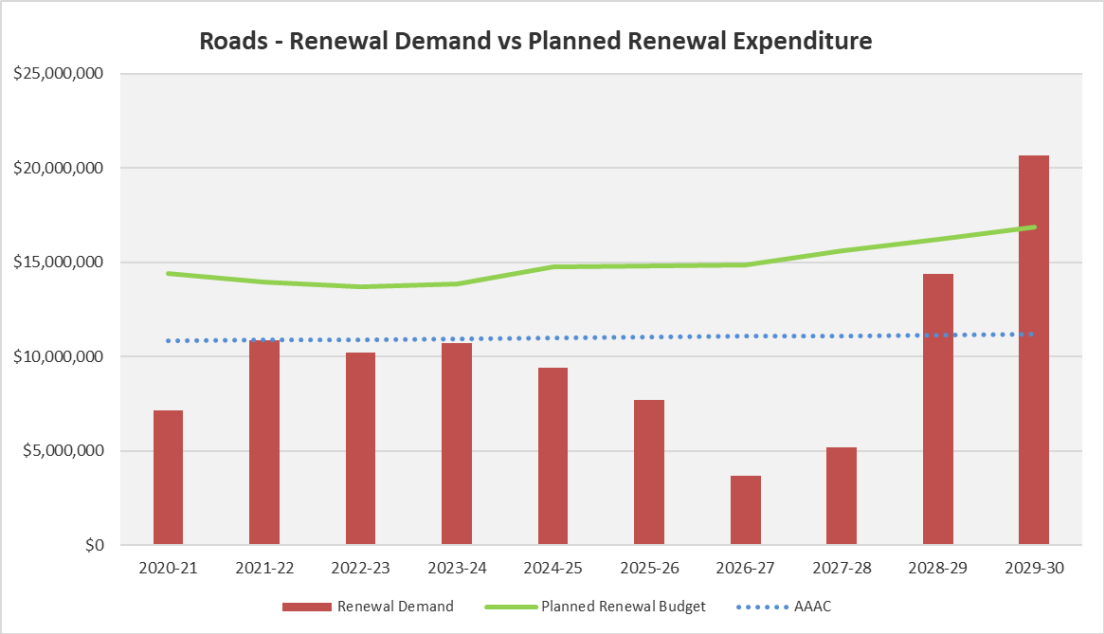
4. Enhance expenditure data on road maintenance activities in Asset Management System
5. Review condition intervention levels at which road assets are renewed

SUMMARY

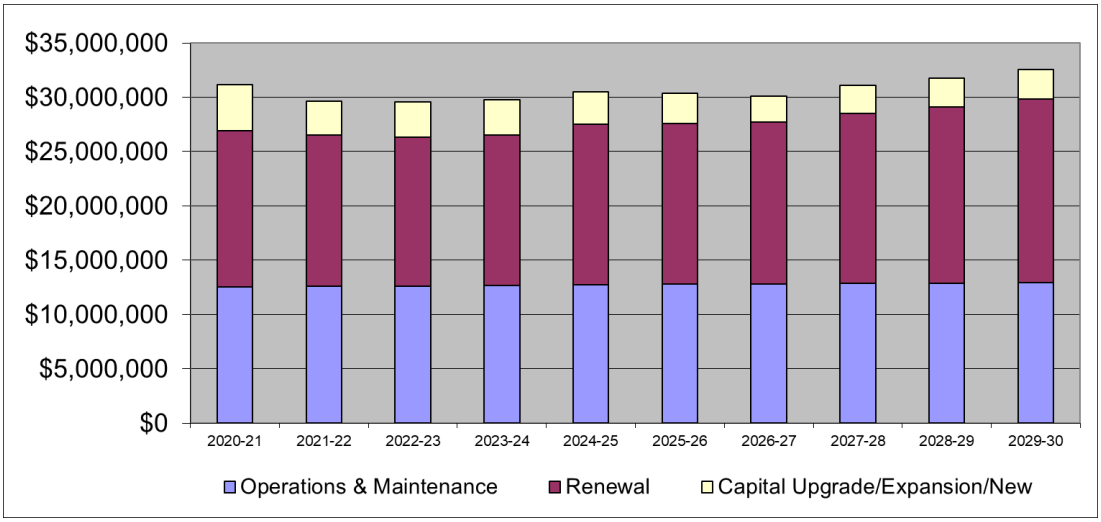
- Road assets are of a high overall value
- Urban roads are in good condition
- Rural roads are in good to fair condition

10 Year Renewal Plan

Year	Required renewals	Planned renewal budget	Renewal funding shortfall/surplus	Cumulative funding shortfall/surplus
2021	$7,147,458	$14,396,645	$7,249,188	$7,249,188
2022	$10,858,512	$13,948,756	$3,090,245	$10,339,432
2023	$10,207,397	$13,705,903	$3,498,506	$13,837,938
2024	$10,716,408	$13,873,649	$3,157,241	$16,995,179
2025	$9,398,638	$14,784,353	$5,385,716	$22,380,895
2026	$7,723,329	$14,832,196	$7,108,867	$29,489,762
2027	$3,703,412	$14,880,038	$11,176,626	$40,666,388
2028	$5,166,993	$15,632,881	$10,465,888	$51,132,276
2029	$14,377,164	$16,215,724	$1,838,559	$52,970,835
2030	$20,655,583	$16,898,566	-$3,757,017	$49,213,818
10 Year Total	$99,954,893	$149,168,711	$49,213,818	$49,213,818
Annual Average	$9,995,489	$14,916,871	$4,921,382	



Lifecycle Summary



A4 Dashboard Summary - Part C

Path Assets

Figures based on 2019/20 financial year

Approx. 281 km
503,069 m²

REPLACEMENT VALUE

$44.85 M

3.4% of total $1.31 B

ASSET CATEGORIES

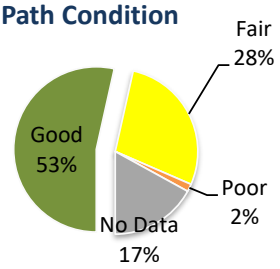
Footpath: A path used primarily for pedestrian use. A shared path is used for both pedestrian and cyclist use.

ASSET LIFE

Asphalt 15 years
Spray seal 15 years
Concrete 60 years
Gravel 10 years
Paved 60 years

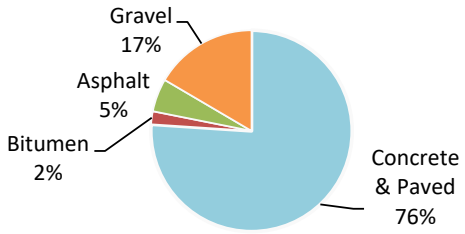
Defect inspections: concrete paths only as per RMP

Path Condition



Condition above intervention: 7,468 m² or 1.5%

PATH SURFACES



EXPENDITURE 2019/20

Renewal:	$1,871,041
Upgrade/Expansion:	$931,820
Operational/Maintenance:	$779,235

FINANCIAL INDICATORS 2019/20

- Average Annual Asset Consumption: $0.9M or 2.0%
- Asset renewal: 4.2%
- Asset Upgrade/Expansion/New: 2.1%
- Renewal as % of consumption: 206%
- Paths added as % of stock: 4.1%
- Operating/Maintenance ratio: 1.7%

NEW/UPGRADE WORKS

Current programs are:

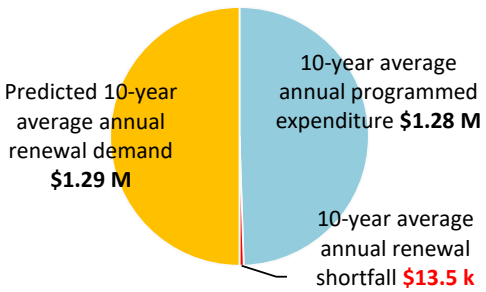
- Roads & Street Construction Schemes
- Access improvement program
- Urban Paths Plan
- Average annual expenditure next 10 years: $1.82 M

IMPROVEMENT ACTIONS

6. Review and enhance condition and defect assessment programs for gravel paths
7. Review condition intervention levels at which path assets are renewed
8. Use enhanced condition information to support reviews of forward capital works programs

10 YEAR RENEWAL

Proposed funding meets demand

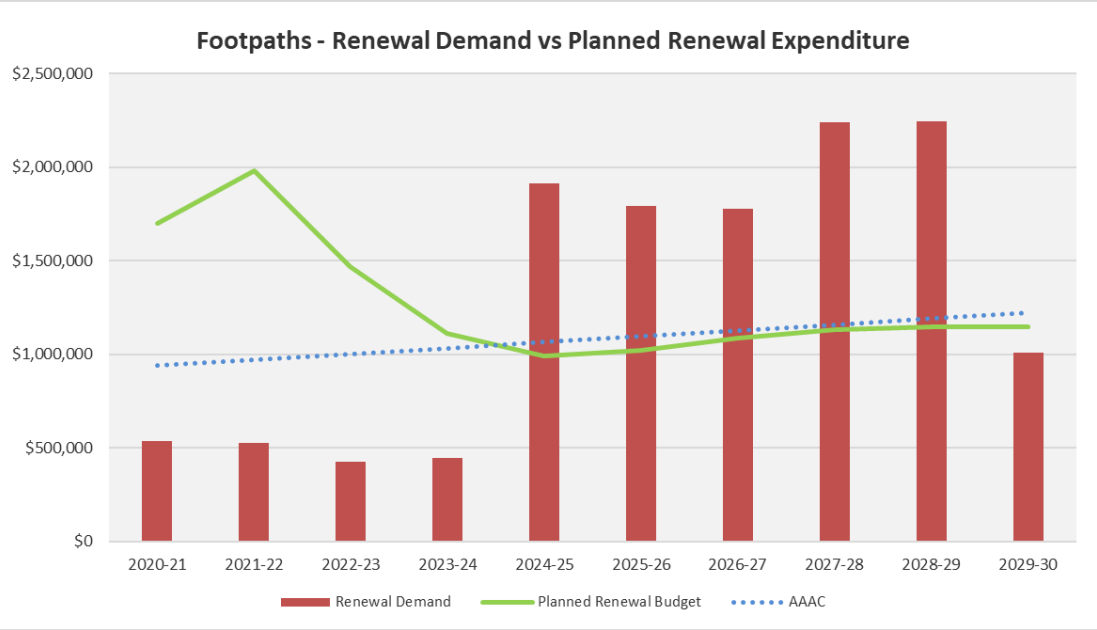


SUMMARY

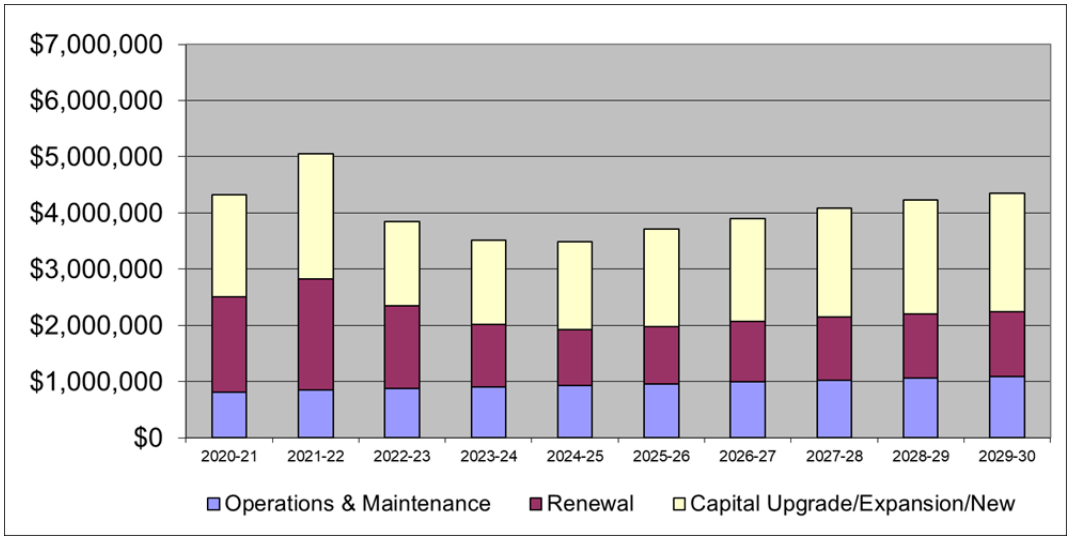
- Paths are predominately of concrete construction
- The majority of paths are in good condition
- Proposed renewal funding meets demand
- Condition and defect assessment processes for gravel paths will be reviewed and enhanced

10 Year Renewal Plan

Year	Required renewals	Planned renewal budget	Renewal funding shortfall/surplus	Cumulative funding shortfall/surplus
2021	$537,585	$1,697,692	$1,160,107	$1,160,107
2022	$527,620	$1,980,457	$1,452,837	$2,612,944
2023	$424,467	$1,467,845	$1,043,379	$3,656,323
2024	$447,530	$1,112,210	$664,681	$4,321,004
2025	$1,912,558	$990,579	-$921,979	$3,399,025
2026	$1,794,473	$1,021,559	-$772,914	$2,626,111
2027	$1,777,350	$1,085,420	-$691,929	$1,934,182
2028	$2,242,066	$1,131,572	-$1,110,494	$823,688
2029	$2,246,360	$1,149,422	-$1,096,938	-$273,250
2030	$1,006,941	$1,145,481	$138,540	-$134,710
10 Year Total	$12,916,948	$12,782,238	-$134,710	-$134,710
Annual Average	$1,291,695	$1,278,224	-$13,471	



Lifecycle Summary



A5 Dashboard Summary - Part D

Bridges & Major Culverts

Figures based on 2019/20 financial year

473 structures
+ 2 VicRoads structures with maintenance agreements

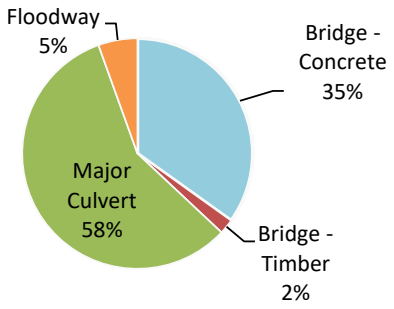
ASSET CATEGORIES

Bridge: a structure on, over or under a road that has a single span or diameter of 1.8 m or greater and includes all structural components (abutments, retaining walls, traffic safety barriers etc.) and associated pathways within the limits of the structure.

Major Culvert: drainage structure beneath the road which has a structural floor or base as well as a structural deck or roof. Has a waterway area of 1 m^2 or greater.

Floodway: a trafficable watercourse crossing over a shallow depression which is subject to flooding.

Assets by Quantity



REPLACEMENT VALUE

$110.5 M

8.4% of total $1.3 B

ASSET LIFE

Bridge - concrete 100 years
Bridge - timber 60 years
Major Culvert 100 years
Floodway 100 years

CONDITION & DEFECTS

Programmed condition assessments are not performed for bridge assets
Defect inspections are performed in line with Road Management Plan

EXPENDITURE 2019/20

Renewal:	$444,829
Upgrade/Expansion:	$535,522
Operational/Maintenance:	$997,392

NEW/UPGRADE WORKS

Current programs are:

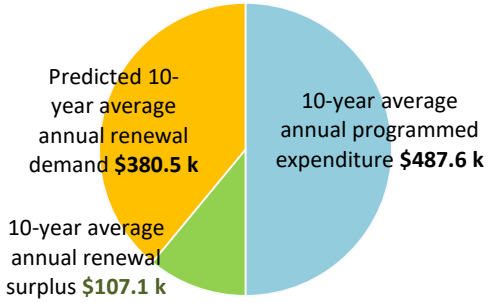
- Timber bridge replacement
- Average annual new/upgrade expenditure next 10 years: $219k

FINANCIAL INDICATORS 2019/20

- Average Annual Asset Consumption: $1.1M or 1.0%
- Asset renewal: 0.4%
- Asset Upgrade/Expansion/New: 0.5%
- Renewal as % of consumption: 39.8%
- Assets added as % of stock: 0.2%
- Operating/Maintenance ratio: 0.9%

10 YEAR RENEWAL

Proposed funding above demand



IMPROVEMENT ACTIONS

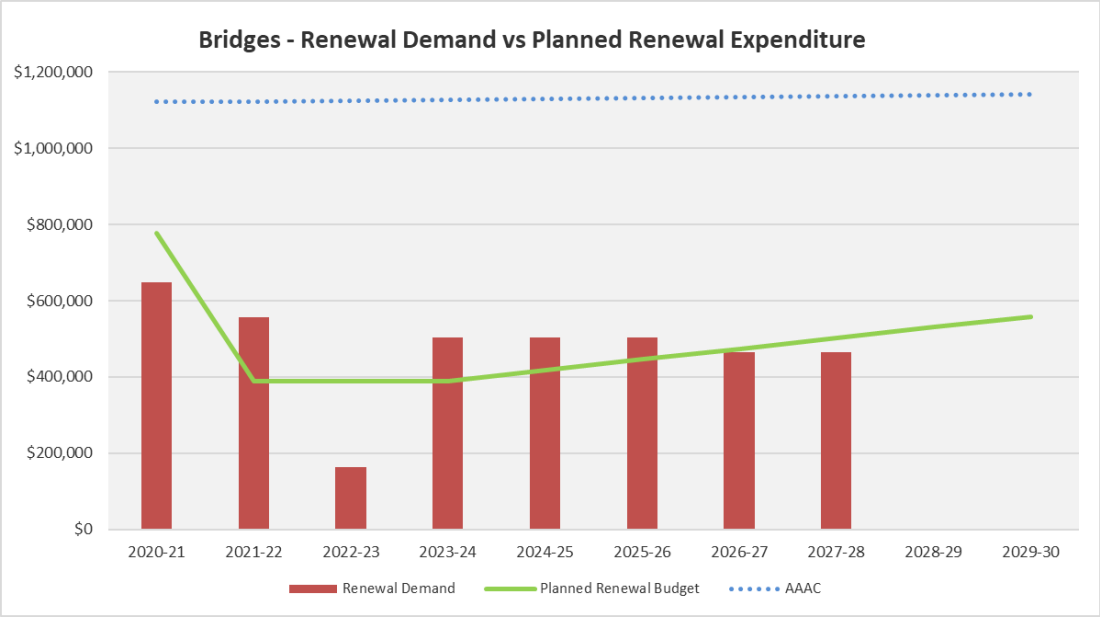
9. Review and enhance condition assessment processes if required
10. Review condition intervention levels at which assets are renewed
11. Use enhanced condition information to support reviews of forward capital works programs

SUMMARY

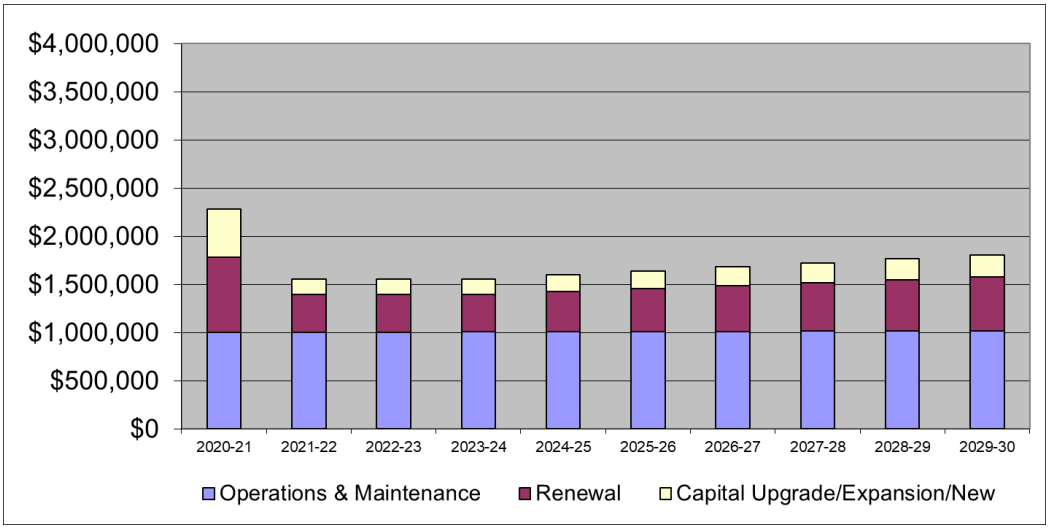
- Bridges are predominately of concrete construction.
- Condition and defect assessment processes for bridges will be reviewed and enhanced if required

10 Year Renewal Plan

Year	Required renewals	Planned renewal budget	Renewal funding shortfall/surplus	Cumulative funding shortfall/surplus
2021	$648,267	$778,000	$129,733	$129,733
2022	$556,851	$390,000	-$166,851	-$37,118
2023	$163,783	$390,000	$226,217	$189,099
2024	$502,525	$390,000	-$112,525	$76,574
2025	$502,525	$418,000	-$84,525	-$7,950
2026	$502,525	$446,000	-$56,525	-$64,475
2027	$464,288	$474,000	-$9,712	-$54,763
2028	$464,288	$502,000	-$37,712	-$17,051
2029	$0	$530,000	$530,000	$512,949
2030	$0	$558,000	$558,000	$1,070,949
10 Year Total	$3,805,051	$4,876,000	$1,070,949	$1,070,949
Annual Average	$380,505	$487,600	$107,095	



Lifecycle Summary



A6 Dashboard Summary - Part E

Drainage Assets

Figures based on 2019/20 financial year

REPLACEMENT VALUE

$98.4 M +

7.5% of total $1.31 B

ASSET CATEGORIES

Drainage assets include the below ground structures that form part of the urban stormwater system. It excludes box drains and minor culverts that are outside of the urban system (these fall under the Roads asset class).

Pits

Pipes

Open Drains: earthen and concrete lined channels

Retention Basins

Gross Pollutant Traps

Pump Wells

Other: drainage structures such as box drains and flood gates

Pits	**8,963**
Pipes	**259 km**
Open Drains	**32 km**

ASSET LIFE

Average age 36 years; Average life 100 years

Pits & pipes: 100 years
Concrete open drain – 100 years
Box drains: 100 years
Pump well: 20 years
Earthen open drain – indefinite
Retention basin - indefinite

EXPENDITURE 2019/20

Renewal:	$355,900
Upgrade/Expansion:	$158,137
Operational/Maintenance:	$1,181,431

CONDITION

Programmed condition assessments are not currently performed for drainage assets.
Defect inspections are performed as required

NEW/UPGRADE WORKS

Current programs are:

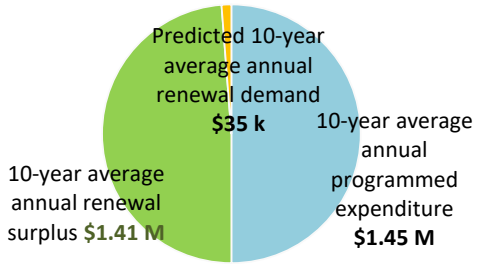
- Road and Street Construction Plan - Schemes
- Average annual expenditure next 10 years: $687k

FINANCIAL INDICATORS 2019/20

- Average Annual Asset Consumption: $0.98M or 1.0%
- Asset renewal: 0.4%
- Asset Upgrade/Expansion/New: 0.2%
- Renewal as % of consumption: 36.3%
- Drainage added as % of stock: 0.7%
- Operating/Maintenance ratio: 1.2%

10 YEAR RENEWAL

- Minor drainage networks
- Major drainage development
- Street reconstruction
- Streetscape renewal
- Proposed funding above demand



IMPROVEMENT ACTIONS

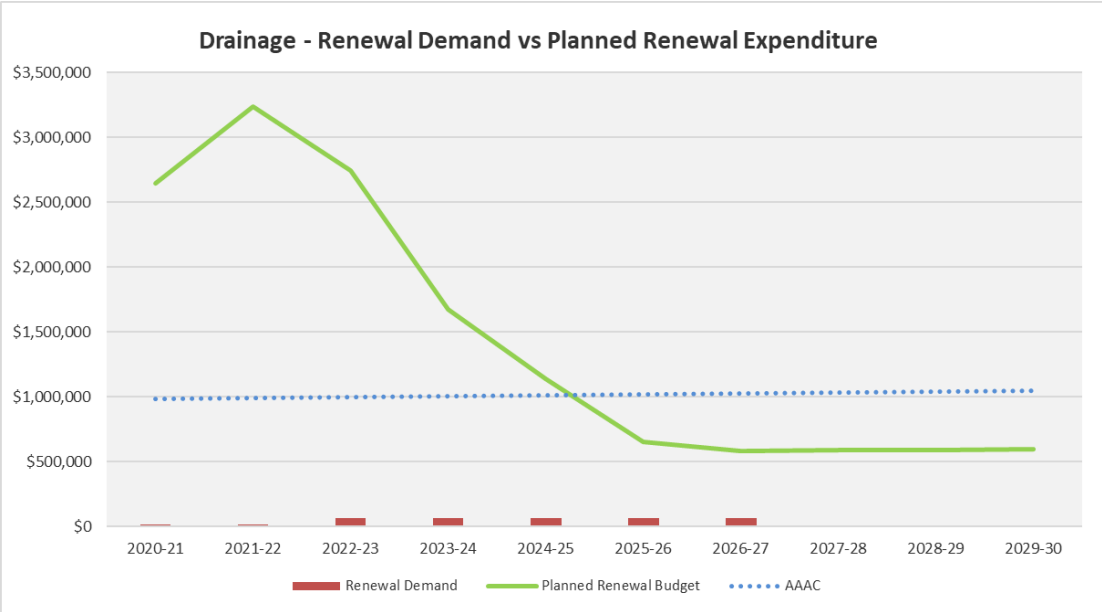
12. Develop condition assessment program to incrementally target trunk drainage and document the assessment methodology
13. Review condition intervention levels at which drainage assets are renewed
14. Based on condition data, develop a 10-year capital program for specific renewal and/or upgrade works to be undertaken on the drainage network

SUMMARY

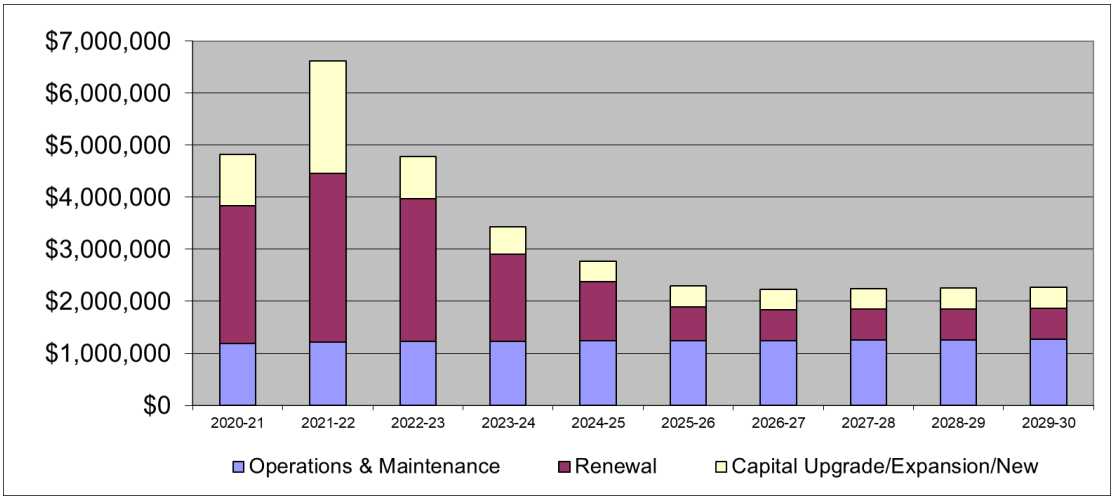
- No programmed condition assessments have been performed for drainage assets
- Proposed renewal funding is above demand.

10 Year Renewal Plan

Year	Required renewals	Planned renewal budget	Renewal funding shortfall/surplus	Cumulative funding shortfall/surplus
2021	$18,763	$2,644,750	$2,625,987	$2,625,987
2022	$15,010	$3,233,614	$3,218,604	$5,844,591
2023	$63,753	$2,742,360	$2,678,607	$8,523,198
2024	$63,753	$1,673,766	$1,610,013	$10,133,211
2025	$63,753	$1,137,544	$1,073,791	$11,207,002
2026	$63,753	$653,573	$589,820	$11,796,822
2027	$63,753	$587,102	$523,349	$12,320,171
2028	$0	$590,630	$590,630	$12,910,802
2029	$0	$594,159	$594,159	$13,504,961
2030	$0	$597,688	$597,688	$14,102,649
10 Year Total	$352,538	$14,455,186	$14,102,649	$14,102,649
Annual Average	$35,254	$1,445,519	$1,410,265	



Lifecycle Summary



A7 Dashboard Summary - Part F

Property Assets

Figures based on 2019/20 financial year

REPLACEMENT VALUE

$334.7 M +

18.6% of total $1.31 B

ASSET TYPES

Buildings: permanent structures with the following components: structure, roof, services and fit out

Structures: miscellaneous structures such as fencing, lighting, bores, sports courts, marine structures

FACILITY CATEGORIES

Commercial: aerodromes, caravan parks, rental properties (shops and residential), tourist information centres

Community & Cultural: public halls, museums, libraries, art galleries, theatres, multipurpose community centres

Human Services: kindergartens, senior citizens centres, neighbourhood houses, infant health centres

Municipal Operational: civic offices, depots, waste management facilities

Sport & Recreation: boating facilities, swimming pools, stadiums, recreation reserves, active recreation facilities

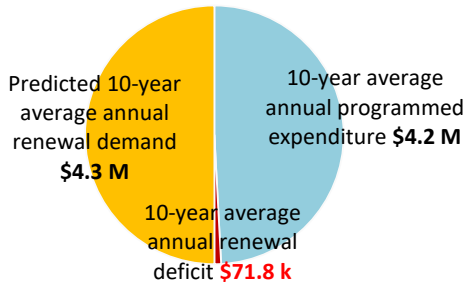
NEW/UPGRADE WORKS

Current programs are:

- Waste facility upgrades
- Recreational Boating Facilities Plan
- Sporting Infrastructure Plan
- Community Infrastructure Plan
- Average annual expenditure next 10 years: $3.19 M

10 YEAR RENEWAL

- Pools rolling renewal program
- Annual toilet renewal program
- Proposed funding meets demand



ASSET LIFE

	Average age / Average life
Aerodromes:	30 years / 48 years
Car Parks:	20 years / 47 years
Community:	29 years / 46 years
Other:	24 years / 40 years
Waste Management:	15 years / 32 years

EXPENDITURE 2019/20

Renewal:	$5,094,185
Upgrade/Expansion:	$8,065,703
Operational/Maintenance:	$23,454,629

Type	Condition 2019
Aerodromes	Good 36% / Fair 58% / Poor 6%
Car Parks	Good 67% / Fair 31% / Poor 2%
Community	Good 51% / Fair 35% / Poor 14%
Other	Good 49% / Fair 39% / Poor 12%
Waste Facilities	Good 52% / Fair 46% / Poor 2%

FINANCIAL INDICATORS 2019/20

- Average Annual Asset Consumption: $6.8M or 2.8%
- Asset renewal: 0.8%
- Asset Upgrade/Expansion/New: 0.5%
- Renewal as % of consumption: 30.2%
- Assets added as % of stock: 1.3%
- Operating/Maintenance ratio: 9.6%

IMPROVEMENT ACTIONS

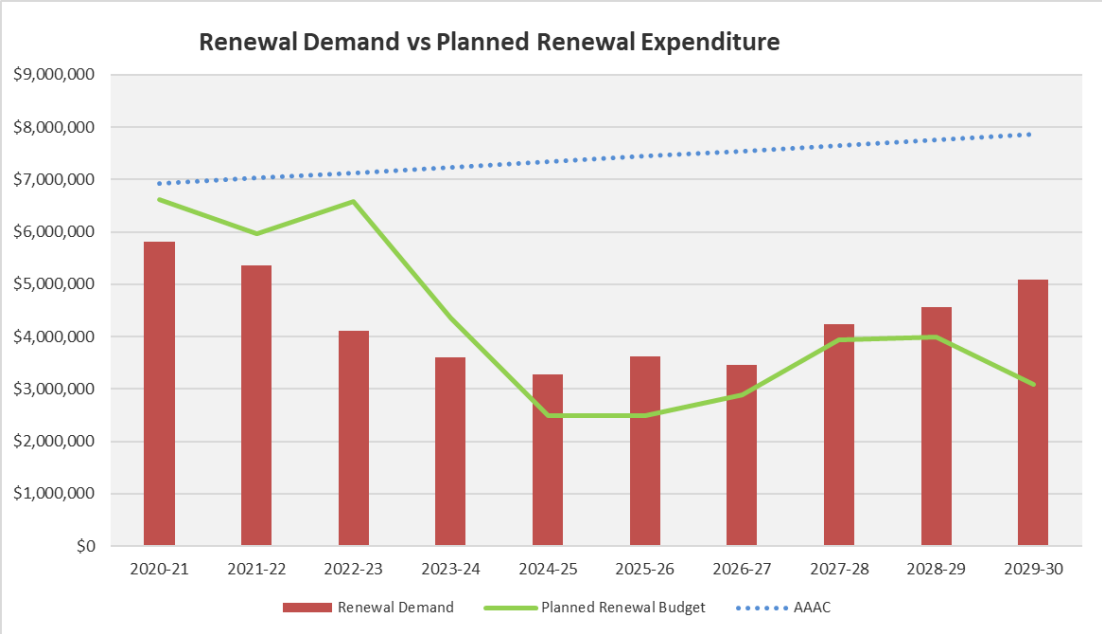
15. Facility hierarchy to be confirmed and assigned to each facility asset in the Asset Management System
16. Review condition intervention levels at which assets are renewed
17. Develop a 10-year capital program for specific works to be undertaken on facilities
18. Develop a 10-year maintenance program from defect audits

SUMMARY

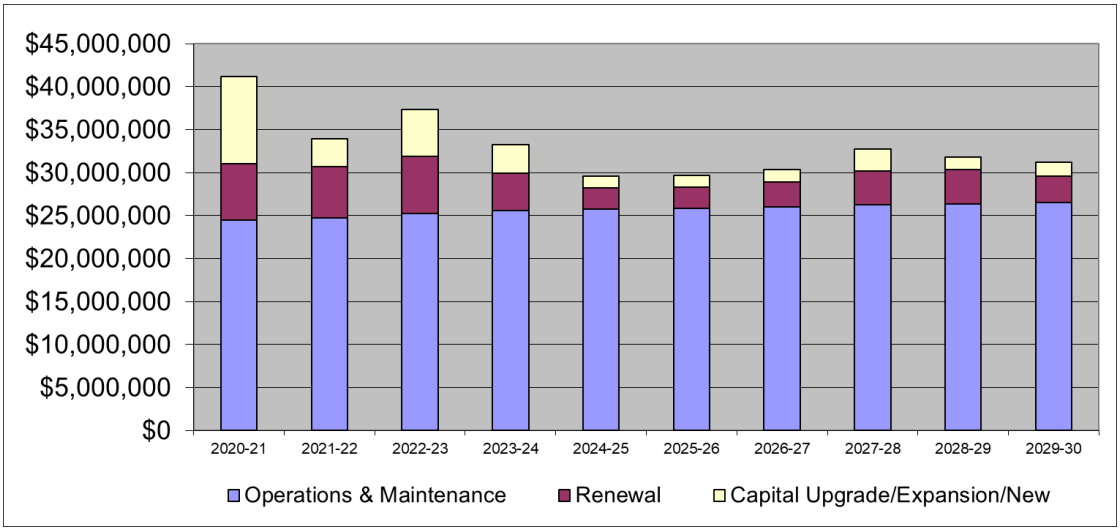
- Property assets are of a significant overall value
- Properties are in good to fair condition
- Proposed renewal funding meets demand

10 Year Renewal Plan

Year	Required renewals	Planned renewal budget	Renewal funding shortfall/surplus	Cumulative funding shortfall/surplus
2021	$5,808,918	$ 6,607,397	$798,519	$798,519
2022	$5,349,307	$ 5,969,600	$620,293	$1,418,812
2023	$4,106,710	$ 6,579,200	$2,472,489	$3,891,301
2024	$3,598,656	$ 4,356,680	$758,025	$4,649,326
2025	$3,277,783	$ 2,486,200	-$791,583	$3,857,743
2026	$3,621,899	$ 2,482,000	-$1,139,899	$2,717,844
2027	$3,460,924	$ 2,890,300	-$570,624	$2,147,220
2028	$4,238,563	$ 3,943,600	-$294,963	$1,852,258
2029	$4,566,070	$ 3,992,017	-$574,052	$1,278,205
2030	$5,082,940	$ 3,086,466	-$1,996,474	-$798,269
10 Year Total	$43,111,771	$42,393,460	-$798,269	-$798,269
Annual Average	$4,311,177	$4,239,346	-$71,827	



Lifecycle Summary



A8 Dashboard Summary - Part G

Open Space Assets

Figures based on 2019/20 financial year

REPLACEMENT VALUE

$25.9 M +

2% of total $1.31 B

ASSET CATEGORIES

Playgrounds: public areas containing play equipment, includes skate parks and BMX tracks

Sports Grounds: located in Sale and Wurruk

Irrigation: located in streetscapes, parks and sport grounds

Parks & Reserves: open space for passive recreation, including ornamental gardens, open space corridors and native landscapes.

Streetscapes: The visual elements of a street, including street furniture, trees and open spaces, that combine to form the street's character, appearance, identity, and functionality

Note: trees, landscaping, network assets (litter bins, bollards, outdoor furniture) are expensed and not listed on the asset register for the purposes of asset renewal modelling; public toilets are listed under buildings asset class

Asset	No.
Playgrounds, Skate Parks, BMX	68
Reserves – Level 1 & 2	50
Reserves – Level 3 & 4	149
Reserves – Level 5	91

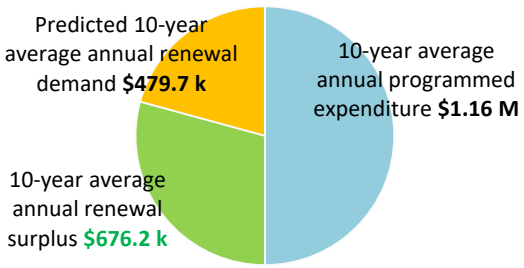
NEW/UPGRADE WORKS

Current programs are:

- Parks & reserves upgrade program
- Refer to Public Open Space Plan
- Average annual expenditure next 10 years: $509.6 k

10 YEAR RENEWAL

- Playground renewal program
- Open space irrigation renewal program
- Streetscape renewal program
- Parks shelter renewal program
- Proposed funding above demand



ASSET AGE / LIFE

Average age 15 years; Average life 33 years

Playground:	11 / 19 years
Shelter:	15 / 28 years
BBQ:	9 / 14 years
Basketball Court	4 / 18 years
Irrigation system:	11 / 20 years
Lighting:	11 / 23 years

EXPENDITURE 2019/20

Excludes trees, landscaping & network assets

Renewal:	$1,002,095
Upgrade/Expansion:	$846,392
Operational/Maintenance:	$4,558,405

Type	Condition 2019
Playgrounds	Good 93% / Fair 6% / Poor 1%
BBQs & Shelters	Good 76% / Fair 21% / Poor 3%
Irrigation	Good 74% / Fair 19% / Poor 7%
Other Park/Streetscape	Good 81% Fair 17% / Poor 2%

FINANCIAL INDICATORS 2019/20

- Average Annual Asset Consumption: $0.8M or 3.1%
- Asset renewal: 3.9%
- Asset Upgrade/Expansion/New: 3.3%
- Renewal as % of consumption: 122.8%
- Assets added as % of stock: 2.0%
- Operating/Maintenance ratio: 17.6%

IMPROVEMENT ACTIONS

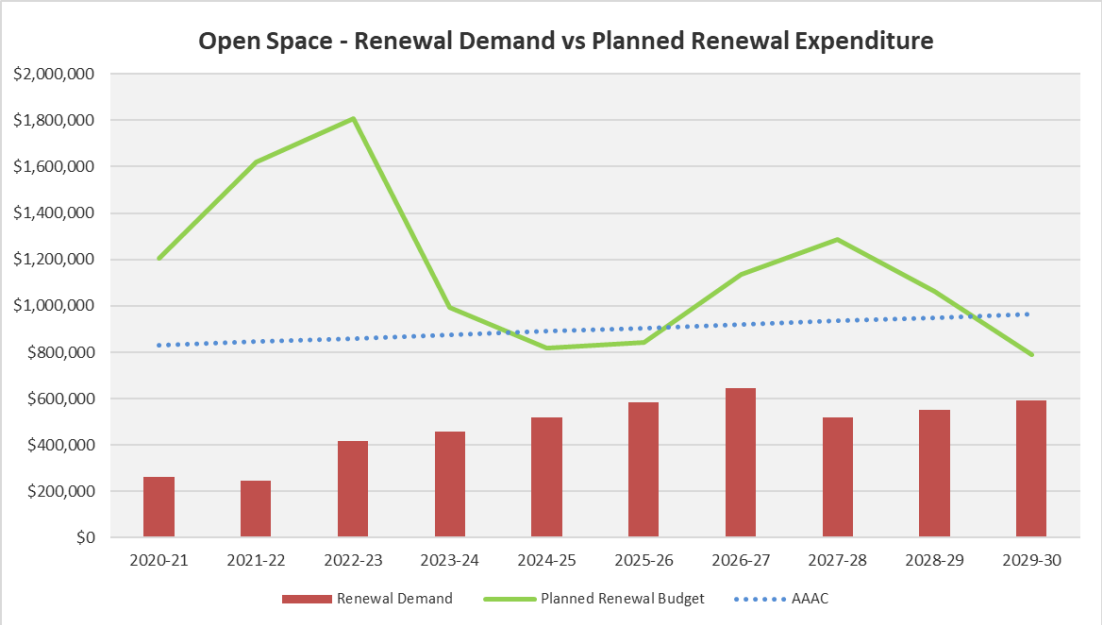
19. Park hierarchy to be confirmed and assigned to each open space asset in the Asset Management System
20. Maintenance-only asset inventory (landscaping, street furniture and litter bins) to be kept up to date in the Asset Management System

SUMMARY

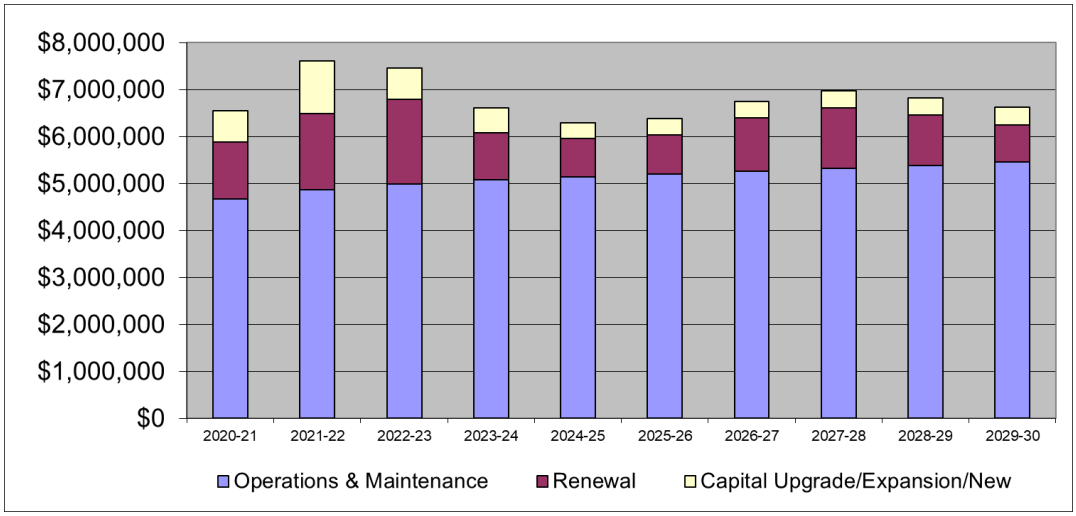
- Open space assets are in good condition
- Open space assets tend to have a short life
- Proposed renewal funding above demand

10 Year Renewal Plan

Year	Required renewals	Planned renewal budget	Renewal funding shortfall/surplus	Cumulative funding shortfall/surplus
2021	$263,372	$ 1,204,923	$941,551	$941,551
2022	$246,557	$ 1,618,893	$1,372,336	$2,313,887
2023	$417,862	$ 1,806,391	$1,388,530	$3,702,416
2024	$457,702	$ 994,375	$536,673	$4,239,089
2025	$519,121	$ 818,023	$298,903	$4,537,992
2026	$584,225	$ 841,672	$257,447	$4,795,439
2027	$643,716	$ 1,136,939	$493,223	$5,288,662
2028	$519,315	$ 1,285,916	$766,602	$6,055,264
2029	$552,593	$ 1,061,478	$508,885	$6,564,149
2030	$592,250	$ 790,000	$197,750	$6,761,899
10 Year Total	$4,796,712	$11,588,611	$6,761,899	$6,761,899
Annual Average	$479,671	$1,155,861	$676,190	



Lifecycle Summary



WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

Sale Service Centre
18 Desailly Street, Sale, Victoria 3850
Telephone 1300 366 244

Yarram Service Centre
156 Grant Street, Yarram, Victoria 3971
Telephone 03 5182 5100

www.wellington.vic.gov.au
enquiries@wellington.vic.gov.au

ATTACHMENT 13.5.4

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

WELLINGTON SHIRE

COUNCIL PLAN 2021-25

THE MIDDLE
OF EVERYWHERE

TARRA BULGA

ACKNOWLEDGMENT OF COUNTRY

The Gunaikurnai people are the First People of the Country we now call Wellington Shire. They have survived for tens of thousands of years, often against great adversity. They have looked after their Country and passed on stories and traditions through countless generations. Today, they continue to survive and thrive, maintaining connection to Country and to ancestors.

Wellington Shire Council acknowledges the Traditional Owners of the land, the Gunaikurnai people, and pay our respects to their Elders past, present and emerging. We acknowledge, respect, and uphold their unique ability to care for Country and deep spiritual connection to this land and water on which we rely. Council acknowledges the history of dispossession and movement of Aboriginal and Torres Strait Islander peoples across Gippsland and the impact this has had to the cultural lore, health, and wellbeing of the Traditional Owners.

In this Council Plan, and into the future, Wellington Shire Council commits to genuine partnership and meaningful engagement with Traditional Owners and Aboriginal communities. We commit to contributing to the care for Country and the broader aspirations of Gunaikurnai people to stand proud and strong, to be self-sufficient and highly respected.

Cover image: Port Albert

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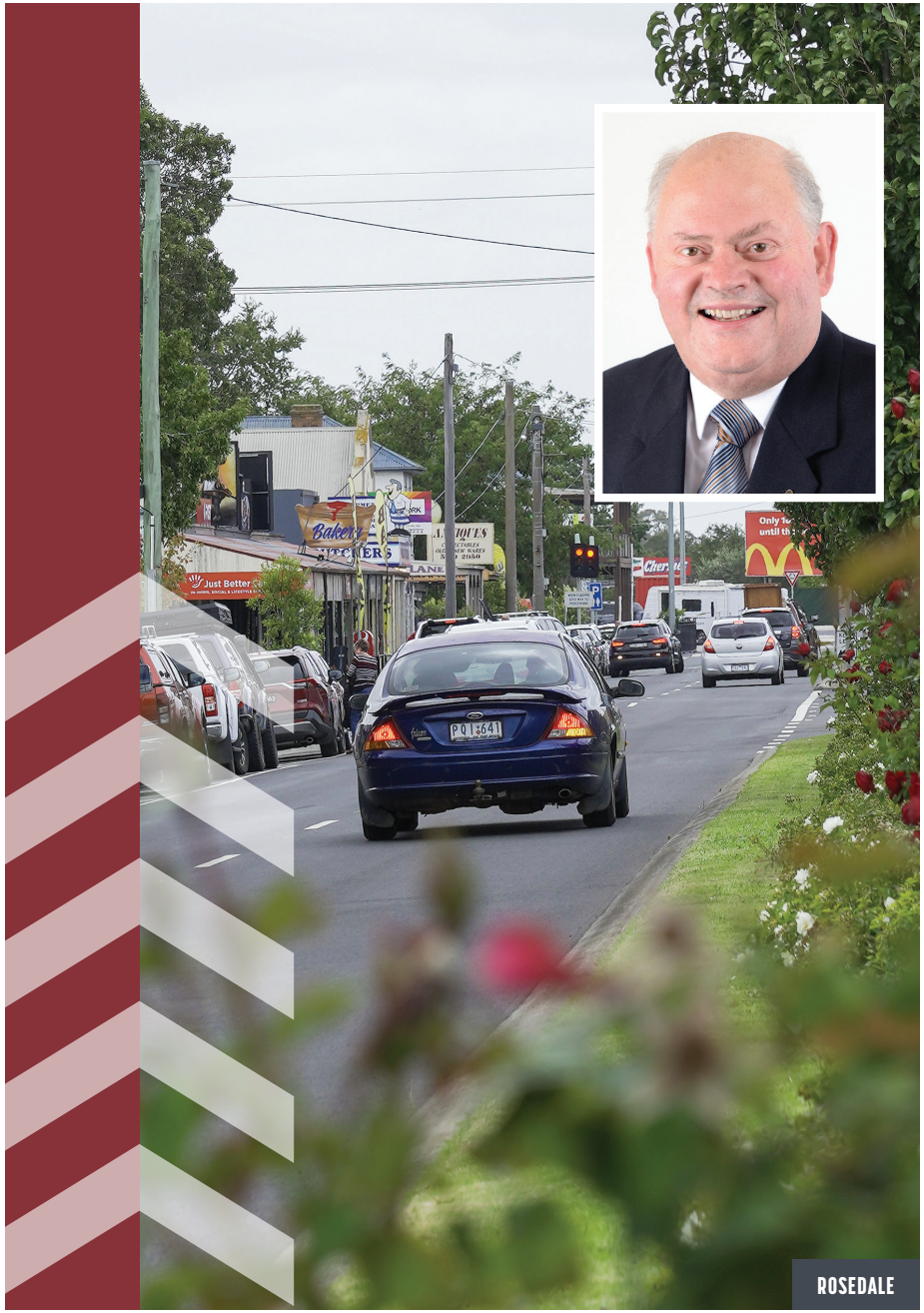
Glossary 61

NINETY MILE BEACH



MAYOR'S **MESSAGE**

On behalf of the Wellington Shire Council, I am proud to present the Council Plan 2021-25. This document responds to the opportunities in front of the Wellington community in the coming years, as well as the challenges we face.

The Council Plan sets the strategic actions, priorities, and key projects for Council to deliver over the next four years. It was developed with significant community consultation during 2021 and aligns with the long-term goals the community have expressed in the Wellington 2031 Community Vision.

The Council Plan centres around five priority areas:

- Climate change
- Economy in transition
- Partnering with Gunaikurnai
- Sustainable population growth and housing choice
- Better access to key services

Wellington Shire Council has identified Climate Change as our number one priority, recognising that temperature increases, lower rainfall, more frequent bushfires, more intense flooding, and sea level rises will have a significant impact on our community.

The Council Plan has a focus on attracting new industry, particularly renewable energy, and facilitating growth in our major towns. Equity and access to services across all parts of our population are also highlighted in a range of initiatives within the plan.

The four Strategic Directions define the actions Council will take to achieve these and other community priorities. They are centred under the headings of:

- Environment and Climate Change
- Economy and Sustainable Growth
- Liveability and Wellbeing
- Services and Infrastructure

These priorities and Strategic Directions will keep us focused on our regional advantages and community aspirations. This Council Plan will provide Council, its staff, key partners and stakeholders and the community with a clear line of sight from the 2031 Community Vision to daily action. We will report our progress back to the community through regular Council Reports in addition to the Annual Report.

I thank the community members who have helped to shape this plan. My fellow Councillors and I look forward to sharing our progress with you as we work with the community to achieve the outcomes of this plan over the coming four years.

Cr Garry Stephens
Mayor

YOUR **COUNCILLORS**

Cr Garry Stephens
Coastal Ward
T: 0476 000 157

Cr Scott Rossetti
Central Ward
T: 0419 366 686

Cr Carolyn Crossley
Northern Ward
T: 0409 485 833

Cr Gayle Maher
Coastal Ward
T: 0476 000 162

Cr Ian Bye
Central Ward
T: 0476 000 146

Cr John Tatterson
Northern Ward
T: 0448 433 036

Cr Marcus McKenzie
Coastal Ward
T: 0448 482 509

Cr Jill Wood
Central Ward
T: 0448 573 297

Cr Carmel Ripper
Northern Ward
T: 0457 056 436

ABOUT THIS PLAN

THE KNOB RESERVE, STRATFORD

What is a Council Plan?

The *Local Government Act 2020* requires Council to work with the community every four years to develop a new Council Plan. The 2021-25 Wellington Shire Council Plan identifies priorities for action and key projects to be delivered in the next four-year period and beyond.

The Council Plan does not contain the 'business as usual' work that Council does every day providing key services to our community. This includes planning and building services, waste management, road management, local laws, emergency management and recreation and community services. A list of Council's key functions can be found at the back of this plan.

The Council Plan also does not contain the budget and strategic resource projections. These are found in Council's long-term Financial Plan 2021/22 - 2030/31.

How did we develop the Council Plan?

We undertook significant internal and external consultation with community, government, and business stakeholders to understand the key needs and priorities to be addressed in the next four years. As a part of this process, we reviewed the Wellington 2031 Community Vision which is the community's long-term hopes for the future of our Shire. The 2031 Vision was developed in 2017 and we reviewed the last four years of delivery against it to check if it needed updating for the future.

During early 2021 Council asked the community their thoughts about what has been successful, what still needs work and what new challenges or opportunities have emerged since 2017. Over 1,100 community members joined the conversation via Your Wellington, Your Say, community meetings, workshops, and the annual Community Satisfaction Survey during the initial consultation phase. We collated the feedback and used this information to renew the Wellington 2031 Community Vision and develop this new Council Plan.

The draft Council Plan was released for stage 2 consultation in mid-2021 and overall the feedback received was positive and supportive. Suggestions from community members and key partners and stakeholders were used to make a range of changes to the initiatives and key projects so that they better reflected community and partner organisation expectations.

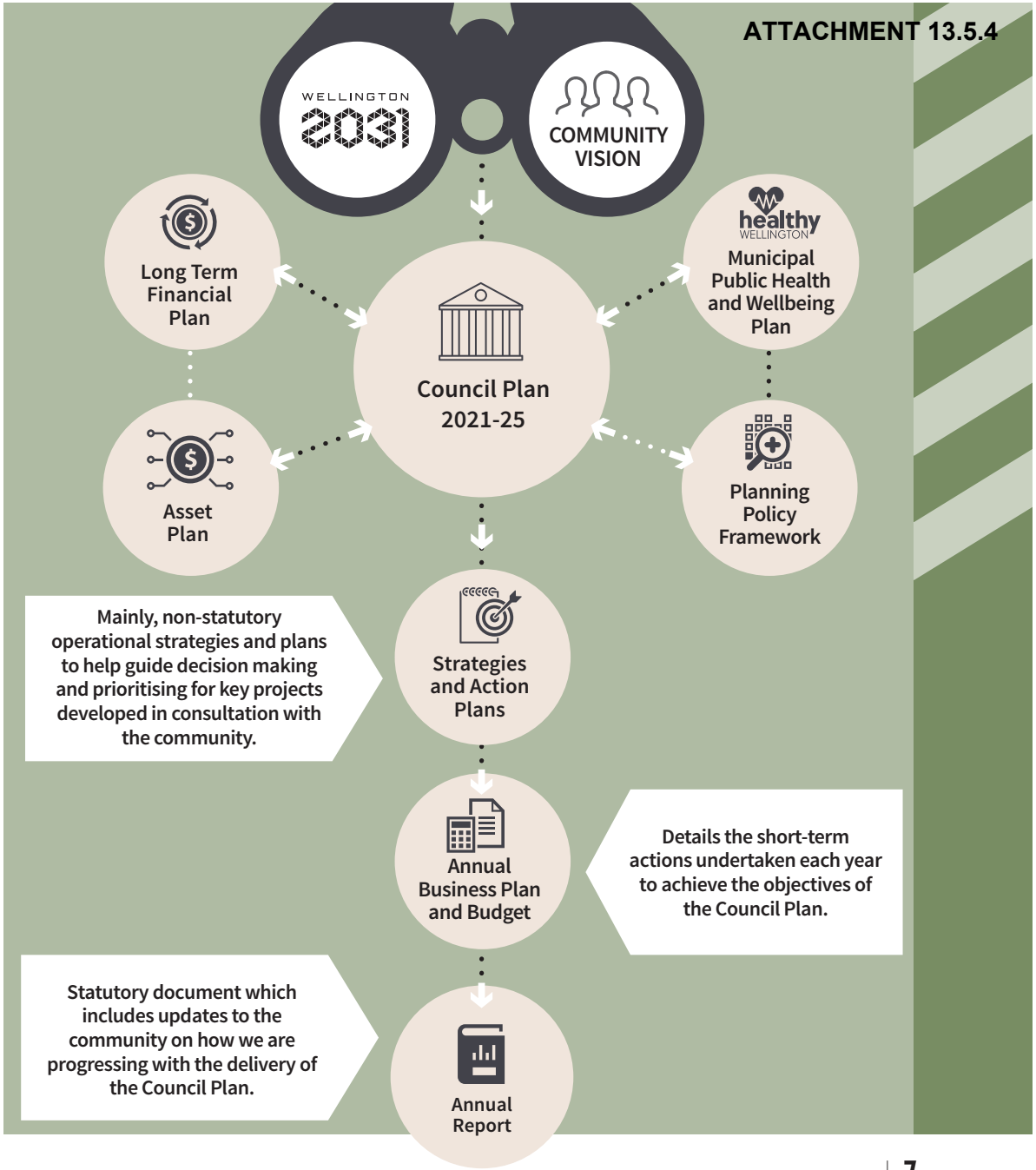
How does the Council Plan fit in with Council's Strategic Planning?

The Wellington 2031 Community Vision details the long-term vision for Wellington Shire Council for the next ten-year period. It is an overarching strategy that guides planning, leadership, decision making and expectations about the municipality into the future. The Council Plan 2021-25 details the four-year objectives, projects and priorities to meet the longer-term vision of Wellington 2031.

The Council Plan is underpinned by a ten-year Asset Plan and ten-year Financial Plan. These plans set out the financial and non-financial resources and technical elements required for managing assets to achieve the objectives of the Council Plan.

The Council Plan also provides direction to Council's four-year Municipal Public Health and Wellbeing Plan, known as Healthy Wellington 2021-25. Healthy Wellington 2021-25 aims to provide Council and the community with a strategic framework to integrate community outcomes and health priorities into the work we do. The four health priorities for 2021-25 are: Mental Health, Active Living, Health and Climate Change and Equality. Within this plan, there are key initiatives that are linked to Healthy Wellington 2021–25 planning. These initiatives will be marked with the icon. More information can be found within Healthy Wellington 2021–25.

Council will work in partnership with the community of Wellington Shire to deliver the Council Plan 2021-25. Council will also provide regular updates to the community on how we are progressing through a variety of reporting mechanisms including Council's Annual Report. The Council Plan will be reviewed annually and adjusted for its continuing relevance and in response to changing circumstances, new opportunities and completed actions.



Wellington 2031

- **Theme 1** Communities
- **Theme 2** Services and Infrastructure
- **Theme 3** Natural Environment
- **Theme 4** Lifelong Learning
- **Theme 5** Economy

Council Plan 2017-21

- **Theme 1** Communities
- **Theme 2** Services and Infrastructure
- **Theme 3** Natural Environment
- **Theme 4** Lifelong Learning
- **Theme 5** Economy
- **Theme 6** Organisational

The Organisational theme has been integrated into each of the directions of the 2021-25 Council Plan

Council Plan 2021-25

- **Direction 3** Liveability and Wellbeing
- **Direction 4** Services and Infrastructure
- **Direction 1** Environment and Climate Change
- **Direction 1,2 & 3** Environment and Climate Change; Economy and Sustainable Growth; Liveability and Wellbeing
- **Direction 2** Economy and Sustainable Growth

SEASPRAY

CHECK IN ON PROGRESS TO 2031

The 2017-21 Council Plan identified performance measures that Council would use to determine progress against the community's 2031 Vision during the life of the plan.

The 2021 check in shows that the Wellington community and Council have performed strongly against all measures. These strengths will be carried forward into this current 2021-25 Council Plan. The ongoing impacts of COVID-19 on the economy, community demographics and health and wellbeing may influence our outcomes.

In addition to these measures, the updated Wellington 2031 Community Vision contains a section titled 'Our Actions' which highlight significant projects and achievements for the past four years. This, in conjunction with the Annual Report for each year, gives a comprehensive picture of Council's performance.

Theme 1: Communities

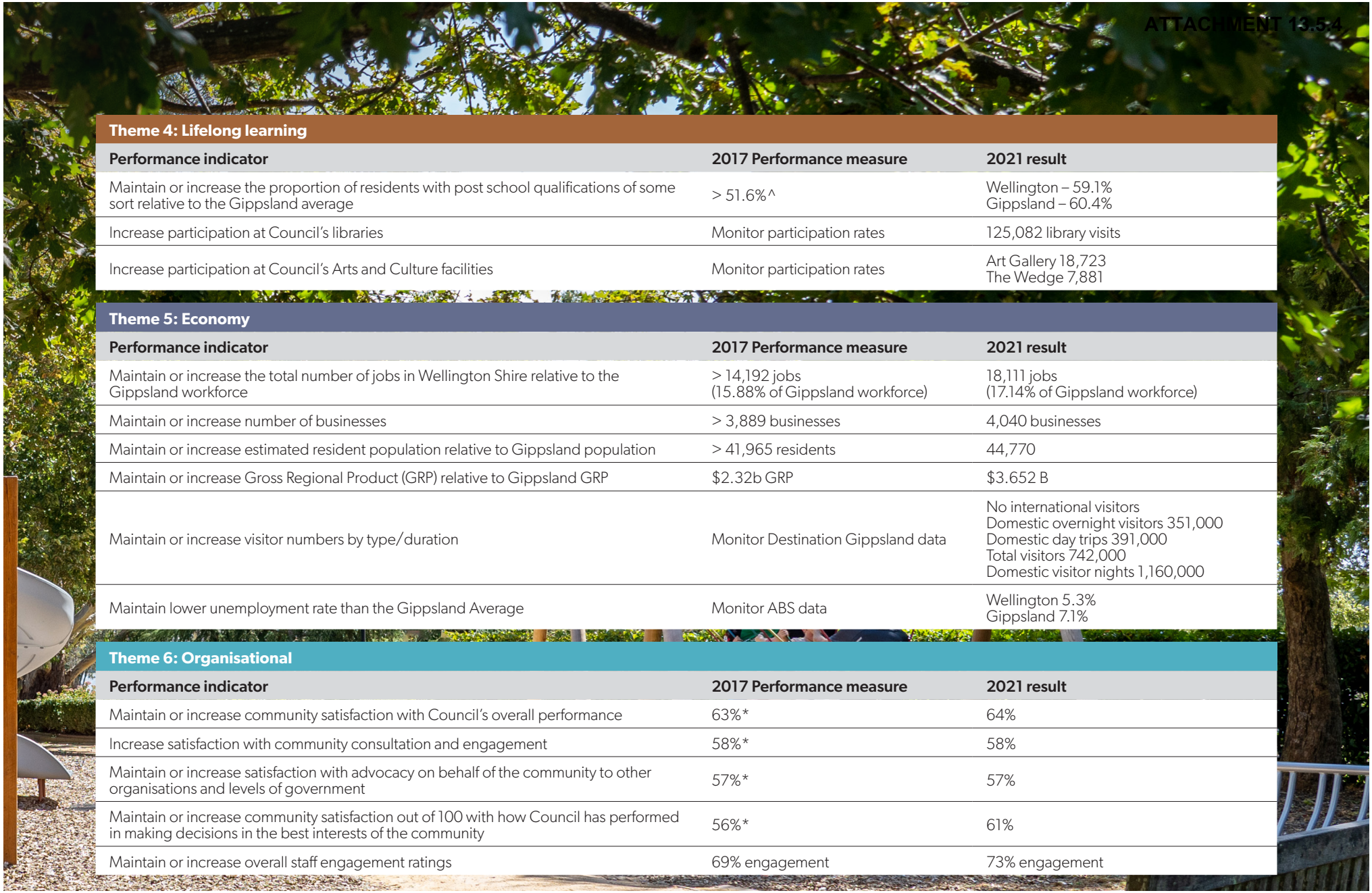
Performance indicator	2017 Performance measure	2021 result
Satisfaction with enforcement of Local Laws	64%*	65%
Community satisfaction with Emergency and Disaster Management	74%*	71% (Large rural average 71%)
Percentage of annual Municipal Health and Wellbeing Action Plan items achieved	> 75%	75%
Percentage of annual Action Plan items achieved for the Wellington Youth Strategy.	> 75%	76%
Monitor utilisation and diversity of usage of Council's community facilities	Monitor numbers	This is an ongoing process for Council to ensure the community has flexible access to Council's facilities.
Total value of Community Assistance Grants distributed annually	Monitor annual total	Community Assistance Grants $124,853 Quick Response Grants $ 129,983

Theme 2: Services and Infrastructure

Performance indicator	2017 Performance measure	2021 result
Community satisfaction with condition of local streets and footpaths.	55%*	64%
Community satisfaction with planning permits	58%*	58%
Total annual value of municipal development	Monitor annual total	Wellington $180,534,050 Victorian rural average $28,108,107
Percentage of sealed local roads that are below the renewal intervention level set by Council and not requiring renewal	Monitor percentage	99.97%

Theme 3: Natural environment

Performance indicator	2017 Performance measure	2021 result
Community satisfaction with the appearance of public areas	74%*	75%
Community satisfaction with waste management	67%*	66% (Large rural average 66%)
Community satisfaction with Council's slashing and weed control activity	53%*	55%
Monitor participation rates of Council's Sustainable Living Education Program	Monitor participation rates	Strong in former years. Has been heavily impacted by COVID-19



Theme 4: Lifelong learning		
Performance indicator	**2017 Performance measure**	**2021 result**
Maintain or increase the proportion of residents with post school qualifications of some sort relative to the Gippsland average	> 51.6%^	Wellington – 59.1% Gippsland – 60.4%
Increase participation at Council's libraries	Monitor participation rates	125,082 library visits
Increase participation at Council's Arts and Culture facilities	Monitor participation rates	Art Gallery 18,723 The Wedge 7,881

Theme 5: Economy		
Performance indicator	**2017 Performance measure**	**2021 result**
Maintain or increase the total number of jobs in Wellington Shire relative to the Gippsland workforce	> 14,192 jobs (15.88% of Gippsland workforce)	18,111 jobs (17.14% of Gippsland workforce)
Maintain or increase number of businesses	> 3,889 businesses	4,040 businesses
Maintain or increase estimated resident population relative to Gippsland population	> 41,965 residents	44,770
Maintain or increase Gross Regional Product (GRP) relative to Gippsland GRP	$2.32b GRP	$3.652 B
Maintain or increase visitor numbers by type/duration	Monitor Destination Gippsland data	No international visitors Domestic overnight visitors 351,000 Domestic day trips 391,000 Total visitors 742,000 Domestic visitor nights 1,160,000
Maintain lower unemployment rate than the Gippsland Average	Monitor ABS data	Wellington 5.3% Gippsland 7.1%

Theme 6: Organisational		
Performance indicator	**2017 Performance measure**	**2021 result**
Maintain or increase community satisfaction with Council's overall performance	63%*	64%
Increase satisfaction with community consultation and engagement	58%*	58%
Maintain or increase satisfaction with advocacy on behalf of the community to other organisations and levels of government	57%*	57%
Maintain or increase community satisfaction out of 100 with how Council has performed in making decisions in the best interests of the community	56%*	61%
Maintain or increase overall staff engagement ratings	69% engagement	73% engagement

* Victorian Local Government Community Satisfaction Survey ^ ABS data

HOW TO READ **THIS PLAN**

The following table outlines the strategic content as required by the *Local Government Act 2020*, section 90, and how we have interpreted each item within this document. We have also included Council's role in delivering the initiatives and priorities.

***Local Government Act 2020* s.90 requirements:**	**Wellington Shire Council Plan 2021-25 terminology:**
(a) strategic direction of the Council	Strategic direction
(b) strategic objectives for achieving the strategic direction	What outcomes do we want by 2025?
(c) strategies for achieving the objectives	Existing Council Strategies and Action Plans
(d) strategic indicators for monitoring the achievement of the objectives	Indicators of success
(e) description of the Council's initiatives and priorities for services, infrastructure, and amenity	Key initiatives and priorities to achieve these outcomes. Key projects.

Council's role in delivering initiatives and priorities	
Provider	Council operates and delivers the service
Funder	Council does not directly provide the service but provides funding for its delivery to the community
Regulator	Council is responsible for enforcing legislative requirements relating to the service
Facilitator	Council doesn't directly deliver the service but promotes or facilitates its delivery
Advocate	Council uses a range of methods to advocate on behalf of the community, depending on the issue. Advocacy can include submissions, regional partnership groups and forums, discussions with Ministers and lobbying.

MEASURING **OUR SUCCESS**

In each of the four Strategic Directions, we have listed specific indicators to assess whether we have influenced change in the outcome over the four-year period of the Council Plan.

These indicators have been connected to the United Nations Sustainable Development Goals (SDGs). The 17 SDGs are a blueprint to achieve a better and more sustainable future for all. They address the global challenges that we face, including those related to poverty, inequality, climate change, environmental degradation, peace and justice. While we acknowledge that most of our residents fare better than communities in many of our neighbouring developing countries, parts of our community experience poverty and inequality, impacting their health and wellbeing.

We have used the SDGs as measures in this Council Plan in recognition of the fact that our Council Plan, Wellington 2031 and our key strategies contribute to the achievement of the global goals by delivering at the local level. The local level is where the impacts of climate change, environmental degradation, and socio-economic issues are felt most.

While Council has significant ability to influence sustainable outcomes, it cannot do this alone. Every individual, business, community and level of government has a key part to play in our collective journey to increase our resilience in the face of climate change, change the significance of our impact upon the environment and drive for more equitable outcomes for all.

More information about the Sustainable Development Goals can be found at: https://sdgs.un.org/goals

KEY **PARTNERS**

Each of the Strategic Directions in this plan contains initiatives, or actions, that will be taken to achieve change over the coming four years. In recognition of the fact that Council may not be directly responsible for the outcome or may be working with a range of other groups to achieve change, we have introduced a 'key partners' section to the plan.

Being listed as a key partner means Council plans to work with that group or organisation to bring about the project or initiative. It doesn't commit or hold the organisation to account or require them to change their own priorities or resourcing to achieve the aim.

The key partners section is a recognition that partnership and collaboration is a strong way forward, making all of us more likely to see the success we want to bring about.

STATE AND FEDERAL **FUNDING CONTEXT**

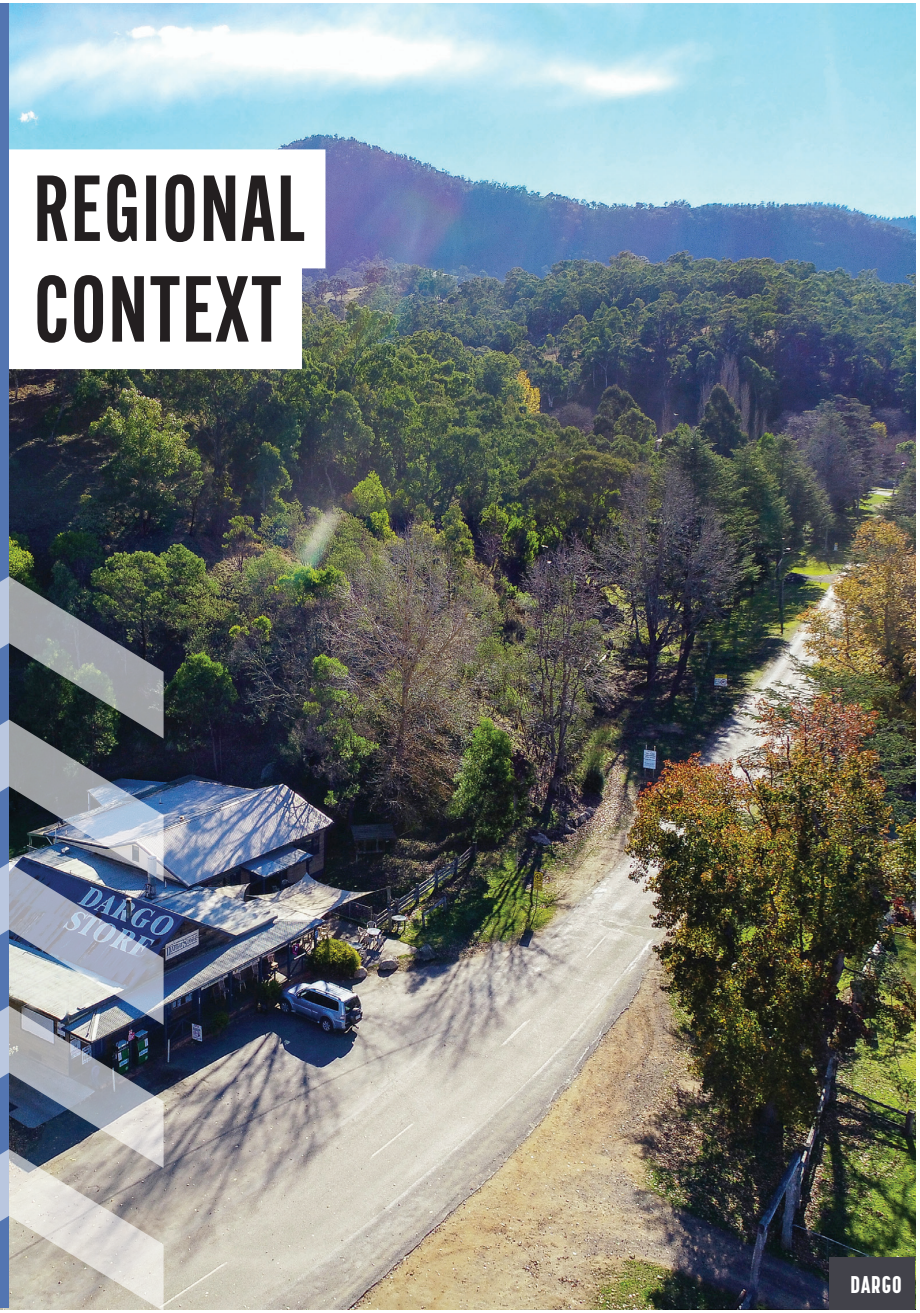
As far as possible, Council will prioritise the initiatives and projects inside this plan for delivery in the next four-year period. However, unforeseen circumstances, including natural disasters or significant changes to industry and jobs, can give rise to other priorities and funding opportunities that must be delivered.

Council acknowledges that State and Federal Government priorities and funding opportunities are often delivered through Local Government. As far as possible, Wellington Shire Council will attempt to match those opportunities to existing Council Plan initiatives and priorities, however funding will not be rejected simply because it does not align with the current Plan.

When a project is funded beyond Council Plan initiatives and priorities, the potential social and economic benefits must be carefully considered, including asset renewal and ongoing maintenance costs in the case of capital funding.

MAFFRA

REGIONAL CONTEXT



DARGO

Two key plans provide the regional context in which we operate:

1. Gippsland Regional Growth Plan 2014: the Victorian State Government growth plan for our region developed in consultation with all stakeholders. Its key elements are embedded into the statutory planning schemes of Councils in the region.

2. Gippsland Regional Plan 2020-25: a non-statutory plan developed through collaboration with all levels of Government, business, and education, as well as a wide range of agencies and community organisations.

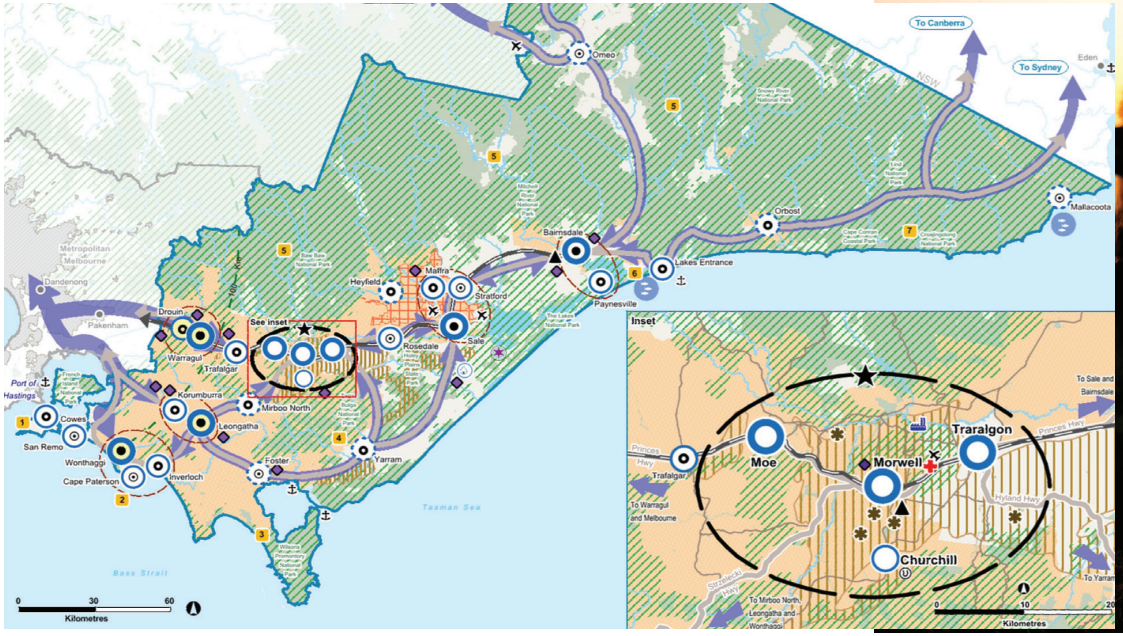
Much of our future success is dependent upon effective advocacy through strong partnerships including the Gippsland Regional Partnership, our peak regional advocacy body, and One Gippsland. The following are the key regional issues and priorities highlighted by these plans that are particularly relevant to Wellington Shire:

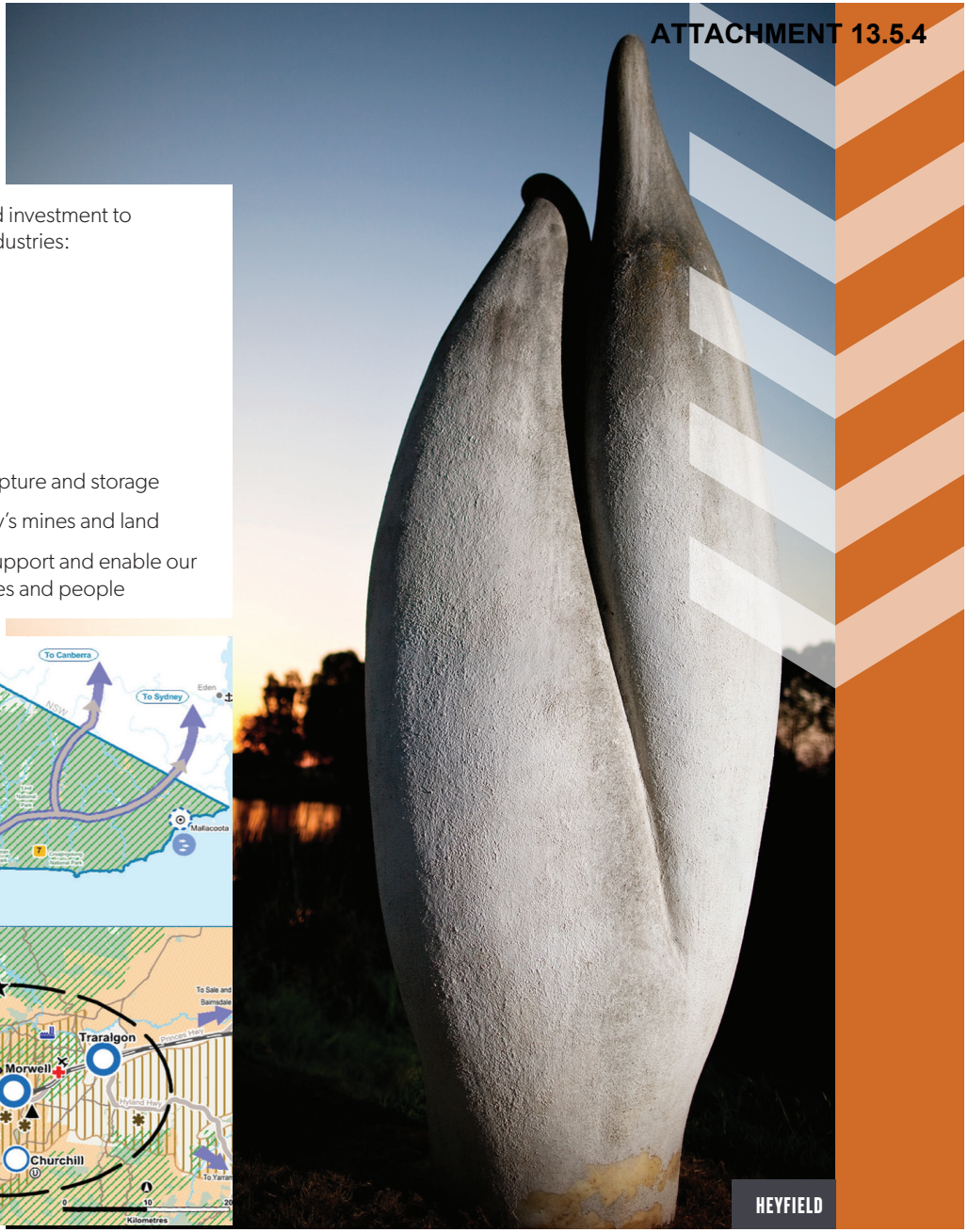
- Effectively addressing **climate change** and mitigating the risks as far as possible.
- Improved **transport services** in particular better frequency and reliability of rail and bus services.
- Improved **digital connectivity** given its importance to our economy and growth.
- Increased diversity, investment, and innovation in **key industries** like food and fibre, health, and a focus on renewable energy.
- Expanding programs and services to care for our most **vulnerable communities**.
- Improved access to **quality health and education** services.
- Ensuring that **regional infrastructure** of all kinds is in place to enable growth including utilities (water, sewer, drainage etc), road/rail etc.
- Protecting our heritage, both natural and man-made.
- Our **low** (in some areas) **population growth** and our **ageing communities**.
- Promoting **sustainable growth** into major towns ensuring the ability to service the growth with appropriate infrastructure.

This Council Plan gives rise to initiatives and projects which address each of these regional issues to some extent.

Gippsland's game changer priorities

- Increasing digital inclusion throughout Gippsland
- Progressing major transport infrastructure and services to open Gippsland to new business, visitors, and residents:
  - a third Victorian international airport south east of Melbourne
  - expansion of the Port of Hastings
  - more frequent and reliable Gippsland Rail services
- Renewable, clean and community energy initiatives
- Hero tourism destinations and Traditional Owner and Aboriginal cultural tourism
- Encouraging innovation and investment to sustainably grow our key industries:
  - food and fibre
  - new energy
  - health
  - advanced manufacturing
  - knowledge services
- Commercialising carbon capture and storage
- Rehabilitating Latrobe Valley's mines and land
- Expanding programs that support and enable our most vulnerable communities and people





THE SHIRE AT A GLANCE

BLUE GABLES, MAFFRA

BUSINESSES

4,029

JOBS

18,111

POPULATION

44,770

EDUCATION

TAFE GIPPSLAND
OPENING IN SALE IN 2022

5
SECONDARY
SCHOOLS

30
PRIMARY
SCHOOLS

HOSPITALS AND HEALTH SERVICES

HEYFIELD HOSPITAL
MAFFRA DISTRICT HOSPITAL
GIPPSLAND BASE HOSPITAL
LOCH SPORT COMMUNITY HEALTH CARE
RAMAHYUCK DISTRICT ABORIGINAL CORPORATION
YARRAM AND DISTRICT HEALTH SERVICE

GROSS-REGIONAL PRODUCT

$3.652 BILLION

VALUE OF TOURISM

$182 MILLION

POPULATION AGE BREAKDOWN (2018)

75+ **8.10%**
55-74 **26.95%**
35-54 **24.31%**
20-34 **16.72%**
1-19 **23.91%**

THE MIDDLE OF EVERYWHERE

...explore, live, work and invest

VISION

"Happy people, healthy environment and thriving communities." Wellington 2031 Community Vision

MISSION

Working together to make a difference.

We listen and lead to provide quality services that improve life for all.

VALUES

The organisation's values guide our behaviour and underpin everything we do. Our values help us achieve our vision and improve the quality of the services we offer to our community.

- **Cooperation:** Working together, teamwork, collaboration and being solution oriented.
- **Integrity:** Acting with respect, honesty, reliability, trust, tolerance and understanding.
- **Balance:** Demonstrating fairness, equity, and flexibility. Considering work-life balance, and balancing community needs against resources.
- **Professionalism:** Personal development and meaningful work, being competent, innovative, and courageous, focusing on excellence and continuous improvement.
- **Sustainability:** Going above and beyond to demonstrate commitment to leading sustainable practices and encouraging and supporting others to do the same.

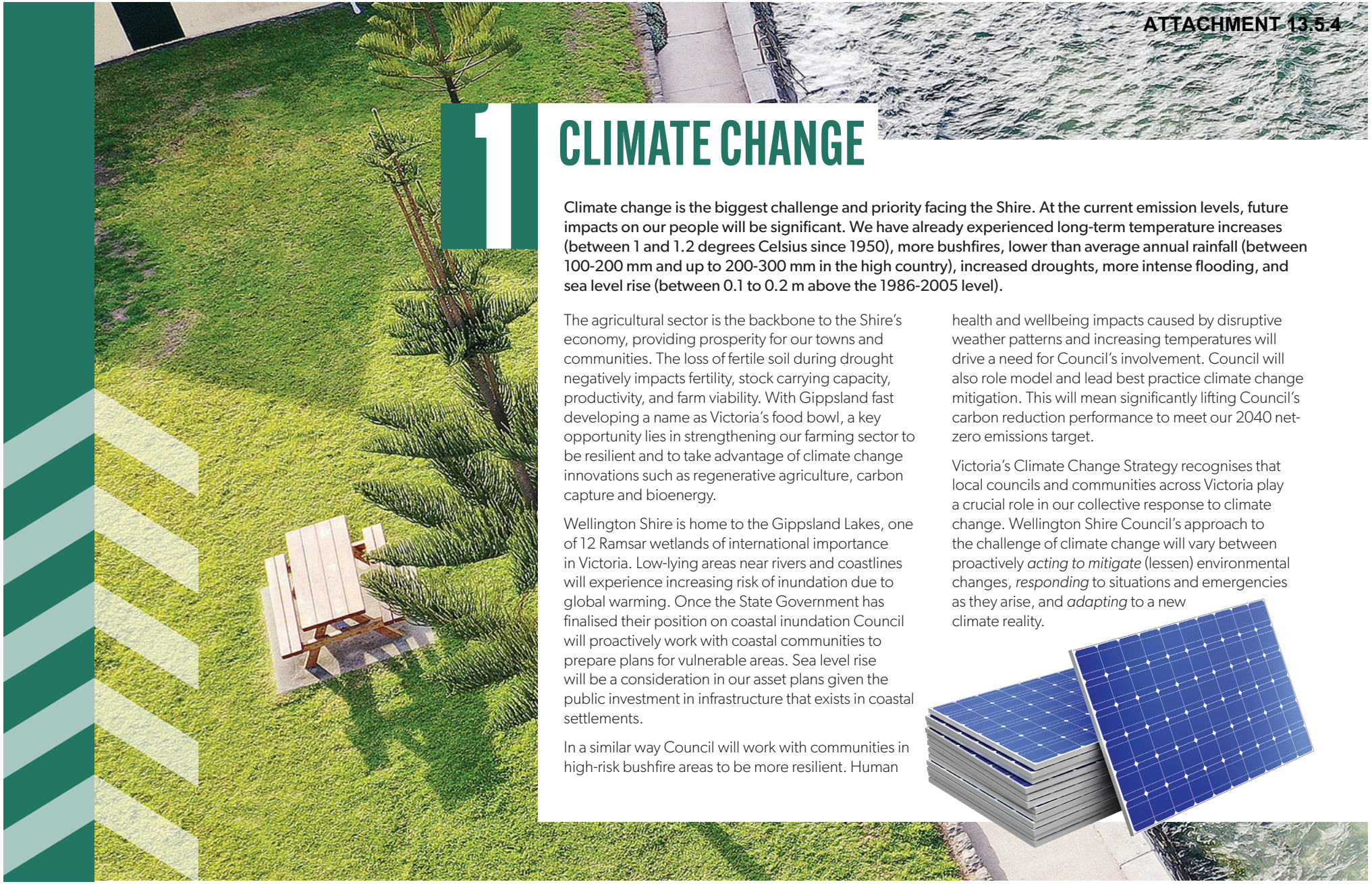
EMERGING OPPORTUNITIES AND PRIORITIES

1. CLIMATE CHANGE
2. ECONOMY IN TRANSITION
3. PARTNERING WITH GUNAIKURNAI
4. SUSTAINABLE POPULATION GROWTH AND HOUSING CHOICE
5. BETTER ACCESS TO KEY SERVICES

We have identified five overall opportunities and challenges that will have a significant influence on our prosperity and wellbeing in the next four years. Each of these areas has a set of priorities that will be given precedence for resourcing and action in this Council Plan. Climate change is the number one challenge/opportunity and priority for the 2021-25 Council Plan.

Throughout this plan we will place people at the forefront of decision making, looking at how each of these challenges and opportunities affect the people in Wellington Shire.

LOCH SPORT



1 CLIMATE CHANGE

Climate change is the biggest challenge and priority facing the Shire. At the current emission levels, future impacts on our people will be significant. We have already experienced long-term temperature increases (between 1 and 1.2 degrees Celsius since 1950), more bushfires, lower than average annual rainfall (between 100-200 mm and up to 200-300 mm in the high country), increased droughts, more intense flooding, and sea level rise (between 0.1 to 0.2 m above the 1986-2005 level).

The agricultural sector is the backbone to the Shire's economy, providing prosperity for our towns and communities. The loss of fertile soil during drought negatively impacts fertility, stock carrying capacity, productivity, and farm viability. With Gippsland fast developing a name as Victoria's food bowl, a key opportunity lies in strengthening our farming sector to be resilient and to take advantage of climate change innovations such as regenerative agriculture, carbon capture and bioenergy.

Wellington Shire is home to the Gippsland Lakes, one of 12 Ramsar wetlands of international importance in Victoria. Low-lying areas near rivers and coastlines will experience increasing risk of inundation due to global warming. Once the State Government has finalised their position on coastal inundation Council will proactively work with coastal communities to prepare plans for vulnerable areas. Sea level rise will be a consideration in our asset plans given the public investment in infrastructure that exists in coastal settlements.

In a similar way Council will work with communities in high-risk bushfire areas to be more resilient. Human health and wellbeing impacts caused by disruptive weather patterns and increasing temperatures will drive a need for Council's involvement. Council will also role model and lead best practice climate change mitigation. This will mean significantly lifting Council's carbon reduction performance to meet our 2040 net-zero emissions target.

Victoria's Climate Change Strategy recognises that local councils and communities across Victoria play a crucial role in our collective response to climate change. Wellington Shire Council's approach to the challenge of climate change will vary between proactively *acting to mitigate* (lessen) environmental changes, *responding* to situations and emergencies as they arise, and *adapting* to a new climate reality.

PRIORITIES

The following are the priorities for addressing this number one challenge:

- Become one of the leading best practice renewable energy and sustainability hubs in Australia.
  - Use our region's competitive advantage in access to energy transmission capacity and energy related workforce to drive uptake of large-scale renewable energy.
  - Investigate community-owned decentralised energy (renewable energy capture and storage and bioenergy) and advocate for take up of household solar PV.
- Work with key partners to deliver the Gippsland Regional Climate Change Adaptation Strategy and Victoria's Climate Change Strategy priorities, where applicable to Council.
- In line with the State Government's new Marine and Coastal Strategy and spatial planning framework, reconsider flood planning provisions within the Wellington Planning Scheme (known as Amendment C99) to reduce risks of flooding and coastal inundation as sea levels rise. Engage with the community to help them understand and respond to future risks.
- Integrate organisation-wide implementation of the climate change aspects of Council's Sustainability Strategy 2020-24, Healthy Wellington Strategy 2021-25 and Planning Policy Framework including our net zero carbon emissions target by 2040.
- Advocate for investment to increase water security and assist farmers in a warmer, drier climate.
- Meet the 2040 net zero emission target for our corporate emissions and work with community to set targets for community emissions. Use our roadmap to enable Council to significantly lift our performance to achieve our 2040 target.
- Help our businesses and communities understand their exposure to climate change risk and build their sustainability and resilience to both physical impacts and economic shocks, including those that result from increased emergencies.

EV CHARGING STATION - PORT OF SALE

PORT ALBERT

2 ECONOMY IN TRANSITION

Our people have been subject to multiple economic shocks including the Hazelwood power station closure, a prolonged drought, bushfires and more recently COVID-19. Traditional industries like oil are in decline and native timber harvesting will shortly cease under current State Government policy. There is great opportunity to diversify and transition our economy to encourage job growth and take advantage of several exciting sunrise (growth) industries, the best prospect being the renewable energy industry.

The health care and social assistance sector is the largest employer in Wellington Shire, while agriculture, forestry, defence, oil and gas industries have been the backbone of our economy. All face significant challenges due to climate change. Agriculture's biggest challenge is ongoing droughts combined with fluctuating prices, especially in the dairy sector. The State Government's policy of phasing out native timber harvesting by 2030 is another big challenge to our region and the oil industry has been in long-term decline as production dwindles.

Given these trends and the recent economic shocks there is a need to diversify our economy to establish greater economic resilience and encourage job growth and ongoing liveability. Sunrise industries in Wellington Shire will assist with the transition of our economy, the largest of which is renewable energy. Our region has clear renewable energy advantages; land for installations, an abundance of wind/biomass, a shallow seabed for wind turbines and our proximity to the Latrobe Valley power transmission capacity.

Multi-billion-dollar off-shore wind energy projects and a major solar energy project have the potential to transform the economy and bring increased prosperity to communities in the southern part of Wellington Shire. This is aligned with both the Council and State Government's priority around climate change and policy position of being carbon neutral (by 2040 and 2050 respectively). Gippsland has been designated a renewable energy zone and multiple wind/solar projects are already planned alongside a renewable energy academy.

Other growth industries include the relatively new poultry industry, the continued East Sale RAAF Base upgrades as the Australian military air academy, the growth in domestic tourism driven by COVID-19 restrictions and the reactivation of the visitor economy after the 2020 bushfires and the Macalister Irrigation District modernisation for intensive horticulture. There is also significant opportunity in the National Disability Insurance Scheme (NDIS) rollout. In 2018/19 NDIS participants had only spent $8.4 million of the $17.3 million in total allocated to plan supports for participants residing in Wellington Shire. This underspend was due to the lack of services available, with Wellington Shire considered an area of high need for more services and workers. An ageing population will further increase this need.

'The Middle of Everywhere' brand and campaign will continue to lift the profile of the Shire as a place to explore, live, work, invest and do businesses.

PRIORITIES

The following are the priorities for addressing these challenges and opportunities:

- Actively facilitate and advocate for growth industries that will create new jobs, diversify our economy to make it more resilient and assist with smooth transitions between industries. This includes:
  - advocating for expediting the Gippsland renewable energy zone transmission infrastructure
  - proactively developing a Renewable Energy Readiness strategy for the southern part of Wellington Shire to take full advantage of the major proposed solar/wind projects, including the provision of battery storage
  - advocating for and incentivising the adoption of agricultural systems, including regenerative agriculture, across our farming community to increase resilience and profitability
  - working with partners like Southern Rural Water to maximise yield from the Macalister Irrigation District, including opportunities for expansion
  - increasing diversion of organics from landfill
  - maximising local spending from the ongoing RAAF presence and major upgrades
  - industry mapping to support business transition into the new energy sector
  - investigating new closely aligned manufacturing and processing businesses for our rapidly expanding poultry industry and other intensive agriculture opportunities
  - attracting medical, allied health, NDIS and My Aged Care providers to service our people's needs.
- Continue to actively promote Wellington Shire as a place to explore, live, invest, play and to do business particularly through our flagship 'The Middle of Everywhere' campaign and the Wellington Shire Investment Prospectus. This requires strong partnerships with:
  - our local Business and Tourism/ Traders Associations to encourage buy local and placemaking.
  - Destination Gippsland and Central Gippsland Tourism to attract visitors.
  - the Committee for Wellington to provide advocacy.
- Lobby the State Government to reverse or soften their policy on native timber transition and concurrently plan for this transition and seek to position Wellington as a key location for new softwood and hardwood plantations.
- Prioritise the implementation of the Port of Sale Masterplan (PoSM) given its significance in attracting Shire-wide new business, investment, events, visitors, and residents.
- Ensure our major townships have adequately zoned land and infrastructure to attract and retain new business.

AUSTRALIAN SUSTAINABLE HARDWOODS, HEYFIELD

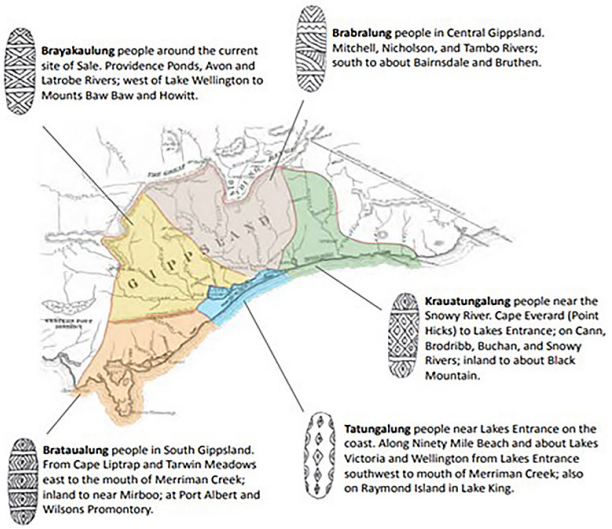
3 PARTNERING WITH **GUNAIKURNAI**

The land, air, and water (the climate) are fundamental to life, health, wellbeing, and survival. The Gunaikurnai have long recognised that they are sustained by Country, through the water, food, medicines, and materials it provides. Our challenge is to change our thinking to harness this fundamental wisdom. Developing a strong relationship and partnership with the Gunaikurnai people and other traditional landowners is vital to achieving our common environmental, cultural, social, and economic objectives.

The Gunaikurnai people are recognised as the traditional owners of approximately 1.33 million hectares in Gippsland. Gunaikurnai country extends well beyond Wellington Shire boundaries including coastal and inland areas of the southern slopes of the Victorian Alps. The Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC) represents traditional landowners and are the appointed Registered Aboriginal Party in our Shire.

There are a wealth of Aboriginal cultural places, artefacts, stories, and history within Wellington Shire. Some of the key places are jointly managed by GLaWAC including The Knob Reserve at Stratford and the Gippsland Lakes Coastal Park. In recent years, contested accounts and monuments relating to historical events have impeded positive engagement with our community, however, there is a mutual commitment to build a strong relationship and partnership with Gunaikurnai people and organisations. This is evidenced by partnership projects underway including:

- cultural and water-based tourism business opportunities
- the development of strategic land that is subject to Native Title entitlements in the Port of Sale Precinct
- the joint approach to the proposed Environmental Education Centre adjacent to Lake Guyatt in Sale.



Source: GLaWAC Whole of Country Plan

PRIORITIES

The following are the priorities for addressing this opportunity:

- Continue to develop tangible outcomes for both Council and Gunaikurnai from the various cultural, environmental, and economic partnership projects that have been commenced including the Port of Sale masterplan joint economic initiatives.
- Council will develop, adopt, and implement a Reconciliation Action Plan (RAP). Australia wide, RAP's are the best practice way of lifting awareness, understanding and commitment to the reconciliation process. They are also an effective way of facilitating agreement on initiatives to enhance community, economic and cultural outcomes for traditional owners and other Aboriginal people in our community.
- Work in partnership for the implementation of the GLaWAC Whole of Country Plan as it aligns with Council's areas of influence. The most significant connections are in the spaces of:
  - **Goal 1:** A strong, healthy, happy mob
  - **Goal 2:** Healthy Country
  - **Goal 4:** Respect as Traditional Owners of our Country; and
  - **Goal 6:** Economic independence

TARRA-BULGA NATIONAL PARK

4 SUSTAINABLE POPULATION GROWTH AND HOUSING CHOICE

Increasing our population growth and securing greater housing choice has ripple effects right across our economy and community. Increased population improves the prosperity of our businesses and greater housing choice is important for our ageing and vulnerable people.

Wellington Shire has a relatively low population spread over several small towns inside the third largest Shire by area in the State. The Shire's annual population increase has been consistently lower than the Victorian regional average for at least the last decade (below 1%). This has not been evenly distributed; Sale, Stratford, Maffra, and Rosedale have had increases above 1% while Heyfield and Yarram are below 1%. The Shire's population is also ageing with a significant increase in people over 60 years of age.

Wellington Shire has a very high standard of open space, and community and sporting facilities. Given this high amenity, we have the capacity to increase our population. The prosperity and viability of our dispersed community facilities and businesses would be increased with greater population growth. The key is ensuring there is sufficient housing stock. Many of our towns across Wellington Shire have a housing shortage, both in terms of new house lots and rental/ homeowner dwellings. This is due to a variety of factors present in much of regional Victoria including relatively low lot prices and infrastructure constraints.

'The Middle of Everywhere' campaign has focussed on lifting the awareness to potential new residents of the amazing liveability, lifestyle, and public facilities in our area. Our acute housing shortage reduces the effectiveness of our new resident/business marketing campaigns which will lead to loss of discretionary local spending as people are forced to live outside the Shire. Looking after our increasing aged population will put pressure on our health, public transport, and social services. In addition, there is a shortage of modern independent retirement villages.

Wellington Shire has a relatively small rating base for the facilities and services it provides over a large area. Increasing our population will help 'grow the pie' of our rating base to better service the community.

PRIORITIES

The following are the priorities for addressing these challenges and opportunities:

- Develop and implement a Shire-wide combined Growth Management and Economic Development Strategy. These subjects are inextricably linked. Attracting new business and investment is dependent upon the growth of our towns including the provision of housing.
- Work with partners like Housing Victoria to ensure our key towns have adequate stock of both affordable housing and social housing.
- Implement the outcomes of the residential growth assessment and stocktake including the unblocking of critical infrastructure constraints such as trunk stormwater drainage, which impacts all towns in Wellington given their predominantly flat nature. There is also a need to lobby service providers for improved sewer, water reticulation, phone and internet, and gas in key communities.
- Continue to promote the liveability and high amenity of the Shire via 'The Middle of Everywhere' campaign and the investment opportunities identified in the Wellington Shire Investment Prospectus.
- Deliver on the Healthy Wellington 2021-25 strong focus on meeting the health and wellbeing needs of the community, including addressing barriers to accessing community, social and health services.

SEASPRAY

HEYFIELD TOWNSHIP

5 ACCESS TO KEY SERVICES

Resilience levels in our community have been impacted due to the combined effects of drought, fires, flood, and COVID-19. Improving access to education, public transport, health, and internet services is critical to our ability to attract new residents, retain our youth and enhance the wellbeing of our ageing and vulnerable people.

With the TAFE Gippsland campus at Port of Sale due to open in early 2022, we will work with TAFE Gippsland on vocational course offerings suited to our changing economy's needs. We must also ensure that tertiary students and young people who want to live locally have a well-established and promoted study facility in our area.

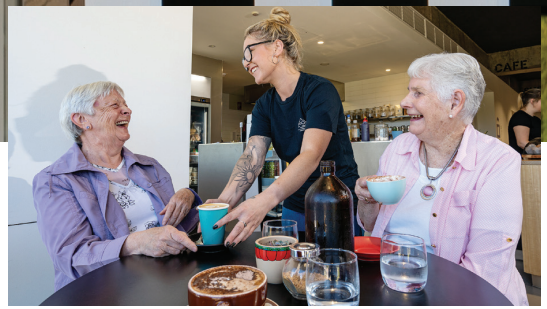
In the early years' education space, Council will need to respond to the expected provision of 15 hours of 3-year-old kinder by 2029. This, as well as demand for long day care services, will require Council to lead early years infrastructure development and improved kindergarten service delivery models.

Little to no provision of public bus services from our smaller towns hinders those needing to access major towns in the region for school, work, and health appointments. Limited public train access prohibits residents from accessing more specialised health appointments, higher education options and employment opportunities.

The overarching issue for health services is the shortage of doctors and allied health practitioners such as speech therapists, medical and paediatrics specialists, and mental health workers. This is particularly acute in Yarram given its relative isolation, doctor shortage and limited public transport. Access to health services has increasing importance given our ageing population, challenges around public transport and the combined impacts of multiple emergencies in our region.

Council will also need to respond to the implications of Federal Government system reforms for Home and Community Care and assess how best to support an ageing population with coordination of access to aged care and in-home services.

Internet services require significant improvement given the large number of mobile blackspots, the digital skill shortage and poor NBN capability and reliability. This has become particularly relevant with the potential 'working from home' migration out of Melbourne to the regions.



PRIORITIES

The following are the priorities for addressing these challenges and opportunities:

- Given these services are generally provided by State and Federal Governments, strong partnership and advocacy to the service providers and via local State and Federal members of Parliament must be a priority. This includes advocating for:
  - increased number of train services into Melbourne from Sale
  - improved bus services and connectivity into Sale from smaller towns
  - increased health specialists and allied health practitioners
  - a single Sale College campus
  - TAFE courses that match our changing economy's needs
  - improved digital connectivity and literacy, particularly among vulnerable community members.
- Prioritise the delivery of projects that address the Healthy Wellington 2021-25 pillars of mental health, active living, equity (including prevention of family violence), and the human wellbeing impacts of climate change. Key projects include:
  - Investigating gaps in service provision for vulnerable community members, reviewing options and determining Council's future role.
  - Commitment to delivery of the Living Well during COVID-19 plan which addresses social and economic impact of living through the COVID-19 pandemic.
- Assist in recruiting and attracting health specialists and health industry workers by promoting the attractive lifestyle through 'The Middle of Everywhere' campaign, facilitating increased childcare in key areas, and helping to establish a new resident relocation service.
- Promote the Sale Business Fibre Zone.
- Work with partners to deliver a tertiary study hub.
- Through a Memorandum of Understanding with Federation University and TAFE Gippsland, explore and implement innovative ways of improving tertiary, certificate, and training pathways for Wellington students.
- Prioritise programs and actions that encourage positive ageing in our community so that people can remain independent for longer.
- Identify key early years infrastructure and service needs and lead the required development

YARRAM AND DISTRICT HEALTH SERVICE

STRATEGIC DIRECTIONS

MACALISTER RIVER, LICOLA

1 ENVIRONMENT AND CLIMATE CHANGE

We are a climate resilient community with sustainable practices and places.

OUTCOMES

1.1. A climate and disaster resilient community.

1.2 Assist community to transition to a low carbon economy via adoption of sustainable practices and renewable energy.

1.3 The natural environment is valued, protected and accessible.

1.4 Council is an environmental steward with a reducing carbon footprint.

2 ECONOMY AND SUSTAINABLE GROWTH

We are a growing, sustainable and prosperous community.

OUTCOMES

2.1 A diverse economy that creates jobs and opportunities.

2.2 A community that has the capacity and skills to meet our economic needs.

2.3 An increase in variety of housing choice to support equitable access to housing.

2.4 Infrastructure investment is targeted to maximise jobs and housing growth.

3 LIVEABILITY AND WELLBEING

We are a liveable, engaged, and supported community.

OUTCOMES

3.1 An inclusive, diverse, and resilient community.

3.2 An actively engaged community.

3.3 Opportunities for everyone to work, learn, create, play, and share.

3.4 Improved access to and participation in support services focussing on those who are vulnerable including: young children, youth, people living with a disability and seniors.

4 SERVICES AND INFRASTRUCTURE

We are a connected community with access to the services and infrastructure we require.

OUTCOMES

4.1 A financially sustainable, high performing organisation.

4.2 Services deliver operating efficiencies and best value.

4.3 Well planned and sustainable towns, facilities, and infrastructure that service community need.

4.4 Safe and well-used transport connections across all modes of travel.

DIRECTION

1

Environment and Climate Change

SALE BOTANIC GARDENS

Key projects*

- Resource Recovery Hub at Kilmany Landfill site (1.4.3)
- Longford Landfill Rehabilitation (1.4)
- Lake Guyatt Environmental Education Centre (1.1.3, 3.1.1)
- Food Organics and Green Organics (FOGO) kerbside collection service (1.4)
- Maffra Resource Recovery Facility (1.4.3)
- Electric vehicle charging stations (1.2.2)
- Amendment C99 review of flood planning provisions within the Wellington Planning Scheme to reduce risks of flooding and coastal /river inundation as sea levels rise (1.1.1)
- Great Southern Rail Trail Extension - Alberton to Welshpool (1.3.2)
- Solar or alternate energy rollout across community facilities (1.2.4)
- Preparing Remote Emergency Response Centres (1.1.4, 1.1.5)

*subject to successful business case and funding

ENVIRONMENT AND CLIMATE CHANGE

Council's approach to the challenge of climate change will vary between proactively acting to mitigate (lessen) environmental changes, responding to situations as they arise, and adapting to a new climate reality.

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's role	Key partners	Lead division
1.1 A climate and disaster resilient community. (Respond, adapt)	**MI** ♥	1.1.1 In line with revised State Government policy documents, establish and implement a policy position around the impacts of sea level rise, flooding and bushfire on land use planning.	Regulator	State Government	Development
	MI ♥	1.1.2 Deliver organisation-wide integrated implementation of the climate change aspects of the Council's Sustainability Strategy 2020-24, Healthy Wellington 2021-25 and Planning Policy Framework including our zero net carbon emissions target by 2040.	Provider Funder Facilitator Advocate		CEO
	MI ♥	1.1.3 Educate the community to increase understanding of the risks and impacts of climate change and the need for adaptation and sustainable living.	Facilitator	State Government Federation University Landcare Gippsland Climate Change Network and other Victorian Greenhouse Alliances TAFE Gippsland Parks Victoria Wellington Primary Care Partnership Food and Fibre Gippsland Gippsland Water Neighbourhood Houses Ag Vic	Built & Natural Environment
	MI ♥	1.1.4 Build disaster resilience and improve adaptation and recovery in high-risk and vulnerable communities by facilitating community-led emergency management planning and preparedness.	Provide Facilitate	Community Emergency response, relief and recovery agencies Regional Arts Victoria GippSport Ag Vic Neighbourhood Houses	Community & Culture
		1.1.5 Ensure municipal emergency management plans are developed collaboratively with lead agencies to achieve better coordination of emergency mitigation to coordinate resources, protect lives, property, and the environment.	Facilitate	Emergency response, relief and recovery agencies Federation University	Community & Culture
	♥	1.1.6 Increase the extent of our urban forests and trees (also considering urban agriculture) to help our townships cope better with future temperatures increases.	Provider	State Government Federation University	Built & Natural Environment

MI = Major Initiative ♥ = linked to Healthy Wellington Plan

For glossary of key partner names, **see page 59**

ENVIRONMENT AND CLIMATE CHANGE (CONTINUED)

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's role	Key partners	Lead division
1.2 Assist community to transition to a low carbon economy via adoption of sustainable practices and renewable energy. (Mitigate, adapt)	**MI**	1.2.1 Advocate for, educate, and facilitate the adoption of regenerative agriculture and investment to improve water security and assist farmers to increase resilience and profitability in a warmer, drier climate.	Facilitator Advocate	Ag Vic Food and Fibre Gippsland Southern Rural Water West Gippsland Catchment Management Authority Victorian Farmers Federation Landcare Trust For Nature Gippsland Agricultural Group Gippsland Water Federation University Gippsland Climate Change Network and other Victorian Greenhouse Alliances Committee for Wellington	Development
		1.2.2 Advocate for uptake of electric and hybrid vehicles across our broader community and support this through delivery of charging stations.	Advocate Provider	Gippsland Councils Gippsland Climate Change Network and other Victorian Greenhouse Alliances	Built & Natural Environment
	MI	1.2.3 Advocate alongside our renewable energy industry and community to secure priority transmission upgrade funding and aim for the area for our off-shore wind projects to be declared the first renewable energy zone.	Regulator Facilitator Advocate	State Government Industry Committee for Wellington One Gippsland Federation University Gippsland Climate Change Network and other Victorian Greenhouse Alliances Gippsland Regional Partnership Neighbourhood Houses Community	Development
		1.2.4 Help build a diverse and resilient energy economy by supporting the uptake of community-owned renewable energy capture and storage through education, capacity building and targeted investment.	Provider Facilitator Advocate	Gippsland Climate Change Network and other Victorian Greenhouse Alliances Community Neighbourhood Houses State Government	Built & Natural Environment

MI = Major Initiative ♥ = linked to Healthy Wellington Plan

For glossary of key partner names, **see page 59**

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's role	Key partners	Lead division
1.3 The natural environment is valued, protected and accessible. (Mitigate)	♥	1.3.1 Maintain a high-quality network of local parks, open space and urban forests which help to lessen the impacts of extreme heat and are managed for community and environmental benefit.	Provider	Parks and Leisure Australia Botanic Gardens Australia/ New Zealand Trust for Nature	Built & Natural Environment
	♥	1.3.2 With key stakeholders, encourage access, appreciation and use of our natural areas through well-planned and sustainable nature-based and cultural tourism.	Funder Facilitator Advocate Regulator	GLaWAC Destination Gippsland Parks Victoria Federation University DELWP West Gippsland Catchment Management Authority	Development
	MI	1.3.3 Better utilise existing water resources, improve waterway health, increase biodiversity values and investigate biolink opportunities through implementing the Wellington Shire Council Integrated Water Management Plan and Domestic Wastewater Management Plan.	Provider Regulator	Southern Rural Water West Gippsland Catchment Management Authority Gippsland Water Federation University Landcare Neighbouring Councils DELWP Ag Vic	Built & Natural Environment
1.4 Council is an environmental steward with a reducing carbon footprint. (Mitigate)	**MI**	1.4.1 Progress towards our 2040 net zero emissions target by reviewing our roadmap, strengthening our governance and exploring carbon offset opportunities.	Provider		Built & Natural Environment
		1.4.2 Commence the green fleet transition to corporate electric and hybrid vehicles.	Provider		Corporate Services
		1.4.3 Advocate for alternate waste technologies to increase diversion of valuable resources and contaminated waste from landfill. Encourage and facilitate investment into resource recovery by private industries or partnerships.	Regulator Facilitator Advocate	Resource Recovery Gippsland State Government Sustainability Victoria Private sector Federation University Gippsland Climate Change Network and other Victorian Greenhouse Alliances Food and Fibre Gippsland Gippsland Water Ag Vic Landcare	Built & Natural Environment
		1.4.4 Investigate glass collection and diversion options to separate glass streams to facilitate the circular economy.	Provider	Resource Recovery Gippsland Sustainability Victoria	Built & Natural Environment
		1.4.5 Accelerate Council's delivery of renewable energy and energy saving projects through delivering Environmentally Sustainable Design (ESD) and investigating tools like an internal capital fund and process to rank and prioritise return on investment for projects.	Funder Facilitator		Built & Natural Environment

MI = Major Initiative ♥ = linked to Healthy Wellington Plan

For glossary of key partner names, **see page 59**

INDICATORS OF SUCCESS

SDG*	INDICATOR	SOURCE	BASELINE	2025 TARGET	WHEN MEASURED	OUR RESPONSIBILITY
Outcome 1.1 A climate and disaster resilient community						
15	Community satisfaction with Council performance in environmental sustainability (SDG 15.9)	Community Satisfaction Survey	59/100 (2020)	Higher than large rural Councils (60/100 in 2020)	Annually	Influence
15	Percentage of tree canopy cover within town boundaries (SDG 15.2.1)	iTree analysis	20% (2020)	1.5% improvement	Before 2025	Control
Outcome 1.2 Assist community to transition to a low carbon economy via adoption of sustainable practices and renewable energy						
7	Solar penetration rate – the percentage of electricity generation from solar facilities (SDG 7.2.1)	Australian PV Institute	21% (2018)	50%	Annually	Monitor
13	Wellington Shire community greenhouse gas emissions intensity (emissions per person) (SDG 13.2.2)	Co2 Emissions Community Snapshot	31.3 tonnes per person (2019)	Equal to or better than Gippsland average	Annually	Monitor
Outcome 1.3 The natural environment is valued, protected and accessible						
11	Percentage of households located within 400m of quality open space (SDG 11.7.2)	Geocortex	73% (2014)	85%	2023	Control
8	Domestic travel visitor numbers to Wellington Shire (SDG 8.9)	Tourism Research Australia	750,000 (2020)	2% increase	Annually	Influence
Outcome 1.4 Council is an environmental steward with a reducing carbon footprint						
13	Corporate Greenhouse Gas emissions (aiming for zero net emissions by 2040) (SDG 13.2.2)	WSC Carbon Accounts	5244 tonnes of carbon equivalent emissions (2017/18)	23% reduction	Two-yearly	Control
12	Percentage waste diversion rate from kerbside collection (SDG 12.5)	Local Government Performance Reporting Framework	35% (2019-20)	65%	Annually	Influence

Our responsibility level definitions are **Control:** Council actions directly control the result. **Influence:** Council can influence the result, but other external factors may also have an impact. **Monitor:** Council has no influence on this result but monitors it to assist future planning. *Sustainable Development Goals

GREAT SOUTHERN RAIL TRAIL

DIRECTION

2

Economy and Sustainable Growth

BUSHY PARK

Key projects*

- York Street Streetscape enhancement (2.4.2)
- Commence Port of Sale Masterplan priorities (2.4.2)
- Tertiary Study Hub (2.2.2)
- Maffra and Sale Growth Area Drainage Strategies (2.4.2)
- Shire-wide Growth Management and Economic Development Strategy (2.4.1)
- Renewable Energy Readiness Project (1.2.3, 2.1.1)
- Yarram and Heyfield Timber Transition Local Development Strategies (2.1.1, 2.1.4)
- Residential stocktake and incentive project - addressing the acute shortage of housing (2.3.1, 2.3.2)
- Maffra stormwater retention basin and outfall improvement works (2.4.2, 1.3.3)

*subject to successful business case and funding

ECONOMY AND SUSTAINABLE GROWTH

Council's approach to economy and sustainable growth is to focus on keeping the jobs we have, encouraging innovation and attracting new jobs into the area and providing housing and lifestyle options for new residents when they come seeking the work we can offer.

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's role	Key partners	Lead division
2.1 A diverse economy that creates jobs and opportunities.	**MI**	2.1.1 Encourage and facilitate investment in the local mainstay industries with the potential to generate significant economic growth: Defence, Health, Agriculture, Tourism, Education, Timber, Renewables and the Oil and Gas transition. This includes encouraging modernisation and identifying supporting industries, encouraging their establishment in Wellington Shire.	Facilitator Advocate	One Gippsland Committee for Wellington Regional Development Victoria Timber Towns Vic Central Gippsland Health Yarram and District Health Service State Government Federation University Latrobe Valley Authority Central Gippsland Tourism Landcare Gippsland Agriculture Group Destination Gippsland Federal Government Solar Victoria Ag Vic Gippsland Regional Partnership	Development
		2.1.2 Attract diversified and large-scale agriculture and food manufacturing and processing, including poultry, to meet Food and Fibre Gippsland objectives: Gippsland the Food Bowl of Victoria. Leverage off the significance of the Macalister Irrigation District while ensuring development does not contradict the principles of the WSC Sustainability Strategy.	Facilitator Advocate	Regional Development Victoria Ag Vic Food and Fibre Gippsland Southern Rural Water Victorian Farmers Federation Landcare Committee for Wellington West Gippsland Catchment Management Authority Landcare Wellington Shire Agriculture Industry Reference Group	Development
	♥	2.1.3 Attract and facilitate development and growth in creative industry (arts) organisations to assist with COVID-19 recovery of the sector and grow local arts businesses, and Wellington's reputation as a cultural centre for Gippsland.	Facilitator Advocate	Creative Victoria Regional Development Victoria Department of Jobs, Precincts and Regions Regional Arts Victoria	Community & Culture
	MI	2.1.4 Continue to advocate for the sustainability of the timber industry in Wellington Shire.	Advocate	Timber Towns Vic National Timber Council Vic Forests Timber Transition Taskforce Forestry Transition Hub	Development

MI = Major Initiative ♥ = linked to Healthy Wellington Plan

For glossary of key partner names, **see page 59**

ECONOMY AND SUSTAINABLE GROWTH (CONTINUED)

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's role	Key partners	Lead division
...continued		2.1.5 Continue to investigate options for developing aviation related activity at the West Sale Airport and facilitate industrial growth on adjacent land.	Funder Facilitator Advocate	Regional Development Victoria Australian Airports Association RAAF	Development
2.1 A diverse economy that creates jobs and opportunities.	**MI**	2.1.6 Use 'The Middle of Everywhere' campaign to promote the Shire as an events destination and as a place to explore, learn, live, invest, play and to do business.	Provider Funder Advocate	Destination Gippsland Central Gippsland Tourism Committee for Wellington Regional Development Victoria (Invest Gippsland) Building Local Care Workforce Program	Development
2.2 A community that has the capacity and skills to meet our economic needs.		2.2.1 Support our training facilities to develop a range of vocational, tertiary and higher education courses suited to our changing economy and industry needs.	Facilitator Advocate	TAFE Gippsland Federation University Department of Education and Training Committee for Wellington Regional industry and private sector employers Gippsland East Local Learning and Employment Network Regional Development Victoria Volunteering Victoria Building Local Care Workforce Program Australian Renewable Energy Academy	Development
		2.2.2 Ensure that secondary and tertiary students have a well-established and promoted study facility in our local area.	Facilitator Advocate	TAFE Gippsland Federation University Department of Education and Training Committee for Wellington ACFE providers Gippsland East Local Learning and Employment Network	Development
		2.2.3 Respond to significant economic shocks (including COVID-19) by delivering on State and Federal Government initiatives to provide economic resilience programs that assist community and businesses.	Facilitator	State & Federal Government Regional Development Victoria	Development
		2.2.4 Continue advocacy for the creation of Sale College One Campus to establish a modern and efficient secondary school precinct to attract families, industry and students, while catering for a growing population.	Provider Facilitator	Sale College Committee for Wellington Committee for Gippsland	Development

MI = Major Initiative = linked to Healthy Wellington Plan
For glossary of key partner names, **see page 59**

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's role	Key partners	Lead division
2.3 An increase in variety of housing choice to support equitable access to housing.	**MI** ♥	2.3.1 Satisfy housing demand by facilitating the development of a range of living settings and lifestyle choices including response to an ageing demographic and facilitating affordable and social housing models.	Regulator Facilitator	Private developers Housing Victoria State Government Building Local Care Workforce Program	Development
	MI ♥	2.3.2 Promote and facilitate appropriate land release/ incentives and subsequent housing development in growth areas, being guided by sustainable development principles.	Regulator Facilitator Advocate	Private developers State Government Community Housing Victoria Water Authorities	Development
2.4 Infrastructure investment is targeted to maximise jobs and housing growth.	**MI** ♥	2.4.1 Prepare a Shire-wide Growth Management and Economic Development Strategy to establish a hierarchy of growth areas and identify priority projects.	Provider Advocate	State Government Regional Development Victoria West Gippsland Catchment Management Authority Utilities providers	Development
	MI	2.4.2 Prioritise investment projects in the main growth areas, including exploring all options for upgrades to trunk stormwater drainage, sewer, water reticulation, internet, and gas that will stimulate growth and housing.	Provider Funder Advocate	Water Authorities NBN One Gippsland Utility / service providers Federation University State Government Gippsland Regional Partnership	Development
		2.4.3 Adopt a 'buy local' approach for Council procurement processes aligned with best value*.	Provider Funder	Business and Tourism/ Traders Associations	Development
	♥	2.4.4 Increase access to and usage of internet and digital technologies throughout Gippsland, continuing the shift to online delivery of services and advocating for reduction of identified 'black spots'. Use access to networks to shape population attraction strategies and target industry development.	Advocate	Telecommunication providers Department of Infrastructure, Transport, Regional Development and Communications One Gippsland Gippsland Regional Partnership	Development

* Best value is the most advantageous combination of cost, quality, and sustainability to meet requirements.

MI = Major Initiative ♥ = linked to Healthy Wellington Plan
For glossary of key partner names, **see page 59**

INDICATORS OF SUCCESS

SDG*	INDICATOR	SOURCE	BASELINE	2025 TARGET	WHEN MEASURED	OUR RESPONSIBILITY
2.1 A diverse economy that creates jobs and opportunities						
8	Annual growth rate of real Gross Regional Product (GRP) (SDG 8.2.1)	REMPLAN economy	$3.652 B (2020)	Equal to or better than Gippsland average	Annually	Monitor
8	Unemployment rate by sex, age and education level (SDG 8.5.2)	ID economic profile	5.5% (June 2021)	Equal to or better than Gippsland average	Annually	Monitor
2.2 A community that has the capacity and skills to meet our economic needs						
8	Destinations of Wellington year 12 or equivalent completers six months after leaving school (SDG 8.6.1)	Department of Education and Training 'On track' data	7.8% unemployed 46.9% further study	5% 56%	Annually	Monitor
2.3 An increase in variety of housing choice to support equitable access to housing						
11	Number of dwellings across the Shire (SDG 11.3)	ID forecast	23,383 dwellings (2021)	24,790 dwellings (2026 projection)	Annually	Monitor
11	Number of new housing units built in the municipality (SDG 11.1.1)	Department of Families, Fairness and Housing			Annually	Monitor
2.4 Infrastructure investment is targeted to maximise jobs and housing growth						
11	Wellington Shire total % population increase (SDG 11.3)	ID profile	44,770 (2020 estimate)	Approximately 1% increase per annum	Annually	Monitor

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STREET AND DRAINAGE WORKS, SALE

DIRECTION

3

Liveability and Wellbeing

'We are a liveable, engaged, and supported community.'

PORT OF SALE LIBRARY

Key projects*

- Wedge Performing Arts Centre Redevelopment business case (3.3.5)
- Develop Early Learning Facilities with a focus on multi-use spaces (3.3.3)
- VicHealth Youth Mental Health project (3.4.3)
- Yarram and Sale Early Years Feasibility Studies (3.3.4)
- Gippsland Art Gallery blockbuster exhibitions commencing with Archibald Prize 2021 (3.3.4, 3.3.5, 3.3.6)
- Respond to the Federal Government Home and Community Care funding reform (3.4.2)

*subject to successful business case and funding

LIVEABILITY AND WELLBEING

We place people and their wellbeing at the forefront of decision making, looking at how each of the challenges we face and opportunities we have affects the people in Wellington Shire. We strive to ensure all people can participate and work, learn, create, play, and share in the ways they desire.

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's Role	Key partners	Lead division
3.1 An inclusive, diverse, and resilient community.	**MI** ♥	3.1.1 Implement a Reconciliation Action Plan (RAP) to build relationships, improve cultural awareness and reconciliation with Gunaikurnai people and deliver on cultural, environmental, and economic projects in the spirit of the Gunaikurnai Whole of Country Plan.	Facilitator	GLaWAC Ramahyuck	Community & Culture
	♥	3.1.2 Facilitate activities and events that celebrate and promote inclusion and engagement of our culturally and socially diverse communities. Deliver via defining and resourcing Council and the community's role in place activation and event delivery.	Provider Funder Facilitator	Community, organisational and private event organisers, and promoters Central Gippsland Tourism Destination Gippsland Regional Arts Victoria Business and Tourism/Traders Associations Festivals Victoria Neighbourhood Houses	Community & Culture
	♥	3.1.3 Sensitively consider and support people to participate, contribute and be represented in our community without barriers due to disability, gender, age, sexuality or culture via the development and implementation of a Diversity and Inclusion Action Plan.	Provider Facilitator Advocate	Primary Care Partnership Community, health and support service providers Gippsland East Local Learning and Employment Network Neighbourhood Houses Gippsland Primary Health Network Gippsland Pride Initiative	Community & Culture
	♥	3.1.4 Implement a Gender Equality Action Plan to improve gender equity and fairness within the workplace and amongst our community.	Provider Facilitator	Gender Equality Commission	CEO
3.2 An actively engaged community.		3.2.1 Highlight community voices in Council's decision making and the community's active engagement at the core of our operation. Listen and provide leadership, especially in complex matters.	Provider Facilitator	Community	CEO
		3.2.2 Advocate for local and regional priorities and issues that matter to our community in partnership with key stakeholders.	Advocate	Gippsland Regional Partnership One Gippsland Regional Development Victoria Committee for Gippsland Committee for Wellington	CEO
		3.2.3 Use a range of online and in person methods to provide clear communication about decisions and plans that affect communities, making sure to close the loop and feedback on consultation outcomes.	Provider	Media including community media	CEO

MI = Major Initiative ♥ = linked to Healthy Wellington Plan

For glossary of key partner names, **see page 59**

LIVEABILITY AND WELLBEING (CONTINUED)

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's Role	Key partners	Lead division
3.3 Opportunities for everyone to work, learn, create, play, and share.	♥	3.3.1 To assist in recovery from COVID-19, facilitate support for and capacity building of community volunteers in Committees of Management and other groups that deliver community outcomes.	Provider Funder Facilitator	Committees of Management Community groups Volunteering Victoria Primary Care Partnership GippSport Gippsland East Local Learning and Employment Network ACFE providers Neighbourhood Houses	Community & Culture
	♥	3.3.2 Support formal and informal education providers to offer transitions to different learning environments based on people's life circumstances. Aim to improve educational attainment and aspiration within Wellington Shire recognising that the delivery of secondary school VCE will commence a transition process in the coming years to ensure it remains appropriate and relevant.	Facilitator Advocate	Federation University TAFE Gippsland Department of Education and Training Gippsland East Local Learning and Employment Network ACFE providers Committee for Wellington Volunteering Victoria Key industry and business stakeholders Neighbourhood Houses	Develop-ment
	MI ♥	3.3.3 Respond to future Early Years' service gaps, particularly in childcare and kindergarten in major towns.	Provider (landlord) Funder Facilitator Advocate	Department of Education and Training Not for profit service providers Volunteer committees of management Private providers	Community & Culture
	♥	3.3.4 Work with the community to understand which arts and cultural services and opportunities are important to them and facilitate development in these areas.	Provider Funder	Community Cultural venue managers (community and private) Regional Arts Victoria Local arts groups and organisations Creative Victoria	Community & Culture
		3.3.5 Investigate opportunities for alternative cost-effective models for delivery of quality cultural, leisure and recreation facilities and programs that encourage access and participation across our community.	Provider Funder Facilitator	Private providers Shared services providers GippSport	Community & Culture
	♥	3.3.6 Improve access to arts and cultural experiences by pursuing partnerships and creating programs that activate our open spaces and facilities to increase community connection.	Provider Funder Facilitator	TAFE Gippsland Community groups Cultural venue and space managers Local arts groups and organisations Creative Victoria Federation University Regional Arts Victoria	Community & Culture

MI = Major Initiative ♥ = linked to Healthy Wellington Plan

For glossary of key partner names, **see page 59**

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's Role	Key partners	Lead division
3.4 Improved access to and participation in support services focussing on those who are vulnerable including: young children, youth, people living with a disability and seniors.	**MI** ♥	3.4.1 Investigate gaps in service provision for vulnerable community members, review options and determine Council's future role.	Facilitator	Primary Care Partnership Department of Families, Fairness and Housing Department of Health Federation University Neighbourhood Houses Gippsland Primary Health Network Building Local Care Workforce Program	Community & Culture
	MI ♥	3.4.2 In response to the Federal Government reforms for Home and Community Care determine the most appropriate supports to be facilitated by Council for people to age positively in community.	Funder Facilitator Advocate	Central Gippsland Health Yarram and District Health Service Primary Care Partnership Federal Government Gippsland Primary Health Network Building Local Care Workforce Program	Community & Culture
	♥	3.4.3 Advocate for increased access to appropriate health services to meet the modern health challenges of the community including increased mental health and wellbeing services and education to reduce the stigma of accessing services in a post-COVID environment.	Facilitator Advocate	Central Gippsland Health Yarram and District Health Service Department of Health Committee for Wellington Federal Government VicHealth Gippsland Primary Health Network Primary Care Partnership Department of Education and Training Latrobe Regional Hospital Neighbourhood Houses	Community & Culture
	MI ♥	3.4.4 Support employers with the attraction, recruitment and long term retention of health specialists and allied health workers into hospitals and schools and to service NDIS and My Aged Care packages.	Facilitator Advocate	Central Gippsland Health Yarram and District Health Service Gippsland Primary Health Network Department of Education and Training Employment services providers Relocation services providers Building Local Care Workforce Program	Development

MI = Major Initiative ♥ = linked to Healthy Wellington Plan
For glossary of key partner names, **see page 59**

LIVEABILITY AND WELLBEING (CONTINUED)

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's Role	Key partners	Lead division
...continued **3.4 Improved access to and participation in support services focussing on those who are vulnerable including: young children, youth, people living with a disability and seniors.**	**MI**	3.4.5 Create a Wellington Shire Health and Wellbeing Partnership with health and community agencies which focuses on preventing, supporting and responding to health and wellbeing issues as outlined in the Healthy Wellington 2021-25 Strategy.	Facilitator	Primary Care Partnership Gippsland Climate Change Network and other Victorian Greenhouse Alliances State Government Health and community service providers Federation University GippSport Gippsland Primary Health Network	Community & Culture
	MI	3.4.6 Use Healthy Wellington 2021-25 to focus on the health and wellbeing needs of the senior population. Prevent and address barriers to accessing community, social, health and lifelong learning services.	Funder Facilitator Advocate	Municipal Association of Victoria Positive Ageing Network Local aged care networks Central Gippsland Health Yarram and District Health Service Seniors focussed clubs and groups Primary Care Partnership Building Local Care Workforce Program Neighbourhood Houses	Community & Culture
		3.4.7. Achieve Rainbow Tick accreditation of Council services to reduce stigma and discrimination against LGBTIQ+ people.	Provider Facilitator	Rainbow Health Victoria Gippsland Pride Initiative	Community & Culture

MI = Major Initiative = linked to Healthy Wellington Plan
For glossary of key partner names, **see page 59**

INDICATORS OF SUCCESS

SDG*	INDICATOR	SOURCE	BASELINE	2025 TARGET	WHEN MEASURED	OUR RESPONSIBILITY
3.1 An inclusive, diverse, and resilient community						
10	Community satisfaction with perception of diversity and accessibility in the community (SDG 10.2)	Community Satisfaction Survey	Not currently measured	Identify baseline. Continual improvement on WSC score	Annually	Influence
3.2 An actively engaged community						
16	Community satisfaction with Council decisions (SDG 16.7.2)	Community Satisfaction Survey	58/100 (2020 large rural was 52)	Continual improvement on WSC score	Annually	Influence
16	Community satisfaction with Council engagement (SDG 16.7.2)	Community Satisfaction Survey	57/100 (2020 large rural was 54)	Continual improvement on WSC score	Annually	Influence
16	Community satisfaction with level of Council lobbying (SDG 16.7.2)	Community Satisfaction Survey	57/100 (2020 large rural was 53)	Continual improvement on WSC score	Annually	Influence
3.3 Opportunities for everyone to work, learn, create, play, and share						
4	Participation rates in kindergarten for 4-year-olds (SDG 4.2.2)	Department of Education and Training	91.89% (2020)	Better than Gippsland average	Annually	Monitor
4	Active library members in municipality (SDG 4.6)	Know Your Council	13% (2019-20)	15%	Annually	Influence
4	Participation at Council-run performing arts events (SDG 4.7)	Internal data	21,300 visits (2018-19)	Increase by 2%	Annually	Influence
4	Participation in Gippsland Art Gallery programs and events (SDG 4.7)	Internal data	39,600 visits (2018-19)	Increase by 2%	Annually	Influence
3.4 Improved access to and participation in support services focussing on those who are vulnerable including: young children, youth, people living with a disability and seniors						
10	Availability of NDIS services within Wellington Shire to meet service demand (SDG 10.2)	NDIS Demand Map	49% of NDIS funding used by participants (2020)	80%	6 monthly	Monitor
3	Proportion of children attending Maternal and Child Health 3.5 years ages and stages visit (SDG 3.8)	Department of Education and Training	71.3% (2017)	90%	Annually	Influence

Our responsibility level definitions are **Control:** Council actions directly control the result. **Influence:** Council can influence the result, but other external factors may also have an impact. **Monitor:** Council has no influence on this result but monitors it to assist future planning. *Sustainable Development Goals

DIRECTION

4

Services and Infrastructure

AQUA ENERGY, SALE

Key projects*

- Accelerate Urban Paths Plan delivery (4.4.3)
- Aqua Energy redevelopment (3.3.5 , 4.3.5)
- Investigate delivery of Gippsland Regional Sports Complex Stage 2B (4.3.5)
- Briagolong Tennis Court refurbishment (4.3.5)
- LED lighting upgrades at Stratford Recreation Reserve and Rosedale Recreation Reserve (4.3.5)
- Streetscape improvements: Cowwarr and Port Albert (4.3.1)
- 'A Warmer Pool for Yarram' project (4.3)
- Stephenson Park, Sale, changerooms redevelopment (4.3.5)
- Stratford outdoor pool solar upgrade and pool blanket (4.3)
- Seacombe boat ramp upgrade (4.3.4)
- Town entry improvement program: Maffra and Heyfield (4.3)
- Port Albert Mechanics Institute facade and rising damp treatment (4.3.5)
- Wurruk pump track (4.3)
- Seaspray levy rehabilitation (4.3)

*subject to successful business case and funding

SERVICES AND INFRASTRUCTURE

Wellington Shire Council strives to be a high performing, financially sustainable organisation that meets community needs in an effective and efficient way. Our towns benefit from our holistic planning approach and our program of infrastructure delivery.

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's role	Key partners	Lead division
4.1 A financially sustainable, high performing organisation.		4.1.1 Investigate a shared services operating model to expand innovative activities, enable operational efficiencies, contain costs, and take advantage of other revenue generating opportunities to benefit the organisation and community.	Provider Facilitator	Other Council(s)	Corporate Services
		4.1.2 Continue to improve our long-term finance and asset planning to ensure that the Council remains financially sustainable.	Provider		Corporate Services
4.2 Services deliver operating efficiencies and best value.*	♥	4.2.1 Provide services that are easy to use, valued by the community and give best overall worth back to Council and the community.	Provider		CEO
4.3 Well planned and sustainable towns, facilities, and infrastructure that service community need.	♥	4.3.1 Work to ensure that our town centres are activated, safe, clean, have appropriate facilities and are well-maintained.	Provider Regulator	Mainstreet Australia Business and Tourism/Traders Associations	Built & Natural Environment
	♥	4.3.2 Plan for the key growth communities across the shire from a 'place-based' approach holistically considering the built environment, community, and economic directions concurrently.	Provider Facilitator	Private developers Business and Tourism/ Traders Associations Service and utilities providers Community	Development
	♥	4.3.3 Ensure green infrastructure (trees and vegetation) provision is a key component of the built environment and design of the public realm facilitates sustainability, liveability, and social connectivity.	Provider Advocate	Private developers	Built & Natural Environment
		4.3.4 Assess our key tourism areas and benchmark against like towns to ensure the right mix of Council services and facilities is provided to meet peak tourist demand and ongoing community requirements.	Provider Funder Facilitator	Destination Gippsland Other Local Government Area's Central Gippsland Tourism Visit Victoria	Development

* Best value is the most advantageous combination of cost, quality, and sustainability to meet requirements.

MI = Major Initiative ♥ = linked to Healthy Wellington Plan

For glossary of key partner names, **see page 59**

SERVICES AND INFRASTRUCTURE (CONTINUED)

What outcomes do we want by 2025?	Links	Key initiatives and priorities to achieve these outcomes	Council's role	Key partners	Lead division
4.3 Well planned and sustainable towns, facilities, and infrastructure that service community need.		4.3.5 Support volunteer facility managers whose work contributes to improved community mental and physical health by activating, upgrading, and repurposing existing multi-use sporting, cultural and social facilities in preference to establishing new.	Provider Funder Facilitator Advocate	State and Federal Government Community groups and Committees of Management GippSport	Community & Culture
4.4 Safe and well-used transport connections across all modes of travel.	**MI**	4.4.1 Advocate strongly to State Government and local stakeholders for improvements to the passenger train service to key regional centres.	Advocate	One Gippsland Department of Transport Committee for Wellington Gippsland Regional Partnership	CEO
	MI	4.4.2 Advocate strongly to State Government and local stakeholders for improvements to the inter-town transport network connecting major towns to key regional centres in Gippsland.	Advocate	One Gippsland Department of Education and Training Local private and community bus and rideshare service providers Gippsland Regional Partnership Neighbourhood Houses	Community & Culture
		4.4.3 Address community road safety and connection issues via active travel projects (education) and road and footpath improvements which will build a physically active, safe, and connected community.	Provider Funder	Local schools Regional Roads Victoria TAC VicHealth Department of Transport	Community & Culture

MI = Major Initiative = linked to Healthy Wellington Plan
For glossary of key partner names, **see page 59**

INDICATORS OF SUCCESS

SDG*	INDICATOR	SOURCE	BASELINE	2025 TARGET	WHEN MEASURED	OUR RESPONSIBILITY
4.1 A financially sustainable, high performing organisation						
16	Working capital (Current assets as a percentage of current liabilities) (SDG 16.6)	Know Your Council	299.58% (Similar councils 2019-20)	Better than similar councils	Annually	Influence
16	Loans and borrowings as a percentage of rates (SDG 16.6)	Know Your Council	18.73% (Similar councils 2019-20)	Better than similar councils	Annually	Control
4.2 Services deliver operating efficiencies and best value						
16	Community satisfaction rate with Council's overall performance (SDG 16.6.2)	Community Satisfaction Survey	62/100 (2020 large rural was 55)	Continual improvement on WSC score	Annually	Influence
4.3 Well planned and sustainable towns, facilities, and infrastructure that service community need						
11	Reduction in the Wellington Shire retail vacancy rate (SDG 11.a)	CBD vacancy audit	11.40% (2021)	10%	Annually	Influence
9	% of Community Managed Facilities accessibility audit recommendations delivered (SDG 9.1)	Internal data	5% of items (2020)	10% each year	Annually	Control
4.4 Safe and well-used transport connections across all modes of travel						
9	Community satisfaction with condition of sealed local roads (SDG 9.1)	Customer Satisfaction Survey	47/100 (2020 large rural council average)	>52/100	Annually	Influence
11	Increase in kilometres of active travel routes in Wellington Shire as identified under the urban paths plan (SDG 11.2)	Internal data	237km (2021)	Increase by 2km of paths annually	Annually	Control

Our responsibility level definitions are **Control:** Council actions directly control the result. **Influence:** Council can influence the result, but other external factors may also have an impact. **Monitor:** Council has no influence on this result but monitors it to assist future planning. *Sustainable Development Goals

SUPPORTING INFORMATION

The following strategies and plans will support the achievement of the Council Plan outcomes over the next four years.
The below documents can be found at: www.wellington.vic.gov.au/council/publications

Existing Council Strategies and Action Plans	Environment & Climate Change	Economy & Sustainable Growth	Liveability & Wellbeing	Services & Infrastructure
Access and Inclusion Plan 2017-22			✓	
Amendment C99 Flood Mapping update	✓	✓		
Arts and Culture Strategy 2016 (under review)		✓	✓	
Asset Plan 2021-25		✓		✓
Community Engagement Strategy 2021	✓	✓	✓	✓
Community Managed Facilities Strategy 2020-25 incorporating the Sporting Infrastructure, Community Infrastructure and Early Years Infrastructure Plans	✓		✓	✓
Customer Service Strategy 2018				✓
Domestic Wastewater Management Plan	✓	✓	✓	✓
Financial Plan 2021/22 - 2030/31	✓	✓	✓	✓
Healthy Wellington 2021-25	✓	✓	✓	✓
Heyfield Structure Plan 2011		✓		
Integrated Water Management Plan	✓			✓
Living Well COVID Recovery Plan 2021		✓	✓	
Longford Development Plan 2015		✓		
Municipal Emergency Management Plan 2020-23	✓		✓	
North Sale Development Plan 2018		✓		
Port of Sale Masterplan 2021		✓	✓	✓
Provision of Aquatic Facilities and Services 2015-20			✓	
Public Open Space Plan 2014-24	✓		✓	
Revenue and Rating Plan 2021-24				✓
Recreational Boating Facilities Plan 2019				✓
Recreational Vehicle Strategy 2018		✓		
Residential Road and Street Construction Plan 2019				✓
Risk Management Framework 2021				✓
Road Management Plan 2021				✓
Rosedale Structure Plan 2012		✓		
Sale, Wurruk, and Longford Structure Plan 2010		✓		
Sustainability Strategy 2020-24	✓		✓	✓
Urban Paths Plan 2019	✓		✓	✓
Wellington Municipal Relief and Recovery Plan	✓		✓	
Wellington Shire Investment Prospectus 2021		✓		
West Sale Airport Masterplan 2017		✓		
West Sale and Wurruk Industrial Land Supply Strategy 2018		✓		

New Council strategies and plans to be developed/under development
Diversity and Inclusion Action Plan
Gender Equality Action Plan
Greening Wellington
Maffra Structure Plan
Maffra Drainage and Integrated Water Management Strategy
Reconciliation Action Plan
Renewable Energy Readiness Project
Shire-wide Growth Management and Economic Development Strategy
Stratford and Yarram Growth Area Drainage Strategies
Targeted strategy for high yield niche tourism offerings, nature based and cultural tourism
Workforce Management Plan
Wurruk Development Plan
Yarram and Heyfield Timber Transition Local Development Strategies

Strategies and Action Plans that inform Council's work	Responsible body
Accelerating Growth: Gippsland Food & Fibre Industry	Gippsland Regional Partnerships
Creative State	Creative Victoria
Emergency Management Act 2013	State Government
Gippsland Clean Energy Vision	Committee for Gippsland
Gippsland Regional Climate Change Adaptation Strategy	State Government
Gippsland Regional Economic Development Strategy	Regional Development Australia
Gippsland Regional Growth Plan 2014	State Government
Gippsland Regional Plan 2020-25	Gippsland Regional Plan Leadership Group
Gippsland's Smart Specialisation Strategy	Latrobe Valley Authority
Marine and Coastal Strategy	State Government
Regional Waterway Strategy	State Government
State Emergency Management Plan (SEMP)	Emergency Management Victoria
Strong, Innovative, Sustainable: A new strategy for agriculture in Victoria	Agriculture Victoria
Sustainable Development Goals	United Nations
Vulnerable People in Emergencies Policy	Department of Families, Fairness and Housing
Victorian Climate Change Strategy	State Government
Victorian Emergency Management Strategic Action Plan	Emergency Management Victoria
Victorian Preparedness Framework	Emergency Management Victoria
Victorian Public Health and Wellbeing Plan 2019-2022	State Government
Victorian State Emergency Management Plan 2020	State Government
West Gippsland Regional Catchment Strategy	West Gippsland Catchment Management Authority
Whole of Country Plan	GLaWAC

COUNCIL SERVICES

HEYFIELD SKATE PARK

COUNCIL'S SERVICES

Sitting behind the Council Plan are detailed operational plans across all areas of Council's business, which enable us to deliver on the services that we provide to the municipality every day.

Service area	Services
Advocacy	• Local investment advocacy • Community services advocacy • Compliance
Aged and disability services	• Access and Inclusion Plan 2017-22 • Community building – work with individuals, businesses, service providers and the community to reduce barriers for people with a disability, enhancing social inclusion.
Arts development	• Arts community development • Art collection management • Theatre management • Art exhibition management • Arts/culture events and support for projects and events initiated by the local community
Economic development and business support	• Food, retail, agricultural business and sector support • Major project facilitation • Business and community liaison • Tourism promotion and information centres • Conduit between business and government (local, State and Federal) services and programmes • Development of Economic Development Strategy • Promotion of Council as a destination for new residents, business, and tourism • Saleyard and Council properties

Service area	Services
Family support	• Support delivery of Family Day Care, Long Day Care, Maternal and Child Health, Playgroup and Kindergarten by making facilities available for use • Early years partnerships management
Community activities	• Australia Day celebrations • Volunteer functions • Community grants • Citizenship ceremonies • Community directories • Support for community capacity building • Festival and events program management
Community access services	Support the community to plan and develop strategies which will increase community participation for people with a disability. Project areas include: • Physical access • Health and wellbeing • Business and tourism • Recreation and leisure • Education and training • Information provision • Physical safety
Community engagement	• Consultation • Community involvement in decision making • Provision of information about issues or decisions which will affect communities

COUNCIL'S SERVICES (CONTINUED)

Service area	Services
Community development	• Volunteer capacity building, training, and development • Community conversations • Health and wellbeing planning and health promotion • Prevention of Violence Against Women • Increasing physical activity • Creating healthy environments including planning for active transport: shared path network, pathways, crossings. • Grant seeking for priority community and council projects • Festival and events sponsorship • Activities and projects that promote social connection and inclusion
Environment and community safety	• Emergency management: organisational and community preparedness, planning, response and recovery • Land management • Environmental health - Food safety, public health and wellbeing, domestic wastewater management • Community Local Laws
Environmental sustainability	• Support and assist residents to reduce everyday environmental impacts. • Natural resource management • Resources efficiency - waste and emissions management • Energy efficient street lighting • Climate resilient communities • Noxious weed control – Council reserves and roadsides

Service area	Services
Immunisation service	• Infant and public immunisation program • School immunisation program • Workplace immunisation program
Library service	• Books, CDs, videos, DVDs, magazines and newspapers to borrow and browse • Online resources • Preschool story time and school holiday activities • Internet and computer classes • Spaces to read, relax and study • Community meeting rooms • Library outreach service
Litter management and graffiti removal	• Graffiti removal • Landfill rehabilitation • Litter control
Parks and gardens	• Maintain all public municipal areas in the Shire • Plant and maintain street trees
Property management	• Property management • Lease management
Leisure services	• Provision of safe, welcoming community aquatic facilities • Fully equipped, accessible fitness gym • Gentle exercise (rehabilitation) hydrotherapy pool • Swimming and water-safety education programs • Group fitness classes • Social sports and activities • Community leisure activities

Service area	Services
Public health	• Ensure compliance with the Food Act 1984 • Registration of premises, food safety programs, food complaints, temporary events, safety standards, labelling requirements • Registration and assessment of other premises such as accommodation and caravan parks and beauty salons to ensure correct hygiene and safe practices • Monitoring for noise, smells and smoke and pest control • Preventing the spread of infectious diseases • Approving individual domestic septic systems • Monitoring compliance with tobacco laws, including tobacco sales and smoking in public places
Revenue raising	Raising revenue to enable the Council to perform its functions: • Revenue collection • Property valuations • Fire Services Levy collection on behalf of State Revenue Office • Single Farm Enterprise Exemption • Fee setting and collection • State and Federal grant applications • Loan management
Waste and recyclables collection	• Garbage collection • Hard waste collection • Recycling service

Service area	Services
Recreation services	• Provision and development of sporting grounds and aquatic recreation facilities around the Shire • Development of playgrounds • Support Committees of Management for Council and Crown owned community and recreation facilities • Recreation planning to ensure that the current and future recreation needs of residents are identified and planned for
Youth support	• Support of youth music and leadership programmes e.g. FReeZa • National Youth Week – a program of events, activities and celebrations • Youth Action Groups • Youth mentoring projects/programs including Youth Council • Youth referral services; advocacy and youth representation • Youth oriented festivals and events
Infrastructure provision and maintenance	• Community facility provision and management • Footpath provision and maintenance • Parks, open space and street tree provision • Road infrastructure provision and maintenance • Stormwater drainage provision and maintenance • Traffic management • Building Essential Safety measures for public and private buildings

COUNCIL'S SERVICES (CONTINUED)

Service area	Services
Land use planning	• Development assessments and approvals • Statutory - planning permits • Strategic - policy and rezoning • Heritage advice • Planning enforcement • Domestic Wastewater Management Plan
Urban services	• Urban maintenance and cleansing of towns • Public toilet and BBQ cleaning • Drainage • Line marking • Street furniture • Signage
Local Laws	• Animal management • Local Law legislation and enforcement • Community compliance • School crossing supervision
Legislated duties	• Building safety inspections • Health standards enforcement • Property valuations • Statutory financial reporting and plan development • Community education

Service area	Services
Municipal administration	• Accounting standard and regulation compliance • Asset management • Communications equipment provision and support • Consultation and engagement support • Contract management and procurement • Customer service • Governance • Human resources • Strategic planning • Council website and online services

LOCAL LAWS, ANIMAL MANAGEMENT

GLOSSARY

RAAF BASE, EAST SALE

ACFE	Adult, Community and Further Education
Ag Vic	Agriculture Victoria
CGT	Central Gippsland Tourism
DELWP	Department of Environment, Land, Water and Planning
DET	Department of Education and Training
DFFH	Department of Families, Fairness and Housing
DIJRDC	Department of Infrastructure, Transport, Regional Development and Communications
DJPR	Department of Jobs, Precincts and Regions
GCCN	Gippsland Climate Change Network
GELLEN	Gippsland East Local Learning and Employment Network
GLaWAC	Gunaikurnai Land and Waters Aboriginal Corporation
GPHN	Gippsland Primary Health Network
LRH	Latrobe Regional Hospital
LVA	Latrobe Valley Authority
MAV	Municipal Association of Victoria
NBN	National Broadband Network
NDIS	National Disability Insurance Scheme
PCP	Primary Care Partnership
PoSM	Port of Sale Masterplan
RDV	Regional Development Victoria
SRW	Southern Rural Water
TAC	Transport Accident Commission
VFF	Victorian Farmers Federation
West Gippsland CMA	West Gippsland Catchment Management Authority
WSC	Wellington Shire Council

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

Sale Service Centre
18 Desailly Street, Sale Victoria 3850
Telephone 1300 366 244

Yarram Service Centre
156 Grant Street, Yarram Victoria 3971
Telephone 03 5182 5100

www.wellington.vic.gov.au
enquiries@wellington.vic.gov.au

THE MIDDLE OF EVERYWHERE

14. GENERAL MANAGER DEVELOPMENT

14.1. PORT OF SALE MASTERPLAN REVIEW

ACTION OFFICER: MANAGER LAND USE PLANNING

PURPOSE

The purpose of the Report is for Council to:

- consider the submissions received in response to the public exhibition of the draft Port of Sale Masterplan Review, as exhibited between 15 March and 19 April 2021 and the recommended changes (**Attachment 1** to this Report);
- formally adopt the 'Port of Sale Masterplan Review (September 2021)' (**Attachment 2** to this Report) and support the retention of the existing boat slipway;
- endorse the establishment of a 'Port of Sale Precinct Steering Group' – including two Councillor Representatives, as recommended in the 'Port of Sale Masterplan Review (September 2021)'; and
- endorse the retention of the boat slipway and the progression of the upgrade works to the moorings along the west bank of the Port of Sale – including the provision of a new walkway, finger jetties and sea wall.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

1. ***Consider the submissions received in response to the draft 'Port of Sale Masterplan Review', as exhibited between 15 March and 19 April 2021 and the recommended staff changes (Attachment 1);***
2. ***Adopt the 'Port of Sale Masterplan Review (September 2021)' (Attachment 2) as amended by the recommended changes in Attachment 1 including supporting the retention of the existing boat slipway;***
3. ***Endorse the establishment of a 'Port of Sale Precinct Steering Group' - including appointing two Councillor representatives to participate on the Steering Group, as recommended in the 'Port of Sale Masterplan Review (September 2021)'; and***
4. ***Endorse the completion of the design and construction of the moorings upgrade works along the west bank in line with the masterplan and adopted budget – including the provision of a new walkway, finger jetties and sea wall.***

BACKGROUND

The Port of Sale lies within the historical centre of the town and is located at the northern end of a man-made canal, which connected water-borne transport to Sale and is part of a network of natural waterways and lakes south of the existing town centre.

The demise of canal transport led to the gradual decline of the Port Precinct and the relocation of the town centre further north to the retail hub around Raymond and Cunninghame Streets.

In more recent times, initiatives, including the development of 'The Wedge' and redevelopment of the 'Wellington Centre', have reinvigorated the Port Precinct with the creation of a high-quality destination that offers a range of experiences related to the visual and performing arts, passive recreation and markets for locals and visitors.

Yet there is still considerable opportunity to further enrich the Precinct with new uses, spaces and activities.

On this basis, a review of previously prepared Masterplans for the Port Precinct was commenced in August 2020 to update and take account of the current economic, social and environmental conditions within the Precinct area. Key objectives of the review included:

- A reassessment of the current Port of Sale Precinct Masterplan, and its relationship with other (near-by) key strategic sites;
- An assessment of the extent to which the Port of Sale Precinct could leverage off existing facilities and its broader surroundings;
- Opportunities to better activate and connect the public realm and public open spaces within and around the Precinct; and
- Options / arrangements for the formal management of the Precinct in a coordinated and integrated way.

The review process has built on earlier master planning work, consulted widely with stakeholders and provided concepts and options for the management and redevelopment of the Precinct. The final revised Masterplan now provides a refreshed approach to the future (re)development of the Precinct, based on a new vision, which is:

> *'To develop a vibrant precinct that attracts residents, welcomes visitors, provides an attractive setting for businesses, and celebrates the culture and heritage unique to the precinct.'*

The key underlying principles that inform the urban design elements of the revised Masterplan include the following:

- *Context* – considering the role of the Precinct in relation to the existing town centre and its relationship with other near-by key strategic sites;
- *Connectivity* – ensuring easy movement within and around the Precinct area and its locality;
- *Identity* – drawing on the location/historic significance of the Precinct;
- *Legibility* – providing the ability for people to navigate around the Precinct and draw-on its characteristic features within the existing built form;
- *Vitality* – creating spaces and uses that attract people;
- *Diversity* – designing multifunctional public spaces to accommodate a range of events and experiences.

Proposed key elements include three new public spaces, two new pedestrian and cycling bridges. A network of walking / cycle paths which will connect these spaces and elements, and link the precinct more strongly to the CBD and Lake Guthridge. Along the canal these connections take the form of boardwalks.

A mixed-use development is proposed for the former schools site to enrich the liveliness and offer of the Precinct. Ideas for events and elements to activate the public spaces are also provided.

The final Masterplan review is included as **Attachment 2** to this report.

Consultation

In response to feedback received during the public exhibition period held between 15 March and 19 April 2021; a number of changes were made to the Masterplan (see **Attachment 1**). Likewise, informed by discussions held during several Councillor Workshops and a site visit to the Port Precinct, further revisions were incorporated into the final Masterplan, including:

- the renaming of the 'Market Site' to 'Recreational Uses and Market Site';
- deletion of the reference to the possible relocation of the Sunday Market;
- consolidation of facilities to accommodate rowing clubs at the Recreational Uses and Market Site; and
- strengthened reference to the options interpretation.

West Bank Upgrade Works

The Port of Sale Mooring Access Project was initiated in response to opportunities to improve access to moored vessels via new finger jetties, improving the amenity given proximity and visual access from key facilities located around the port and to activate passive recreation through the extension of walkways.

Development of the western side of the Port of Sale has long been recognised as an important component of the Precinct given existing recreational boating use and potential for new development as outlined within the Masterplan. On this basis, the upgrades proposed will compliment and contribute to the overall aspirations of the Port.

As a result of detailed discussions with the Sale Boat Club, Council officers and Councillors, it is recommended that the existing boat slipway remains in its current location, and not be relocated.

ATTACHMENTS

1. Attachment 1 - Submissions and Proposed Responses to Draft Exhibition [**14.1.1** - 20 pages]
2. Attachment 2 - Port of Sale Masterplan Review by Urbanismplus [**14.1.2** - 39 pages]

OPTIONS

Council has the following options available:

1. That Council:
    - consider the submissions received in response to the public exhibition of the draft Port of Sale Masterplan Review, as exhibited between 15 March and 19 April 2021 and the recommended changes (**Attachment 1** to this report);
    - formally adopt a final Port of Sale Masterplan Review (September 2021) (**Attachment 2** to this report) and support the retention of the existing boat slipway;

- endorse the establishment of a ‘Port of Sale Precinct Steering Group’ – including two Councillor Representatives, as recommended in the Port of Sale Masterplan Review (September 2021); and
- endorse the progression of the upgrade works to the moorings along the west bank of the Port of Sale – including the provision of a new walkway, finger jetties and sea wall.

2. That Council:
    - not consider the submissions and recommended changes received in response to the draft Port of Sale Masterplan Review, as exhibited between 15 March and 19 April 2021 (**Attachment 1** to this report);
    - not adopt the final Port of Sale Masterplan Review (September 2021) (**Attachment 2** to this report) or support the retention of the existing boat slipway;
    - not endorse the establishment of a ‘Port of Sale Precinct Steering Group’ - including the nomination of two Councillor Representatives to participate in the Steering Group, as recommended in the Port of Sale Masterplan Review (September 2021), and
    - not endorse the progression of the upgrade works to the moorings along the west bank of the Port of Sale – including the provision of a new walkway, finger jetties and sea wall.

PROPOSAL

That Council:

- consider the submissions received in response to the public exhibition of the draft Port of Sale Masterplan Review, as exhibited between 15 March and 19 April 2021 and the recommended changes (**Attachment 1** to this Report);
- adopt the final Port of Sale Masterplan Review (September 2021) (**Attachment 2** to this Report) and support the retention of the existing boat slipway;
- endorse the establishment of a ‘Port of Sale Precinct Steering Group’ - including the nomination of two Councillor Representatives to participate in the Steering Group, as recommended in the Port of Sale Masterplan (September 2021), and
- endorse the progression of the upgrade works to the moorings along the west bank of the Port of Sale – including the provision of a new walkway, finger jetties and sea wall.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

This impact has been assessed and there is no effect to consider at this time. Adoption of the Port of Sale Masterplan Review document will not incur any financial obligations on Council.

Works associated with the proposed upgrades to the west bank of the Precinct are currently budgeted for.

COMMUNICATION IMPACT

An appropriate level of consultation/communication with all key stakeholders is considered to have been undertaken in the preparation of the Port of Sale Masterplan Review.

LEGISLATIVE IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 1 Communities states the following strategic objective and related strategy:

Strategic Objective 1.3: *"Strengthen community identity by promoting our heritage and history and appreciation for small town rural living."*

Strategy 1.3.1: *"Recognise, celebrate and promote the diverse shared heritage and history of Wellington Shire."*

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objectives and related strategies:

Strategic Objective 2.1: *"Council services and infrastructure are responsive to identified current and future community needs within budgeted parameters."*

Strategy 2.1.2: *"Provide access to a diverse range of recreational opportunities for all sectors of the community."*

Strategic Objective 2.2: *"Council assets are responsibly, socially, economically and sustainably managed."*

Strategy 2.2.3: *"Continue to maintain and enhance Council's built environment for public amenity and long-term sustainability."*

Strategy 2.2.4: *"Recognise and protect our built heritage assets."*

Strategic Objective 2.3: *"Wellington Shire is well planned, considering long term growth and sustainability."*

Strategy 2.3.1: *"Continue to provide strategic planning to encourage long term growth and sustainability in Wellington Shire."*

This report supports the above Council Plan strategic objectives and strategies.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

The implementation of the recommendations of the Port of Sale Masterplan Review will create a vibrant precinct that attracts residents, welcomes visitors, provides an attractive setting for businesses, and celebrates the unique culture and heritage associated with the Port.

ENVIRONMENTAL IMPACT

Any environmental risks associated with the operation of the existing slipway at the Port will continue to be addressed through mechanisms other than the Masterplan Review.

ENGAGEMENT IMPACT

Given the restrictions associated with COVID-19, consultation on the project was carried out through several video-conferencing sessions. Wellington Shire Council staff, Councillors and a total of 53 external stakeholders participated in virtual discussions. These included business/commercial stakeholders, community stakeholders and statutory agencies.

Draft documents were also made available to view in hard copy at Council premises and electronically through the '*Your Wellington Your Say',* website during the period of public exhibition.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

ATTACHMENT 1

Port of Sale Precinct Masterplan Review
Submissions and Proposed Responses to Draft Exhibition

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
1.	• The Dragon Boat Club has a membership of approximately 30 and are getting enquiries every week. Currently it draws members from Drouin and the Latrobe Valley to the west and Eagle Point to the east as well as more locally such as Rosedale, Maffra, Longford etc . • Predicted to continue to grow with no club facilities of any type. Currently there are 3 dragon boats on trailers plus approx. 20-30 PFDs, 20+ paddles and other assorted gear which are needed to conduct activities, and currently these are all being stored at home locations. This is not sustainable in the long term. The boats cost in excess of $12,000 each to buy new so need to be stored under cover eventually to prevent deterioration, plus the other gear needs to be stored under cover as well. It would also be helpful to have a "home base" as part of our club identity and to allow people to locate us more easily than is currently the case. • As one of the most consistently active Port users and an inclusive club which is committed to supporting the community through our vision of promoting dragon boating as a means of improving peoples physical and mental well	• Slipway to remain in-situ – negating requirement for relocated storage/work area on west bank. • The Masterplan includes proposals for the provision of an integrated multi-use facility that could consolidate and accommodate a range of existing like-uses, including the Dragons Warratah Boat Club. • Potential uses and activities proposed for the Recreational Uses and Market Site include the possibility of a dedicated 'Dragon Boat event'.	• Update Section 4.5 (p.33) Revise text to propose a consolidated mixed-use facility to accommodate a range of users – including the Dragons Warratah Boat Club at the 'Recreational Uses and Market Site.'

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	through exercise and social connection, we have a lot to offer to the wider community and am passionate about having facilities to help with this. We are actively fundraising in hopes of ultimately being able to build a boat shed.		
2.	• The only Emergency Management considerations are the obvious flooding risk and the location of fire hydrants throughout. Emergency access to all areas including the other side of the water is important to maintain. • Avoid congestion points for pedestrian traffic should a lot of people have to move out of the area quickly would be something to consider. • No major risks from an Emergency Management perspective. • Shelter over picnic tables for sun and rain protection would be useful.	• Comments noted.	• No changes proposed.
3.	• Boat shed seems to be an afterthought placed to the side on some of the best grassed areas and should be placed further west.	• The Masterplan has been developed on a 'precinct-wide' basis to ensure that the range of proposed uses, including boat maintenance, function safely, effectively and in a coordinated way.	• No changes proposed.
4.	• Would like a storage shed and changing room facilities for the Dragon Boat Club.	• Refer to response to Submission (1) above.	• No changes proposed.
5.	• Toilet block on west bank is essential. • Cleanliness and access to toilets needs improving – sometimes locked. • Even with bridges – too far to walk to the existing toilets. • Need more picnic tables /BBQ/Gazebos.	• Given the potential of flooding, the ability to locate toilet facilities on the West Bank is a significant technical challenge. • Provision of the proposed pedestrian footbridge (p.32; Section 4.4; Item 1; Fig 4-11) would reduce the distance to access existing toilet facilities.	• Update Section.4.3 (p.31) From: *'Improve the public toilet facility for large events.'*

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	• What is the timeline – there is an urgency around the need for storage and changing facilities.	• New reference to 'other' public amenity facilities including bbq's/picnic tables/shelters included at p.31Section 4.3. • Timing of recommendations is dependent on funding and 'appetite' to facilitate.	To: *'Improve the public toilet; bbq; picnic tables and shelters.'*
6.	• Good opportunity for a 'Southbank style' setup. • Could have had restaurants/cafes along bottom of the Wellington Centre and coffee bar with balcony where the children's library is.	• Comments noted.	• No changes proposed.
7.	• Neighbourhood House should be relocated to the 'education precinct' at the Port in a safe and fit-for-purpose building. Existing building not suitable due to its age and condition.	• Work to investigate future options for the existing Neighbourhood House are currently being considered as a component of Council's *'Draft Community Infrastructure Plan'.*	• No changes proposed.

8.	• Low level ped bridge: is it needed? Prone to damage in a flood and would not survive.
	• Moorings: flooding issue – boats swept away?
	• Removal of the slipway: why, what are the environmental issues? Port needs boat facilities removal is a backward step.
	• Tractor and Cradle: Safety issues in public area?
	• New boat maintenance area: Disaster waiting to happen in a flood event.
	• Water play area: question feasibility given water quality.
	• Mixed use development: Where is the parking provision?
	• General comments:
	  ○ Whole site floods.
	  ○ Height needed for big bridge will make it monumental.
		• The proposed pedestrian bridge *(p.32; Item 1, Fig.4-11*) is an integral component of the walking/cycling network and is intended to provide a greater level of connectivity around the Port Precinct.
		• Technical specifications of for the provision of new finger jetties include design features to withstand flood events.
		• In the event of the removal of the existing slipway, alternative (environmentally managed) facilities are proposed in the Precinct Masterplan, which would ensure the safe and continued operation and functioning of this important activity within the Port.
		• The water-play area is a concept that could be considered in the event that water quality issues are addressed in the future and make the idea feasible.
			• Slipway to remain – no changes proposed.
			• Market site location to remain 'as-is'. Reference to possible relocation to north - deleted.
			• New facilities for the Sunday Market suggested as a component of a multi-use facility.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	○ What types of events will occur on west bank? Will they interfere with the proposed uses? ○ Moving the market to the north bank not a good idea – more suited to a pop-up market. ○ Support new facilities for the Sunday Market people.	• Parking provision is a matter to be addressed as part of any future development proposals. • General comments noted.	
9.	• Investigate longer-term options to extend the existing art gallery – act as an architectural icon. • New sculpture park in the surrounding parklands.	• Section 4.3 refers to *'leveraging off'* the existing art gallery building, which could include investigation of future options to expand. • The spirit of the Masterplan supports the notion of a new sculpture park in the Precinct environs *(see s.3.7 & s.4.3)*.	• No changes proposed.
10.	• Makes a valuable contribution to Sale. • Do not believe the plan will have a major impact on tourism numbers and revenue. • Boat storage area is too small so delete and make boat owners do maintenance elsewhere in Sale in industrial areas to minimise environmental impacts. • Street furniture is dated (1990's) - use more modern pieces? • Old Police station site: unclear what is planned. Multi-storey apartments with penthouses.	• Comments noted. • The Masterplan has been developed with a view to creating a broad (mixed) range of uses - designed to generate vibrancy, add interest, and create an attractive Precinct to stimulate increased visitation and economic benefits. • Boating/boat related activities are a key activity within the Port which contribute to its character and where possible, should be retained. • Comment noted. • The site is located within the Residential Growth Zone, which allows residential, educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.	• No changes proposed.
11.	• Put a marina on the other side of the (road) bridge to encourage tourism and provide coffee shop/tavern.	• Comments noted. Current basin is the main boating 'hub' and focus for mooring/jetties for the Port as a whole.	• No changes proposed.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
12.	• Potential opportunity for outdoor performance space between former High School site and the Port. • Opportunity to provide for an indigenous designed performance space for all, as a feature somewhere within the Port.	• Outdoor performance space is highlighted as an opportunity to pursue in the Masterplan *(see p.31; s.4.3).* • Strengthen the links to indigenous significance	• Update Section 4.3 (p.31): From: *'an amphitheatre may be located between the Wedge and the Former School Site in a manner that allows pedestrian flows from Raymond Street towards the Canal.'* To: *'an outdoor performance space linked to the indigenous significance of the area may be located between the Wedge and the Former School Site in a manner that allows pedestrian flows from Raymond Street towards the Canal.'*
13.	• Masterplan is a land-based approach that does not consolidate the Port as a destination for boat visitors. • Make adequate provision for visiting boats by extending the eastern floating jetty. • Improve safety for boats by removing snags in the water. • Dredge 1.2km between the Thomson and Swing Bridge • Remove non-native invasive water weeds. • Open the Swing Bridge more regularly. • Stage events at the Port and build on its reputation.	• Incorporate changes to recognise the Port Precinct's potential to become a boating destination. • Dredging and weed management of the Canal currently takes place. • It is not intended to automate the swing bridge to make it operable by the public. The swing bridge is part of the walking and cycling route between Sale and Longford and the operation of the bridge requires the public to be clear of the structure while it is in the process of being opened and closed. The bridge has been damaged in the past while it has been operating and it is essential that	• Update Section 3.5 (p.17) to recognise the Port Precinct's potential as a boating destination at the eastern end of the Gippsland Lakes. Include the following text: *'Subject to further investigations and monitoring, consider the provision of additional infrastructure and associated facilities to*

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	• Provide more bins/power/tables/access to toilets.	safety checks are undertaken prior to its use, and it needs to be closely monitored during the operation. • Section 3.7 of the Masterplan promotes facilitation of other events. • Refer to Submission 5 re public facilities.	*secure the Port's reputation as a boating destination.'*
14.	• Would like a new home for the Dragon Boat Club at the Port.	• Refer to response to Submission (1) above.	• No changes proposed.
15.	• Impressive – but does not utilise the space on both sides of the Port well enough.	• Comments noted. The Masterplan has been prepared on a precinct-wide basis that provides concepts that take full advantage of the various spaces around the Port.	• No changes proposed.
16.	• Nice plan – look forward to seeing it.	• Comments noted.	• No changes proposed.
17.	• Water is not being flushed out of the port of Sale. • Why is there water in Lake Wurruk, below the new housing estate. This is where the water backs up not draining away. 2. Why are ibis making their home in the middle of Sale and other water birds. 3. Why is the water not draining away from behind the caravan park on foster street. The answer in my head is development. Certain farms need a lot of water. We have a increase in vegetable farms. I have always been told that the Sale area have a very delicate water system. Low water table. So, you need to find out what is happening before it is too late. Even with the recently heavy rains recently. The Algae did not disappear out of Lake Guthridge The Salt will take over Sale and ruin the farming etc Thank you, I have sent a copy of the item on face book to Environment Victoria.	• As a 'declared waterway', issues relating to the water quality within and beyond the Port Precinct falls within the remit of Gippsland Ports and the West Gippsland Catchment Management Authority. • Council will continue to advocate for better water quality outcomes within the Port – including the need for dredging and weed control.	• Section 3.5 (p.17) Revise Masterplan to include reference to Council continuing to advocate for better water quality outcomes within the Port – including the need for dredging and weed control.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
18.	• Need refuelling facilities at the Port (and Loch Sport). • Need to consider automating the Swing Bridge.	• Refer to Submission 13 (above).	• Changes proposed as per Submission 13 (above).
19.	• The Masterplan looks very good on the whole and as regular walker I appreciate the whole precinct very much. • The natural view up the canal between the trees is so beautiful, uninterrupted by anything human-constructed. Importantly, this view has a long perspective, but if a bridge were put in across the canal that would be lost, and the view would be spoiled. The bridge would cut the Port off from the river, making it seem separate. It may also impede access for some boats or reduce the appeal for boating. • I think the other proposed foot bridge across the canal at the western end is a good idea, although I do not know what impact this will have for the boats. It may be better to widen the existing bridge, which already has a pedestrian path, but rather a narrow one, particularly for bikes.	• Comments noted. • The proposed pedestrian bridges *(p.31; Items 1 & 2, Fig.4-11*) are an integral component of the walking/cycling network and intended to provide a greater level of connectivity around the Port Precinct. As a concept, the final detailed functional design is a matter for future consideration beyond the scope of the Masterplan.	• No changes proposed.
20.	• I feel it is a must to get a flow of water happening before any other work is started. Next the edge water of the man-made canal north and south of the rowing club, both sides need to be cleaned up with the use of a long-reach excavator from the west side? Clean up the bottom the turning bowl, deepen flooding creek back to the caravan park and put a small jetty. Maybe update the slipway (it must be kept) and relocate back into southwest corner, tidy the banks up & moorings. • Visiting Coaches have trouble parking around this area and most exceed the posted load limit	• Refer to Submission 17 (above).	• Changes proposed as per Submission 17 (above).

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	on the bridge. It is not a user-friendly area for bigger vehicles with trailer or wheelchair lift.		
21.	• Area for water-based activities 'children's' activities, includes kayaks. Nearly every caravan for grey nomads carries a kayak, but suitable launch facilities and mapping signs are rare. A huge regional pastime is being ignored. • A lot of mixed-use areas and pop-up markets for local makers may sound good but ignores the need for a commercially sustainable artist and makers community. "make it and they will come" does not work when locally there is no open studios, no Rotary art show, no Art Society, and just numerous small parochial cliques. RAV actively provides funding for entertainment, one off artist grants and generally what is termed "community therapy." A cost benefit analysis is needed before including or encouraging resources to this end. • Encouraging more activity in the southern end of Raymond Street need investigating, because a lot of businesses there are legal offices that will only operate in business hours. Classy buildings and a good connection but it may need a pro-active approach to open it up. • Dyers Industrial area could be retained, maybe smartened, and may include connections to TAFE training in manufacturing and arts. Manufacturing is an important part of the local history and with new technology should be part of our future.	• Existing boat ramps are located on the canal and pontoons are currently available for the launch of kayaks. • The Masterplan acknowledges that the former school building could potentially house/facilitate uses related to the arts. • Links to the Sale CBD via Raymond Street are noted as important to retain. Existing uses at the southern end of Raymond Street are already well established and would prove difficult to 'open -up'. • Notwithstanding the concepts contained within the Precinct Masterplan, upgrades and alternative uses to vacant industrial land are in the control of individual (private) landowners.	• No changes proposed.
22.	• Open to discussion on the future of the slipway whether it stays or is replaced – provided that	• Slipway to remain.	• Revise Section 4.4 (p32) to reflect retention of the

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	either location is compliant with current regulations. • Compound area, work jetties and Club house need to be together. • Slipping of boats is now an in-house method that the club has full control over – including all relevant SAFETY issues. If slipping method is changed, and the Club uses the Public Launching Ramp the Club would lose total control of the process. Operation costs would be higher and public liability would be extreme.		boat slipway and delete 'Area 8' (storage and boat maintenance area) and remove from Section 5.3 'Action Plan Priorities'.
23.	• The following suggestions would be a very valuable addition to the appreciation and enjoyment of the area and economical to implement. 1. Elm avenue 1891. Planted to acknowledge importance to Sale of the Canal and Port 2. Nothing as far as I can see actually tells visitors the story of the Canal - the first 'true' canal in Australia. Would suggest a series of panels: 1. Purpose; 2. Design; 3. Construction; 4. Wharfage; 5. Dredging; 6. Shipping (coastal and intra - lake); 7. Recreational (rowing and motor launch); 8. Recreational (moonlight excursions and holiday outings to Ocean Grange, Bairnsdale, and Lakes Entrance).	• Comments noted.	• Revise text in Section 3.5 (p.17) to recognise options to recognise and strengthen references to the heritage quality of the Port Precinct. Add additional text: *'A range of opportunities, such as the provision of carefully designed and located site-specific information panels, should be considered as a way in which to assist visitors in interpreting the unique historic significance of the Port Precinct and to convey its role and development as a functioning Port, over time.'*

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
24.	• Council should consider a Cultural Heritage Centre at the new development. The Centre would tie in with the historic 'Rubeena', the Borun and Tuk Walk, the Library and the Gippsland Art Gallery. • More and more people are showing an interest in our First Nations and their culture, a Cultural Heritage Centre would meet those needs. I would suggest a Cultural Heritage Centre influenced by Krowathunkooloong Keeping Place in Bairnsdale. On each of my many visits to Krowathunkooloong. We need to be communicating the messages of Sale to the wider community. I believe this will raise awareness of past stories for our town, especially important for the younger generation. • I believe there should be another extension of the gallery at the new development. This could showcase certain areas of the Gippsland Art Gallery collection, such as Annemieke Mein famous artwork, Photography or Contemporary Art. Perhaps even an 'Artist in Residence' where locals and tourists are able to interact with artists and watch the artists practice unfold. • Looking forward to seeing the plans unfold.	• The soon to be built Lake Guyatt Education Centre is intended to be used as, amongst other things, a facility for cultural education, arts etc. • Section 4.3 (p.30) refers to *'leveraging off'* the existing art gallery building, which could include investigation of future options to expand.	• No changes proposed.
25.	• Port towns such as Mandurah in WA and Port Douglas in QLD are great for tourism and showing life by the beach. Man-made waterfronts like Darwin's Waterfront or the Kingston Foreshore in Canberra are perfect spots to gather with friends to have dinner or take in some entertainment. People are drawn to water features as they bring about calm and relaxation. Brisbane is King of water-based areas with canals and the Brisbane River that	• Comments noted.	• No changes proposed.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	rivals the other Capital Cities. They have a good saturation of ferries and South Bank is the hip place to be with the artificial beach. This will bring about more local tourism and a boom for cafe's and shops as people will want to meet friends there. • I also approve the idea of the TAFE as young people require solid training and older generations have the ability to re-train or upskill. Small businesses and start-ups are significant in growing our economy. • My only concern is increased pollution of the river due to diesel from boat engines and rubbish being thrown overboard.		
26.	• The West Gippsland Catchment Authority considers that the Master Plan recognises and responds well to the flood hazard associated with parts of the Port of Sale Precinct. Further consideration of the Dyers Industrial site will be required to ensure that any future development appropriately considers the flood hazard in that location. The Authority would be happy to provide input to future rezoning plans for this land. • The Authority looks forward to continuing to work with Wellington Shire Council to ensure that the Port of Sale precinct can provide enhanced visitor opportunities that are compatible with flooding constraints.	• Comments noted.	• No changes proposed.
27.	• Provide student accommodation on the former Specialist School site for out-of-town students studying at the new POS campus.	• The Masterplan identifies a potential range of uses – including accommodation for the former Specialist School site (p.34; s.4.6). The form that any future accommodation might take is a	• No changes proposed.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	• If the TAFE were to also offer unique courses at the POS campus that not many other TAFE institutions have and throw in the student accommodation facility available, it would put the TAFE in Sale in the position of being a very attractive prospect and attract a much-needed injection of younger people living in the town.	matter for market forces to determine and is not determined by the Precinct Masterplan.	
28.	• Fair design, good pedestrian improvements.	• Comments noted.	• No changes proposed.
29.	• Overall, looks awesome! I hope 'Area 8', on the West Bank, includes an undercover, powered and secure shed for the storage of the Dragon Boats and associated Club equipment. • Toilet facilities would be necessary if the overpass footbridges do not go ahead. Dragon boating contributes much to the physical, social, and emotional recovery of not only breast cancer survivors but other cancer survivors and their supporters. • The local club is part of a much larger state, national and international community which makes a major contribution to the local area associated with a DB club, particularly when a club is able to host a regatta. Facilities at Lake Guthridge would also be able to contribute to this possibility! • Please include a secure undercover powered storage area with security lighting for our boats - currently they are in the open at members' homes, which contributes to their deterioration and being towed on the roads increases the chance of damage in transit.	• Comments noted. • Refer to response to Submission (1) above.	• No changes proposed.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
30.	• The Environment Protection Authority would like to take this opportunity to note that the establishment of sensitive uses (residential) within mixed-use areas carries a risk of potential amenity impacts. Council should ensure that the Master Plan and subsequent land use planning will protect the amenity of residential and public land through appropriate design and other mitigation measures where there is a risk of harm from odour, dust, or noise. • In progressing the Master Plan, council should consider: ○ Undertaking an initial assessment consistent with the *General Practice Note on Potentially Contaminated Land*, DSE 2005 (PPN30) to inform whether there are areas across the Precinct that warrant further investigation particularly for those areas previously used for industry that are transitioning to more sensitive uses. ○ Ensuring that the Master Plan and subsequent land use planning will protect the amenity of residential and public land through appropriate design and other mitigation measures where there is a risk of harm from odour, dust or noise.	• Comments noted.	• No changes proposed.
31.	• The plan looks good. The issue may be one we found when first visiting Sale. We did not really know about the Port of Sale area. The main road into Sale initially bypasses what the area has to offer. Our first impression was a long hot road into Sale without much to look at on the way but many fields and that just a few more trees along	• Comments noted. A principle that underpins the Masterplan is to create well signalled entrance points and an easy to navigate public realm. • Section 4.3 (p.30) of the Masterplan advocates for the creation of a visual connection from the Princes Highway to the public playground and other public spaces.	• No changes proposed.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	the road on either side would look really good. One bridge in and a few buildings around. Then we noticed the Port building and thought okay it's a large building and it looks modern. We wondered where the shops were and guessed they may be further in somewhere. Then the corner of Lake Guthridge, a view of the place and we were on our way. The building seems to hide the beautiful Port from visitors, then there are speed bumps on the road the other way around it. It is a very nice area; maybe better signage would assist or some kind of a marker or diversion so visitors will drive through it. It was not until we actually stayed in Sale that we discovered more about the place.		
32.	• I am very excited with the Port of Sale redevelopment Master Plan and the opportunity to expand the facilities especially for the Arts within the community. • I would like to see a purpose built/refurbished community hub for creative arts pursuits included-perhaps within the old Sale High School building as a replacement/upgrade opportunity for the existing Gwen Webb Hall in Marley St which is long overdue for un upgrade. The newly formed Sale Art Circle has revived the former Sale Art Group established by Gwen many years ago, but the current facilities are inadequate (lighting/storage/space/facilities for washing paints etc.) with the group expanding all the time. • The group would like to be able to run workshops/artists in residence sessions etc. in the future but the current facility is simply not large enough to accommodate these given that	• Comments noted. • Work to investigate the provision of community facilities is currently being considered as a component of Council's *'Draft Community Infrastructure Plan'.* • Section 4.6 (p.35) of the Masterplan identifies 'the arts' as a potential use at the (heritage listed) former high school building. • The soon to be built Lake Guyatt Education Centre will provide space for larger group events such as those suggested. • A 'zero-depth' water park is proposed as part of the redevelopment of Aqua Energy.	• No changes proposed.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	it is shared with many other community groups. The existing education space within the gallery is also quite small so I am sure it would be well used/shared. • The precinct could also be a possibility for the Sale Floral Art Group (operating now for over 35 years and 45 current financial members). We have relocated to the Sale Tennis Club rooms since COVID which has proved to be very successful. Each year we have a very successful luncheon/demonstration which attracts over 100 interested persons, so we are always looking for a venue that includes catering for this event. Perhaps something within the new development could be included for larger functions at ground level for easy access. Furthermore, regarding the Sale Music Festival- the opportunity for an alternative venue for the Festival along the west bank of the canal was considered this year when the committee had to look at alternative venues due to the presence of the Flying Foxes in the Sale Botanic Gardens. Access and parking were an issue as well as the proximity to the water for families with young children as well as appropriate safe playing areas. The Sale Botanic Gardens continues to be our preferred venue for many reasons, but we do need Plan B. The water play area within the Garden for Life (Sale Botanic Gardens) has been a huge hit with families, locals and visitors. The one at Metung is very popular also. Wellington N.Z. has many of these water parks in public spaces which are always very well supported and extremely popular, especially in the warmer months. Perhaps a larger version of this could be included?		

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	• The Port of Sale has been a huge bonus for us all and with the library /gallery/ information centre open at public holidays and weekends the coffee shops are overflowing! John Leslie would be delighted to see the precinct being so well used and ready to expand! Aren't we fortunate to live where we live? Thank you to all our councillors for everything you do within our wonderful community. I am a very proud member of this vibrant community.		
33.	• The Port of Sale is first and foremost a port. The fact that it is a functioning port is the attraction for tourists. The boats and the port activities are attractive and interesting. Any development of the Port of Sale should be primarily to enhance its function as a port. • The new proposed pedestrian bridge on the western edge of the port should be no lower than the existing road bridge over the canal. Rather, it should be higher because boats at the moment pass beyond its proposed location. • The bridge No. 2 on the eastern edge is problematic. It would preclude access by yachting that may well wish to enter the port in the future. Any bridge in that location will one day be a problem. The bridge would be too long and high for the general public to easily walk over. And it would detract visually from the wonderful view down the canal and would require loss of some trees and other vegetation. • The new proposed public spaces and revision of existing would be good. • The new proposed boat maintenance area would be OK. However, the proposed relocation	• Comments noted. • Bridge No.2 *(p.32; s.4.4; Fig 4-11)* is intended to provide a high degree of connectivity and movement around (and within) the Port Precinct. Detailed functional design is a matter for future consideration and determination. • The Masterplan makes provision for a longer-term solution for the relocation of the slipway to allow greater public access along the waterfront and to improve aesthetics.	• No changes proposed.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	of the Boat Club is not a good idea. The slipway is a valuable asset to the Port, and it should not be dismantled under any condition. The club rooms are at present not particularly attractive. A better solution would be to rebuild the club rooms and make them a feature of the new development. • The new buildings nos. 12, 13 and 14 would be excellent - especially if they are built to the standard of the new library and art gallery which are wonderful and attractive facilities.		
34.	• I am excited to see the plan to develop the Port of Sale site. As a member of the Gippsland Water Dragons, I have a specific interest in the West Bank area. The club is desperately in need of a secure area to store three dragon boats and associated equipment, some of which needs to be stored under cover. We wonder if there will be a facility to meet and relax under cover as we now do in the gazebo area after training? • We see the need for toilets as paramount and are concerned to note that there does not appear to be provision for same on the plan. From the club point of view this is concerning as the need is often great after training, especially for members who drive in from outlying areas. It is often not appropriate to jump into a car and drive or to walk to the existing facilities. From the public point of view, if the area is to be developed for events there is a definite need for facilities on site. We found it necessary to hire a portable toilet for our recent event. Perhaps the existing facilities on the North Bank need upgrading also as at the recent Race the Rubeena event the queues were quite long.	• Comments noted. • Refer to response to Submission (1) above.	• No changes proposed.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	• As a young and growing club who use the site, we are watching the development with great interest and expectation.		
35.	• The Sale Sunday Charity Market has been operational on the third Sunday of each month for the last 43 years. During this time, we have donated $400,257 to local charities in the Wellington Shire. At present we are towing a food van, trailer, cool room, marquee tent and bbq's then we have to pay people to set it all up. We start at 5am and work all day, then we have to pack it all up at the end of the day. We have no water connected on site which we really need, so we have to cart it in 20ltr containers. • We really need a shed that is large enough to serve hamburgers, sausages, hotdogs, egg and bacon rolls, hot and cold drinks. • We do not have a storage problem, it is more about replacing an ageing trailer, food van and marquee. • We do not want to move from where we are to another site as it is not feasible. We have our toilet block that we paid for and are responsible for maintaining. • We really need a shed to serve food out of at the same location as we are currently situated. Not at the Port of Sale. We do not need a storage shed.	• Comments noted. • Provision of any new facilities suggested in the Masterplan will be subject to funding.	• Replace: *'Provide storage for the market and possibly with an integrated multi-use facility that accommodates the existing uses such as the dog obedience area, rowing clubs and private school rowing facilities.* with: *'Provide an integrated multi-use facility that accommodates existing uses such as the Sunday Market; dog obedience training, rowing clubs (including the Dragons Warratah Boat Club) and private school rowing facilities.'* • Include revised text in Potential uses and activities: *'A regular Sunday Market, possibly including a multi-use facility that serves the current location.'*

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
36.	• Please consider installing a couple of pontoons suitable for launching a kayak between. A suitable location maybe on the southern side of the proposed western footbridge.	• Comments noted. Refer to submission 21 (above).	• No changes proposed.
37.	• *Movement and Place.* Department of Transport encourages the use of the Movement and Place Framework for planning developments adjoining and interacting with arterial roads. Arterial roads included in this Masterplan are Foster Street and South Gippsland Highway. • *South Gippsland Highway.* The South Gippsland Highway is the only link from Sale to Longford and all South Gippsland, it is an important movement corridor including for freight, commuting for work and school buses. It is important that any proposed development recognises and sustains the movement function of this road. • *Foster Street (Princes Highway).* Foster Street forms the northern boundary of the Masterplan and is the interface with the Sale Business District, and western gateway into Sale. DOT supports Council's aspirations for Foster Street identified in this Masterplan. • *Active Transport.* DOT recognises the desirability of linking the Port of Sale to Lakes Guthridge and Guyatt. Current linkages whilst functional are not particularly attractive. DOT supports improved connectivity subject to appropriate planning regarding crossings of the South Gippsland	• Comments noted.	• No changes proposed.

Submission No.	Key Issues	Proposed Officer Response	Changes/Revisions
	Highway. Any proposed pedestrian and cycling crossings need to address road safety.		

PORT OF SALE MASTERPLAN REVIEW

FOR: WELLINGTON SHIRE COUNCIL

BY: URBANISMPLUS LTD

SEPTEMBER 2021

WELLINGTON SHIRE COUNCIL
The Heart of Gippsland

urbanism +

URBANISMPLUS LTD
Level 1, 10 O'Connell Street
Auckland, New Zealand
tel: +64 (09) 302 2488
www.urbanismplus.com

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EXECUTIVE SUMMARY

The Port of Sale is the jewel in the crown for the City of Sale. It already provides considerable amenity and yet there is significant potential to further enrich this. The area is historically significant for aboriginal activity along an important trade route and for the efforts by early European settlers who constructed the canal and the port for trade.

The precinct now accommodates marine activity, while recent initiatives have made the area a high-quality destination that offers a range of experiences related to the visual and performing arts, passive recreation and markets.

Yet there is still considerable opportunity to further enrich the precinct with new uses, spaces and activities. For this reason the Wellington Shire Council initiated a charrette-based design and planning process to produce a masterplan that provides guidance to ensure high-quality outcomes.

The process built on the earlier masterplanning work, consulted widely with stakeholders and provided concepts and options for the management and redevelopment of the precinct.

The proposed masterplan seeks to enable a cohesive and well-connected environment that offers an interesting variety of places, experiences and buildings. It also intends to strengthen the precinct with an offer of uses and activities that complements the CBD and acknowledges the historic significance of the place.

Proposed key elements include three new public spaces, two new pedestrian and cycling bridges. A network of walking / cycle paths will connect these spaces and elements, and link the precinct more strongly to the CBD and Lake Guthridge. Along the canal these connections take the form of boardwalks. A mixed-use development is proposed for the former Schools site to enrich the liveliness and offer of the precinct. Ideas for events and elements to activate the public spaces are also provided.

Close-up of the proposed masterplan.

SECTION 1 - INTRODUCTION

1.1 PROJECT BACKGROUND

The Port of Sale is the jewel in the crown for the City of Sale. It provides considerable amenity and significant potential to further enrich this.

The area is deeply invested with meaning from historic aboriginal activity along an important trade route. Through heroic efforts early European settlers constructed the port and canal for trade which now serves as a focus for marine activity.

More recent initiatives have resulted in a high-quality destination that offers a range of experiences related to the visual and performing arts, passive recreation and markets for citizens and visitors.

Yet there is still considerable opportunity to further enrich the precinct with new uses, spaces and activities. A high degree of guidance will be required to ensure that high-quality outcomes are achieved.

To that effect Wellington Shire Council embarked on a charrette-based masterplan process facilitated by Urbanismplus Ltd.

The process built on the earlier masterplanning work (Figure 1-1 overleaf), consulted widely with stakeholders and provided concepts and options for the management and redevelopment of the Precinct.

1.2 PROJECT PURPOSE

The purpose of the project is, through meaningful discussion, involving a broad range of internal and external stakeholders, to achieve the following objectives:

- → Review the current Port of Sale Precinct Master Plan, with a particular focus on the identified strategic sites.
- → Assess the extent to which the Port of Sale Precinct can leverage off existing facilities and its broader surroundings.
- → Explore the role of the private sector in participating in achieving the full development potential of the Precinct.
- → Explore opportunities to better activate and connect the public realm and public open spaces within and around the Precinct.
- → Formulate options / arrangements for the formal management of the Precinct in a coordinated and integrated way.

1.3 PROJECT PROCESS

The project process followed the structure outlined below:

Project foundations

Background research and site analysis were carried out in this stage.

Consultation

Consultation sessions with both internal and external stakeholders were carried out to explore the issues and aspirations of the Precinct. Public input into the project was also sought through the WDC online platform. All feedback was considered and taken into account during the production of the key outcomes presented in this report.

Technical sessions

A provisional masterplan derived from the existing plan was produced and formed the basis for the technical workshops involving WSC staff. A preferred strategy was developed with associated actions and policies required to implement it.

Verification and adjustment

Feedback on the revised masterplan was sought from both internal and external stakeholders as well as WSC staff. Amendments were made to the masterplan to reflect the feedback.

Report

The final report is then produced and published on the WSC website for formal public feedback.

1.4 CONSULTATION

Consultation on the project was carried out through video-conferencing sessions. WSC staff, councillors and a total of 53 external stakeholders participated in the discussions. These included business/commercial stakeholders, community stakeholders and statutory agencies.

The external organisations represented in the process include the following:

- Department of Transport
- Department of Environment, Land, Water and Planning
- Department of Treasury and Finance
- Gunaikurnai Land and Waters Aboriginal Corporation
- Port of Sale Boat Club
- Sale Boat Shed
- Gippsland Grammar
- Dyers Haulage
- Gippsland Valuation Services
- Sale Sunday Market
- Darren Chester MP
- WSC Heritage Advisor
- Environment Protection Authority
- Gippsland Water
- Dragons Warratah Boat Club
- Gippsland Ports
- Gippsland Water
- West Gippsland Catchment Management Authority
- Gippsland TAFE
- Sale Rowing Club
- Gippsland Grammar Rowing Club
- Port of Sale Heritage Cruises

All feedback was considered and taken into account during the production of the key outcomes presented in this report.

A myriad of ideas where elicited, grouped under the following categories:

Opportunities to improve the presence of Gunaikurnai history and other stories.
This could include the marking of sites of historic importance through public art and interpretation displays, and possibly a museum or visitor centre.

The improvement of the marine and boat storage conditions.
This could include addressing the needs of various community groups that frequently use these facilities related to parking, toilet facilities, and the connection with the boat ramp.

New uses that would complement the unique nature of the precinct.
This could include hospitality, cultural and community spaces and residential uses that can contribute to the activation of the public realm.

Ideas for new connections and new public spaces.
This could include strengthening connectivity with the CBD and with the lake, connectivity across the canal, and introducing new public spaces in strategic locations across the precinct.

Opportunities to accommodate large events and activities.
This could include design versatile open spaces with good accessibility, parking, toilet facilities, and possibly planning for a council staff member responsible for coordination and marketing.

Initiatives to activate public spaces.
This could be achieved through events and other activities and public art. It would also include the involvement of the local community, such as youth and students, in the process.

FIG. 1-1: Sale Master Plan 2009.

1.5 REFERENCES

The masterplan has been informed by the following documents:

- Sale Master Plan 2009.
- Port of Sale Business Opportunities Study 2002.
- Current Port of Sale Masterplan.
- Sale CBD Precinct Plan 2010.
- The Port of Sale Moorings - West Bank 2019.
- Port of Sale East Bank Concept Plans 2019.
- Draft Wellington Planning Scheme Provisions.
- Port of Sale Development Plan.
- Wellington Shire Council Port of Sale Proposed Inspection and Maintenance Site 2020.
- The Wedge Redevelopment Options Report 2019.
- Extent of flood and land subject to inundation overlays.

SECTION 2 - THE SITE AND ITS CONTEXT

2.1 REGIONAL CONTEXT

Sale is the regional and administrative centre of Wellington Shire Council and is located between Traralgon, Bairnsdale, the Great Dividing Range and the sea. Due to its strategic location on Princes Highway, Sale plays an important role as the gateway to the Gippsland Lakes for visitors. Being less than three hours driving and by train from Melbourne and within one hour's drive from the ocean, beaches, lakes and hills, it is a centralised stopping point for visitors to the region, and is an attractive place for people to reside.

Sale is continuing to build on its natural assets, with areas such as the Port of Sale, Lake Guthridge, Lake Guyatt and Hearts Morass providing attractions for visitors to the region, and a reason for tourists to stop and spend time in Sale. With significant heritage buildings, a lively retail environment, and significant community facilities and assets that serve the region, Sale is a regional centre and gateway to the recreational, tourism and environmental assets of the Lakes region.

The West Sale Airport won the Australia's Small Regional Aerodrome of the Year in 2019 and has received a runway extension and lighting upgrades, making it the perfect place for the RAAF Air Academy's Pilot Training System and avionics training at its TAFE Gippsland campus.

RAAF Base East Sale has a number of advantages, which would underpin a new role as Australia's primary flight training base. The future expansion would bring to Wellington Shire a number of major defence contractors and a range of high skill technical jobs in aircraft maintenance and other support services.

Heritage

The Aboriginal name for the Sale area was Wayput. Two Gippsland explorers passed through the immediate area around 1840. With the growth of shipping on the local waterways and the Gippsland Lakes (and the establishment of a railhead at Sale in 1879) schemes emerged to develop Sale as a port. The construction of the Sale Canal (complete with turning circle) commenced in the 1880s, thereby linking the town, via the Thomson River and the Gippsland Lakes, to the open sea. The canal was completed in 1890.

FIG. 2-1: Regional context of the City of Sale.

FIG. 2-2: Sale township boundary with the Port of Sale outlined in red.

2.2 LOCAL CONTEXT

The Port of Sale is in the historical centre of the Sale township and is located at the northern end of a man-made canal, which connected water-borne transport to the Sale township and is part of a network of natural waterways and lakes south of the existing town centre.

The demise of canal transport led to the gradual decline of the Port Precinct and the relocation of the town centre further north to the retail hub around Raymond and Cunninghame Streets.

The natural waterways and man-made canal have also formed a significant barrier to urban development since the town's foundation. The development of Sale proceeded north, west and east of the old town. This pattern of development has left the riverine land immediately south of the old centre largely intact as a rural and wetland environment.

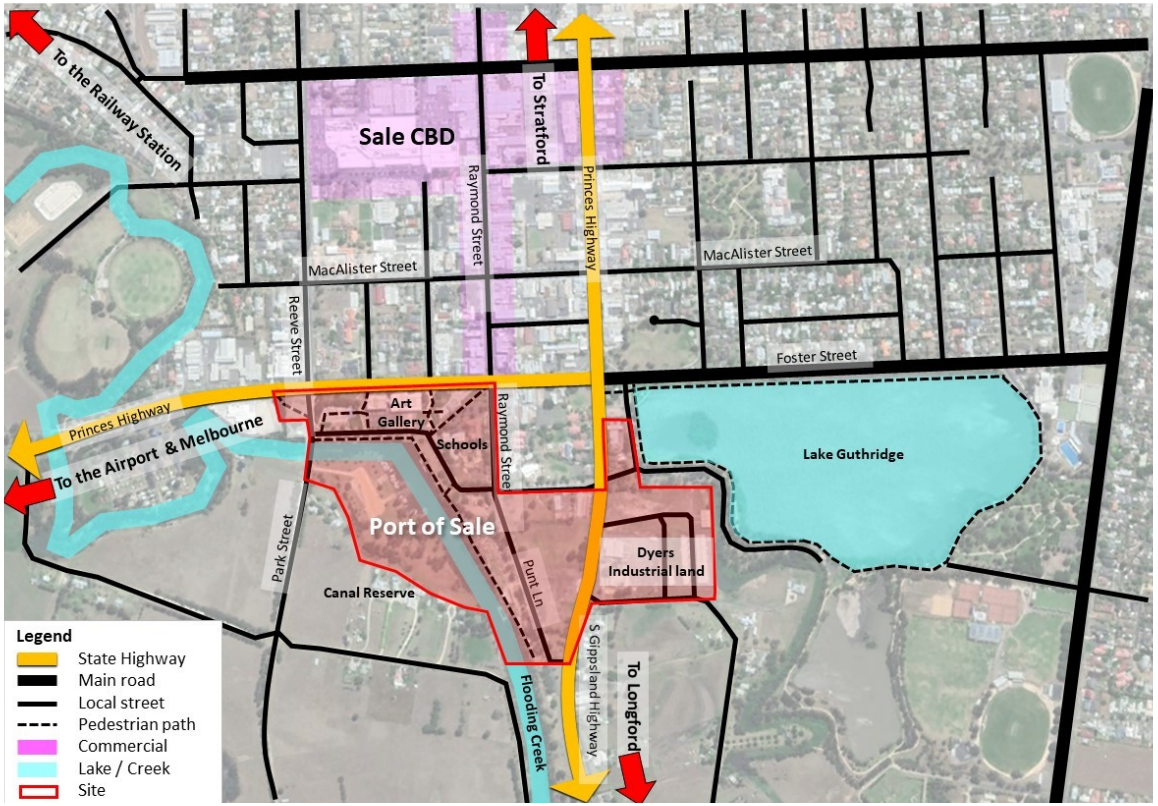


FIG. 2-3: The site in the context of the Sale township.

2.3 THE SITE

The site is outlined in Figure 2-4. Key site characteristics include:

The site is bounded by the Princes Highway to the north, Park Street to the west, the edge of Canal Reserve and Stephenson Street to the south and Lake Guthridge to the east. The South Gippsland Highway and Raymond Street run north-south through the site, and Canal Road and McMillan Street roughly east-west.

Key landmarks defining the site include Flooding Creek with its public space edges, boat moorings, and boat ramp, as well as key civic and cultural functions such as the Performing Arts Centre 'The Wedge', The Gippsland Art Gallery, and the library. Also worth noting is the skate Park in Cullinan Park.

The site can be broken down into the following strategic sites:

1. Former Schools Site
2. North Bank and East Bank
3. West Bank
4. Recreational Uses and Market Site
5. Former Police Station site
6. Dyers Industrial land
7. The TAFE site

Refer to **Section 4** for detailed presentation of these sites and the proposals for each.

FIG. 2-4: The Port of Sale precinct.

2.4 SITE CONSTRAINTS AND OPPORTUNITIES

Constraints

The following constraints have been identified (refer to numbers on Figure 2-5):

A. Princes Highway disconnects the Port of Sale from the CBD.
B. Parts of the site are prone to flooding.
C. There is a limitation on the location of new bridges. A new bridge south of the moorings should provide sufficient clearance to allow for boat passage.
D. The former Schools site has a heritage overlay.
E. There are Native Land claims on the Former School site and the Police Station site.
F. Expansion of the 'Wedge' could constrain the diagonal pedestrian link with the Raymond Street intersection.

Opportunities

The following opportunities have been identified (refer to numbers on Figure 2-5):

1. Enhanced interpretation of the Gunaikurnai and other history of the site.
2. Inclusion of a strong cultural dimension to new uses, especially where Native Land claims are involved.
3. A more active edge towards the water from the 'The Wedge'.
4. Existing public spaces could also be better activated through other measures.
5. New development on the balance of the Former Schools site.
6. Improved public spaces and pedestrian movement around the canal edges.

FIG. 2-5: Constraints and opportunities.

7. Expanded activities and events on the west bank as well as adjacent to the market site.
8. Reinforcing the east-west pedestrian and cycle link along McMillan Street towards the Lake Guthridge movement network.
9. New uses that leverage off the injection of students and staff at the new TAFE.
10. Ongoing influence on future outcomes for the Former Police Station and Dyer sites to achieve appropriate new uses, links and active edges.

SECTION 3 - THE MASTERPLAN

3.1 THE VISION

The Port of Sale redevelopment vision is:

To develop a vibrant precinct that attracts residents, welcomes visitors, provides an attractive setting for businesses, and celebrates the culture and heritage unique to the precinct.

3.2 PRINCIPLES

The principles that underpin the design of the masterplan include the following:

Contextuality
- → Supplement the CBD and not compete with it by offering destinations that are unique to the Port.
- → Establish strong links with the wider context, including the CBD and Lake Guthridge, as well as the wider walking and cycling network.

Connectivity
- → Build a well-connected pedestrian friendly internal movement network.

Identity
- → Focus on the unique nature of the site.
- → Celebrate Aboriginal and other history.
- → Give expression to contemporary values and aspirations.

Legibility
- → Create well signalled entrance points and an easy to navigate public realm.
- → Celebrate the character of the Former School Building character.
- → Develop new buildings that are distinctive in character and response to the site.

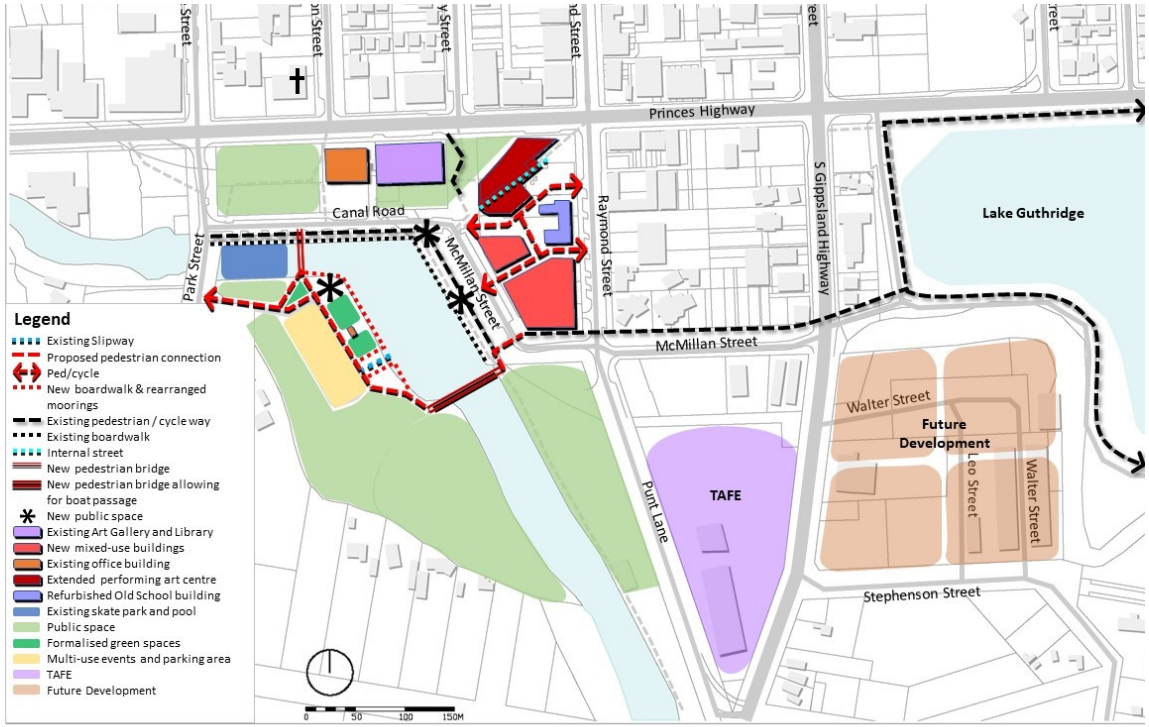


FIG. 3-1: The Concept.

Vitality
- → Form public spaces that attractive, fun and safe.
- → Create active building edges along streets and public open spaces.

Diversity
- → Design multifunctional public spaces that can accommodate a range of events and experiences.
- → Attract new uses that complement the unique nature of the Port.

3.3 CONCEPT

The concept behind the masterplan is shown in Figure 3-1.

Key elements include three new public spaces, two new bridges, a network of walking / cycle paths and boardwalks that surround the canal and connect to the CBD and Lake Guthridge, and mixed-use development to enrich the liveliness and offer of the precinct.

3.4 MASTERPLAN

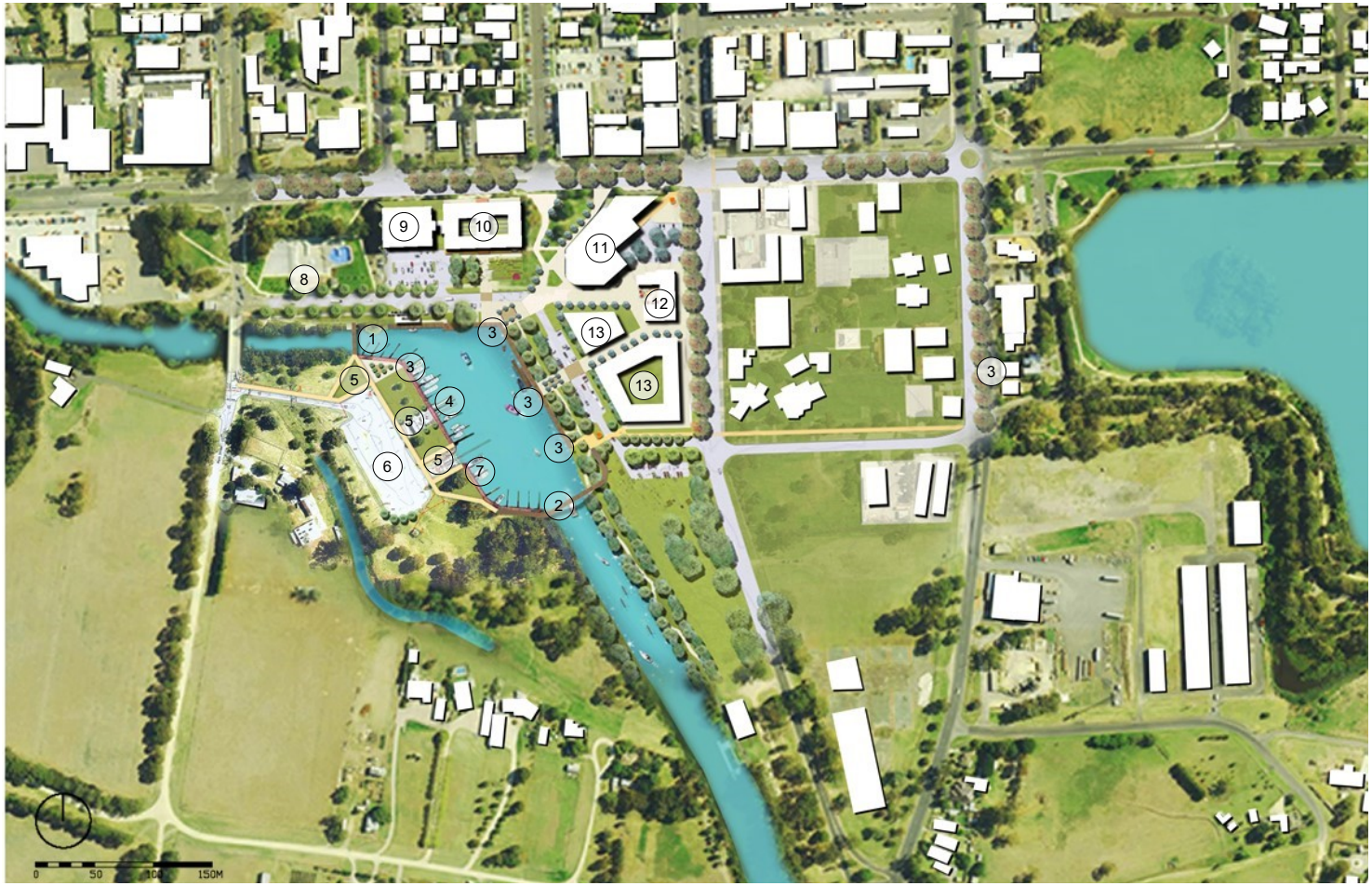
The masterplan seeks to enable a cohesive and well-connected precinct environment that offers an interesting variety of places, experiences and buildings.

Legend

1. New pedestrian bridge
2. New pedestrian bridge allowing for boat passage
3. New public spaces
4. New boardwalk & rearranged moorings
5. Formalised green spaces
6. Multi-use events and parking area
7. Existing boat ramp
8. Existing skate park
9. Existing office building
10. Existing Art gallery and Library
11. Extended performing art centre
12. Refurbished Former School building
13. New mixed-use buildings

FIG. 3-2: An aerial view of the precinct area around the basin.

The masterplan intends to strengthen the precinct with an offer of uses and activities that complements the CBD and acknowledges the historic significance of the place.



Legend

1. New pedestrian bridge
2. New pedestrian bridge allowing for boat passage
3. New public spaces
4. New boardwalk & rearranged moorings
5. Formalised green spaces
6. Multi-use events and parking area
7. Existing boat ramp
8. Existing skate park
9. Existing office building
10. Existing Art gallery and Library
11. Extended performing art centre
12. Refurbished Former School building
13. New mixed-use buildings

FIG. 3-3: The Masterplan.

FIG. 3-4: A view of the proposed public spaces and mixed-use development on the North Bank and East Bank, with: (1) Foyer of extended performing arts centre 'The Wedge'; (2) Repurposed former school building; (3) Proposed public space; (4) Proposed mixed-use buildings; (5) Proposed pedestrian bridge allowing for boat passage; (6) Rearranged moorings.

3.5 IDENTITY

Interesting and evocative stories can be told of this site's rich history. This includes its role as part of the trade routes and as crossing point for the Gunaikurnai, as well as the engineering achievements in the construction of the canal by European settlers.

The former school will present its own memories. Recent initiatives related to the visual and performing arts also deserve celebrating.

The Port also has the potential to become a boating destination. Subject to further investigations and monitoring, the provision of additional infrastructure and associated facilities shall be considered. Furthermore, Council will continue to advocate for better quality outcomes within the Port, including the need to maintain a navigable waterway and the control of invasive species of weed.

The masterplan envisages that all place-making initiatives give strong consideration to these authentic elements of identity, rather than delivering solutions that could be from anywhere.

A range of opportunities, such as the provision of carefully designed and located site-specific information panels, should be considered as a way in which to assist visitors in interpreting the unique historic significance of the Port Precinct and to convey its role and development as a functioning Port, over time. To be authentic these have to be collaboratively delivered in conjunction with local citizens as well as the Gunaikurnai.

While external talent can often offer meaningful or poignant interpretations of a local culture, some initiatives should tap directly into local talent.

FIG. 3-5: Elements of the rich history of the precinct are already communicated on the site.

FIG. 3-6: The narrative of the site, as well as contemporary aspirations of the community, can be can be further communicated in a range ways, some of which are illustrated above.

3.6 PUBLIC OPEN SPACE

The precinct comprises of a generous amount of open spaces. While a good start has been made these do not as yet make for a well-connected and cohesive network of experiences. An expanded public open space network offering a range of experiences is illustrated in Figure 3-7.

Gathering places

Three new intimate public gathering places (1) are located at intersections of sightlines and movement paths.

Boardwalks

The existing boardwalk parallel to McMillan Street will be complemented by a new boardwalk (2) on the West Bank.

Formalised landscape areas

On the West Bank three green areas (3) will be formalised to frame the area between a multi-purpose events and parking area and the basin.

The existing boat shed (4) will be screened by landscaping to the north and the south.

Retained natural areas

The activity space (5) is retained in its current state for that purpose as well as for general recreation.

The balance of the West Bank (6) is also retained in its current state for general recreation and other activities.

FIG. 3-7: The proposed open space elements within the Port of Sale precinct shown in the context of the surrounding open

FIG. 3-8: A view of the proposed public spaces on the North Bank and the West Bank across the canal, with: (1) Area for water-based children's activities; (2) Proposed pedestrian bridge; (3) new public space; (4) Rearranged moorings; (5) Formalised green space (6) Proposed mixed-use buildings.

FIG. 3-9: Examples of street furniture adjacent to hard conditions, soft conditions, and alongside water bodies.

FIG. 3-10: Examples of street furniture for the young at heart.

FIG. 3-11: Examples of street furniture and art works that support children's play.

3.7 EVENTS AND ACTIVITIES

The following events currently, or are planned to, take place in the Port of Sale precinct:

- → Markets.
- → Dragon Boat event.
- → Light the night (floating lanterns on the water, street artists, food vans and buskers).
- → Model boats / aircraft event.
- → Yoga and meditation classes.
- → Pop up markets for local makers and producers.
- → Food van festivals.
- → Sale Music Festival
- → Rowing regatta.
- → Author / artists talk under the stars.
- → Outdoor performance space at 'The Wedge' to become permanent for music artists and plays.
- → Outdoor sculpture event (booked to go ahead in 2022 and links to the Botanic Gardens).
- → Carp Festival (proposed for a long weekend in March, could end up being a landmark annual event).

Proposed event spaces

Potential other events and activities the precinct could facilitate include the following (refer to the numbers in Figure 3-12 for their locations):

1. Larger events could take place on the multi-use events and parking area.
2. Small events could take place at the three proposed new intimate public gathering places to be located at intersections of sightlines and movement paths.
3. The basin could be used for water-based events.
4. Canal Road and McMillan Street could be closed-off for traffic when the events are held.

FIG. 3-12: Proposed events and activities within the Port of Sale precinct.

Operational considerations that should be addressed include electricity use, parking, safety, public facilities and storage. To support the implementation and coordination of events and activities, it is recommended that a dedicated events manager be appointed.

Ideas related to the activation of the public realm are discussed on the page following.

Good public spaces by themselves will not create a vibrant precinct with popular gathering spaces. These spaces need activation through events, including markets, and through interactive elements in the public realm, that invite discovery, play, or provide photo opportunities. Some examples from elsewhere are shown in Figure 3-13.

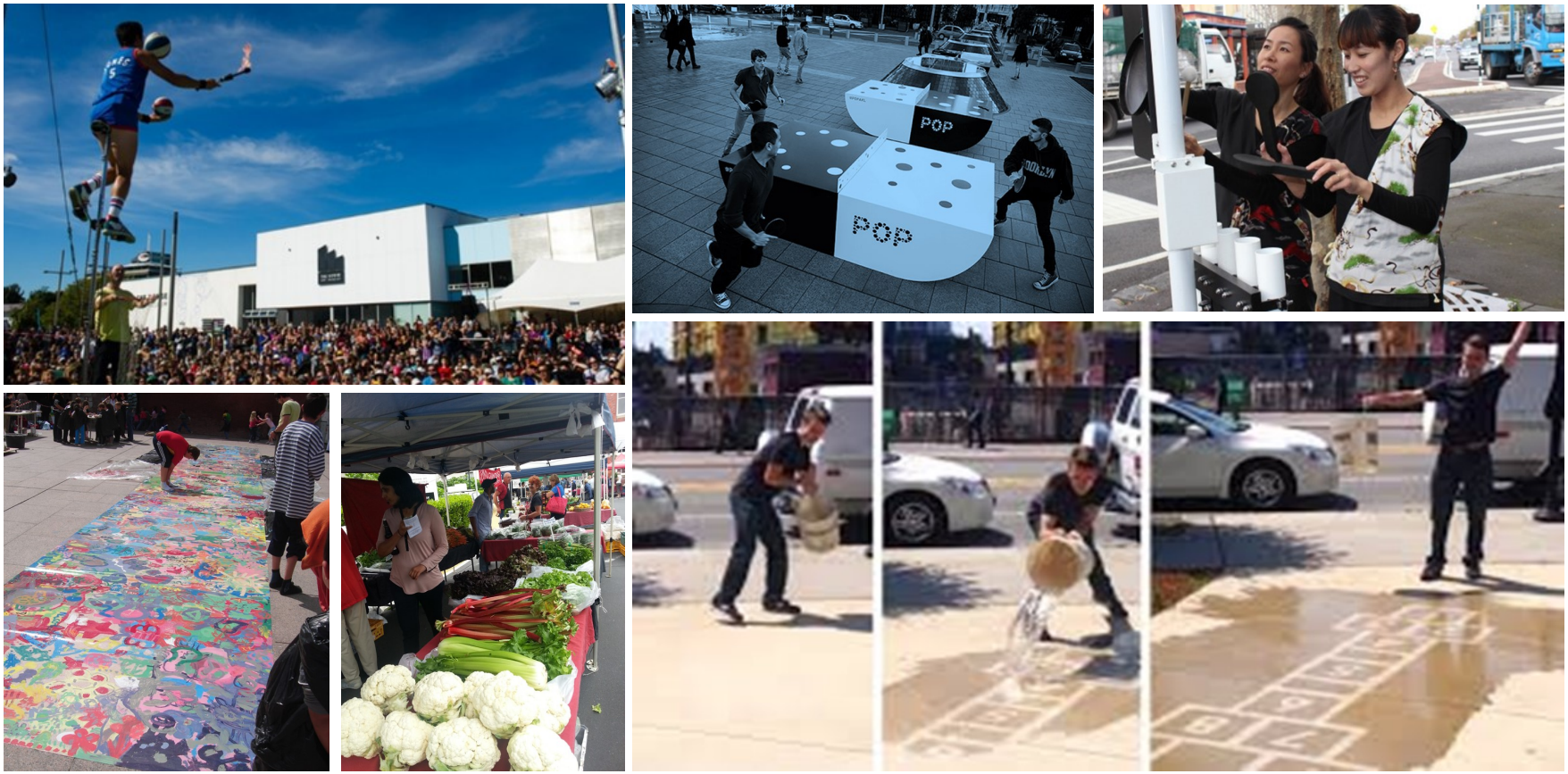


FIG. 3-13: Activation through events, markets and the discovery of interactive elements in the public realm.

3.8 MOVEMENT

The precinct has good pedestrian, cycle and vehicular links and connections to the north and east. The West Bank, however, is isolated and deserves strong connections. A bridge (1) and new boardwalk (2) project is about to commence. This will be a great connectivity improvement for the West Bank.

The proposed movement network, see Figure 3-14, includes a new bridge further south (3) which will have sufficient clearance to provide boat passage. A shared path (4) will link the two bridges. The new bridge will also connect directly into the shared path (5) that heads east towards Lake Guthridge.

The proposed development on the Former Schools site (6) will enable two more pedestrian links towards Raymond Street.

Ramps for the proposed southern bridge

The ramps for the proposed southern bridge may need to be as long as approximately 50m to allow for the required boat passage and use universal access grades. If these lengths are unfeasible, the Council could consider a different approach to universal access, given that the northern bridge will provide complying universal access across the creek.

Temporary street closures

During the project process the pedestrianisation of some of the streets in the precinct was suggested. The masterplan proposes not to definitively close streets for vehicular traffic in order to keep the dispersed and connected movement network intact. Importantly, moving traffic will also provide passive surveillance outside business hours.

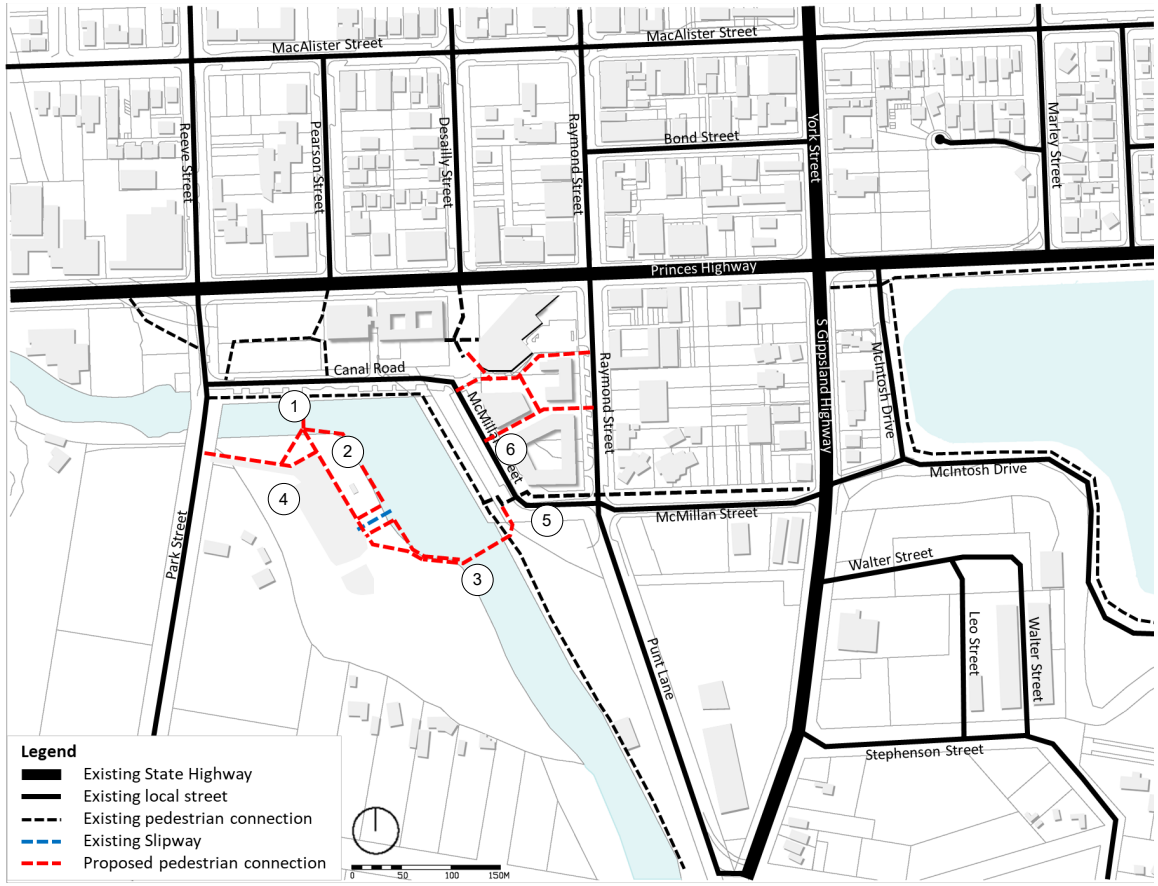


FIG. 3-14: The proposed movement network within the context of the existing network surrounding the Port of Sale precinct.

These streets could however be closed for traffic during events. They should also be traffic-calmed.

3.9 ACTIVE EDGES

The current and proposed active edges around the basin and up Raymond Street are indicated in Figure 3-15.

Public spaces work better and feel safer if they are lined by active edges. This is where occupants of the buildings have a visual connection with the outdoor areas.

Where development has occurred the precinct fares well in this regards, with the exception of the southern end of the Wedge. Current investigations to expand this facility will likely remedy this condition by having a café front onto the basin (1).

The new development at the Former Schools site (2) will require active edges, especially along the basin frontages.

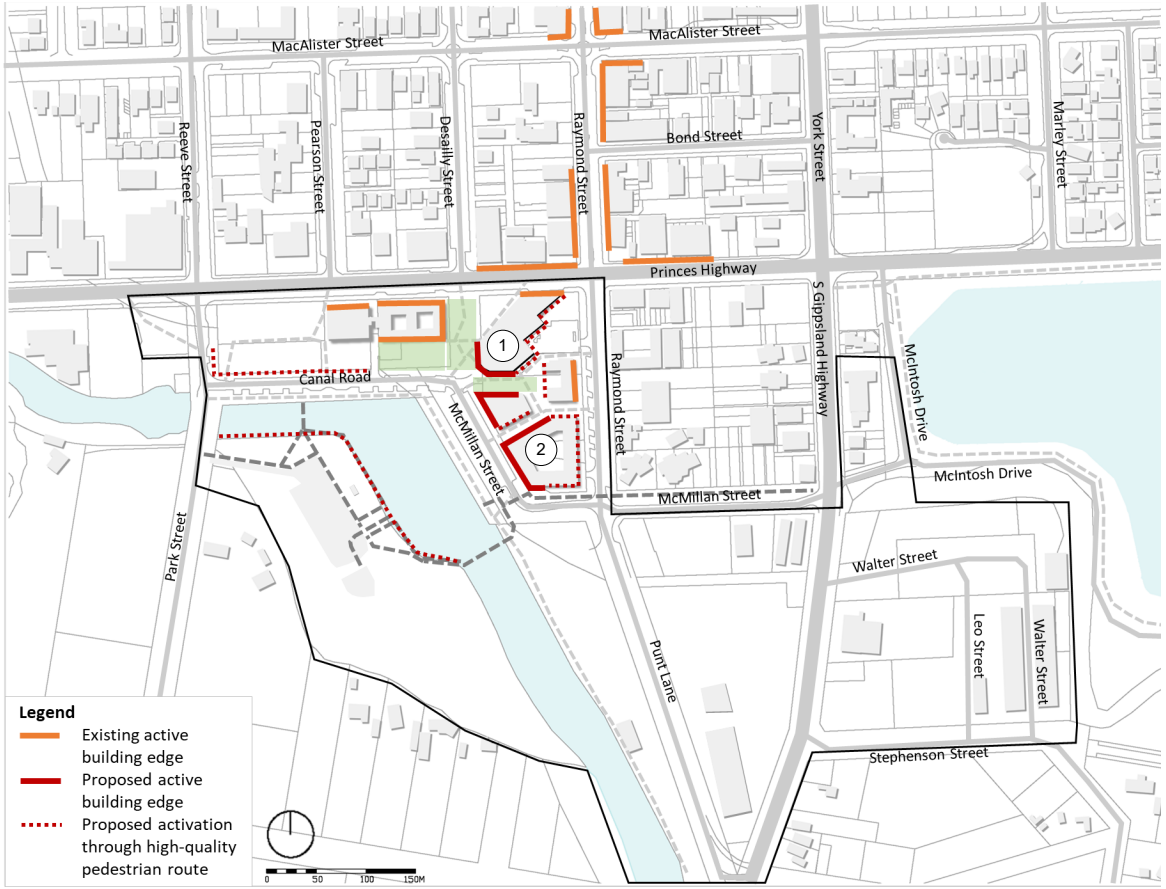


FIG. 3-15: Proposed active edges within the Port of Sale precinct show in the context of existing active edges.

3.10 MIX OF USES

The precinct has an extraordinarily rich mix of uses, including an art gallery, library, performing arts centre, commercial offices, and marine related facilities, as illustrated in Figure 3-16.

The precinct borders onto the CBD and is surrounded by residential and educational uses to the west and south.

The Former Schools site represents the most significant opportunity for additional uses on the site. The proposals for this site are presented in **Section 4.6**.

For new uses the emphasis will be on how they contribute to the uniqueness of the site.

FIG. 3-16: Proposed mix of uses within the Port of Sale precinct in the context of existing land uses

3.11 BUILDING HEIGHT

The precinct currently accommodates buildings that range from two to four storeys (1) in height as illustrated in Figure 3-17.

The designs that are under consideration for 'The Wedge' (2) may add additional bulk to the building by way of fly towers for its theatre.

The scale and openness of the precinct around the basin area justifies new building of a height of four storeys.

It is therefore envisaged that new buildings on the balance of the Former Schools site (3) be permitted to be four storeys high.

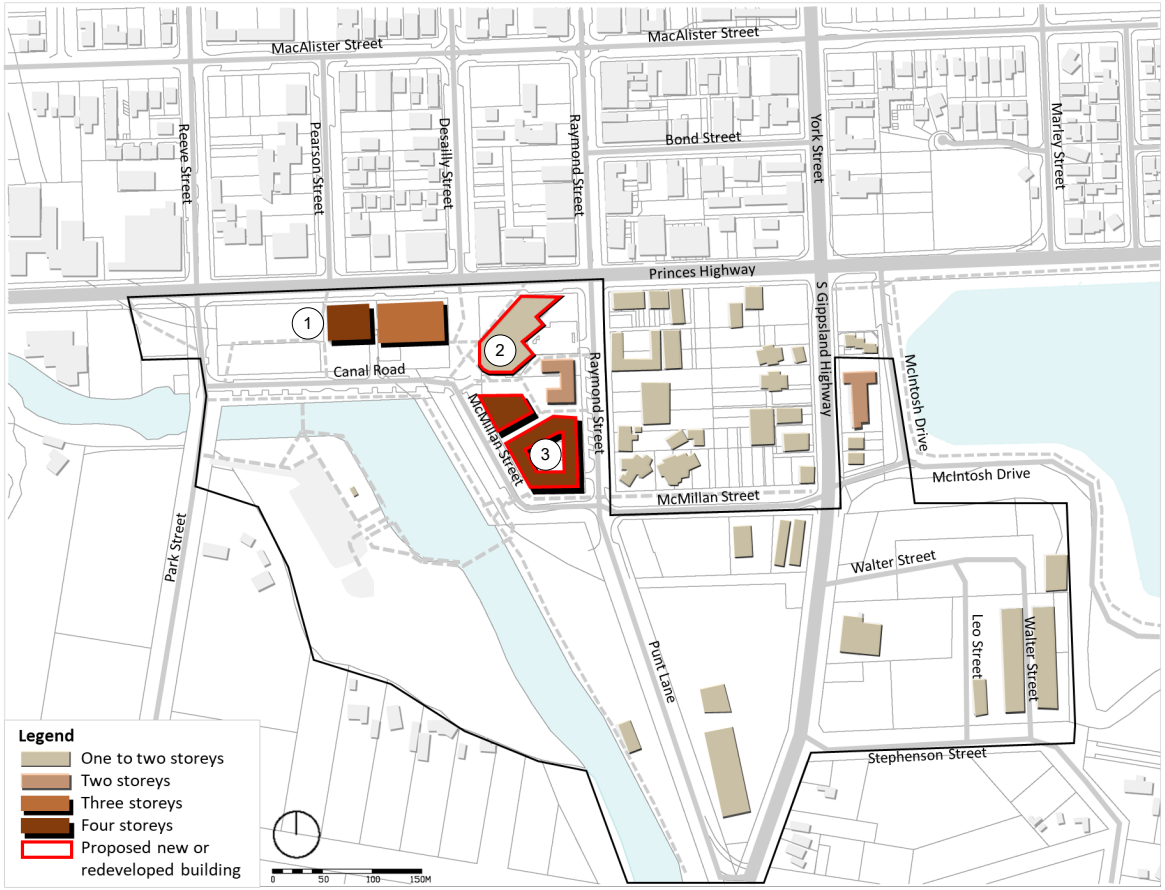


FIG. 3-17: Proposed building heights within the context of existing building heights.

SECTION 4 - STRATEGIC SITES

4.1 STRATEGIC SITES

Strategic areas adjacent to the site

The core area around the basin sits within a wider precinct context. This land, not controlled by the Council, will play an important role in the future and it is the Council's role to influence development outcomes that benefit the precinct.

These strategic areas in private ownership include the following (Figure 4-1):

→ Former Police Station site
→ Dyers Industrial land
→ The TAFE site

WSC has been in discussion and is working alongside the land owners throughout the project process to understand their aspirations for these private sites. The owners support the general direction of the masterplan and are willing to explore the redevelopment potential of these sites.

These sites are presented in **Section 4.2**.

Strategic sites

The strategic sites that form the core of the precinct include the following (Figure 4-1):

→ Former Schools Site
→ North Bank and East Bank
→ West Bank
→ Recreational Uses and Market Site

Proposals for each of the strategic sites are discussed in detail in **Sections 4.3** through to **4.6**.

FIG. 4-1: Location of the strategic sites.

4.2 STRATEGIC AREAS ADJACENT TO THE SITE

Former Police Station site

This site sits in a prominent location on York Street South (South Gippsland Highway) at the southern entry into Sale. It adjoins the Lake Guthridge to the east. It has an area of approximately 3,200m².

The site is declared as surplus by the Department of Justice and Regulation (DJR) and is requested to be rezoned for redevelopment.

The land is yet to be disposed due to Native Title matters which are currently still being worked through with GLAWAC.

The proposals for the site include the creation of active edges along the lakefront. This site could also facilitate the enhancement of the Gunaikurnai relationship with the site and the lake.

The Residential Growth Zone (RGZ) was considered to be the most appropriate zone to retain the flexibility of the site to accommodate the range of land uses envisaged in Council's strategic planning documents. Amendment C94, which rezoned the land to the RGZ, was gazetted on 14 January 2016.

Potential uses for the site include mixed-use developments with apartments, visitor accommodation, a brewery and / or a local produce type of eatery, cultural museum / visitation building associated with Gunaikurnai, tourism uses, and civic uses.

Dyers Industrial land

This site has an area of about 4.7ha and is currently occupied by industrial buildings. It is identified in the Sale, Wurruk and Longford Structure Plan as suitable for rezoning, subject to resolution of the potential contamination.

The TAFE site

Following the consolidation of the current Federation Training sites in Sale and Fulham, the Victorian Government is investing to develop a single campus at the Port of Sale.

The new campus will provide both leading education and training facilities for a range of industry and academic disciplines in line with an industry consultation process and providing greater access to training for students in the region.

The Port of Sale campus will be completed in late 2021 with teaching activities commencing in 2022.

FIG. 4-2: The Former Police Station viewed from the west.

FIG. 4-3: Dyers industrial site viewed from the east.

FIG. 4-4: The TAFE site.

4.3 NORTH BANK AND EAST BANK

A significant redevelopment of the North Bank was undertaken in 2004 which saw it reinvigorated to include entertainment, art, heritage and leisure facilities, most notably the Wellington Entertainment Centre, 'The Wedge' (Figure 4-9 overleaf).

In 2018, the former Sale Civic Centre was transformed into the new Wellington Centre (Figure 4-5), housing the Sale Library (Figure 4-7 overleaf), Gippsland Art Gallery, Sale Visitor Centre, Council Chambers, a café, and community spaces.

East of the Wellington Centre, the Borun & Tuk Aboriginal cultural walk was created, providing pedestrian access from Foster Street to the Port itself. The path includes lighting, landscaping and culturally significant canoe seating, whilst also telling the Gunaikurnai creation story of Borun the pelican and Tuk the musk duck. West of the Wellington Centre is the Sale Skate Park (Figure 4-8 overleaf), which is becoming one of the best

FIG. 4-5: The Wellington Centre.

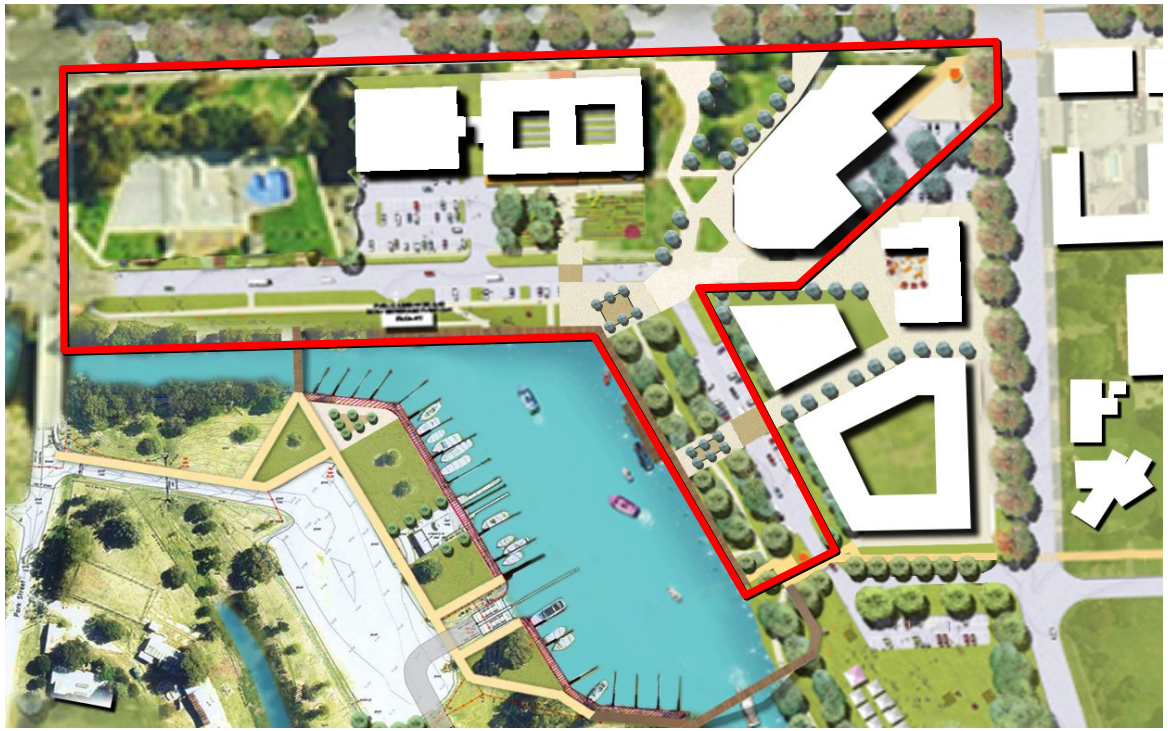


FIG. 4-6: Masterplan design for the North Bank and East Bank public spaces.

skate facilities east of Melbourne. The area also includes a multi-court facility, barbecue shelter and an all-ages play space.

There are opportunities to improve the integration of and connectivity with existing public spaces further to the south of this part of the site.

A close-up of the plan for this site is shown in Figure 4-6. The proposals for this site include the following:

- → Leverage off the art gallery building.
- → Create a visual connection from Princes Highway to the public playground and other public spaces.
- → Strengthen and activate the existing open spaces.

- → Strengthen the footpath linkage between the library and 'The Wedge', which draws foot traffic from Princes Highway.
- → Celebrate the Gunaikurnai history of the area.
- → Improve pedestrian connectivity along the east bank public spaces.
- → Improve the public toilet; bbq; picnic tables and shelters.
- → Provide interactive elements within public open space areas to create a relationship with existing playground and skate park facilities located at Cullinan Park.

Potential uses proposed for the site include the following:

- → Public art and sculptures to be pursued in collaboration with the Youth Council related to involvement by local art students in the process.
- → Outdoor seating and furniture as an extension of the library to facilitate interaction and for use as additional study space.
- → Outdoor local culture tour or sculpture tour.
- → Use of the library for remote learning (Edu Crowd).
- → Hospitality (i.e. cafes, restaurants).

FIG. 4-7: The library.

FIG. 4-8: The skate park.

Performing Arts Centre 'The Wedge'

Currently expansion plans for the expansion of 'The Wedge' (Figure 4-9) are being worked on. While plans are currently at an early stage, the following key features are included:

- → A café facing the water across Canal Road and McMillan Street.
- → A new foyer facing the water across Canal Road and McMillan Street.
- → New performance studios
- → Enlarged foyers and corridors.
- → Additional offices facing Princes Highway.
- → An outdoor performance space linked to the indigenous significance of the area may be located between the Wedge and the Former School Site in a manner that allows pedestrian flows from Raymond Street towards the Canal .

Currently there is a strong diagonal route between the Raymond Street and Princes Highway intersection and the basin. It is important to retain this route, even if it is in the form of a route internal to the building.

FIG. 4-9: Performing Arts Centre'The Wedge'.

4.4 WEST BANK

The West Bank (Figures 4-10 and 4-11), while prone to flooding, offers a great opportunity to accommodate large-scale events as well as substantial recreation activities within retained green areas along the canal. However, it lacks connectivity with the rest of the precinct, hence the proposal to construct two pedestrian and cycle bridges (1) and (2). The southern bridge will allow for boat passage. A new public space (3) will be constructed in a prominent position with attractive views over the basin. This space will be well connected with the rest of the precinct via existing routes and also a proposed new boardwalk along the water's edge (4).

In discussions with the Boat Club, the short term priority is creating safe walkways from the land to boats via new finger jetties. The existing jetties will be upgraded to improve safe access from the land to the moored boats.'

FIG. 4-10: The West Bank viewed from the west, with indication of the boat ramp.

New formalised green spaces (5) are proposed to provide softening and opportunities for passive recreation near the water's edge. Additional vegetation will screen the existing boat shed unless relocated. The existing carpark will become a multi-use events and parking area (6) with more formalised edges through new paths and green spaces.

FIG. 4-11: Masterplan design for the West Bank.

4.5 RECREATIONAL USES AND MARKET SITE

This site is linear in form and provides good access along its length from Punt Lane. A number of existing sheds (Figure 4-12), clubrooms and rowing boat launching facilities are located throughout the site. One of the boat sheds has local heritage significance.

A close-up of the plan for this site is shown in Figure 4-14. The proposals for this site include the following:

- → Address potential ponding issues throughout the site during heavy rainfall.
- → Improve the public toilet facility.
- → Enhance the recreational uses that complement the adjacent TAFE site and can be used by students and staff.
- → Provide an integrated multi-use facility that accommodates existing uses such as the Sunday Market; dog obedience training, rowing clubs (including the Dragons Warratah Boat Club) and private school rowing facilities.

Potential uses and activities proposed for this site include the following:

- → An additional boat ramp, possibly in conjunction with improvement of the existing boat shed.
- → A regular Sunday market, possibly including a multi-use facility that serves the current location.
- → A dragon boat event.

FIG. 4-12: The existing boat shed on the Recreational Uses and Market site.

FIG. 4-13: The site currently accommodates the Sunday markets.

FIG. 4-14: Masterplan design for the Recreational Uses and Market site.

4.6 FORMER SCHOOLS SITE

Just south of Wellington Entertainment Centre is the former Specialist School and Sale High School site. The site comprises three lots and is approximately 11,000m² in area.

A significant portion of the site is occupied by the former Sale High School (Figure 4-15), which is heritage listed, and Specialist School buildings. The former Sale High School is currently used by a number of small community groups.

The site sits in a strategic location in the Port of Sale Precinct, linking the North Bank with several other development sites further south.

A close-up of the plan for this site is shown in Figure 4-17, with a perspective drawing in Figure 4-18 overleaf accompanied by the terms of reference for the development of this site.

Progressing redevelopment of the site

The site is identified as surplus by the Department of Education and is undergoing relevant statutory processes to be disposed for redevelopment.

The native land claim on part of the site is indicated by the red outline on Figure 4-16.

To ensure that the process to resolve this claim is not holding up the development of the rest of property, it is proposed to subdivide the site and for two properties indicated by the green and yellow outlines. The property outlined in green will accommodate the heritage building in its entirety, while property outlined in yellow will accommodate the proposed development, for which proposals are presented overleaf. For further information on the land claim resolution process, refer to **Section 5.2**.

FIG. 4-15: The Former Schools site.

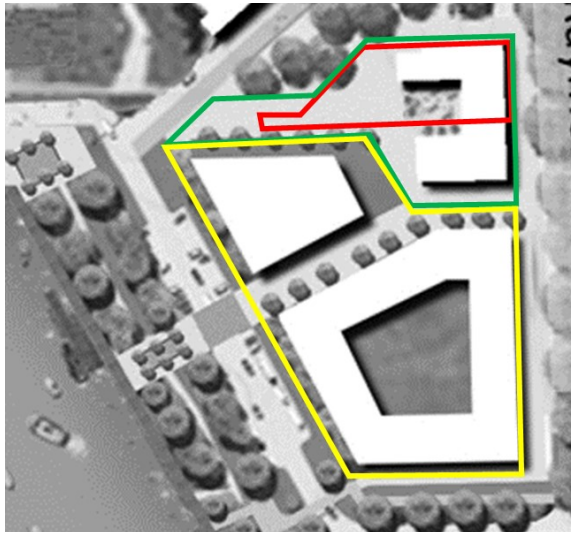


FIG. 4-16: Diagram for the approach to the native land claim on the Former Schools site.

FIG. 4-17: Masterplan design for the Former Schools site.

Terms of reference for the former school building and surrounds

Uses
This heritage building (1 on Figure 4-18) adds significant character to the precinct. It will be refurbished and accommodate uses still to be negotiated. Appropriate uses to be considered are arts, cultural or community-related uses, which could include educational facilities.

Other guidance
The architectural approach, including built character, and materials and colours to be used for the refurbishment of this building are subject to a separate consenting process for this building, due to its heritage overlay.

Terms of reference for the development on the balance of the land

Uses at ground floor
Two new mixed-use buildings (2 and 3) are proposed, accommodating a mix of uses. These include commercial facilities related to the arts and creative sectors on the ground floor. This will be complemented by some retail and food and beverage uses, which will be limited in scale to not compete with other facilities in the precinct and in the CBD.

Uses at the upper floors
Apartments and possibly a hotel are proposed for the upper storeys, while also conference facilities associated with the hotel should be considered.

Building height
A building height of four storeys is proposed in order to frame the public spaces, while responding appropriately to existing and other proposed building heights.

FIG. 4-18: Axonometric of the design for the Former Schools site.

Architectural character
These buildings should have a contemporary architectural character to complement the nearby Performing Arts Centre and Wellington Building and to contrast with the heritage building.

Elevations should be articulated and contain a strong modulation to visually break up the size of the buildings and relate to a human scale.

Materials and colours
Appropriate materials for the primary parts of the elevations include plaster or rendered bricks or concrete, with secondary elements consisting of timber and possibly metal. Recessive colours should be used.

Active frontages
The buildings should present their primary active frontages toward the water's edge in the form of highly glazed elevations, doors and uses that interact with pedestrians. Building (3) should also activate the pedestrian route between Buildings (2) and (3). The edges facing Raymond Street and McMillan Street South are of secondary importance. A diagram indicating this guidance is provided in **Section 3.9**.

SECTION 5 - IMPLEMENTATION

5.1 MANAGEMENT OF FUTURE DEVELOPMENT

Approach

Key principles underpinning the governance of the precinct and management of future development include *accountability*, *inclusion*, *transparency*, and *clarity*.

For the implementation of the masterplan it is important to build on previous successful experiences within WSC by reviewing recent implementation projects that run across different Business Units within the organisation. Consideration should be given to the 'Three-Tier' model currently used by the Council , such as for the Cameron Sporting Complex (Maffra), which facilitates interests from the broad range of stakeholders (similar to the Port of Sale Precinct).

The following entities and roles should be established:

→ A Precinct Steering Group
→ A Stakeholder Reference Group
→ An Activation and Events Officer

Precinct Steering Group

A 'Precinct Steering Group' should be established and made responsible for the management of the future development of the Precinct. The group should be chaired by the Council CEO with cross representation including councillors, senior officers, general managers and relevant Council officers.

Stakeholder Reference Group

Community representation is suggested to be undertaken via a 'Stakeholder Reference Group', meeting every 6 to 12 months.

Activation and Events Officer

An activation and events officer should be established to implement actions aimed at the activation, accessibility and participation within the public spaces, particularly in front of the Wellington Centre. This should include the markets, library, art gallery and 'The Wedge'. This role may be extended to public spaces

Costing and Grant funding preparation

The works identified in the masterplan (such as the pedestrian bridges) are not committed to by Council. They will need to be costed with necessary technical investigation and included in a Council budget before funding can be secured.

5.2 NATIVE LAND CLAIM RESOLUTION

Council has registered its desire to purchase the Former School site and Police Station. Both have Native Title claims on the land. There is a process in working with the Gunaikurnai Land and Waters Aboriginal Corporation (GLAWAC) before any land purchase could proceed.

If Council secures the land for the Former School site (or a large proportion of it) then the masterplan and report would be used as a basis for developing an expression of interest (EOI) for redevelopment of the site.

The following advice has been provided to this report by the Council.

Where the State is proposing to conduct an activity (a future act) on Crown land where native title has not been extinguished and the activity would have an impact on native title (e.g. public works, exclusive Crown leases, selling of Crown land etc.) the following steps will need to be undertaken under the *Native Title Act 1993*:

→ Negotiate an Indigenous Land Use Agreement (ILUA) with the traditional owner's representative body (in this case GLaWAC who is the registered native title body corporate) to permit the activity to proceed. This is required, irrespective of whether Native Title is intended to co-exist or be surrendered.
→ Once the terms and conditions of the ILUA have been agreed, the signing of the ILUA on the State's behalf will be by the Attorney-General and a briefing process may be required to obtain her support. Generally this is not too controversial unless the Attorney-General or her department raises significant concerns.
→ Once both State and GLaWAC parties have signed the ILUA, there will be a subsequent registration assessment period of three to six months with the Federal National Native Title Tribunal (NNTT). The Registrar of the NNTT may make a number of requisitions which may require some amendments to the ILUA, or potentially objections could be raised which may require resolution.
→ On successful registration of the ILUA by the NNTT, the activity on Crown land can proceed.

If the Council is proposing to assist in resolving the native land claim through an arrangement directly with GLaWAC, it should obtain its own independent advice on whether the ILUA process is appropriate.

5.3 ACTION PLAN PRIORITIES

The table Figure 5-1 contains the proposed prioritisation for the implementation of the key elements of the masterplan. The rationale behind this is as follows:

1. The establishment of a Steering Group and Activation and Events Officer position for Port of Sale precinct. This role may extend to public spaces beyond the Port Precinct.

2. The construction of the walkway on the west bank, and rearrangement of the moorings are already part of government funded works, for which preparations are currently being finalised. The subdivision of the Former Schools Site can also commence in parallel.

3. The process for the resolution of the native land claim on the Former Schools Site may be a protracted exercise, which, if resolved, will unlock significant potential for the Precinct.

4. The proposed public spaces and the multi-use events and parking area on the West Bank will supplement the upgrades at the West Bank.

5. Construct interactive elements within the open spaces. interactive elements within the open spaces between the proposed northern bridge and the existing Park Street bridge will complement the existing offer in Cullinan Park and support the anticipated growth in youth activity associated with the possible TAFE development.

6. The construction of the mixed-use development on the Former Schools Site can commence sooner if the native claim issue is resolved.

7. The public space proposed for the East Bank will support the mixed-use development on the Former Schools Site.

8. The construction of the northern and southern bridges. The Southern bridge is likely to be late in the process, due to the cost of this project. It would however be welcomed at an earlier stage. The bridge will play an important connectivity role as the developments to the east of the Precinct (on the TAFE, Former Police Station, and Dyer sites) materialise.

Priority	Action	Location	Reference
1	Establish a Steering Group and Activation and Events Officer position.	Port precinct	Section 5.1
2	Construct the walkway and northern bridge; Rearrange the moorings;	Walkway along western water's edge, bridge connecting between West Bank and Canal Road	Section 4.4
3	Commence the process for the resolution of native land claim The subdivision of the Former Schools Site	Former School building and surrounding land	Section 4.6
4	Construct public spaces and the multi-use events and parking area	West Bank	Section 4.4
5	Construct the interactive elements within the open spaces.	Port Precinct	Section 4.3
6	Undertake the construction of mixed-use development	Balance of the land on the Former Schools site	Section 4.6
7	Construct the public space	East Bank	Section 4.3
8	Construct the southern bridge Construct the northern bridge	West to East Bank To Canal Road	Section 4.4

FIG. 5-1: Proposed prioritisation for the implementation of the key masterplan elements.

14.2. ADOPTION OF THE DOMESTIC ANIMAL MANAGEMENT PLAN 2021

ACTION OFFICER: {MANAGER MUNICIPAL SERVICES}

PURPOSE

For Council to adopt the Wellington Shire Council Domestic Animal Management Plan 2021-2025.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council:

1. ***Adopt the Domestic Animal Management Plan 2021-2025 as attached;***
2. ***Make the Domestic Animal Management Plan 2021-2025 available for public inspection on Council's website; and***
3. ***Submit the Domestic Animal Management Plan 2021-2025 to the Secretary of Animal Welfare Victoria.***

BACKGROUND

On 9 August 2021, the draft Domestic Animal Management Plan was released for public consultation via the 'Your Wellington Your Say' website. The Plan was publicised in local newspapers and on the Public Notices page of Council's website.

Public submissions were invited in the form of a brief survey. Council received 352 survey feedback submissions to the plan. The majority of survey respondents supported the proposed introduction of a cat curfew, changes to the leash laws and the introduction of designated off-leash areas.

The Domestic Animal Reference Group were fully briefed on the survey feedback and comments. There were many positive comments received about the Plan. Given these comments and considering the survey feedback no changes are proposed to the draft Domestic Animal Management Plan as attached to this report. Councillors were briefed at a workshop on the detailed survey results and comments.

ATTACHMENTS

1. Domestic Animal Management Plan - 19 July 2021 - FINAL [**14.2.1** - 36 pages]

OPTIONS

Council has the following options available:

1. To:
   - Adopt the Domestic Animal Management Plan 2021-2025;

- Make the Domestic Animal Management Plan 2021-2025 available for public inspection; and
- Send a copy of the final plan to Animal Welfare Victoria State Government; or

2. Not to:
   - Adopt the Domestic Animal Management Plan 2021-2025;
   - Make the Domestic Animal Management Plan 2021-2025 available for public inspection; and
   - Send a copy of the final plan to Animal Welfare Victoria State Government.

PROPOSAL

That Council adopt the Wellington Shire Domestic Animal Management Plan 2021-2025, as attached.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

There will be cost impacts of introducing the changed leash laws and off-leash areas i.e., new signage etc.

COMMUNICATION IMPACT

Following adoption, the Domestic Animal Management Plan 2021-2025 will be available on Council's website. Local Laws officers will provide an educational role in their day-to-day interactions with the community.

LEGISLATIVE IMPACT

In accordance with *Domestic Animals Act 1994,* all councils are required to have a Domestic Animal Management Plan. Council is required to place the draft plan on public exhibition seeking feedback.

Wellington Shire Council is committed to upholding the Human Rights principles as outlined in the *Charter of Human Rights and Responsibilities Act 2006 (Vic)* referred to in the Council's Human Rights Policy.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 1 Communities states the following strategic objective and related strategy:

Strategic Objective 1.1: *"Maintain friendly, safe communities providing opportunities for residents to lead healthy and active lifestyles."*

Strategy 1.1.2: *"Work in partnership to provide leadership and strategic direction on issues relating to community safety."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

WELLINGTON SHIRE COUNCIL

DRAFT

Domestic Animal Management Plan

2021-2025

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

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1. INTRODUCTION

1.1 Executive Summary

Australia has one of the highest rates of pet ownership per household. Approximately 40% of households own cats or dogs[1]

Type	Household Penetration	Number of Households With Cats/Dogs	Animals per Household	Cat/Dog Population
Dog	39.9%	3,848,200	1.3	5,104,700
Cat	27.0%	2,602.400	1.4	3,766,600

Wellington Shire Council (Council) recognises that pet ownership has positive benefits for the community. Responsible pet ownership makes a valuable contribution towards our community's wellbeing and adds to social connectivity. This is more pronounced with children and the elderly where pets play a more prominent part in their lives. They provide opportunities for active pursuits, companionship to those who may feel lonely or isolated and independence for those with a disability or illness.

The issue of balancing pet ownership and the rights of the individual to enjoy the environment is a challenge. The adequate control of animals can often be a source of conflict between neighbours, particularly in urban areas.

The Domestic Animals Act 1994 (the Act) regulates domestic animal management within Victoria and requires every Council in the state to have in place a plan to manage domestic animals (Domestic Animal Management or DAM Plan).

[1] Newgate Research - 2019

1.2 Purpose and primary objective of the Domestic Animal Management (DAM) plan

Balancing pet ownership and the numerous benefits that it brings with the rights of the individual to enjoy the environment is a constant challenge. Consideration has been given to both pet owners and those who do not own pets when developing this plan.

The primary objective is to provide a strategic plan to guide the community towards the goal of responsible pet ownership and to assist Wellington Shire to achieve a professional, consistent, and proactive approach to domestic animal management practices.

The plan identifies current activities and future actions to address the following issues as required by section 68A of the Act:

- Set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations;

- Outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district;

- Outline programs, services, and strategies which the Council intends to pursue in its municipal district to:

    i. promote and encourage the responsible ownership of dogs and cats; and
    ii. to ensure that people comply with this Act, the regulations, and any related legislation; and
    iii. to minimise the risk of attacks by dogs on people and animals; and
    iv. to address any over-population and high euthanasia rates for dogs and cats; and
    v. to encourage the registration and identification of dogs and cats; and
    vi. to minimise the potential for dogs and cats to create a nuisance; and
    vii. to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations.

- Provide for the review of existing orders made under this Act and Local Laws that relate to the Council's municipal district with a view to determining whether further orders or Local Laws are required.

- Provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary.

- Provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.

1.3 Processes applied when developing the DAM Plan

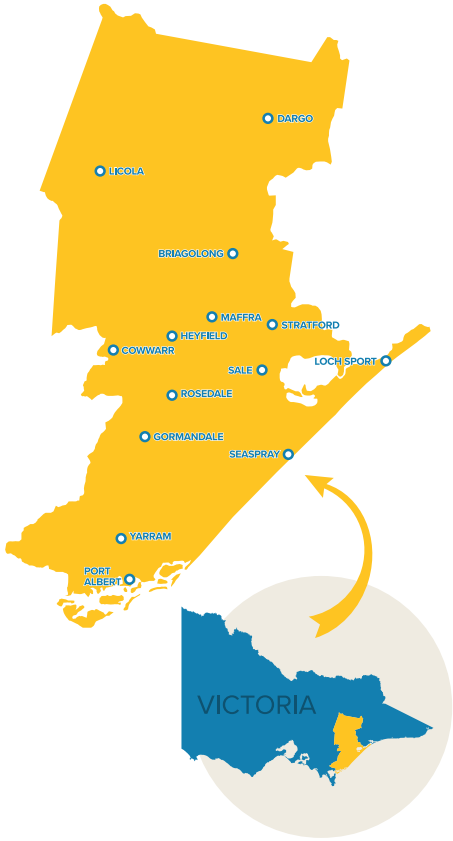
The Wellington Shire Council Local Laws team developed the DAM plan. The following activities were undertaken in the development and implementation of the plan.

Outcome	Person/s Responsible	Due Date
Draft DAM plan	Coordinator Local Laws, Local Laws Staff	June 2021
Release document for public comment	Council	July 2021
Engage with community by: • Advertise and issue media releases seeking submissions to the draft document; • Publish draft document on Council's website; • Provide hard copies of the draft document at Council's service centres; • Send draft document to community committees, Dogs Victoria, RSPCA, Victorian Animal Aid Trust & Animal Welfare Victoria	Coordinator Local Laws	July – August 2021
Compile results of community engagement	Coordinator Local Laws	August 2021
Update draft document to reflect and incorporate community feedback	Coordinator Local Laws	September 2021
Review final document	General Manager Development/Corporate Management Team	September 2021
Present final document to Council for adoption	Council	October 2021
Forward document to Animal Welfare Victoria and place on Council website	Coordinator Local Laws	November 2021

1.4 Wellington Shire Council demographic snapshot

Wellington Shire is the third largest Shire in Victoria by land area (10,924 square kilometres). It has a mixture of urban and rural areas, with a population of approximately 44,380.

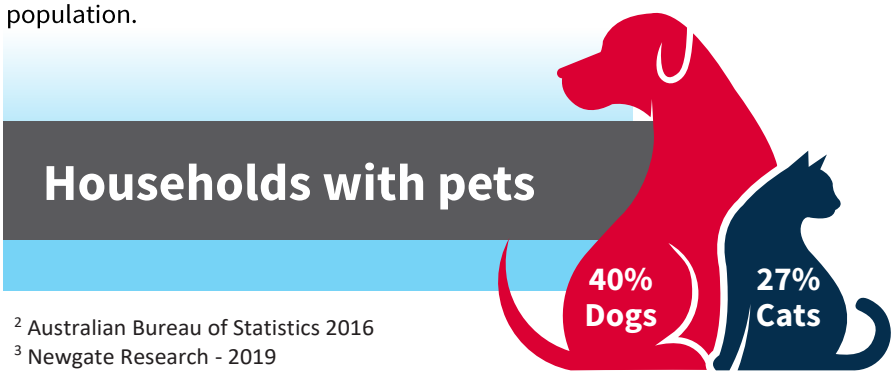
It is a unique environment which encompasses coastal areas, the Gippsland Lakes region, agricultural land, undeveloped land, and urban areas. The largest towns in the region are Sale, Maffra, Yarram, Stratford and Heyfield.



Wellington Shire

With 16,082 households in the Shire,[2] it is estimated that about 40% of households own one or more dogs at an average of 1.3 dogs per household and 27% of households own one or more cats at an average of 1.4 cats per household[3].

With those figures in mind, it is estimated that there are 8,342 dogs and 6,079 cats in the Shire. Sadly, the number of registered cats in the Shire is significantly less than the estimated population.

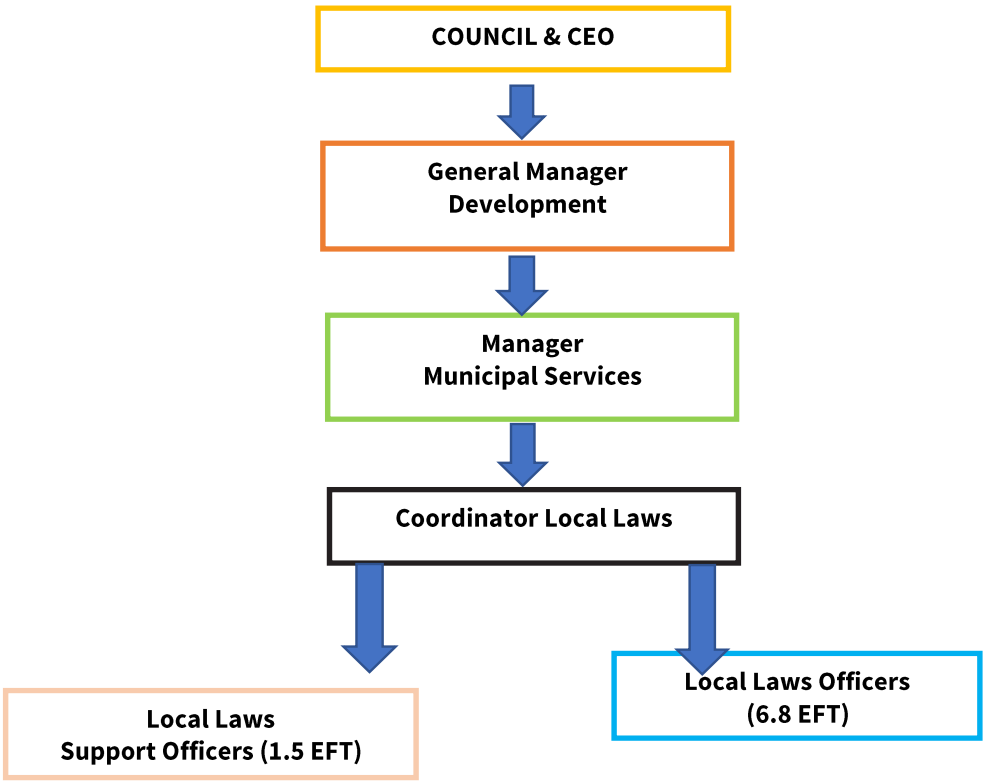


[2] Australian Bureau of Statistics 2016
[3] Newgate Research - 2019

1.5 Wellington Shire Council animal management organisational structure and staffing

To meet legislative requirements, the Council employs Local Laws Officers who are designated "Authorised Officers" under section 72 of the *Domestic Animals Act 1994* and are part of the Municipal Services Business Unit.

Organisational Structure:



1.6 Current domestic animal programs and service levels

The Wellington Shire Council Local Laws team provides a broad range of services to ensure it meets its legislative responsibilities relating to animal management. They include but are not limited to:

- Responding to and investigating customer requests/complaints regarding domestic animals.
- Promoting responsible pet ownership.
- Managing the Wellington Shire Council Pound and Animal Shelter.
- Maintaining the domestic animal, restricted breed, and the declared dangerous dog registers.
- Managing wandering, nuisance, unwanted/surrendered dogs and cats.
- Assisting with the feral cat population.
- Undertaking door knock registration checks.
- Investigating dog attacks.
- Registering and inspecting Domestic Animal Businesses (DABs).
- Inspecting and conducting compliance checks on restricted breeds and declared dangerous dogs.

- Developing collaborative relationships with partner organisations, such as - RSPCA, Victoria Police, Animal Welfare Victoria, Victoria Animal Aid Trust, veterinary clinics, and other stakeholders, with a view to maintaining a multi-agency approach to animal management.
- Providing a 52-week 24/7 emergency service.
- Providing suitably trained and qualified Authorised Officers.

A summary of the key services:

Current Programs	Service Levels
Identification and registration	All dogs and cats are required to be registered annually by 10 April each year. Currently (2021) the number of animals registered in the Shire is: **9,075** (**7,200 dogs and 1,875 cats**).
Wellington Shire Pound & Animal Shelter	Consists of a facility that can accommodate 38 dogs, 36 cats, and up to 100 head of livestock. The facility is located at Fulham, approximately 5km west of Sale off the Princes Highway. It is managed under contract and provides the following services: • Agents for registration of dogs and cats within the Shire. • Receive dogs and cats, contact known owners, place photographs on the website, house animals until released, and the disposal of animals due to ill health, welfare issues or where there is failure to rehouse. • Provide respite care for animals whose owners are temporarily unable to care for them due to illness, relationship issues etc. • Provide monthly statistics to the Council. • Provide secure housing of seized dogs, pending prosecution.
Registration of domestic animal businesses	Wellington Shire Council currently has twenty-six (26) registered domestic animal businesses (DABs). Council manages the renewal process each year and undertakes an inspection regime to ensure compliance with the codes of practice.
Domestic animal complaints	Authorised Officers respond within the customer service charter to animal complaints. They will also accept dogs and cats surrendered by their owners who can no longer care for them. Authorised Officers will attend and attempt to contain or capture any dog or cat that is reported to be causing a serious nuisance or presenting as a danger to people or other animals during and after normal operating hours.
Restricted breeds/dangerous dogs/menacing dogs	Wellington Shire Council will manage menacing dogs in accordance with the Act. Any dog that causes a non-serious bite injury to a person or animal or rushes at or chases a person may be declared a menacing dog. The owners will be required to show that they can be a responsible dog owner and ensure action is taken to prevent the dog from attacking again. Restricted breeds and dangerous dogs will be managed in accordance with the Act.

	Any dog that is declared a menacing dog and is subject to two further infringements or involved in an attack which results in serious injury or death of an animal or person will be declared a dangerous dog. Unless there are extenuating circumstances the dog will be seized, and the matter will proceed to the Magistrates' Court.
Education / media	Wellington Shire Council uses media releases and standing articles in its publications, Facebook and its website to educate members of the public on responsible pet ownership and animal management matters. The automatic telephone call waiting service includes key animal management messages such as registration of cats and dogs.

1.7 Access to animal management services

Wellington Shire Council has adopted a Customer Service Commitment (available on our website), which documents required response timeframes to the community. The Local Laws team works within the context of the Customer Service Commitment and offers a seven-day, 24-hour emergency response service for urgent domestic animal related matters such as dog attacks, aggressive/dangerous dogs at large and serious animal welfare concerns.

1.8 Mandatory requirements & corresponding actions

This plan has been developed in accordance with section 68A of the Act and sets out a formalised approach to increasing the effectiveness and awareness of domestic animal management within Council.

This section outlines the strategic direction for Council's animal management function.

The table below identifies the specific requirements of the Act which Council are required to address against the contents of the plan.

Section	Requirement	2.0	3.0	4.0	5.0	6.0	7.0	8.0	9.0	10
68A (2)(a)	Method on monitoring performance and evaluating effectiveness of services	x	x	x	x	x	x	x	x	x
S68A (2)(b)	Training of Authorised Officers	x				x		x		
S68A (2)(c)(i)	Promote and encourage responsible pet ownership		x	x	x	x	x			
S68A (2)(c)(ii)	Ensure compliance with Act & Regulations		x	x	x	x	x	x	x	x
S68A (2)(c)(iii)	Minimise risk of dog attacks				x	x				
S68A (2)(c)(iv)	Over population and high euthanasia rate						x			
S68A (2)(c)(v)	Encourage registration and identification of dogs and cats		x							
S68A (2)(c)(vi)	Minimise potential for nuisance			x						

S68A (2)(c)(vii)	Dangerous, menacing, and restricted breed dogs				x	x				
S68A (2)(d)	Review of orders and Local Laws		x	x	x	x	x	x	x	x
S68A (2)(e)	Any other matters							x	x	x
S68A (2)(f)	Periodic evaluation of programs, services, and strategies	x	x	x	x	x	x	x	x	x
S68A (3)(a)	Review of Domestic Animal Management Plan	x	x	x	x	x	x	x	x	x

2. TRAINING OF AUTHORISED OFFICERS

2.1 Current Situation

Wellington Shire Council employs six full-time and one part-time Local Laws officers, authorised in accordance with:

- Section 72 of the *Domestic Animals Act 1994*;
- Section 18 of the *Prevention of Cruelty Act 1986*; and
- Section 313 of the *Local Government Act 2020*.

For the purpose of this plan, three full-time equivalent positions are dedicated to domestic animal management, however additional staff are utilised for planned operations such as annual and unannounced DAB inspections, pet registration checks, animal welfare investigations and emergency situations.

Wellington Shire Council recognises the importance of skilled and qualified staff, and as such individual training plans are developed for each staff member as part of the performance appraisal and development process.

A dedicated Staff Development Officer is employed by Council to ensure staff are provided with initial and ongoing training in addition to targeted professional development opportunities.

2.2 Current Training

Subject	Frequency	Officer 1	Officer 2	Officer 3	Officer 4	Officer 5	Officer 6
Initial Induction	As required	x	x	x	x	x	x
AWV AMO Seminar	Annually	x	x	x	x	x	x
AWV Restricted Breed Seminar	As required	x			x	x	
Human Rights	Annually	x	x	x	x	x	x
Child Safe Standards	Annually	x	x	x	x	x	x
Prevention of Workplace Bullying & Harassment	Annually	x	x	x	x	x	x
Record Keeping & Privacy	Annually	x	x	x	x	x	x
Subject	**Frequency**	**Officer 1**	**Officer 2**	**Officer 3**	**Officer 4**	**Officer 5**	**Officer 6**
Fraud & Corruption Awareness	Annually	x	x	x	x	x	x
Situational Awareness	Annually	x	x	x	x	x	x
OH&S Awareness	Annually	x	x	x	x	x	x
Use of Firearms	As required	x	x	x	x		
Manual Handling	Annually	x	x	x	x	x	x
Certificate IV in Animal Control and Regulation	As required	x					
Job Specific Training	As required	x	x	x	x	x	x
Mental Health First Aid	As required		x	x		x	
Experience	Years	4	1	2	18	8	25

2.3 Planned training

Wellington Shire Council is committed to providing ongoing training and professional development opportunities for Local Laws staff. A staff development and training plan is developed annually, in consultation with individual staff, their supervisor, and the Organisation's Staff Development Officer.

2.4 Our plans

Objective 1

To maintain a trained and experienced workforce by developing and maintaining individual training, professional development, and performance plans for all local laws staff.

Activity	Frequency	Evaluation
1) Conduct individual performance and development plans, identifying any training or development requirements	12-monthly, with 6-monthly reviews	Completion of individual performance and development plans, submitted to Manager Municipal Services
2) Develop and maintain the annual Local Laws Staff training and development plan	12-monthly	Plan developed in consultation with the Staff Development Officer
3) Hold regular Local Laws team meetings to encourage a consistent and professional approach to animal management matters	Monthly	Minutes recorded and forwarded to Local Laws team

3. REGISTRATION AND IDENTIFICATION

3.1 Current situation

Domestic animal registrations and registration renewals are conducted by Council in accordance with Part 2 of the *Domestic Animals Act 1994.*

Council data indicates an estimated compliance rate with dog registration of (93%) compared with the estimated number of dogs throughout the Shire. Although the cat registration compliance rate has increased over the past four years from 22% to 30%, it is still an area of concern.

Estimated Number of Cats	**6,079**
Registered Number of Cats	**1,875**

Estimated Number of Dogs	**8,324**
Registered Number of Dogs	**7,200**

3.2 Policies/Procedures

Legislative:	*Domestic Animals Act 1994* *Domestic Animals Regulations 2015*
Local Law:	WSC Community Local Law 2021: Part 6: Animals
Strategies	WSC Council Plan 2017-2021, Part 1: Communities
Procedures	Domestic Animal Registration/Re-registration Impounding of Unregistered Cats and Dogs Release of Impounded Animals to Identified Owners WSC Offence Management Guidelines
Other	Service delivery contract between Wellington Shire Council and Victoria Animal Aid Trust (requirement that all animals are registered before leaving pound)

3.3 Current educational/promotional activities

- Microchipping and registration information promoted on Council website.
- Animal registration notices sent to registered pet owners early March each year.
- Media releases regarding the importance of registration.
- Good news stories about owners reunited with their pets due to registration.
- Responsible pet ownership pamphlet drops in identified areas of concern.

3.4 Current compliance activities

- Annual registration process.
- Follow-up on pets not re-registered and registration documents returned to sender.
- Follow-up on notifications of pets sold/rehomed.
- Door knocks in areas identified via the customer action request system.
- Impounding of unregistered and wandering cats and dogs.
- No impounded animal leaves the pound unregistered.
- Seven-day notices to comply (NTC) for minor breaches.
- Infringement notices issued where NTC is ignored or for serious breaches.
- Prosecution in Magistrates' Court for unpaid infringements.
- Unannounced inspections of Domestic Animal Businesses to ensure compliance with registration and code of practice requirements.

3.5 Summary of current situation

Wellington Shire Council recognises the gap between estimated and registered domestic animals within the Shire, particularly cats and as such is committed to increasing educational and enforcement activities to close the gap.

Council will continue work with local media outlets to increase awareness of registration requirements and increase compliance activities such as door knocks, registration checks and follow ups on lapsed registrations and changes of ownership.

Objective 2

To increase the number of pet registrations within Wellington Shire each year for the duration of this plan, with a renewed emphasis on increasing compliance amongst cat owners.

3.6 Our Plans

Activity	Frequency	Evaluation
1) Continue to promote responsible pet ownership through the media, with an emphasis on microchipping/registering cats.	Quarterly	At least one responsible pet ownership article released to media quarterly.
2) Conduct targeted door knocks and letter drops in areas where high levels of non-compliance are noted.	As required, commencing mid-April each year	Door knocks and letter drops completed and recorded.
3) Follow up on lapsed registrations.	From mid-April each year	Follow ups completed and recorded.
4) Follow up on change of ownership notifications.	As required	Follow ups completed and recorded.
5) Discourage owners from not registering their animals by adopting a consistent enforcement program.	As required	Number of notices to comply and infringements issued for unregistered animals.
6) Ensure no unregistered animal is released from the pound.	As required	All animals reunited with their owners are registered prior to release.

4. NUISANCE PETS

4.1 Current situation

During 2020, Local Laws officers responded to 1,253 domestic animal related complaints, with an average initial response time of 1.15 days.

Complaints can be broadly categorised as follows:

- wandering/stray dogs/cats.
- excess pets kept on premises.
- barking dogs.
- dogs walked without leads.
- dog excrement.
- abandoned dogs.
- aggressive dogs.
- unregistered cats/dogs.

4.2 Policies/Procedures

Legislative:	*Domestic Animals Act 1994* *Domestic Animals Regulations 2015* *Prevention of Cruelty to Animals Act 1986*
Local Law:	WSC Community Local Law 2021: Part 6: Animals
Strategies	WSC Council Plan 2017-2021: Part 1: Communities
Procedures	Nuisance (Barking) Dog Procedure Impounding of Unregistered Cats and Dogs Feral Cat Trap Hire Procedure Responding to After-Hours Animal Complaints Procedure
Orders	Wellington Shire Council Dog on Lead Areas *(available on Council's website*)
Other	Service delivery contract between Wellington Shire Council and Victoria Animal Aid Trust

4.3 Current educational/promotional activities

- Dog on lead/dog poo signage in popular dog walking areas/parks.
- Dog poo bag dispensers in parks and popular areas.
- "Doggy doo" and "Barking Dog" media releases.
- Responsible pet ownership brochures sent with registration reminder notices.
- Provision of advice/assistance to barking dog owners by Local Laws staff.
- Use of the website as an education and information medium.

4.4 Current compliance activities

- All nuisance complaints recorded and investigated.
- Feral/trespassing cat trapping program available to residents.
- Wandering cats/dogs collected by Local Laws staff and impounded if necessary.
- Infringement notices issued to owners of repeatedly wandering pets.
- Unannounced inspections of properties that have been identified as having numerous and ongoing barking complaints.
- Follow-up visits with owners who have been identified as struggling to manage their pets.

4.5 Summary of current situation

Wellington Shire Council recognises that nuisance dogs have the potential to cause friction between neighbours, particularly if not responded to in a timely and effective manner.
The current nuisance dog procedure is available on Council's website and has an approximate 80% initial resolution rate after Council's first point of contact with the dog owner. Further enforcement options, including prosecution in the Magistrates' Court are available if required to resolve the issue.

Local Laws staff have adopted a three-stage approach to wandering/at large cats/dogs, to engage, educate and if necessary, enforce responsible pet ownership.

1. If the animal is registered and has no previous history of being at large, the animal will be returned to the owner where possible.

2. If the animal is registered and there is one previous incident of being at large, the animal will be returned to the owner where possible, and a verbal or written warning will be issued.

3. If the animal is registered and there is a history of being at large more than twice previously, the animal will be taken directly to the pound and an infringement notice will be served on the owner.

Unregistered animals are taken directly to the pound, as ownership cannot be established.

4.6 Our plans

Objective 3

To encourage responsible pet ownership throughout the Shire by responding to, investigating and acting on animal nuisance complaints in a timely and effective manner.

CAT CURFEW PROPOSAL

Over the past 12 months, Council received 528 reports of wandering or nuisance cats.

While Cats are very popular pets, roaming cats are a serious concern. Wandering cats can and do:
- kill native wildlife (even well-fed cats will hunt).
- get hit by vehicles.
- become injured in fights.
- annoy neighbours by spraying, fighting, yowling, and digging in gardens.
- become lost/impounded.

In 2016, thirteen domestic cats in NSW were fitted with tracking collars as part of a study to show pet owners how far domestic cats can roam in the hope of changing a general misconception that cats simply stay around the house. While some of the cats stayed within a 500-meter radius of their home, some travelled as far as three kilometres away!

Council is committed to the protection of all animals and the amenity of the shire. With this in mind, over the next twelve months, council will consider the introduction of an order made under section 26 of the Domestic Animals Act 1994, requiring cat owners to confine their cats to their properties at all times.

A thorough community consultation process will be undertaken during the process.

Activity	Frequency	Evaluation
1) Continue to work closely with owners of nuisance/barking dogs to ensure a lasting solution to issues.	As required	Review on a case-by-case basis.
2) Publish quarterly media articles regarding responsible pet ownership.	Quarterly	At least one responsible pet ownership article released to media quarterly as indicated in media plan.
3) Ensure 'doggy doo' bag dispensers are maintained and stocked.	As required	Regular inspections to ensure dispensers are serviceable and stocked with plastic bags.
4) Responsible pet ownership brochures are readily available and provided when required.	Annually	Ensure sufficient stock is ordered from Department of Jobs, Precincts and Regions (DJPR) annually.
5) Consider introduction of 24 hour cat curfew	2022	Review to be conducted and submitted to council.

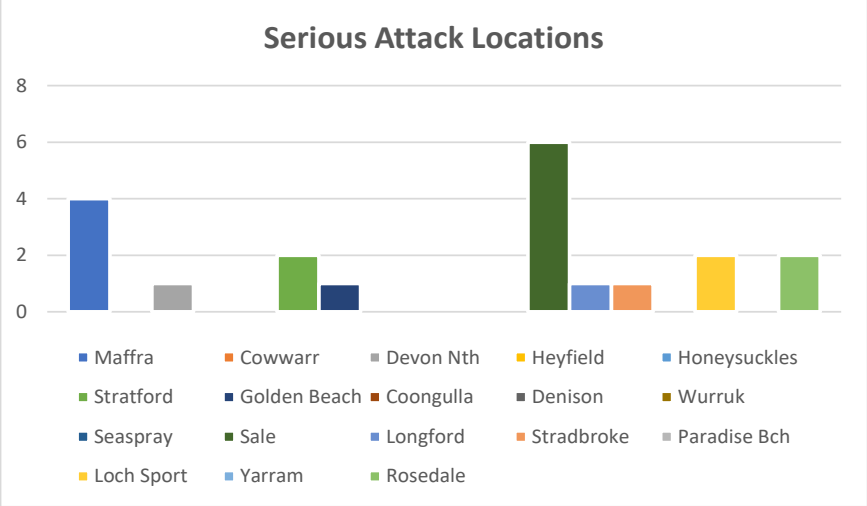
5. DOG ATTACKS

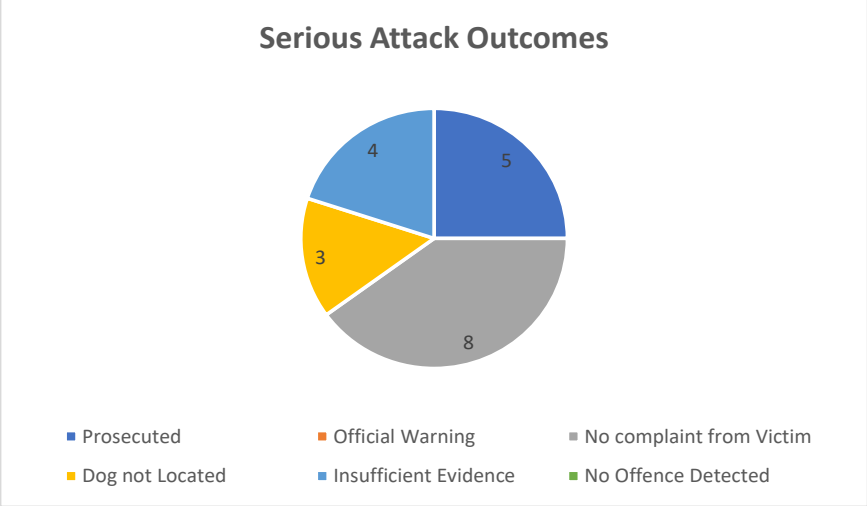
5.1 Current situation

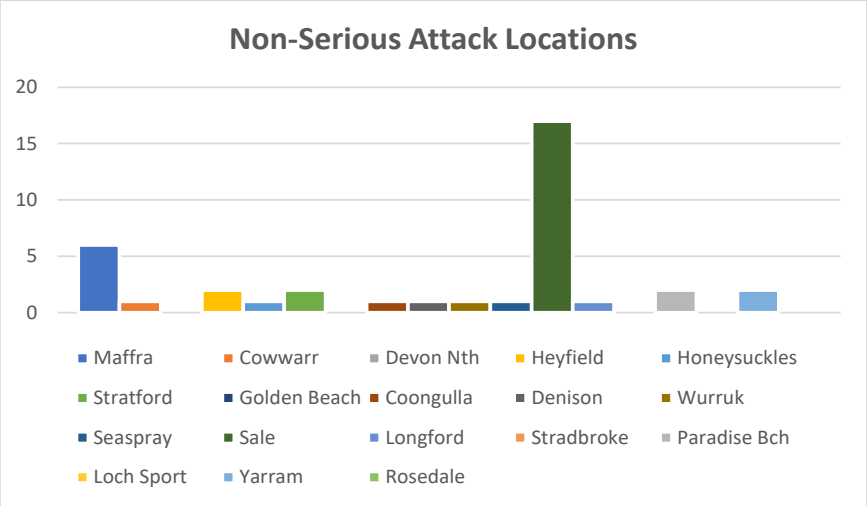
For the period 1 July 2019 – 31 June 2020, **67** dog attack reports were received by Council and investigated, as follows:

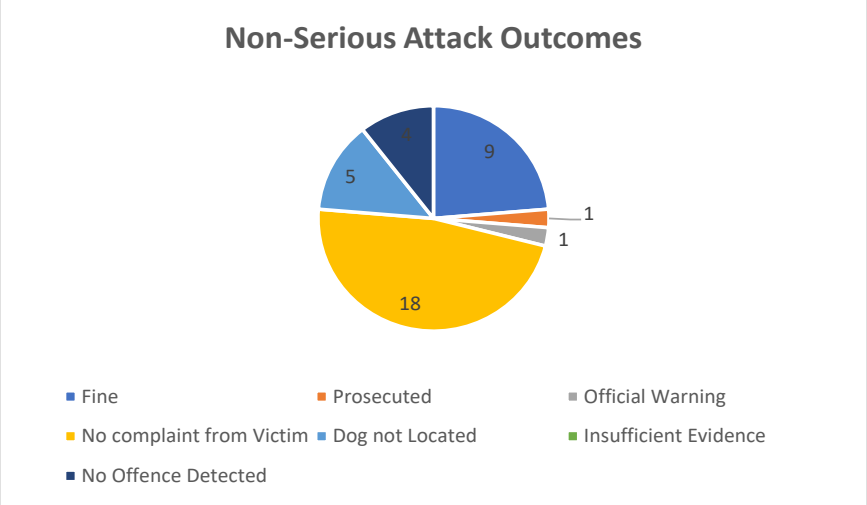
Type	Serious	Non-Serious
Dog vs Animal	17	25
Dog vs Person	3	13
Dog Rush	-	9

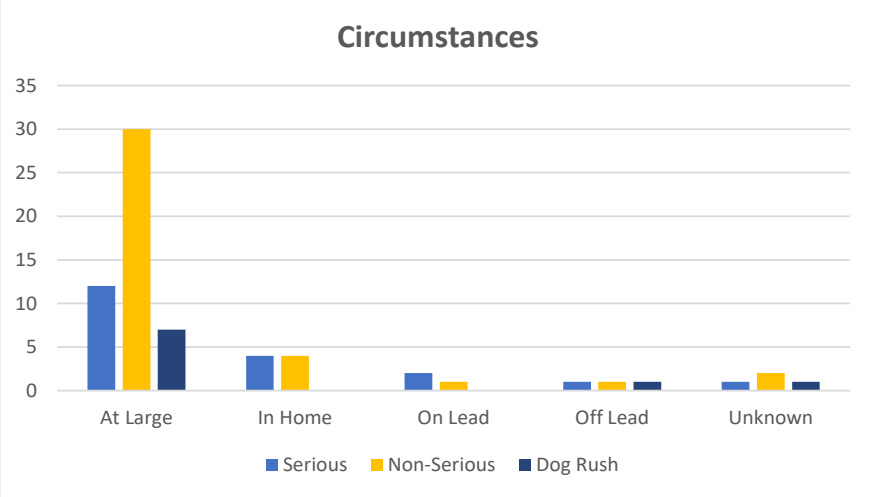
While it is encouraging to note a decrease in the number of serious dog attacks on people and dog rush incidents in the past 12 months, reported attacks on other animals has nearly doubled. Non-serious attack reports on people remains static. Further information on dog attacks, such as location, circumstances and outcomes can be found on the tables below.






Non-Serious Attack Locations
20
15
10
5
0
Maffra
Cowwarr
Devon Nth
Heyfield
Honeysuckles
Stratford
Golden Beach
Coongulla
Denison
Wurruk
Seaspray
Sale
Longford
Stradbroke
Paradise Bch
Loch Sport
Yarram
Rosedale


Non-Serious Attack Outcomes
9
1
1
18
5
4
Fine
Prosecuted
Official Warning
No complaint from Victim
Dog not Located
Insufficient Evidence
No Offence Detected


Circumstances
35
30
25
20
15
10
5
0
At Large
In Home
On Lead
Off Lead
Unknown
Serious
Non-Serious
Dog Rush

5.2 Policies/Procedures

Legislative:	*Domestic Animals Act 1994,* Division 2
Local Law:	WSC Community Local Law 2021: Part 6: Animals
Orders:	Wellington Shire Council Dog on Lead Areas *(available on Council's website*)
Strategies:	Council Plan 2017-2021 Part 7: Community Wellbeing
Procedures:	Responding to After Hours Animal Complaints Procedure Wellington Shire Council Offence Management Guidelines, Section 3: Options for Council Local Laws Officers Dangerous/Menacing Dog Declaration Procedure Search Warrants and Seizure Procedure
Other:	Service delivery contract between Wellington Shire Council and Victoria Animal Aid Trust (requirement to care for seized dogs)

5.3 Current educational/promotional activities

- Responsible pet ownership media releases.
- Responsible pet ownership booklets issued to new pet owners who adopt from the pound.
- Reduced registration fees for dogs that have undergone approved obedience training.
- Signage prominently displayed in dogs on leash areas.
- Animal Welfare Victoria pamphlets 'How to Prevent Dog Attacks in the Home' and 'Safety with Children' distributed via letter drops to high-risk areas.

5.4 Current compliance activities

- Provision of 7-day, 24-hour response to dog attack reports.
- All reported attacks thoroughly investigated and if necessary, prosecuted.
- Temperament testing of all impounded dogs prior to rehousing.
- Regular patrols of areas identified as having a high incidence of wandering dogs.

5.5 Summary of current situation

Wellington Shire Council responds to dog attack reports as a matter of priority. Most reports received, were responded to and investigations commenced within 24 hours.

An in-depth analysis of dog attack reports was completed during 2020, with a view to better understand the circumstances that lead to the reports. Most reported attacks occurred while the dog was either at large (73%), or in the home (12%). There appears to be no differentiation between dogs walked on or off lead.

Sale and Maffra attracted most dog attack reports however, are not disproportionate with other locations throughout the Shire, due to their population.

What is noticeable is the number of victims who choose not to formalise their report for the matter to progress to prosecution. Some find the process of giving evidence in Court daunting, others reach a compensation agreement with the attacking dog's owner, and others are concerned of any negative reaction from the dog owner. It is our intention to provide additional support and assistance to victims of dog attacks with a view to making the process less daunting.

While most dogs involved in attacks were voluntarily surrendered to Council officers, or euthanised at the owners' request, surrendering or euthanising dogs involved in attacks does not grant the owner automatic immunity from prosecution.

Objective 4

Reduce the number of serious and non-serious dog attacks by encouraging responsible pet ownership and maintaining a rapid and thorough response to dog attack reports, including prosecution if appropriate.

5.6 Our Plans

Activity	Frequency	Evaluation
1) Continue to thoroughly investigate and if appropriate prosecute reports of dog attacks.	As required	Outcome of all investigations recorded on Council's information management system.
2) Utilise DJPR Declared Dog Registry to identify menacing/dangerous/restricted breed dogs.	Ongoing	Details regularly audited and updated as required.
3) Media releases after successful dog attack prosecutions.	As required	Media articles released to local newspapers.

Activity	Frequency	Evaluation
4) Work closely with other agencies such as VicPol and RSPCA to identify and respond to reports of neglected/aggressive dogs, which could lead to more serious incidents, such as attacks.	Ongoing	Combined operations with RSPCA and VicPol conducted as required.
5) Provide additional support/encouragement to victims of dog attacks through the prosecution process, with a view to reducing the number of statements of no complaint.	As required	Reduction in statements of no complaints.

DOG OFF/ON LEASH REVIEW

Current Situation

Due to the predominately rural nature of Wellington Shire, apart from nominated on-lead areas, dogs can be exercised off-lead provided they remain in the effective control of the person walking them.

Nominated on-lead areas are listed on Council's website and include areas adjoining schools, children's playgrounds, main streets in towns and areas that are of significant flora or fauna importance.

Dog attack report data collected for the 2019-2020 period shows very low risk of dogs attacking while being walked off lead. However there remains a perception by some that dogs walked off-lead are a perceived risk to the safety of the public. A change to the leash laws to require dogs to be on leash at all times in urban areas would no doubt create a greater sense of safety to the public.

The current wellington shire Council leash laws approach is at odds with the majority of Victorian Councils, that have a blanket on-lead policy in urban areas coupled with off leash areas. This plus the perceived safety issue is why a review of leash laws will be carried out including the possible development of a feasibility study and shire wide strategy for Dog Off leash areas.

The off-leash areas feasibility study and strategy is dependent upon Council determining whether or not to change its leash laws. Obviously if Council decides to move to require dogs on leash in all urban areas that will provide a greater impetus and need for off leash areas throughout the Shire. The recent consultation over the new Council Plan 2021/25 indicated support for the establishment of dog parks or dedicated off leash areas in the Shire.

Best Practice Review Considerations

A preliminary review of current industry practices and community requests for dedicated dog off-leash areas indicates a need to review current provision for dog owners and their dogs.

An industry Technical Manual highlights the need for a 'Dog Off-Leash Policy and Provision Rationale' that is based on an understanding of both dog and human behaviour in different public environments. It also highlights the need for sound understanding of the management, including risk management, implications of these space particularly if they area partially or fully fenced.

In addition, the manual notes:

- The benefits (e.g. mental, physical and emotional health) associated with pet/dog ownership and that council planning and policy around pets should acknowledge this.
- The need for a sound policy that considers:
    1. on-leash requirements as in the case of areas of potential parkland conflict (e.g. around play spaces, picnic and BBQ areas, and along shared used trails)
    2. off-leash provision and whether this involves partial fencing or full fencing, or the provision of natural landscape barriers as opposed to formal barrier fencing
    3. 'no dog areas' as in the case of sensitive environments

    the possible need for different provision in urban and rural environments
- The need for decision-makers to better and fully understand and appreciate:
    1. the 'nature of dogs' and in particular dogs in confined spaces, in unfamiliar environments and around unfamiliar people and noise
    2. human/dog owner behaviour and trends in relation to education and active supervision of dogs in off-leash areas
- The need for careful decision-making relating fencing of off-leash areas, including:
    1. the benefits of fencing/partially fencing an off-leash area (e.g. community strengthening/interaction such as provision for older/less mobile dog owners; capacity to locate off-leash areas in closer proximity to less compatible activities; and safety in the case of nearby roads)
    2. the implications of fencing (e.g. an increase of inappropriate dogs being off-leash, dog on dog/human incidents; dog litter; cost of establishment ($200,000-$350,000+ if it is to address risk management considerations, and dog sensory requirements; ongoing costs associated with maintenance and renewal, risk management and compliance monitoring
    3. regulations relating to rules, regulations and control of dogs. The manual highlights that the primary driver for the provision of fencing is coming from owners of poorly behaved, controlled, and educated dogs. and that the purpose of fencing is not for the purpose of keeping uncontrolled dogs contained

Key Review Actions

1. To review the Council's Dog-On and Off-Leash laws and any required off leash feasibility study/strategy that considers:
    - On and off-leash provision and possible 'no dog' areas
    - The type and level of provision for off leash areas i.e. service levels Shire wide.
    - When and under what conditions off leash areas fencing may be considered
    - Implications of any change in current policy e.g. in relation to cost, risk management
    - Other matters that are of interest/concern e.g. dog litter, poorly behaved/controlled dogs
    - The needs and views of people who do not want to interact with dogs when in a public place
    - An effective consultation and communication strategy including the use of the new Wellington consultation website and consulting the Domestic Animal Management Reference Group.

2. Review and proposing changes as necessary to the existing Orders in Council to ensure they are consistent with proposed changes to the current provision for dog owners/dogs in public places as a result of the 'Dog On/Off Leash Review'.

6. DANGEROUS, MENACING AND RESTRICTED BREED DOGS

6.1 Current situation

Wellington Shire Council actively identifies and manages declared dogs, in accordance with Divisions 3, 3A and 3B of the *Domestic Animals Act 1994.*

A register of declared dogs is maintained in the Victorian Declared Dog Registry. Annual unannounced visits are conducted by authorised officers to ensure compliance with the legislated requirements for keeping declared dogs. Non-compliance is dealt with swiftly. If necessary, the dogs are seized, and appropriate legal action is taken.

There are currently **8** (eight) declared dogs in Wellington Shire, as follows:

Dangerous (Guard Dog)	**2**
Declared Dangerous	**0**
Declared Menacing	**5**
Restricted Breed	**1** (Listed as missing)

6.2 Policies/Procedures

Legislative:	*Domestic Animals Act 1994,* Divisions 3, 3A, 3B Domestic Animal Regulations 2015, Part 2
Local Law:	WSC Community Local Law 2021: Part 6: Animals.
Strategies:	Council Plan 2017-2021 Part 7: Community Wellbeing.
Procedures:	Responding to After Hours Animal Complaints Procedure. Wellington Shire Council Offence Management Guidelines, Section 3: Options for Council Local Laws Officers. Dangerous/Menacing Dog Declaration Procedure. Search Warrants and Seizure Procedure.
Other:	Service delivery contract between Wellington Shire Council and Victoria Animal Aid Trust (requirement to care for seized dogs). Maintenance of Council animal registration database. Standard for Restricted Breed Dogs in Victoria (as amended).

6.3 Current educational/promotional activities

- All owners of declared dogs are provided information on their legislative responsibilities.
- Information on reporting or identifying declared dogs is available on Council's website.

6.4 Current compliance activities

- Respond to complaints of dangerous/aggressive/attacking dogs, and if necessary, initiate declaration process.
- Follow up inspections and advice to owners of dogs that have been declared dangerous in order to ensure legislative compliance.
- Ensure all declared dog's details are accurately recorded on the Victorian Dangerous Dog Register
- Ensure all declared dog details are accurately recorded on the Council's domestic animal database.

6.5 Summary of current situation

In each instance where Council considers declaring a dog either dangerous or menacing, consultation occurs between the owner of the dog, the Local Laws Officer involved and the Manager Municipal Services to ensure procedural fairness. A comprehensive report is compiled and reviewed prior to any decision being made. The report will include, but is not limited to:

- A summary of the incident.
- A risk assessment, calculating the nature and seriousness of the threat to public safety.
- A summary of any similar previous offences.
- Lists any other relevant information.

The relatively small number of declared dogs within the Shire ensures a high level of oversight by Local Laws staff. All declared dogs are inspected at least annually. In 2016, Council increased registration fees for declared dogs to (except for guard dogs) $200 to cover Council's increased monitoring and enforcement costs. Unannounced inspections occur if there is any concern that legislative responsibilities are not being complied with.

6.6 Our plans

Objective 5

Maintain continued compliance with legislation relating to declared and restricted breed dogs.

Activity	Frequency	Evaluation
1) Continue to inspect properties where declared dogs are kept.	Annually	Reported annually in DAM Plan reviews.
2) Continue to attend industry information sessions on restricted breed/dangerous/menacing dogs.	As available	Recorded in individual staff training records.
3) Maintain the Victorian Declared Dog Registry in a timely and accurate manner.	As required	Regular audits of information contained in the registry conducted by Coordinator Local Laws.
4) Thoroughly investigate reports of dangerous or suspected restricted breed dogs.	As required	Outcome of all investigations recorded on Council's information management system.

7. OVERPOPULATION AND HIGH EUTHANASIA RATES

7.1 Current situation

Council currently has an agreement with Victorian Animal Aid Trust (Animal Aid) for the provision of its pound and animal shelter services. The agreement expires in July 2022. Prior to the contract expiry, tenders for the continued management of the pound will be sought.

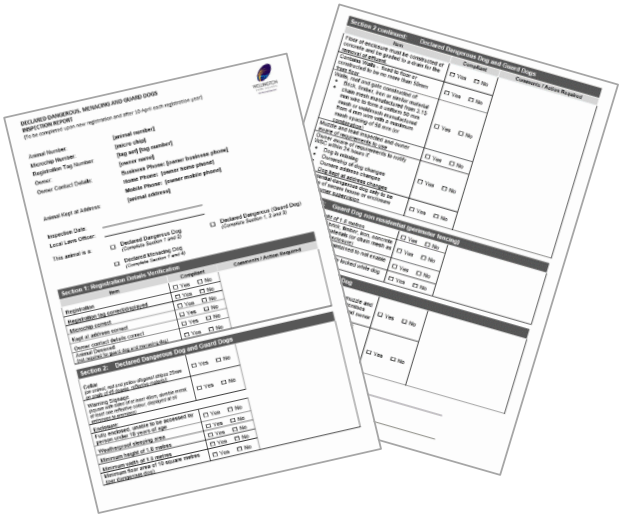
The current agreement requires Animal Aid to comply with the Code of Practice for the Management of Dogs and Cats in Shelters and Pounds. Six monthly audits are conducted by Council staff to ensure compliance with the service specification audit and to ensure all animals are treated humanely, and health and welfare matters are suitably addressed.

7.2 Policies/Procedures

Legislative:	*Domestic Animals Act 1994* *Code of Practice for the Management of Dogs and Cats in Shelters and Pounds*
Local Law:	WSC Community Local Law 2021: Part 6: Animals.
Strategies:	Council Plan 2017-2021 Part 7: Community Wellbeing.
Procedures:	Impounding of Unregistered Cats and Dogs Procedure Pet Surrender Process Feral Cat Trap Hire Procedure Responding to After Hours Animal Complaints Procedure
Other:	Service delivery contract between Wellington Shire Council and Victoria Animal Aid Trust (requirement to care for seized dogs).

7.3 Current educational/promotional activities

- Weekly 'Pet of the Week' advertisement placed on Council's social media channels.
- Responsible pet ownership material provided to new pet owners.
- Feral cat trapping program.
- Cats/dogs for adoption are placed on the Council website and Animal Aid website.
- Victorian Animal Aid keep a register at the pound, where residents can report lost and found animals. The register is actively followed up by staff.



7.4 Current compliance activities

- Respond to and investigate complaints of excessive animals on properties.
- Investigate reports of unregistered cat/dog breeders.
- Work closely with social agencies to assist cat 'hoarders'.
- Facilitate feral cat trapping programs in identified areas.
- Impound wandering cats/dogs with a view to rehousing if owners not located.
- All unclaimed/surrendered animals desexed before adoption.

7.5 Summary of current situation

Through Animal Aid's local presence and their Coldstream animal shelter, unclaimed impounded and surrendered pets have an increased opportunity of successful rehousing.

Of the 723 pets impounded in 2020, around 70% were successfully returned to their owners. 81% of pets not reclaimed or were surrendered to Council were successfully rehoused. These figures indicate the successful partnership between Animal Aid and Wellington Shire Council.

A multi-party approach has been adopted to deal with feral cats.

- Wellington Shire Council staff would identify feral cat colonies and implement a trapping program.
- Trapped cats were delivered to and assessed by qualified veterinary staff to establish whether they were suitable for rehoming. Those deemed unsuitable would be euthanised.
- Animal Aid would accept any cat identified as suitable for rehoming and include then in the pet adoption program after sterilisation.

Objective 6

Reduce overpopulation and euthanasia rates of unwanted cats and dogs by maintaining feral cat and pet rehoming programs.

Activity	Frequency	Evaluation
1) Continue to actively promote Animal Aid pet adoption program through council website and local media.	Weekly	Pet of the week published weekly via Council's social media.
2) Promote responsible pet ownership, particularly the importance of desexing and keeping pets at home at night.	Quarterly	At least one responsible pet ownership article released to media quarterly.
3) Continue with the feral cat trap program in identified problem areas.	As required	Reduced number of complaints in problem areas.
4) Maintain feral/trespassing cat trap service to residents.	Ongoing	Adequate stock of traps maintained. Booking system maintained.

8. DOMESTIC ANIMAL BUSINESSES

8.1 Current situation

Wellington Shire Council currently has **26** Domestic Animal Businesses (DAB's) registered within the Shire (see table below).

All registered DABs are inspected annually for compliance with the relevant Code of Practice. Continued registration as a DAB is conditional on compliance with the relevant Code. Breaches of the Code are dealt with by way of notices to comply and work schedules. Continued major breaches are dealt with by way of prosecution and/or refusal by Council to re-register..

Boarding Establishment	7
Animal Shelter	1
Pound/Shelter	1
Breeding/Rearing Establishment	13
Pet Shop	2
Training Establishment	2

In 2018, Animal Welfare Victoria introduced a scheme limiting the number of fertile female dogs to 10 per breeding business, unless approval had been sought and granted by the Minister for Agriculture to keep over 10 and classified as a commercial breeder. In any event, no more than 50 fertile female dogs can be kept at any breeding business. The scheme became law on 10 April 2020 however, there have been delays implementing the changes. As such, a Governor in Council extension was granted, delaying the commencement of the scheme. It is expected the exemption will expire in June 2021 or thereabouts.

Wellington Shire Council currently has three breeding establishments, with commercial breeder approval. Several other breeding establishments have applied to the Minister and are awaiting a decision.

8.2 Policies/Procedures

Legislative:	*Domestic Animals Act 1994* *Planning and Environment Act 1987* Code of Practice for the Management of Dogs and Cats in Shelters and Pounds Code of Practice for the Operation of Boarding Establishments Code of Practice for the Operation of Pet Shops Code of Practice for the Operation of Breeding and Rearing Establishments
Local Law:	WSC Community Local Law 2021: Part 6: Animals.
Strategies:	Council Plan 2017-2021 Part 7: Community Wellbeing.
Procedures:	Annual DAB Inspection Program Wellington Shire Council Offence Management Guidelines, Section3: Options for Council Local Laws Officers.

8.3 Current educational/promotional activities

- Inclusion of all DAB proprietors in the consultation process for this plan.
- Regular interaction and communication with DAB proprietors to obtain/maintain positive working relationships.
- Promotion of DJPR and DAB publications and website resources.
- Provision of advice relating to legislative requirements to DAB proprietors.

8.4 Current compliance activities

- Initial and annual registration processes.
- Annual and if necessary unannounced inspections of all DAB's, to determine compliance with the relevant Code of Practice.
- Follow-up of identified instances of noncompliance, including notices to comply and if necessary, suspension of registration and prosecution.
- Regular monitoring of internet pet for sale sites (such as dogzonline and Facebook) to identify any unregistered DAB's that may be operating within the Shire.
- Combined operations with RSPCA, and Victoria Police where illegal activities are reported/suspected.
- Provision of information regarding commercial breeder applications to Animal Welfare Victoria as requested.

8.5 Summary of current situation

A priority of Council is to achieve compliance and ensure the welfare of the animals in the care of all domestic animal businesses.

All complaints relating to DAB's are investigated, regardless of the source. Apart from anonymous complaints, all complainants are contacted and advised of any action taken in response to their concerns.

As noted in paragraph 8.1, Victoria is currently transitioning to a scheme requiring breeding businesses with more than 10 fertile females to apply to the Minister for Agriculture for a commercial breeder licence. No breeding establishment will be permitted to keep more than 50 fertile females. Council staff will be actively visiting all breeding establishments to ensure these limits are not exceeded.

8.6 Our Plans

Objective 7

Ensure all domestic animal businesses within the Shire are identified and regulated in accordance with the *Domestic Animals Act 1994* and relevant Codes of Practice.

Activity	Frequency	Evaluation
1) Attend DJPR animal management seminars in order to remain conversant with updated legislation relating to DAB's.	As required	Seminars attended by Local Laws staff and recorded in individual training records.
2) Investigate all reports of illegal breeding establishments.	Ongoing	All complaints and responses recorded on Council's electronic record management system.
3) Maintain an accurate register of all DABs within the Shire.	Ongoing	DAB Register (LL25) periodically audited to ensure accuracy.
4) Respond to DAB information requests from Animal Welfare Victoria in a timely manner.	As required	Responses recorded in Council's electronic record management system.
5) Maintain an inspection schedule to ensure all registered DABs are inspected at least annually.	Ongoing	Inspection schedules and subsequent audits recorded on Council's electronic record management system.
6) Conduct unannounced inspections of DABs in response to reports/concerns from members of the public.	As required	All complaints and responses recorded on Council's electronic record management system.

9. ANIMALS IN EMERGENCIES

9.1 Current situation

Wellington Shire Council has historically been impacted by major floods and fires, which have had a devastating effect on the environment, property, the wellbeing of residents and their animals.

The welfare of animals can be a deciding factor for people in making decisions about their personal welfare, including evacuating a threatened property or seeking emergency shelter. Animal owners and carers have the ultimate 'duty of care' to plan and provide for the needs of animals in their care. However as recently witnessed, several organisations and groups share animal welfare responsibility and together have an enormous capacity and willingness to assist affected people and attend to the needs of impacted animals.

Wellington Shire Council is responsible for the coordination, provision, and operation of emergency relief centres and by doing so is also responsible for the coordination and provision of safe refuges for affected animals and the management of animal welfare at its relief centres.

9.2 Policies/Procedures

Legislative:	*Domestic Animals Act 1994* *Emergency Management Act 1986*
Strategies:	Council Plan 2017-2021 Part 7: Community Wellbeing.
Procedures:	Wellington Shire Council Municipal Emergency Management Plan Wellington Shire Council Emergency Animal Welfare Plan
Other:	Emergency Management Manual Victoria Victorian Emergency Animal Welfare Plan Guidelines for Managing Animals at Emergency Relief Centres, Assembly Areas or Other Places of Emergency Shelter

9.3 Current educational/promotional activities

- Emergency information available on Council's website
- Copies of Emergency Animal Welfare Plan issued to Animal Welfare Victoria, RSPCA and Animal Aid Gippsland
- Annual emergency management refresher training to Local Laws staff

9.4 Summary of current situation

The devastation of the bushfires in East Gippsland and the northeast made the summer of 2019/2020 a historic emergency response challenge for several Victorian agencies, including Wellington Shire.

Wellington Shire Council opened emergency relief centres for people and their animals who found themselves homeless during the emergency.

Providing safe refuge for animals allowed the owners to cope with the impact of the bushfires, knowing their animals were safe and cared for.

9.5 Our Plans

Objective 8

Remain in a constant state of readiness in order to respond rapidly and appropriately to any emergency involving people, their pets and animals.

Activity	Frequency	Evaluation
1) Ensure sufficient emergency response equipment is available for rapid deployment.	Six-monthly	Stocktake of equipment is conducted.
2) Conduct annual inspections of safe refuges to ensure they remain suitable as temporary accommodation for pets/animals.	Annually	Inspections are conducted and the results recorded.
3) Conduct annual audits of Council's Emergency Animal Welfare Plan to ensure currency.	Annually	Wellington Shire Council Emergency Animal Welfare Plan is current and correct.

10. REVIEW OF DOMESTIC ANIMAL MANAGEMENT PLAN

10.1 Current situation

Section 68A (1) of the *Domestic Animal Act 1994* requires every Council to prepare a domestic animal management plan by 4 December 2021, and every four years thereafter.

Section 68A (3) of the *Domestic Animal Act 1994* requires every Council to:

(a) Review its domestic animal management plan annually and, if appropriate amend the plan;
(b) Provide the Secretary with a copy of the plan and any amendments to the plan;
(c) Publish an evaluation of its implementation of the plan in its annual report.

10.2 Policies/procedures

Legislative:	*Domestic Animals Act 1994*

10.3 Our plans

Objective 9

To maintain compliance with the requirements of Section 68A of the *Domestic Animals Act 1994* by conducting annual and four-yearly reviews of Council's Domestic Animal Management Plan.

Activity	Frequency	Evaluation
1) Prepare a Domestic Animal Management Plan every four years.	Four-yearly	Compliance with section 68A (1) of the DAA 1994. Plan submitted to Secretary DJPR.
2) Conduct annual reviews of the Domestic Animal Management Plan.	Annually	Compliance with section 68A (3) of the DAA 1994. Plan submitted to Secretary DJPR.
3) Publish an evaluation of the implementation of the Domestic Animal Management Plan in Council's annual report.	Annually	Compliance with section 68A (3) of the DAA 1994. Evaluation published in annual report.

Sale Service Centre
18 Desailly Street, Sale Victoria 3850
Telephone 1300 366 244

Yarram Service Centre
156 Grant Street, Yarram Victoria 3971
Telephone 03 5182 5100

www.wellington.vic.gov.au
enquiries@wellington.vic.gov.au

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

WSC_4687a

14.3. AUGUST 2021 PLANNING DECISIONS

ACTION OFFICER: MANAGER LAND USE PLANNING

PURPOSE

To provide a report to Council on recent planning permit trends and planning decisions made under delegation by Statutory Planners during the month of August 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council note the report on recent Planning Permit trends and Planning Application determinations between 1 August and 31 August 2021.

BACKGROUND

Statutory Planners have delegated authority under the *Planning and Environment Act 1987* to make planning decisions in accordance with the *Planning and Environment Act 1987* and the Wellington Planning Scheme, including the issue of planning permits, amended permits, extensions of time, refusal of planning permits and notices of decision to grant a planning permit.

A copy of planning permit decisions made between 1 August and 31 August 2021 is included in Attachment August 2021 Planning Decisions Report.

Attachment August 2021 Planning Trends Report provides an overview of recent planning permit trends including decisions made, efficiency of decision making and the estimated value of approved development (derived from monthly planning permit activity reporting data).

ATTACHMENTS

1. August 2021 Planning Decisions Report [**14.3.1** - 6 pages]
2. August 2021 Planning Trends Report [**14.3.2** - 3 pages]

OPTIONS

Council has the following options available:

1. Receive the August 2021 planning decisions report; or
2. Not receive the August 2021 planning decisions report and seek further information for consideration at a future Council meeting.

PROPOSAL

That Council note the report of recent planning permit trends and planning application determinations between 1 August and 31 August 2021.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a Conflict of Interest.

FINANCIAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNICATION IMPACT

The monthly report communicates information about planning trends and determinations including the issue of planning permits, amended permits, refusal of planning permits, and notices of decision to grant a planning permit.

LEGISLATIVE IMPACT

All planning decisions have been processed and issued in accordance with the *Planning and Environment Act 1987* and the Wellington Planning Scheme.

COUNCIL POLICY IMPACT

All planning decisions have been issued after due consideration of relevant Council policy, including Council's Heritage Policy, and the requirements of the Planning Policy Framework in the Wellington Planning Scheme.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategies:

Strategic Objective 2.3: *"Wellington Shire is well planned, considering long term growth and sustainability."*

Strategy 2.3.2: *"Ensure sufficient land supply to provide for a range of lifestyle."*

Strategy 2.3.3: *"Recognise and advocate for best practice land development which considers energy efficiency and sustainability for housing."*

This report supports the above Council Plan strategic objective and strategies.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

Planning decisions are made in accordance with the relevant environmental standards to ensure that environmental impacts are minimised.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

PLANNING APPLICATION DETERMINATIONS
BETWEEN 1/08/2021 AND 31/08/2021

Application No/Year	Date Received	Property Title & Address	Proposal	Status
175-2.00/2015	24/06/2021	Assessment No. 197665 LOT: 2 PS: 126675 93 BARKERS RD WILLUNG	Buildings and works/extension to kennels for dog breeding facility.	Permit Issued by Delegate of Resp/Auth 6/08/2021
67-2.00/2019	26/07/2021	Assessment No. 189860 LOT: 1 LP: 64760 23 DUKE ST ROSEDALE	Buildings and works associated with construction of a garage.	Permit Issued by Delegate of Resp/Auth 26/08/2021
416-2.00/2020	4/08/2021	Assessment No. 350173 LOT: 1 TP: 216390S 34 BEN CRUACHAN PDE COONGULLA	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 11/08/2021
433-1.00/2020	27/10/2020	Assessment No. 50310 CA: 4 SEC: 3 8 YORK ST SALE	Buildings & works associated with an extension to existing dwelling.	NOD issued by Delegate of Respon/Auth 6/08/2021
488-1.00/2020	27/11/2020	Assessment No. 106716 LOT: 3 PS: 66964 SALE-HEYFIELD RD FULHAM	Use & development of the land for a dwelling for calf rearing.	Permit Issued by Delegate of Resp/Auth 20/08/2021
38-1.00/2021	4/02/2021	Assessment No. 46227 PPC: 351880U 62-66 WURRUK WAY WURRUK	Use and development of the land for a garden supplies centre.	Withdrawn 10/08/2021
46-1.00/2021	9/02/2021	Assessment No. 237669 LOT: 2 PS: 532286L 235-237 NATIONAL PARK RD LOCH SPORT	Subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 24/08/2021
63-2.00/2021	16/06/2021	Assessment No. 228114 LOT: 2794 LP: 70945 1 CHRISTOPHER CT LOCH SPORT	Buildings & works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 12/08/2021
114-1.00/2021	24/03/2021	Assessment No. 421214 LOT: 2 PS: 637851V 320 FALLS LANE BUNDALAGUAH	Re-subdivision of the land into two lots.	Permit Issued by Delegate of Resp/Auth 9/08/2021
125-1.00/2021	1/04/2021	Assessment No. 436063 LOT: 2 LP: 736763Q 48 MALVERN PARK RD DENISON	Subdivision of the land into two lots (house excision).	Permit Issued by Delegate of Resp/Auth 30/08/2021
141-1.00/2021	14/04/2021	Assessment No. 89524 LOT: 5 LP: 99062 332 REDBANK RD STRATFORD	Use of the land for an arts and crafts centre.	Permit Issued by Delegate of Resp/Auth 26/08/2021

Application No/Year	Date Received	Property Title & Address	Proposal	Status
155-1.00/2021	26/04/2021	Assessment No. 241240 LOT: 1599 LP: 58872 65 SEAGULL DR LOCH SPORT	Buildings & works associated with development of a dwelling.	Permit Issued by Delegate of Resp/Auth 5/08/2021
157-1.00/2021	26/04/2021	Assessment No. 186767 PC: 362394S 35 SELLARS ST THE HONEYSUCKLES	Buildings & works associated with addition to the existing dwelling.	Permit Issued by Delegate of Resp/Auth 19/08/2021
158-1.00/2021	27/04/2021	Assessment No. 451740 LOT: 5 PS: 713683S 31 STATION ST MAFFRA	Buildings and works associated with construction of a warehouse.	Permit Issued by Delegate of Resp/Auth 6/08/2021
162-1.00/2021	29/04/2021	Assessment No. 113381 LOT: 1 TP: 811889 2,730 TRARALGON-MAFFRA COWWARR	Use and development of the land for a reception centre, access to RDZ1	Permit Issued by Delegate of Resp/Auth 13/08/2021
185-1.00/2021	11/05/2021	Assessment No. 60772 LOT: 3 TP: 127849N 12 PARK ST SALE	Buildings and works associated with a farm shed.	Permit Issued by Delegate of Resp/Auth 25/08/2021
188-1.00/2021	12/05/2021	Assessment No. 378851 LOT: 1 PS: 417463J 444 MAFFRA-NEWRY RD MAFFRA	Buildings and works associated with a farm shed.	Permit Issued by Delegate of Resp/Auth 27/08/2021
188-2.00/2021	11/08/2021	Assessment No. 378851 LOT: 1 PS: 417463J 444 MAFFRA-NEWRY RD MAFFRA	Buildings & works associated with a farm shed.	Permit Issued by Delegate of Resp/Auth 25/08/2021
191-1.00/2021	13/05/2021	Assessment No. 357533 LOT: 1 TP: 629759Q 2-4 TRARALGON-MAFFRA TINAMBA	Use of the land for a liquor license.	Permit Issued by Delegate of Resp/Auth 13/08/2021
192-1.00/2021	13/05/2021	Assessment No. 250167 LOT: 116 LP: 40160 192 FIFTH AVE PARADISE BEACH	Buildings and works associated with a dwelling.	Permit Issued by Delegate of Resp/Auth 27/08/2021
193-1.00/2021	14/05/2021	Assessment No. 77255 CA: 1 SEC: 2 2 MERRICK ST STRATFORD	Buildings and works for extensions to the school building.	Permit Issued by Delegate of Resp/Auth 13/08/2021
209-1.00/2021	24/05/2021	Assessment No. 314138 LOT: 5 PS: 316768X 11 INALA RD GLENMAGGIE	Buildings & works for an extension to an existing dwelling.	Permit Issued by Delegate of Resp/Auth 16/08/2021
222-1.00/2021	1/06/2021	Assessment No. 192716 LOT: 2 LP: 127214 1 PRINCE ST ROSEDALE	Buildings & works for the extension to an existing outbuilding.	Withdrawn 24/08/2021

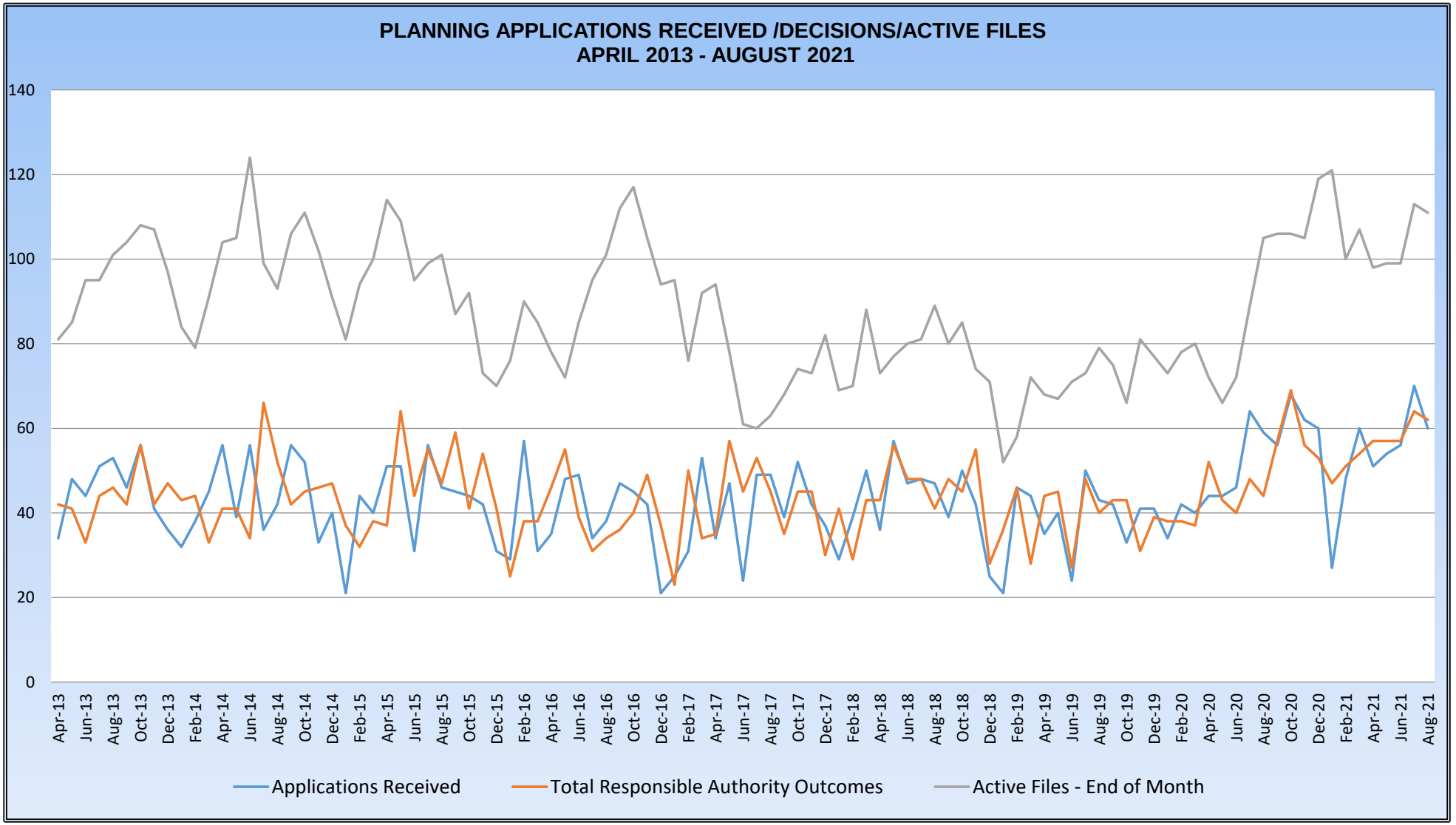
Application No/Year	Date Received	Property Title & Address	Proposal	Status
223-1.00/2021	1/06/2021	Assessment No. 323378 LOT: 1 TP: 173550G 69 TYSON RD HEYFIELD	Two lot subdivision.	Permit Issued by Delegate of Resp/Auth 4/08/2021
239-1.00/2021	10/06/2021	Assessment No. 230516 LOT: 2353 LP: 70941 6 GEOFREY AVE LOCH SPORT	Buildings & works for the development of a dwelling.	Permit Issued by Delegate of Resp/Auth 12/08/2021
243-1.00/2021	15/06/2021	Assessment No. 414243 LOT: 1 LP: 30043 2 VICTORIA PDE LOCH SPORT	Buildings & works for the development of a fence.	Permit Issued by Delegate of Resp/Auth 12/08/2021
244-1.00/2021	16/06/2021	Assessment No. 414250 LOT: 2 PS: 602208U 691 STOCKDALE RD STRATFORD	Construction of a garage.	Permit Issued by Delegate of Resp/Auth 11/08/2021
247-1.00/2021	16/06/2021	Assessment No. 299875 CA: 76 781 YARRAM-MORWELL RD JACK RIVER	Buildings and works for an agricultural shed.	Permit Issued by Delegate of Resp/Auth 4/08/2021
252-1.00/2021	18/06/2021	Assessment No. 204958 LOT: 9 PS: 704991G 18 SMITHS LANE ROSEDALE	Construction of a replacement dwelling.	Permit Issued by Delegate of Resp/Auth 9/08/2021
253-1.00/2021	21/06/2021	Assessment No. 82073 LOT: 2 PS: 143501 74 BENGWORDEN RD COBAINS	Buildings and works for an extension to the existing outbuilding.	Permit Issued by Delegate of Resp/Auth 9/08/2021
254-1.00/2021	22/06/2021	Assessment No. 105585 LOT: 2 TP: 633663F 1,298 SALE-COWWARR RD NAMBROK	Buildings & works associated with a farm shed.	Permit Issued by Delegate of Resp/Auth 3/08/2021
257-1.00/2021	24/06/2021	Assessment No. 193813 CA: 1 SEC: 4A WILLUNG RD ROSEDALE	Buildings and works for an industrial building.	Permit Issued by Delegate of Resp/Auth 4/08/2021
258-1.00/2021	24/06/2021	Assessment No. 370403 PTL: 2 PS: 85124 274-276 DAWSON ST SALE	Amendment to liquor license.	Permit Issued by Delegate of Resp/Auth 12/08/2021
260-1.00/2021	25/06/2021	Assessment No. 263160 LOT: 14 PS: 144854 27 BYRNES RD WOODSIDE BEACH	Buildings and works associated with an outbuilding.	Permit Issued by Delegate of Resp/Auth 5/08/2021
261-1.00/2021	28/06/2021	Assessment No. 221218 LOT: 1 TP: 139550A 106 SEA BREEZE AVE GOLDEN BEACH	Buildings and works for a solid fence.	Permit Issued by Delegate of Resp/Auth 5/08/2021

Application No/Year	Date Received	Property Title & Address	Proposal	Status
269-1.00/2021	1/07/2021	Assessment No. 306662 CA: 2005 SEC: 9 187 JOHNSON ST MAFFRA	Use & development of the land for a place of assembly (men's shed).	Permit Issued by Delegate of Resp/Auth 6/08/2021
269-2.00/2021	19/08/2021	Assessment No. 306662 CA: 2005 SEC: 9 187 JOHNSON ST MAFFRA	Use of land for a place of assembly (men's shed).	Permit Issued by Delegate of Resp/Auth 24/08/2021
272-1.00/2021	5/07/2021	Assessment No. 278150 LOT: 1 PS: 840802B 60 SOUTH ST PORT ALBERT	Buildings & works associated with development of a single dwelling.	Permit Issued by Delegate of Resp/Auth 19/08/2021
273-1.00/2021	5/07/2021	Assessment No. 41848 LOT: 9 LP: 18518 41-43 LANSDOWNE ST SALE	Buildings & works associated with extensions to an existing dwelling.	Permit Issued by Delegate of Resp/Auth 16/08/2021
275-1.00/2021	6/07/2021	Assessment No. 451112 LOT: 3 TP: 22335G 8,659 SOUTH GIPPSLAND ALBERTON	Buildings and works for the development of a second dwelling.	Withdrawn 16/08/2021
278-1.00/2021	6/07/2021	Assessment No. 86645 LOT: 1 PS: 64711 201 YUILL RD BUNDALAGUAH	Retrospective permit/buildings and works/domestic shed.	Permit Issued by Delegate of Resp/Auth 4/08/2021
285-1.00/2021	9/07/2021	Assessment No. 60640 CA: 8 SEC: 7 35 DARGO ST SALE	Buildings and works associated with construction of a dwelling.	Permit Issued by Delegate of Resp/Auth 20/08/2021
286-1.00/2021	8/07/2021	Assessment No. 334680 LOT: 1 TP: 137842W 54-56 STATION ST BRIAGOLONG	Buildings and works associated with an outbuilding.	Permit Issued by Delegate of Resp/Auth 4/08/2021
290-1.00/2021	12/07/2021	Assessment No. 46714 LOT: 1 TP: 948094N 204-210 RAYMOND ST SALE	Installation of signage & b & w for the front facade.	Permit Issued by Delegate of Resp/Auth 19/08/2021
295-1.00/2021	14/07/2021	Assessment No. 4507 LOT: 2 LP: 41077 20 FITZROY ST SALE	Subdivision of land into 2 lots.	Permit Issued by Delegate of Resp/Auth 30/08/2021
298-1.00/2021	15/07/2021	Assessment No. 39644 CA: 25A SEC: B1 1-51 GUTHRIDGE PDE SALE	Buildings & works for a storage shed.	Permit Issued by Delegate of Resp/Auth 19/08/2021
317-1.00/2021	26/07/2021	Assessment No. 423616 LOT: 2 PS: 619483B 8,581 SOUTH GIPPSLAND ALBERTON	Use and development of the land for a dwelling.	Withdrawn 23/08/2021

Application No/Year	Date Received	Property Title & Address	Proposal	Status
321-1.00/2021	30/07/2021	Assessment No. 195842 LOT: 12 LP: 41835 23 GOVERNMENT RD SEASPRAY	Buildings/works associated with construction of patio and outbuilding.	Permit Issued by Delegate of Resp/Auth 12/08/2021
324-1.00/2021	29/07/2021	Assessment No. 221630 LOT: 1140 LP: 52648 17 SUNBURST AVE GOLDEN BEACH	Buildings & works associated with a garage.	Permit Issued by Delegate of Resp/Auth 6/08/2021
326-1.00/2021	29/07/2021	Assessment No. 277426 LOT: 2 BLK: 16 LP: 3222 41 NAPIER ST PORT ALBERT	Buildings & works associated with an outbuilding.	Permit Issued by Delegate of Resp/Auth 20/08/2021
327-1.00/2021	29/07/2021	Assessment No. 315077 CA: 65A 51 BESSANT ST HEYFIELD	Buildings & works associated with an outbuilding.	Permit Issued by Delegate of Resp/Auth 23/08/2021
330-1.00/2021	2/08/2021	Assessment No. 23325 LOT: 172 LP: 50235 2 GLOVER ST SALE	Use and development of the land for 6 dwellings.	Permit Issued by Delegate of Resp/Auth 27/08/2021
331-1.00/2021	3/08/2021	Assessment No. 219352 LOT: 884 LP: 52648 14 HAVEN WAY GOLDEN BEACH	Buildings and works associated with the construction of a dwelling.	Withdrawn 16/08/2021
335-1.00/2021	4/08/2021	Assessment No. 278812 LOT: 1 TP: 896605A 4 VICTORIA ST PORT ALBERT	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 10/08/2021
338-1.00/2021	11/08/2021	Assessment No. 239749 LOT: 1402 LP: 58872 14 ROBIN ST LOCH SPORT	Buildings and works associated with construction of an outbuilding.	Permit Issued by Delegate of Resp/Auth 19/08/2021
340-1.00/2021	12/08/2021	Assessment No. 449777 LOT: 1 PS: 635550W 168 PATTEN ST SALE	Buildings & works associated with construction of storage units.	Permit Issued by Delegate of Resp/Auth 17/08/2021
341-1.00/2021	12/08/2021	Assessment No. 227777 CA: 2002 CHARLIES ST LOCH SPORT	Use of land to sell or consume liquor.	Permit Issued by Delegate of Resp/Auth 27/08/2021
343-1.00/2021	13/08/2021	Assessment No. 234658 PC: 108489 57-59 LEON ST LOCH SPORT	Buildings & works associated with an outbuilding.	Permit Issued by Delegate of Resp/Auth 19/08/2021
346-1.00/2021	13/08/2021	Assessment No. 344218 LOT: 2 PS: 446354A 130 CEMETERY RD BRIAGOLONG	Buildings & works/construction of a replacement dwelling.	Permit Issued by Delegate of Resp/Auth 27/08/2021

Application No/Year	Date Received	Property Title & Address	Proposal	Status
348-1.00/2021	17/08/2021	Assessment No. 268789 CA: 95B 57 MURPHYS RD JACK RIVER	Buildings and works associated with construction of a farm shed.	Permit Issued by Delegate of Resp/Auth 26/08/2021
353-1.00/2021	20/08/2021	Assessment No. 195008 LOT: 16 LP: 34328 26 DAVIES ST SEASPRAY	Buildings & works associated with an outbuilding.	Permit Issued by Delegate of Resp/Auth 24/08/2021
369-1.00/2021	25/08/2021	Assessment No. 38034 CP: 174182V 169-173 FOSTER ST SALE	Buildings & works associated with construction of a carport.	Permit Issued by Delegate of Resp/Auth 30/08/2021

Total No of Decisions Made: 62


PLANNING APPLICATIONS RECEIVED /DECISIONS/ACTIVE FILES
APRIL 2013 - AUGUST 2021
140
120
100
80
60
40
20
0
Apr-13
Jun-13
Aug-13
Oct-13
Dec-13
Feb-14
Apr-14
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Aug-14
Oct-14
Dec-14
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Dec-19
Feb-20
Apr-20
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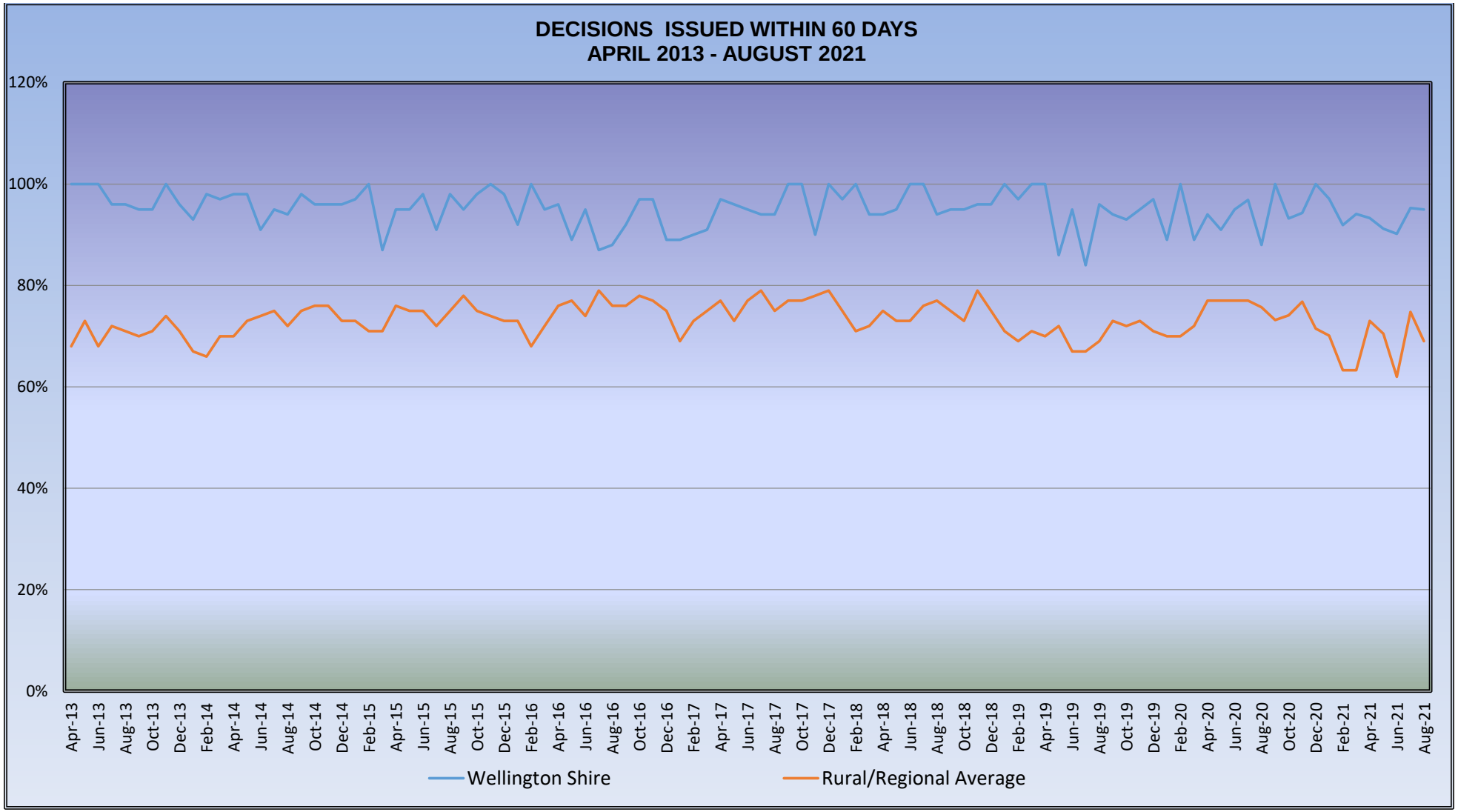
Total Responsible Authority Outcomes
Active Files - End of Month


DECISIONS ISSUED WITHIN 60 DAYS
APRIL 2013 - AUGUST 2021
120%
100%
80%
60%
40%
20%
0%
Apr-13
Jun-13
Aug-13
Oct-13
Dec-13
Feb-14
Apr-14
Jun-14
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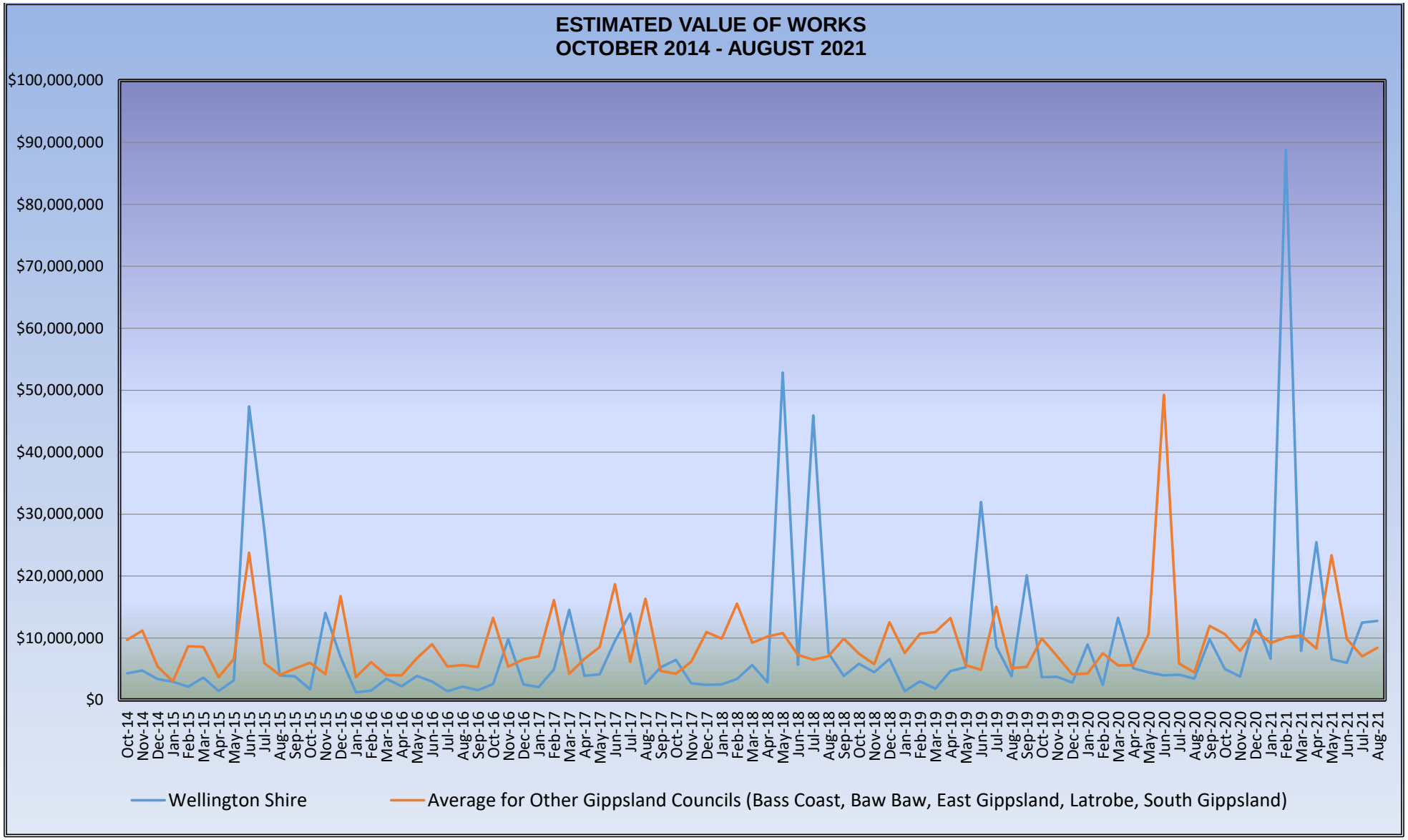
Wellington Shire
Rural/Regional Average


ESTIMATED VALUE OF WORKS
OCTOBER 2014 - AUGUST 2021
$100,000,000
$90,000,000
$80,000,000
$70,000,000
$60,000,000
$50,000,000
$40,000,000
$30,000,000
$20,000,000
$10,000,000
$0
Oct-14 Nov-14 Dec-14 Jan-15 Feb-15 Mar-15 Apr-15 May-15 Jun-15 Jul-15 Aug-15 Sep-15 Oct-15 Nov-15 Dec-15 Jan-16 Feb-16 Mar-16 Apr-16 May-16 Jun-16 Jul-16 Aug-16 Sep-16 Oct-16 Nov-16 Dec-16 Jan-17 Feb-17 Mar-17 Apr-17 May-17 Jun-17 Jul-17 Aug-17 Sep-17 Oct-17 Nov-17 Dec-17 Jan-18 Feb-18 Mar-18 Apr-18 May-18 Jun-18 Jul-18 Aug-18 Sep-18 Oct-18 Nov-18 Dec-18 Jan-19 Feb-19 Mar-19 Apr-19 May-19 Jun-19 Jul-19 Aug-19 Sep-19 Oct-19 Nov-19 Dec-19 Jan-20 Feb-20 Mar-20 Apr-20 May-20 Jun-20 Jul-20 Aug-20 Sep-20 Oct-20 Nov-20 Dec-20 Jan-21 Feb-21 Mar-21 Apr-21 May-21 Jun-21 Jul-21 Aug-21
Wellington Shire
Average for Other Gippsland Councils (Bass Coast, Baw Baw, East Gippsland, Latrobe, South Gippsland)

15. GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.1. ASPHALT RESHEETING PROGRAM

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for asphalt resheeting of urban roads in various locations throughout the shire.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2022 039 Asphalt Re-sheeting of Urban Streets; and***
2. ***The information contained in the confidential attachment Contract 2022 -039 Asphalt Re-sheeting of Urban Streets and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 05 October 2021 because it relates to the following grounds: (g) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;***
be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer can be made public.

BACKGROUND

The asphalt resheeting urban streets program is an annual program targeted at highly trafficked streets, carparks or reserves where a spray sealing treatment is not cost effective. The works comprise, but are not limited to major patching, asphalt resurfacing and linemarking of the resurfaced pavement.

Accordingly, a tender was advertised for these works and has been evaluated and a contract has now been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header - Asphalt Re-sheeting Urban Streets 2021-22 [**15.1.1** - 1 page]
2. CONFIDENTIAL REDACTED - Contract 2022-039 Asphalt Re-sheeting Urban Streets 2021-22 Tender Evaluation Report [**15.1.2** - 5 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022 039 Asphalt Re-sheeting of Urban Streets;
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022 039 Asphalt Re-sheeting of Urban Streets 2021-22.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

These works have been budgeted for under the 2021-2022 capital works program.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.2: *"Council assets are responsibly, socially, economically and sustainably managed."*

Strategy 2.2.3: *"Continue to maintain and enhance Council's built environment for public amenity and long-term sustainability."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

There will be little impact on the community in delivering this project with short term impact to road users while the works are in progress, however the long term impact will be positive with the benefit of upgraded road surfaces.

ENVIRONMENTAL IMPACT

This impact will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING
19 October 2021

On this day, 5 October 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached *document* **ASPHALT RESHEETING CONTRACT 2022-039** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

g) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage
(i) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

……..
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.2. MAFFRA RECREATION RESERVE NETBALL COURT REDEVELOPMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the redevelopment of the Maffra Recreation Reserve Netball Courts.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2022-044 Maffra Recreation Reserve Netball Court Redevelopment; and***
2. ***The information contained in the confidential attachment Contract 2022-044 Maffra Recreation Reserve Netball Court Redevelopment and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 05 October 2021 because it relates to the following grounds: (g) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

This project will redevelop the existing two existing netball courts at the Maffra Recreation Reserve to meet the Netball Australia guidelines for club competition. The project includes LED lighting to the courts.

Accordingly, a tender was advertised for these works and has been evaluated and a contract has now been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header - Maffra Recreation Reserve Netball Court Redevelopment [**15.2.1** - 1 page]
2. CONFIDENTIAL REDACTED - Contract 2022-044 Maffra Recreation Reserve Netball Court Redevelopment Tender Evaluation Report [**15.2.2** - 5 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022-044 Maffra Recreation Reserve Netball Court Redevelopment; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022-044 Maffra Recreation Reserve Netball Court Redevelopment.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

These works have been budgeted for under the 2021-2022 capital works program and have received a $250,000 grant secured through the Victorian Government's Female Friendly Facilities Program and the Committee of Management are contributing $35,000.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.2: *"Council assets are responsibly, socially, economically and sustainably managed."*

Strategy 2.2.3: *"Continue to maintain and enhance Council's built environment for public amenity and long-term sustainability."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

These works will have a positive community impact due to the netball players having two compliant courts to play on.

ENVIRONMENTAL IMPACT

This impact will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING
19 October 2021

On this day, 5 October 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached *document* **CONTRACT 2022-044 MAFFRA RECREATION RESERVE NETBALL COURT REDEVELOPMENT** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

g) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage
(i) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

……..
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.3. BRIAGOLONG RECREATION RESERVE TENNIS COURT REDEVELOPMENT

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the redevelopment of the Briagolong Recreation Reserve Tennis Courts.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2022-042 – Briagolong Recreation Reserve Tennis Court Redevelopment ; and***
2. ***The information contained in the confidential attachment Contract 2022-042 – Briagolong Recreation Reserve Tennis Court Redevelopment and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 05 October 2021because it relates to the following grounds: (g) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer can be made public.***

BACKGROUND

This project will redevelop the existing four non-compliant tennis courts at the Briagolong Recreation Reserve to meet the Tennis Australia guidelines for club competition. One of the courts will be a multipurpose court to enable netball to be played as well as able to be used as a half-court basketball or soccer court. The project includes LED lighting to the courts.

Accordingly, a tender was advertised for these works and has been evaluated and a contract has now been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header - Briagolong Recreation Reserve Tennis Court Redevelopment [**15.3.1** - 1 page]
2. CONFIDENTIAL REDACTED - Contract 2022-042 Briagolong Recreation Reserve Tennis Court Redevelopment Tender Evaluation Report [**15.3.2** - 6 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022-042 – Briagolong Recreation Reserve Tennis Court Redevelopment;
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022-042 – Briagolong Recreation Reserve Tennis Court Redevelopment.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

These works have been budgeted for under the 2021-2022 capital works program and have received a $250,000 grant secured through the Victorian Government's Female Friendly Facilities Program and the Committee of Management are contributing $40,000.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.2: *"Council assets are responsibly, socially, economically and sustainably managed."*

Strategy 2.2.3: *"Continue to maintain and enhance Council's built environment for public amenity and long-term sustainability."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

These works will have a positive community impact due to the courts being upgraded to modern standards and an increased range of sports being able to be played on the courts.

ENVIRONMENTAL IMPACT

This impact will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council's standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING
19 October 2021

On this day, 5 October 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached *document* **CONTRACT 2022-042 BRIAGOLONG RECREATION RESERVE TENNIS COURT REDEVLOPMENT** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

g) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage
(i) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

……..
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

15.4. ROAD EXCHANGE - BUXTONS ROAD, STRADBROKE

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

PURPOSE

The objective of this report is for Council to consider a road exchange by deviating a section of unused Government Road over the part of Crown Allotment 4A Section B Parish of Coolungoolun forming the current alignment of Buxtons Road in Stradbroke.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Pursuant to Section 206 including Clause 2 of Schedule 10 and Section 207A of the Local Government Act 1989, Council resolves to advertise its intention to undertake a road exchange be deviating a section of unused Government Road south of Crown Allotment 4A, Section B, Parish of Coolungoolun over the current alignment of Buxtons Road traversing through Crown Allotment 4A, Section B, Parish of Coolungoolun; and***
2. ***Council place a public notice of the proposed road exchange in local newspapers and serve a notice on statutory authorities; and***
3. ***Council appoints three Councillors plus an alternative representative to form the 'Buxtons Road Exchange Committee' that is established by Council under Section 223(1)(b)(i) of the Act, to consider written submissions/objections and to hear any persons who in their written submission under section 223 of the Act have been requested that they be heard in support of their submission/objection; and***
4. ***In the event that there are no objections or submissions, Council authorise the Chief Executive Officer to progress the road exchange including placing a notice in the Victoria Government Gazette.***

BACKGROUND

The purpose of this report is to seek approval from Council to undertake a road exchange to formalise the road tenure over a section of Buxtons Road that currently traverses through private property at Stradbroke by undertaking a road deviation process using provisions of the *Local Government Act*.

Council officers became aware in mid-2020 that there was a possible anomaly in the road and property boundary alignments at the western end of Buxtons Road, when it was brought to our attention by the property owner.

On further investigation Council officers were able to confirm that a section of approximately 300m of Buxtons Road at is western end, does traverse through private property (CA4 Sec B, Parish of Coolungoolun). It is understood historically that this section of Buxtons Road (on freehold land) has always been along this alignment. The property owner is in acknowledgment of this historical road alignment and is agreement with the road exchange process being proposed as a means to rectify this discrepancy.

Council officers have also contacted the adjacent property owners with regards to the proposed road exchange and have also discussed the possibility of extending the road exchange proposal to include the extension of the unused Government Road abutting their property titles to the west. Though, as this extended proposal would require their two titles to be consolidated into one title in the road exchange process the owners have elected not to participate in any extension to the current proposal.

An aerial photo of the general area and the highlighting of the unused section of Government Road and the alignment of Buxtons Road running through private property that will form this road exchange are shown in Attachment 1.

A road exchange plan showing this proposal in more details is shown in Attachment 2. The unused Government Road to be closed and deviated is shown in yellow, whilst the land shown in pink is the land to be exchanged.

Council officers have formalised discussions with the Department of Environment Land, Water and Planning (DELWP) regarding this proposal. Approval involving the closing of the section of Government Road and for its exchange for the land on which road traverses being a part of CA4 Sec B, Parish of Coolungoolun was sought from the department. DELWP have provided their formal consent as the delegate for the Minister of Energy, Environment and Climate Change with relation to the proposal. A copy of this consent is provided in Attachment 3.

ATTACHMENTS

1. Buxtons Road Exchange Proposal [**15.4.1** - 1 page]
2. 2001384- Road Exchange (v1) [**15.4.2** - 2 pages]
3. Consent for Road Deviation Stradbroke 13-9-2021 signed [**15.4.3** - 1 page]

OPTIONS

Council has the following options available:

1. Progress the deviation of the unused Government Road and road exchange process, in accordance with this report; or
2. Not agree to the deviation of the unused Government Road and abandon the road exchange.

PROPOSAL

That:

1. Pursuant to Section 206 including Clause 2 of Schedule 10 and Section 207A of the Local Government Act 1989, Council resolves to advertise its intention to undertake a road exchange be deviating a section of unused Government Road south of Crown Allotment 4A, Section B, Parish of Coolungoolun over the current alignment of Buxtons Road traversing through Crown Allotment 4A, Section B, Parish of Coolungoolun;
2. Council place a public notice of the proposed road exchange in local newspapers and serve a notice on statutory authorities;
3. Council appoints three Councillors plus an alternative representative to form the ‘Buxtons Road Exchange Committee’ that is established by Council under Section

223(1)(b)(i) of the Act, to consider written submissions/objections and to hear any persons who in their written submission under section 223 of the Act have been requested that they be heard in support of their submission/objection.

4. In the event that there are no objections or submissions, Council authorise the Chief Executive Officer to progress the road exchange including placing a notice in the Victoria Government Gazette.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

By completing the road exchange Council will incur costs for stamp duty, legal and survey costs. These costs can be accommodated within existing budgets.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

The road exchange is being undertaken pursuant to Section 206 including Clause 2 of Schedule 10 of the *Local Government Act 1989*.

COUNCIL POLICY IMPACT

The Sale, Exchange and Acquisition of Land Council Policy outlines the principles in dealing with land transactions and any transactions progressed as part of this proposed exchange and sale will be performed in accordance with Section 4.3.6 Sale, Exchange and Acquisition of Land of that policy.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.2: *“Council assets are responsibly, socially, economically and sustainably managed.”*

Strategy 2.2.3: *"Continue to maintain and enhance Council’s built environment for public amenity and long-term sustainability."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

There will be no negative identifiable community impact as there will be no identifiable change to the road formation as seen on the ground and the road will remain open for public traffic.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

Wellington Shire Council policy requires that notification of the proposal is sent to adjacent property owner. The adjacent landowner has been notified of the proposal.

RISK MANAGEMENT IMPACT

Risk management impacts associated with the recommendation within this report have been addressed accordingly a Licenced Surveyor with prepare the plan of subdivision for the road deviation and Council's solicitor will prepare relevant documents and agreements associated with the road exchange and transfer process.

ATTACHMENT 15.4.1

PROPOSED ROAD EXCHANGE
BUXTONS ROAD, STRADBROKE

GOVERNMENT ROAD TO BE CLOSED AND DEVIATED

ROAD TO BE CREATED

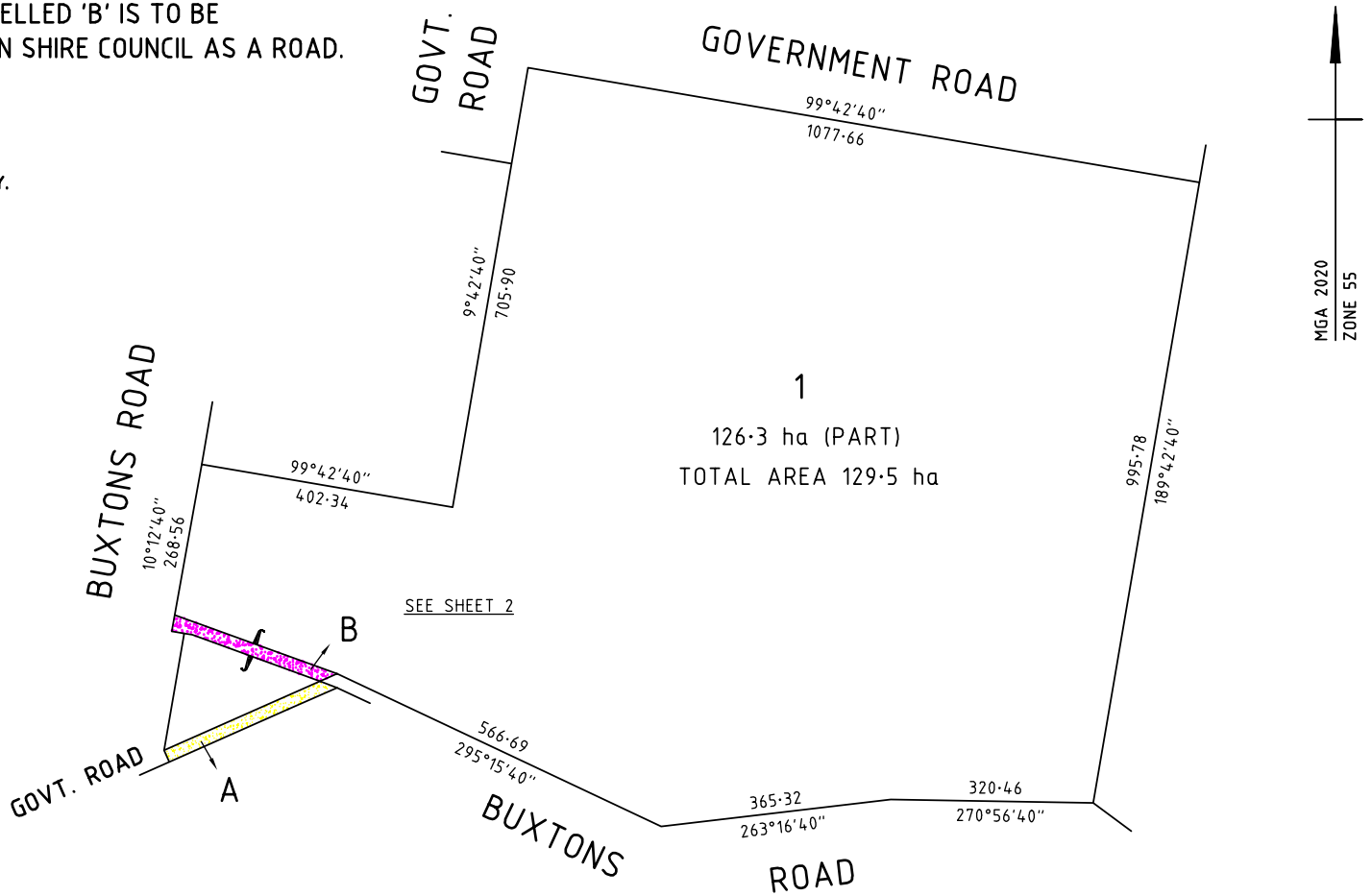
Beveridge Williams
development & environment consultants
Sale ph : 03 5144 3877
beveridgewilliams.com.au

SCALE 1:8000	DATE 31/08/21	DRN. DS	CHK. JJ	PROJ. SURV. JJ
REFERENCE/DRAWING NAME 2001384				REV.
ORIGINAL SHEET SIZE: A3 SHEET 1				0

ROAD EXCHANGE
BUXTONS ROAD, STRADBROKE
PARISH OF COOLUNGOOLUN
SECTION B
CROWN ALLOTMENT 4A

- THAT PART OF THE GOVERNMENT ROAD LABELLED 'A' IS TO BE CLOSED & TRANSFERRED
- THAT PART OF THE LAND LABELLED 'B' IS TO BE TRANSFERRED TO WELLINGTON SHIRE COUNCIL AS A ROAD.

TITLE REFERENCE: VOL. 6140 FOL. 822
LAST PLAN REFERENCE: C.A. 4A ON TP 414951 X
NOTE: DIMENSIONS SUBJECT TO FINAL SURVEY.

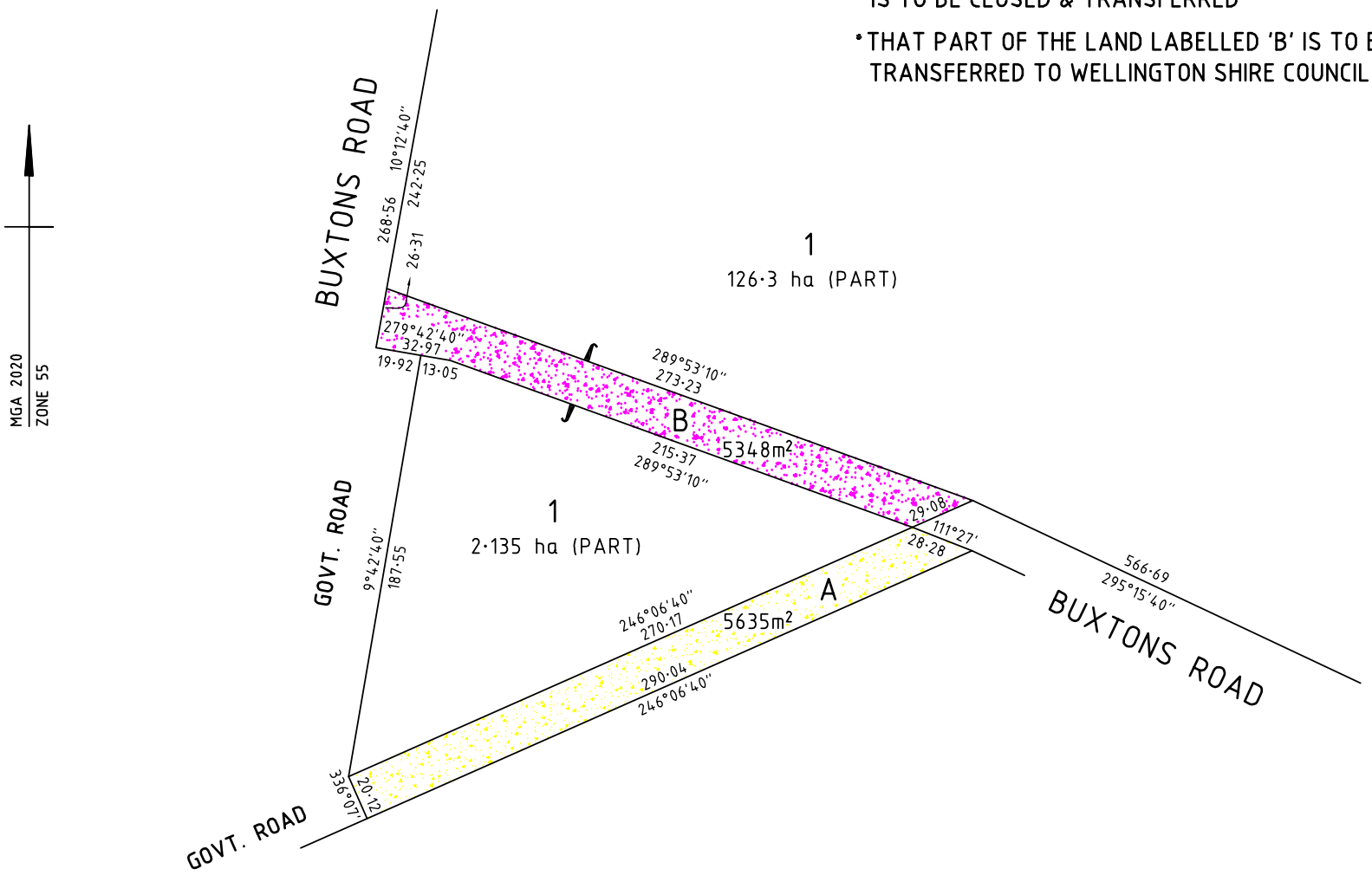


Beveridge Williams
development & environment consultants
Sale ph : 03 5144 3877
beveridgewilliams.com.au

SCALE 1:2000	DATE 31/08/21	DRN. DS	CHK. JJ	PROJ. SURV. JJ
REFERENCE/DRAWING NAME 2001384				REV.
ORIGINAL SHEET SIZE: A3 SHEET 2				0

ROAD EXCHANGE
BUXTONS ROAD, STRADBROKE

- THAT PART OF THE GOVERNMENT ROAD LABELLED 'A' IS TO BE CLOSED & TRANSFERRED
- THAT PART OF THE LAND LABELLED 'B' IS TO BE TRANSFERRED TO WELLINGTON SHIRE COUNCIL AS A ROAD.

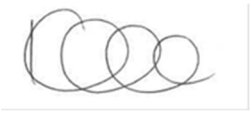


Department of Environment, Land, Water & Planning

CONSENT FOR ROAD DEVIATION
LOCAL GOVERNMENT ACT 1989

Under Clause 2 (2) of Schedule 10 of the *Local Government Act* 1989, I, Kellinde Chester, Program Manager Land and Built Environment, as delegate of the Minister for Energy, Environment and Climate Change, hereby consent to the deviation of a road in the Parish of Coolungoolun, shown 'Yellow' on the attached plan, which is government road, to the land shown 'Pink' on the plan, which is not Crown land.

Department correspondence 16L9-5967



…….
Kellinde Chester
Program Manager Land and Built Environment
(As delegate for the Minister of Energy, Environment and Climate Change)

Date : …13/09/2021…….

Privacy Statement
Any personal information about you or a third party in your correspondence will be protected under the provisions of the Privacy and Data Protection Act 2014. It will only be used or disclosed to appropriate Ministerial, Statutory Authority, or departmental staff in regard to the purpose for which it was provided, unless required or authorised by law. Enquiries about access to information about you held by the Department should be directed to the Privacy Coordinator, Department of Environment, Land, Water and Planning, PO Box 500, East Melbourne, Victoria 8002

VICTORIA State Government

15.5. NATIONAL PARK ROAD SAFETY TREATMENTS PROJECT

ACTION OFFICER: MANAGER BUILT ENVIRONMENT

PURPOSE

The purpose of this report is to provide Council a recommendation to cease implementation of the National Park Road Safety Treatment Project, Loch Sport.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Council notes the majority of the community feedback received regarding the proposed National Park Road Safety Treatment Project identified as part of Council's 2021/22 capital works program, does not support the installation of raised safety platforms;***
2. ***In considering the community feedback received, Council does not proceed with the proposed National Park Road Safety Treatments project, and authorises the Chief Executive Officer to redirect the available budget to support the planning, design and implementation of the Urban Paths Program;***
3. ***Council authorise the Chief Executive Officer to write to the Loch Sport Business and Tourism Association, the Loch Sport Community Representative Group and the participants who completed the online survey, and to publish an article in the Loch Sport newsletter, to inform them of Council's decision in relation to this matter;***
4. ***Council notes the requests received to investigate a town wide 50km/h speed limit for Loch Sport and on this basis authorise the Chief Executive Officer to commence engagement with Regional Roads Victoria regarding this request.***

BACKGROUND

The proposed National Park Road Safety Treatments project involves the installation of Raised Safety Platforms at five key locations along National Park Road, Government Road and Sanctuary Road in Loch Sport. These locations were at the following intersections:

- Government Road and Warren Street;
- Sanctuary Road and Cliff Street;
- National Park Road and the Loch Sport Hall entrance;
- National Park Road and Goodlett Avenue; and
- National Park Road and Horder Street.

Council staff met with both the Loch Sport Business and Tourism Association and the Loch Sport Community Representative Group earlier in the year on 4 May 2021, to discuss the proposal. Following these meetings, Wellington Shire Council received 45 customer requests in relation to the proposed project, where 14 requests were in favour and 31 were against in installation of raised safety platforms.

Broader community engagement was undertaken between May 2021 and August 2021 via Council's Your Wellington Your Say project page which included:

- information regarding the project background and planning;
- images of previous Raised Safety Platforms installed in Seaspray;
- an information brochure on Raised Safety Platforms / raised pavements completed by Safe System Solutions;
- concept designs for the Raised Safety Platforms; and
- a survey of four questions to identify the level of support for the project from a community level.

The Your Wellington Your Say project page was advertised via Council's Facebook page, emails were also sent to community groups and to both corporate and local emergency services providers. Posters advertising the project and the Your Wellington Your Say page were also placed around the township at key locations.

The Your Wellington Your Say project page saw 220 visits, with 63 visitors actively completing the survey. The key message from this engagement was that 65% of participants were against the installation of raised safety platforms with the remaining 35% of participants in favour. Furthermore 51% of participants believed that there was an issue with speed along the targeted roads and 49% did not.

Throughout the engagement process, a key theme from the customer requests received and from the discussions with community groups was the desire for a 50km/h speed limit for the township of Loch Sport.

A number of Councillors and Council Staff also met with representatives from the Loch Sport Business and Tourism Association and Local Emergency Service's once the survey was closed to discuss the outcomes and possible next steps. Those in attendance were supportive of the proposed recommendation.

Further to the above there are only four roads in Loch Sport with a speed limit of 60km/h which are National Park Road, Government Road, Sanctuary Road and Wallaby Street. The remaining streets within the town are 50km/h. In consideration of the feedback received Council officers propose to commence discussions with Regional Roads Victoria regarding this proposed speed limit change.

ATTACHMENTS

Nil

OPTIONS

Council has the following options available:

1. That:
    a. Council notes the majority of the community feedback received regarding the proposed National Park Road Safety Treatment Project identified as part of Council's 2021/22 capital works program, does not support the installation of raised safety platforms;

b. In considering the community feedback received, Council does not proceed with the proposed National Park Road Safety Treatments project, and authorises the Chief Executive Officer to redirect the available budget to support the planning, design and implementation of the Urban Paths Program;

c. Council authorise the Chief Executive Officer to write to the Loch Sport Business and Tourism Association, the Loch Sport Community Representative Group and the participants who completed the online survey, and to publish an article in the Loch Sport newsletter, to inform them of Council's decision in relation to this matter;

d. Council notes the requests received to investigate a town wide 50km/h speed limit for Loch Sport and on this basis authorise the Chief Executive Officer to commence engagement with Regional Roads Victoria regarding this request.

2. As above but further to point d, Council does not authorise further investigation and engagement with Regional Roads Victoria regarding a town wide 50km/h speed limit.
3. Council proceeds with the proposed National Park Road Safety Treatments project.

PROPOSAL

Council notes the majority of the community feedback received regarding the proposed National Park Road Safety Treatment Project identified as part of Council's 2021/22 capital works program, does not support the installation of raised safety platforms.

In considering the community feedback received, Council does not proceed with the proposed National Park Road Safety Treatments project, and authorises the Chief Executive Officer to redirect the available budget to support the planning, design and implementation of the Urban Paths Program.

Council authorise the Chief Executive Officer to write to the Loch Sport Business and Tourism Association, the Loch Sport Community Representative Group and the participants who completed the online survey, and to publish an article in the Loch Sport newsletter, to inform them of Council's decision in relation to this matter.

Council notes the requests received to investigate a town wide 50km/h speed limit for Loch Sport and on this basis authorise the Chief Executive Officer to commence engagement with Regional Roads Victoria regarding this request.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

These works had been budgeted for under the 2021-2022 capital works program. The savings from ceasing the National Park Road Safety Treatments project could be redirected to the ongoing planning, design and implementation of the Urban Paths Program.

COMMUNICATION IMPACT

Council officers will formally write to the Loch Sport Business and Tourism Association, the Loch Sport Community Representative Group and those who completed the survey and publish an article in the local Loch Sport newsletter to inform of them of Councils decision in relation to this matter.

LEGISLATIVE IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.2: *“Council assets are responsibly, socially, economically and sustainably managed.”*

Strategy 2.2.3: *"Continue to maintain and enhance Council’s built environment for public amenity and long-term sustainability."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

Should Council choose not to proceed with this project no significant impacts resource or staffing impacts are expected. The proposed alternatives can be delivered and managed by the Built Environment and Assets and Projects Teams.

COMMUNITY IMPACT

Ceasing this project is likely to have both a positive and negative impact on the community. The survey through Council’s Your Wellington Your Say project page suggested 35% of participants supported the proposed treatments, whilst 65% were not in support of the project. Furthermore 51% of participants believed that there was an issue with speed along the targeted roads and 49% did not.

ENVIRONMENTAL IMPACT

Ceasing this project will have no significant environmental impact.

ENGAGEMENT IMPACT

Wellington Shire Council officers will formally write to both the Loch Sport Business and Tourism Association and the Loch Sport Community Representative Group to inform of them of Councils decision in relation to this matter.

RISK MANAGEMENT IMPACT

It is considered that ceasing the National Park Road Safety Treatments project will not expose Wellington Shire Council to any significant risks.

15.6. FOOTPATH RENEWAL WORKS

ACTION OFFICER: MANAGER ASSETS AND PROJECTS

PURPOSE

The purpose of this report is for Council to consider entering into a contract for the reconstruction of footpaths and shared paths in various towns across the shire.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Council adopt the recommendations contained in the attached confidential Tender Evaluation Report of the Council Meeting Agenda for Contract 2022-040 Footpath Renewal Works; and***
2. ***The information contained in the confidential attachment Contract 2022-040 Footpath Renewal Works and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Built and Natural Environment on 04 October 2021 because it relates to the following grounds: (g) private commercial information, being information provided by a business, commercial or financial undertaking that if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;***
   be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful tenderer can be made public.

BACKGROUND

The works for this contract include the reconstruction of selected footpaths and shared paths in Dargo, Gormandale, Heyfield, Maffra, Rosedale and Stratford that are in poor condition.

Accordingly, a tender was advertised for these works and has been evaluated and a contract has now been prepared for Council's consideration.

ATTACHMENTS

1. Confidential Header - Footpath Renewal Works [**15.6.1** - 1 page]
2. CONFIDENTIAL REDACTED - Contract 2022-040 Footpath Renewal Works Tender Evaluation Report [**15.6.2** - 5 pages]

OPTIONS

Council has the following options available:

1. Adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022-040 Footpath Renewal Works; or
2. Not enter into a contract and not proceed with these works at this time.

PROPOSAL

That Council adopt the recommendations contained in the attached confidential Tender Evaluation Report for Contract 2022-040 Footpath Renewal Works.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

These works have been budgeted for in the 2021-2022 capital works program.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

Wellington Shire Council is committed to ensuring the Contract tendering process complies with the *Local Government Act 1989*, *Local Government Act 2020* and the Victorian Local Government Code of Tendering.

COUNCIL POLICY IMPACT

These works are in line with Council's policies of maintaining and enhancing Council's infrastructure.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.1: *"Council services and infrastructure are responsive to identified current and future community needs within budgeted parameters."*

Strategy 2.1.2: *"Provide access to a diverse range of recreational opportunities for all sectors of the community."*

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.2: *“Council assets are responsibly, socially, economically and sustainably managed.”*

Strategy 2.2.3: *"Continue to maintain and enhance Council’s built environment for public amenity and long-term sustainability."*

This report supports the above Council Plan strategic objectives and strategies.

RESOURCES AND STAFF IMPACT

This project will be undertaken with the resources of the Assets and Projects unit.

COMMUNITY IMPACT

These works will have a positive community impact due to footpaths and shared paths that are in poor condition that will be reconstructed to the current standards.

ENVIRONMENTAL IMPACT

This impact will have minimal environmental impact, with the contractors providing an Environmental Management Plan which will be strictly monitored.

ENGAGEMENT IMPACT

Wellington Shire Council’s standard consultation practices will be implemented on this project.

RISK MANAGEMENT IMPACT

It is considered that the proposed contract works will not expose Wellington Shire Council to any significant risks. All Occupational Health and Safety risks will be discussed with the contractor and allocated to the party in the best position to manage each risk.

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING
19 October 2021

On this day, 4 October 2021, in accordance with Section 66 Clause (2)(a) of the *Local Government Act 2020*; I, Chris Hastie, General Manager Built and Natural Environment declare that the information contained in the attached *document* **CONTRACT 2022 - 040 FOOTPATH RENEWAL WORKS** is confidential because it relates to the following grounds under Section 3(1) of the *Local Government Act 2020*:

g) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage
(i) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;

……..
CHRIS HASTIE, GENERAL MANAGER BUILT AND NATURAL ENVIRONMENT

16. GENERAL MANAGER COMMUNITY AND CULTURE

16.1. COMMUNITY ASSISTANCE GRANTS - AUGUST 2021

ACTION OFFICER: MANAGER COMMUNITIES, FACILITIES AND EMERGENCIES

PURPOSE

For Council to approve the allocation of Community Assistance Grants August 2021 funds, as detailed in Attachment 1 – CAG Aug 2021 Recommendations – and applicants being notified of the outcome of their applications.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council approves the allocation of Community Assistance Grants August 2021 funds, as detailed in Attachment 1 – CAG Aug 2021 Recommendations – and applicants being notified of the outcome of their applications.

BACKGROUND

Council's Community Assistance Grants Scheme encourages development of initiatives in the community in line with Council's vision, Wellington 2030, and the Wellington Shire Council Plan 2017-21. The scheme aims to build community capacity, encourage participation in cultural development and support community initiatives that promote participation.

Not for profit community groups operating in the Wellington Shire can apply for a Community Assistance Grant of over $2,000 to $5,000. There are annually two Community Assistance Grant rounds in March and August with funding categories - Events, Projects and Facilities.

Applications received that successfully meet the criteria are eligible to be prioritised for funding.

For the August 2021 round, the following applications have been received and recommendations made, with full details in Attachment 1.

CAG August 2021	Events		Projects		Facilities		TOTAL	
Applications received	13	$62,335.50	6	$30,000	9	$43,869.20	**28**	**$136,204.70**
Applications recommended	13	$62,335.50	6	$30,000	9	$43,869.20	**28**	**$136,204.70**

Applications are assessed by a Community Assistance Grants Panel (the panel), which comprises staff at a management and/or coordinator level.

Each application is assessed on its benefit to the community, ability to fulfil a community need, project planning and the capacity of the applicant to deliver the project. The panel provides advice and recommendations to Council based on published Attachment 2 CAG AUG 2021 Guidelines and Assessment Criteria.

ATTACHMENTS

1. Attachment 1 CAG Aug 2021 Recommendations [**16.1.1** - 4 pages]
2. Attachment 2 CAG AUG 2021 Guidelines & Assessment Criteria [**16.1.2** - 8 pages]

OPTIONS

Council has the following options available:

1. Approve the allocation of Community Assistance Grants – August 2021 funds, as detailed in Attachment 1 – CAG Aug 2021 Recommendations – and applicants being notified of the outcome of their applications; or
2. Seek further information for consideration at a future meeting of Council.

PROPOSAL

That Council approves the allocation of Community Assistance Grants August 2021 funds, as detailed in Attachment 1 – CAG Aug 2021 Recommendations – and applicants being notified of the outcome of their applications.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

Funding will be through the Community Assistance Grant Scheme within the Community Wellbeing budget. The total available budget for the 2021/22 Community Assistance Grant and the Quick Response Grant Scheme is $341,398.

28 applications are recommended for the August 2021 funding round total funding $136,204.70.

COMMUNICATION IMPACT

The funding of these events and projects will facilitate positive community relationships with Wellington Shire Council, highlighting Council's commitment to supporting not for profit community organisations in the delivery of their activities, projects and events that benefit the wider community.

LEGISLATIVE IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 1 Communities states the following strategic objective and related strategy:

Strategic Objective 1.2: *"Celebrate, recognise and acknowledge our diverse community and improve social connections among youth, aboriginal and aged communities."*

Strategy 1.2.1: *"Ensure that Council services, facilities and events promote inclusivity, social connectedness and accessibility."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

The funding of these events, projects and facilities projects will have a significant positive impact on the community and provide help to increase the range of activities that the wider Wellington community can access and be a part of. Successful applicants have demonstrated a community need that will be filled through receiving the funding and show a community benefit through project outcomes.

ENVIRONMENTAL IMPACT

All events, projects and facilities projects' applicants are encouraged to consider the environmental impacts that will be produced through delivering their grant outcomes and have appropriate measures in place to manage them.

ENGAGEMENT IMPACT

Council officers were involved in consultation with grant applicants to provide advice and assistance in the completion of event grant applications.

RISK MANAGEMENT IMPACT

The events industry is strongly legislated, and all events are encouraged to comply with current occupational health and safety legislative and best practice safety standards. It is the responsibility of applicants to ensure that their projects comply with all current rules and regulations.

COMMUNITY ASSISTANCE GRANTS AUGUST 2021

Events

	Organisation	Event	Event Description	Amount	Recommended
1	Loch Sport Business & Tourism Association Inc,	Annual Loch Sport NYE Fireworks Display	Annual Fireworks Display celebrating New Years Eve, fireworks positioned on a barge on Lake Victoria and can be viewed from anywhere along the Loch Sport foreshore.	$5,000	✓
2	City of Sale Eisteddfod Society Inc	City of Sale Eisteddfod	Annual Eisteddfod showcasing talents in Dance, General Music, Speech and Drama.	$5,000	✓
3	Gippsland Water Dragons Inc	Gippy Gallivant	Social non-competitive Dragon Boat paddling event from Port of Sale to Swing Bridge and return.	$5,000	✓
4	Heyfield & District Vintage Machinery Group Inc	Heyfield Vintage Machinery Rally 2022	Two-day event showcasing history from the past, sharing stories and educating the public on how things worked and were built.	$5,000	✓
5	Lake Wellington Yacht Club Inc	Marlay Point Family Fair	Free family event with food vans, jumping castle and face painting, information boards, historic t-shirts during the entrant boats arriving, rigging and sailing for the iconic Marlay Point Overnight Race.	$3,540	✓
6	Stratford on Avon Shakespeare Association	2022 Shakespeare on the River Festival	Two week festival celebrating the works of William Shakespeare. The township of Stratford hosts a range of arts, performance, live theatre and popular Medieval Faire Day on the village green.	$5,000	✓
7	Riviera Triathlon Club	Maffra Triathlon	A teams based mini triathlon event for all ages. Based in Maffra showcasing the Maffra Swimming Pool and Maffra Lawn Tennis Club facilities.	$5,000	✓
8	Anglican Parish of Avon	Avon Anglican Family Fun Fair	A free event providing family fun activities, including children's activities, family pet show, variety stalls and BBQ lunch.	$4,000	✓

	Organisation	Event	Event Description	Amount	Recommended
9	Wines of Eastern Gippsland	Tinamba Food and Wine Festival	A celebration of Central and East Gippsland's food and wine.	$5,000	✓
10	Golden Paradise Beach Ratepayers & Residents Association Inc	2022 Golden Beach End of Summer Surf Festival	Annual Easter weekend event, with a fishing competition, Art by the Sea exhibition and collectibles market and evening community BBQ with entertainment.	$5,000	✓
11	Yarram Agricultural Society	2021 Yarram Agricultural Show	A local, iconic community event that showcases local talent. Traditional exhibits include cookery, horticulture, needlework, art and craft, photography, primary school artwork, horse/equestrian and poultry as well a variety of activities and entertainment for all ages.	$5,000	✓
12	Arthouse Gippsland	Inward Goods Festival	Three day music and arts camping festival set inside a natural amphitheatre in the Moornappa Forest, featuring local and Melbourne-based artists.	$5,000	✓
13	GippSport	GippSport Streetgames Skate Park Competitions	Pop-up skatepark competitions in three Wellington townships.	$4,795.50	✓
			TOTAL AMOUNT RECEIVED	**$62,335.50**	
			TOTAL AMOUNT RECOMMENDED	**$62,335.50**	

Projects

	Organisation	Title	Project Description	Amount	Recommended
1	Stratford on Avon Shakespeare Association	10th Anniversary Celebration of The Stratford Arts Trail	A community-based arts project with the installation of the 10th piece of art to the Stratford Arts Trail. Installation will commemorate the 10th anniversary of the Stratford Arts Trail.	$5,000	✓

	Organisation	Title	Project Description	Amount	Recommended
2	Maffra Dramatic Society Inc	Mamma Mia!	To produce the ultimate feel-good musical at The Wedge Performing Arts Centre in Sale in March 2022. The show is designed to entertain and attract new and diverse audiences.	$5,000	✓
3	Maffra Golf Club Inc	Clubhouse Renovation	To replace ageing furniture in the clubrooms.	$5,000	✓
4	Yarram & District Cricket Club Incorporated	Cricket Pitch Covers & Inflatable Cylinder	Purchase protective coverings and equipment for the Yarram Recreation Reserve cricket pitch.	$5,000	✓
5	Woodside & District Football Netball Club	Kitchen Dishwasher	Purchase commercial-grade dishwasher, double sink and stainless-steel bench tops to improve cleaning/dishwashing functionality and capacity.	$5,000	✓
6	Paradise Golden Beach Senior Citizens Club Inc	Seniors staying Social	To improve social connections and support for older adults in Golden Beach, Paradise Beach and surrounding areas.	$5,000	✓
			TOTAL AMOUNT RECEIVED	**$30,000**	
			TOTAL AMOUNT RECOMMENDED	**$30,000**	

Facilities

	Organisation	Title	Project Description	Amount	Recommended
1	Stratford Dog Agility Inc	Storage Improvement Project	Purchase and install a 20-foot shipping container to securely store required club equipment.	$5,000	✓
2	Port Albert Mechanics Institute Hall	Safety and Security lighting	To provide safety and security lighting around the large and small hall, amenities and user group rooms on the completion of the Hall's major refurbishment.	$4,869.20	✓
3	Heyfield & District Vintage Machinery Group Inc	Multi-purpose shed project	Final project work to the shed - concrete floor.	$5,000	✓
4	Newry Golf Club	Enhance the Newry Golf Course	Purchase a new Kubota Z231-42 zero turn mower to maintain the 18-hole community golf course.	$4,000	✓
5	Stratford Courthouse Inc	Courthouse Sound System Upgrade	Replacement of the existing sound system in the theatre with a system that will provide superior sound and greater flexibility.	$5,000	✓
6	Maffra Lawn Tennis Club	MLTC continuation plan	To provide alternative facilities during major clubroom upgrades.	$5,000	✓
7	George Gray Centre	All abilities - sensory garden project	Purchase and install a Liberty swing to the Maffra all-abilities outdoor area as part of the all-abilities outdoor area.	$5,000	✓

	Organisation	Title	Project Description	Amount	Recommended
8	Yarram Regent Theatre Committee of Management Inc	Comfort for All	Purchase of new chairs for the main hall.	$5,000	✓
9	Munro Public Hall Committee of Management	Munro Hall improvement project	Install 3 air conditioners to make the Hall more comfortable for users during summer and winter.	$5,000	✓
			TOTAL AMOUNT RECEIVED	**$43,869.20**	
			TOTAL AMOUNT RECOMMENDED	**$43,869.20**	

Community Assistance Grants

Guidelines and Assessment Criteria

August 2021

WELLINGTON SHIRE COUNCIL
The Heart of Gippsland

Introduction

Our Community Assistance Grants Scheme encourages the development of community initiatives in line with Council's Wellington 2030 vision and the Council Plan.
It aims to build on community capacity, encourage participation in cultural development and support community initiatives that promote partnerships and working together to maintain our community assets.

Overview

Not for profit community groups operating in the Wellington Shire can apply for a Community Assistance Grant of $2,001 to $5,000. There are three funding categories – Projects, Events and Facilities.

Applications Open: **9.00am Tuesday 15 June 2021**
Applications Close: **5.00pm Tuesday 3 August 2021**

Categories	Funding Available For	Funding Amount
Projects	**Projects that have a benefit to the community** – Arts initiatives, accessible equipment, equipment, community gardens, community development programs, cultural projects, project planning, etc.	$2,001 - $5,000
Events	**Community Events** – festivals, mardi gras, activities, open days, fun days, forums, garden parties, celebrations and anniversaries etc.	
Facilities	**Minor Capital Works** – kitchen upgrades, water tanks, building extensions, storage, accessibility improvements, shade shelters etc.	

What will not be funded?

Funding cannot be used for the following:

- Scholarships and awards. Applicants who request Council funding for trophies, uniforms, prizes, wages and honorariums will need to provide specific reasons why the funds are required for these items, prior to their application being assessed.
- Projects that deliver a direct and focused religious or party political message.
- Projects associated with or hosted at areas/facilities with or designed for gaming machines, gambling and betting and commercial licensed venues.
- Funding deemed to be used for a primarily commercial benefit.

Grant Types

Projects

Project grants aim to support a broad range of community initiatives and provide financial assistance to projects that are important to the community.

Successful applicants must demonstrate a community need that will be filled through receiving the funding and show a community benefit through project outcomes.

Equipment purchases and project planning are also considered under this fund.

Events

Event grants aim to bring the community together and actively engage them in an event or activity. This includes activities and events that signify the social, cultural, historic and environmental identity of the area.

Applicants must show evidence of bringing the community together and a demonstrated capacity to deliver the event.

Community Events funding provides assistance to increase the range of events and activities that the wider community can access and be a part of.

Facilities

Facilities grants aim to provide assistance to community groups to undertake minor capital works projects and maintenance on community facilities.

Projects incorporating environmentally sustainable initiatives such as passive energy design, energy usage and water harvesting are encouraged.

Capital works are defined as building extensions and improvements. Playing surface improvements and lighting projects are also considered to be capital works items. Built in or fixed equipment may also be considered for funding.

The aim of funding should be to increase the access and use of a facility for the community.

Applicants must show evidence of the use of the facility and demonstrated capacity to deliver the project.

Criteria – General

After reading the funding guidelines, you should contact the **Grants Officer 1300 366 244** to seek an application form and feedback on your proposal. This will ensure you are eligible to apply and your application meets the funding guidelines.

1. Grants are available to not for profit community groups operating in the Wellington Shire. Schools are not eligible, although they could be partners in projects.
2. Projects must service the residents of and be administered in the Wellington Shire.
3. All applicants must provide a copy of a current Public Liability Insurance policy that will be used to cover the event/project.
4. **Applicants who have previously been successful in receiving funding MUST have completed all acquittals and complied with Council requirements prior to being considered for the current funding round**.
5. All Events/Projects must ensure inclusivity, social connectedness and accessibility has been considered.
6. Multiple applications for the same event or project will not accepted.
7. Events/Projects that are primarily for the purpose of fundraising will be required to demonstrate the Community benefits in addition to the fundraising outcome
8. Events/Projects must commence after 1 November 2021 and take place by 30 November 2022. Acquittal forms must be submitted to Council within 8 weeks of the event or project completion.
9. Applicants must be incorporated bodies or have an established legal entity. If your organisation is not incorporated or doesn't have an ABN you will be required to provide the details of an auspice organisation. The auspice organisation will receive the grant funding on your behalf and will ultimately be responsible for the acquittal.
10. If your organisation is incorporated but does not have an ABN, a 'Statement by a Supplier – Reason for Not Quoting an ABN' form must be included with your application. This form is available from the Australian Tax Office website.
11. Council will provide $3 for every $1 contributed by the applicant i.e. if you are applying for a $5,000 grant you must contribute $1,666. The contribution can be in-kind support, volunteer labour or a monetary contribution.
12. For all council expenditure items of $1,000 or more you must include a quote or evidence of the item cost. Facility applications must include a quote for all expenditure items.
13. Unsuccessful applications will be ineligible to apply for the same project in the future unless otherwise advised.
14. Applications must be completed and returned by 5.00pm on Tuesday 3 August 2021. The closing date will apply for all applications. No late applications will be accepted.
15. You will be notified in writing of the outcome of your grant by 22 October 2021. You are welcome to contact the Grants Officer for further feedback. Once you receive confirmation and returned a completed funding agreement it can take up to six weeks for the funding to arrive in your bank.
16. Applications deemed to be for commercial benefit will not be considered. This will be determined on a case by case basis. This will include applications where the main beneficiary is a business.
17. Applications must be completed in full and have sufficient evidence to make a reasonable assessment of the application. Council reserves the right to further investigate aspects of the application. Applications and Acquittals must be on the correct form.

18. Applicants must not already be receiving substantial financial support from Council.
19. Applicants who are under agreement to receive no further financial contribution from Council are ineligible to apply.
20. Funding must not be regarded as a recurrent commitment from Council. There is no guarantee a recurring project, activity or event will be funded in the future. Funding is limited.
21. Council may reduce the amount allocated to you if the funding applied for is considered unsubstantiated, excessive, or if you have previously received funding.
22. Successful applicants will be required to complete a Funding Agreement, which includes the conditions of grant funding. You may also be asked to comply with additional conditions.
23. Funding must be returned if the event is not completed in line with the Funding Agreement. Any excess funding must be returned.
24. Council encourages the sharing of resources in the community as a way of creating partnerships. If Council is aware of an alternative option available to you, it will recommend it as an alternative to funding.
25. You are required to acknowledge Wellington Shire Council's support of your event or project as specified in the Funding Agreement.

Criteria – Category Specific

Projects

- The applicant is responsible for all ongoing maintenance and running costs of any equipment purchases resulting from a successful application.

Events

- You MUST include a copy of your public liability insurance that will be used to cover the event. Funding will not be processed until this is received.
- All successful applicants must display Wellington Shire Council banners/signs at the event. These will be automatically booked if you are successful.
- Successful applicants will be provided with an Event Marketing Toolkit which provides advice on marketing your event and information regarding the use of the Wellington Shire Council Logo and other Council requirements.

Facilities

- Committees of Management or user groups of community facilities within the Wellington Shire are eligible to apply.
- All applicants must attach a written quotation to reflect the works that will be undertaken.
- It is unlikely that more than one application for a facility will be funded. User groups must prioritise their projects before submitting their applications.
- Applicants must include written permission from the landowner/manager to complete works on the facility.

Important Things to Note

- The not for profit community group applying for the grant will be referred to as the 'organisation' throughout the application.
- The applicant is the organisation, not the individual representative or person completing the application form.
- A community group does not have to be an official or legally recognised body; it can include any loosely affiliated community members joined by interest, geography or culture etc.
- The event, project or minor capital works upgrade is referred to as the 'project' in the application form, assessment criteria and guidelines.
- Wellington Shire Council is committed to upholding the Human Rights principles as outlined in the Charter of Human Rights and Responsibilities Act 2006 (Vic) and has referred to Council's Human Rights Policy to develop the Community Assistance Grant Guidelines and Assessment Criteria.

Assessment Process

Applications undergo an initial eligibility check to determine whether they meet the funding guidelines and will then be scored against the criteria.

Section	Category – Criteria	Maximum Points
Section 1	Planning and Capacity	15
Section 3	Community Outcomes	40

Based on the score received against the assessment criteria, applications are prioritised by a panel from the Wellington Shire Council. This panel provides advice and recommendations to Council. During a Council meeting, Councillors make the final decision on which applications will be funded under the scheme.

Applicants can have special funding conditions placed on their application. These conditions will be included on the Funding Agreement form. These can be conditions that must be met prior to receiving funding or included in the acquittal phase of the project to ensure compliance.

Assessment Criteria

The assessment criteria below is used to assess applications received for Community Assistance Grants and should be used as a reference when completing the application form.

Section 1 - Planning and Capacity *responses will be scored out of 15 and will be 25% of the application assessment*	
Has the applicant: • Provided clear details about the event/project? • Is the project achievable? • Demonstrated the ability to deliver the project? • Provided promotion and marketing information and schedule? • Provided evaluation details; schedule and information? • Considered Access and Inclusion issues and considered the needs of all the community and user groups? • Attached relevant support material?	
Details	
Limited details about the event/project.	**1**
Adequate details about the event/project have been supplied.	**2**
A clear picture of the event/project has been presented eg all event/project activities listed, event/project plan attached. Detail and evidence provided.	**3**
Organisation details	
Limited details about the organisation.	**1**
Adequate details about the organisation have been presented.	**2**
Presented detailed roles and purposes of the organisation. Detail and evidence provided.	**3**
Promotion and Marketing	
Provided limited promotion and marketing planning and initiatives.	**1**
Adequate promotion and marketing initiatives presented.	**2**
Provided clear direction for promotion and marketing for the event/project. Detail and evidence provided.	**3**
Evaluation	
Limited evaluation planning has been considered and presented. Eg. visual assessment of participants (smiling faces of audience).	**1**
Adequate evaluation planning have been presented and considered.	**2**
Strong and clear planning presented to measure the impact of delivering the initiative. Detail and evidence provided.	**3**
Accessibility and Inclusivity	
Demonstrated an understanding about access and inclusion needs for the event/project.	**1**
Access and Inclusion considerations have been demonstrated adequately.	**2**
Provided a clear direction of the access and inclusion needs for the event/project/facility, eg accessible action plan, images, signage, etc. Detail and evidence provided.	**3**

Assessing Community Outcomes

Applicants are asked to determine what community based outcomes will be achieved if they are successful in receiving grant funding. A large factor for assessing these criteria will be the applicant's ability to demonstrate the community benefit and how a community need will be achieved by delivering their event or project or completing the minor capital works upgrade.

Community benefit and community need has been defined in the following table; a successful application will address a number of the points listed in the table.

Community Need Outcomes

- Evidence
  - There is more than one source of evidence showing a need for the project and/or funding e.g. ABS Stats, community newsletters, local newspaper, data from the organisation, community demographics, letters of support/community feedback, etc;
  - This project responds to changes in our community; and/or
  - There is evidence of the community need for the project.
- Solutions
  - The project provides a sustainable solution to a problem;
  - The project is the best solution, and multiple solutions have been considered;
  - The project improves the quality of service and/or introduces a new group or service; and/or
  - The project is an innovative solution that has not been tried before.
- Community Engagement
  - The community relies on the project. It is important to the community that the project goes ahead;
  - The project enables the applicant to broaden or deepen its role in the community; and/or
  - The project enables multiple groups to be engaged, ie young people, local business groups, other community groups, volunteers and local activity groups.

Community Benefit Outcomes

- Economic
  - The project will enable the community to gain economic benefits and outcomes, such as;
    - attract new visitors to the area;
    - encourage people to stay overnight (Accommodation, food etc.); and/or
    - encourage local spending; this can relate to the applicant purchasing from local suppliers.
- Skill Building for Community Members
  - There will be personal development as the result of direct or indirect involvement in the project**;**
  - Participating in the project will increase an individual's skills; and/or
  - The project is educational in nature and aims to increase knowledge.
- Social
  - The project encourages networking and collaboration including the creation of partnerships and pooling of resources;
  - The project could encourage people who are not currently engaged to become involved;
  - The project encourages the community to continue to work together; and/or
  - The partnerships developed through the project will be ongoing.
- Facility Improvements and activation; this includes capital improvements and usage
  - The project will result in increased usage of a facility/equipment/local park/community space;
  - People with diverse needs will now be able to access the facility/local park/community space;

• The project provides a solution to underutilisation of a facility/equipment/local park/community space; and/or • The project is in line with current best practice principles, Universal Design principles or Occupational Health and Safety Requirements.

Section 3 – Community Need and Benefit *responses will be scored out of 20 and will be 75% of the application assessment*	
Has the applicant: • Provided information relating to the community need for the event/project? • Provided information relating to the community benefit for the event/project? • attached relevant support material?	
Community need	
Meets one need with little detail and evidence	**5**
Meets one to five Community Need outcomes Detail and evidence provided	**10**
Meets six to seven Community Need outcomes Detail and evidence provided	**15**
Meets eight or more Community Need outcomes Detail and evidence provided Demonstrated community benefit based on clearly documented evidence, eg letters of support, research, data, previous experience	**20**
Community Benefit	
Meets one benefit with little detail and evidence	**5**
Meets one to five Community Benefit outcomes Detail and evidence provided	**10**
Meets six to ten Community Benefit outcomes Detail and evidence provided	**15**
Meets eleven to 14 Community Benefit outcomes Detail and evidence provided Demonstrated community need based on clearly documented evidence, eg letters of support, research, data	**20**

Contact

For general grant enquiries or if you require assistance in completing the application form please contact:

Community Facilities Planning and Grants Officer
Phone: 1300 366 244
Email: enquiries@wellington.vic.gov.au

16.2. COUNCIL COMMITTEES AND COMMITTEES OF MANAGEMENT HIGHLIGHTS

ACTION OFFICER: GENERAL MANAGER COMMUNITY AND CULTURE

PURPOSE

For Council to receive the report highlighting activities and achievements of various Council advisory committees and community facilities' committees of management for the period July to September 2021.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That Council receives the report highlighting activities and achievements of various Council advisory committees and community facilities' committees of management for the period July to September 2021.

BACKGROUND

Following appointment of councillors to Council committees for 2020/21 and transition to new legislative requirements under the *Local Government Act 2020*, this regular report to Council:

- gives an opportunity for councillor and officer representatives to highlight initiatives and achievements of various committees; and
- replaces previous practice of tabling minutes of Community Asset Committees (previously known as Section 86 committees) and Council advisory groups.

HIGHLIGHTS

Advisory Committees and other Council Committees:

Gippsland Art Gallery Advisory Group

- Meeting held on 6 September 2021, attended by Cr Crossley
- Among items discussed were plans for the Archibald Prize, new volunteer recruitment, recent visitor numbers, exhibitions and events and new art acquisitions

Gippsland Regional Sporting Complex User Group Committee

- Meeting held on 8 September 2021, attended by Cr Bye
- Reports received from user groups
- Netball hoping to play grand finals in November/December. Membership is strong, expect to reach 1,000 members in the new year
- Basketball hopes to restart playing in term 4
- Hockey grand finals cancelled, disappointing for junior players
- All capital projects completed

Municipal Emergency Management Planning Committee

- Meeting held on 26 August 2021
- 20 response and recovery agencies represented
- Terms of Reference endorsed for new Municipal Fire Management Advisory Group
- Presentation by Gippsland Primary Health Network on role in emergency response

Wellington Living Well During Covid-19 Committee (recovery committee)

- Meetings held on 1 July and 5 August 2021, attended by Cr Crossley
- At the 1 July 2021 meeting updates received from Department of Families, Fairness & Housing; Regional Development Victoria; and Department of Education
- Community Activation and Social Isolation Initiative (CASI) has allocated funding to 16 projects
- At the 5 August 2021 meeting Victoria Police provided an update on compliance work being done locally and a discussion on family violence
- Work of two business concierge staff was noted, supporting businesses to understand and apply COVID-19 restrictions
- The next meeting will be held on 14 October 2021 and will focus was on business recovery and media campaigns that will help our communities to live well during Covid, e.g. helping our community comply with restrictions; getting vaccinated; being ready for lock downs

Business Boost Reference Group (business recovery sub-committee)

- Last meeting held on 2 July 2021, attended by Cr Maher
- Items discussed:
    - The Middle of Everywhere brand (examples of engagement
    - PACE Agency final report
    - Around the Grounds – updates from participants
    - The Middle of Everywhere activity – App, beacons, wedding sector and signage

The Wedge Masterplan Advisory Group

- Three new community members were appointed at the Council meeting held on 7 September 2021, Councillor representatives changed to Crs Bye and Rossetti
- Meetings re masterplan commence in October
- Advisory group will play an important role in representing the various users and stakeholders in the potential redevelopment of the centre
- Randall Arts Management has been engaged to develop a business case, costed concept plan and proposed operating model for potential future development of The Wedge performing arts centre for Council's consideration

Wellington Youth Services Network

- Continues to have strong attendance and participation at bimonthly meetings
- September meeting had representation from 18 organisations working with young people in Wellington and included a robust discussion on key concerns for young people and how to stay connected

- A working group has been set up to reach out and share information with young people across the shire

Community Asset Committees:

Maffra Recreation Reserve

- Meetings held on 5 July 2021 and 2 August 2021
- Netball redevelopment project receiving $250k from state government funds
- Following up quotes for solar installation
- Events cancelled due to Covid restrictions included: Poultry Show; Maffra Ag Show; end of football season; and Annual Dog Show
- Gathering support from users to provide information to Council about replacement of operable wall prior to next year's capital budget approval

Gordon Street Recreation Reserve

- AGM held on 16 August 2021
- Brian Brown, President, and Pat Rodaughan, Secretary, have stepped down from the Committee after many years of service and both were thanked and recognised for all their valuable work
- Solar options being investigated

Briagolong Recreation Reserve (no councillor appointed)

- Meetings held on 12 July, 16 August and AGM held on 13 September 2021
- Funding secured for new tennis courts
- Ongoing discussions regarding placement of pony club shed
- Football season finished early due to COVID-19 restrictions

Newry Recreation Reserve (no councillor appointed)

- AGM and general meeting held on 21 June 2021
- Committee dealing with request from neighbour regarding trees
- Playground repairs and general tidy up planned
- V8 car group looking to make the reserve a more permanent home
- Meeting held on 23 August 2021 – yet to receive report

Cameron Sporting Complex

- AGM held on 18 August 2021
- Major events, including official opening cancelled due to COVID-19 restrictions
- Funding for new cricket nets received from Council

General Committees of Management:

- Committees continue to require significant support to navigate changes to COVID-19 restrictions and how to apply them to their facility and specific circumstances. Committees have shown great resilience postponing events and working within

restrictions to offer their community safe spaces. Committees have implemented compulsory QR code registration and check-in marshals

- **Bundalaguah Hall refurbishment project** is nearing completion. The project was predominantly funded by Latrobe Valley Authority with this component finished. Council contributed $50,000, project due for completion end September 2021
- Commenced discussions with Sale Cricket Club and Sale Football Netball Club regarding the **transition of Sale Oval** from Council direct managed to a committee of management model. Conversations have been positive to date and Community Committees team is working through requests for information and clarification of finer details
- Cowwarr Hall and Recreation Reserve Committee have completed an **LED Lighting upgrade** to the oval and significant improvements at the Hall including, flooring, air conditioning and painting

ATTACHMENTS

Nil

OPTIONS

Council has the following options available:

1. Receive the report highlighting activities and achievements of various Council advisory committees and community facilities' committees of management for the period July to September 2021; or
2. Not receive the report highlighting activities and achievements of various Council advisory committees and community facilities' committees of management for the period July to September 2021 and seek further information at a future Council meeting.

PROPOSAL

That Council receives the report highlighting activities and achievements of various Council advisory committees and community facilities' committees of management for the period July to September 2021.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.2: *“Council assets are responsibly, socially, economically and sustainably managed.”*

Strategy 2.2.2: *"Ensure that community facilities within the municipality continue to meet the expectations and service needs of all current and future residents."*

This report supports the above Council Plan strategic objective and strategy.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

16.3. THE WEDGE MASTERPLAN ADVISORY GROUP MEMBERSHIP

ACTION OFFICER: MANAGER ARTS AND CULTURE

PURPOSE

For Council to appoint the nominated community representative to The Wedge Masterplan Advisory Group, as detailed in the attached confidential report, '*The Wedge Masterplan Advisory Group Membership'*.

PUBLIC QUESTIONS AND COMMENTS FROM THE GALLERY

RECOMMENDATION

That:

1. ***Council appoints the nominated community representative to The Wedge Masterplan Advisory Group, as detailed in the attached confidential report, 'The Wedge Masterplan Advisory Group Membership', and***
2. ***The information contained in the confidential attachment 'The Wedge Masterplan Advisory Group Membership' and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Community & Culture on 30 September 2021 because it relates to the following grounds: f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs;***
   be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful applicants can be made public.

BACKGROUND

The overall role of the advisory group is to:

- Review The Wedge Masterplan project scope of works and ensure inclusion of appropriate community consultation, environmentally sustainable design and universal access principles.
- Set and monitor milestones for significant Wedge Masterplan project activities.
- Address emergent issues which may impact desired outcomes of The Wedge Masterplan project.
- Promote community interest and involvement in the development of The Wedge masterplan through application of a community and stakeholder engagement plan and external communications plan.
- Encourage collaborative involvement of appropriate community stakeholders in the planning and design process of The Wedge Masterplan along with retention of usual advisory group roles of:
    - Encourage community participation in, and utilisation of the centre, its events and facilities

- Promote cooperation between the centre and other cultural services of Council.
- Utilise networks to obtain support for the centre, both financial and non-financial, and to assist with philanthropic support of those activities.

The Wedge Masterplan project status: a consultant has been appointed to develop a business case, costed concept design and proposed operating model for potential future development of The Wedge performing arts centre for Council's consideration.

The Wedge Masterplan Advisory Group will play an important role in representing the various users and stakeholders of The Wedge and advise the consultant on the opportunities to strengthen and improve this council service via the potential redevelopment of the centre.

With one vacancy currently on the advisory group, we have one new application for membership.

ATTACHMENTS

1. Confidential Header - The Wedge Masterplan Advisory Group Membership [**16.3.1** - 1 page]
2. CONFIDENTIAL REDACTED - The Wedge Masterplan Advisory Group Membership [**16.3.2** - 2 pages]

OPTIONS

Council has the following options available:

1. Appoint the nominated community representative to The Wedge Masterplan Advisory Group, as detailed in the attached confidential report. '*The Wedge Masterplan Advisory Group Membership'*; and

   The information contained in the confidential attachment '*The Wedge Masterplan Advisory Group Membership'* and designated confidential under Section 3(1) Confidential Information of the Local Government Act 2020 by the General Manager Community & Culture on 30 September 2021 because it relates to the following grounds: f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful applicants can be made public; or
2. Not appoint the nominated community representative to The Wedge Masterplan Advisory Group and seek further information for consideration at a future Council meeting.

PROPOSAL

That;

1. Council appoints the nominated community representative to The Wedge Masterplan Advisory Group, as detailed in the attached confidential report, 'T*he Wedge Masterplan Advisory Group Membership',* and
2. That the information contained in the confidential attachment '*The Wedge Masterplan Advisory Group Membership'* and designated confidential under Section 3(1)

Confidential Information of the Local Government Act 2020 by the General Manager Community & Culture on 30 September 2021 because it relates to the following grounds: f) personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs; be designated confidential information under Section 3(1) Confidential Information of the Local Government Act 2020, except that once this recommendation has been adopted the name of the successful applicants can be made public.

CONFLICT OF INTEREST

No staff and/or contractors involved in the compilation of this report have declared a conflict of interest.

FINANCIAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNICATION IMPACT

This impact has been assessed and there is no effect to consider at this time.

LEGISLATIVE IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL POLICY IMPACT

This impact has been assessed and there is no effect to consider at this time.

COUNCIL PLAN IMPACT

The Council Plan 2017-21 Theme 1 Communities states the following strategic objective and related strategy:

Strategic Objective 1.2: *"Celebrate, recognise and acknowledge our diverse community and improve social connections among youth, aboriginal and aged communities."*

Strategy 1.2.1: *"Ensure that Council services, facilities and events promote inclusivity, social connectedness and accessibility."*

The Council Plan 2017-21 Theme 2 Services & Infrastructure states the following strategic objective and related strategy:

Strategic Objective 2.1: *"Council services and infrastructure are responsive to identified current and future community needs within budgeted parameters."*

Strategy 2.1.2: *"Provide access to a diverse range of recreational opportunities for all sectors of the community."*

The Council Plan 2017-21 Theme 4 Lifelong Learning states the following strategic objective and related strategy:

Strategic Objective 4.1: *"Improve people's access to opportunities to challenge and extend their thinking, promote independence, stimulate ideas, further develop leadership skills and lead meaningful lives."*

Strategy 4.1.3: *"Provide accessible cultural opportunities and activities for all sectors of the community."*

This report supports the above Council Plan strategic objectives and strategies.

RESOURCES AND STAFF IMPACT

This impact has been assessed and there is no effect to consider at this time.

COMMUNITY IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENVIRONMENTAL IMPACT

This impact has been assessed and there is no effect to consider at this time.

ENGAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

RISK MANAGEMENT IMPACT

This impact has been assessed and there is no effect to consider at this time.

WELLINGTON
SHIRE COUNCIL
The Heart of Gippsland

ORDINARY COUNCIL MEETING
19 OCTOBER 2021

On this day, 30 September 2021, in accordance with Section 3(1) Confidential Information of the *Local Government Act 2020*; I, Sharon Houlihan, General Manager Community & Culture declare that the information contained in the attached document **THE WEDGE MASTERPLAN ADVISORY GROUP MEMBERSHIP** is confidential because it relates to the following grounds:

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

……..
Sharon Houlihan, General Manager Community and Culture (Delegate)

17. FURTHER GALLERY AND ONLINE COMMENTS

Gallery comments are an opportunity for members of the public to raise any particular matter they wish. This allows those in the gallery to speak directly to Councillors but is not a forum designed for open discussion or debate. We will listen respectfully to what you have to say and make the commitment that if your query requires a written response, we will advise you that a response will be forthcoming, and a copy of that response will be circulated to all Councillors.

This is not a forum for members of the public to lodge complaints against individuals, including Councillors and staff, particularly as that individual gets no public right of reply to any matter raised. We take complaints seriously, and in line with the guidance from the Victorian Ombudsman and the local Government Inspectorate, we request that any specific complaint against an individual be put in writing. This way, your concern can be properly dealt with while ensuring fairness to all parties concerned.

If you wish to speak, we remind you that this part of the meeting is being recorded and broadcast on our website. Council's official Minutes will record that you have spoken to Council and the subject you spoke to Council about but will not record specific comments. We ask you to state your name in full, where you are from, and you have three minutes.

ONLINE COMMENTS –

FURTHER GALLERY COMMENTS –

Meeting declared closed at:

The live streaming of this Council meeting will now come to a close.

18. IN CLOSED SESSION

COUNCILLOR

That the meeting be closed to the public pursuant to Section 66(2) of the Local Government Act 2020 to consider matters under Section 66(5)(b) as defined by Section 3(1) being:

- ***a) Council business information***
- ***b) Security information***
- ***c) Land use planning information***
- ***d) Law enforcement information***
- ***e) Legal privileged information***
- ***f) Personal information***
- ***g) Private commercial information***
- ***h) Confidential meeting information***
- ***i) Internal arbitration information***
- ***j) Councillor Conduct Panel confidential information***
- ***k) Information prescribed by the regulations to be confidential information***
- ***l) Information that was confidential information for the purposes of section 77 of the Local Government Act 1989***

IN CLOSED SESSION

COUNCILLOR

That Council move into open session and ratify the decision made in closed session.