

Wednesday, 21 July 2021
6:30pm
Senior Citizens Centre
Kerang

AGENDA

Council Meeting

The Council Meeting will be live-streamed via Council's website which can be accessed at this link gannawarra.vic.gov.au/Council/Council-Meetings/Meeting-livestream

Order Of Business

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	Nil						

Tom O'Reilly CHIEF EXECUTIVE OFFICER

1 WELCOME TO COUNTRY

Playing of the Welcome to Country video clip.

2 OPENING DECLARATION

We, the Councillors of the Shire of Gannawarra, declare that we will undertake the duties of the office of Councillor, in the best interests of our community, and faithfully, and impartially, carry out the functions, powers, authorities and discretions vested in us, to the best of our skill and judgement.

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES

Meeting - 16 June 2021

5 DECLARATION OF CONFLICT OF INTEREST

General conflict of interest

Unless exempt under section 129 of the *Local Government Act* 2020 (the Act) or regulation 7 of the Local Government (Governance and Integrity) Regulations 2020, a Councillor or member of Council staff has a general conflict of interest in a matter if an impartial, fair-minded person would consider that the person's private interests (as defined in section 127(2) of the Act) could result in that person acting in a manner that is contrary to their public duty.

Material conflict of interest

Unless exempt under section 129 of the *Local Government Act* 2020 or regulation 7 of the Local Government (Governance and Integrity) Regulations 2020, a Councillor or member of Council staff has a material conflict of interest in respect of a matter if an affected person (as defined in section 128(3) of the Act) would gain a benefit or suffer a loss depending on the outcome of the matter.

Disclosure of a conflict of interest

A Councillor who has a conflict of interest and is attending a meeting of the Council must make a full disclosure of that interest by either advising:

- a) the Council at the meeting immediately before the matter is considered at the meeting; or
- b) the Chief Executive Officer in writing before the meeting –

whether the interest is a general conflict of interest or a material conflict of interest; <u>and the nature of the interest</u>.

<u>Note</u>: If a Councillor advises the Chief Executive Officer of the details under b) above, the Councillor must make a disclosure of the <u>class of interest</u> only to the meeting immediately before the matter is considered at the meeting.

In accordance with section 130 of the Act, a councillor who has a disclosed a conflict of interest in respect of a matter must exclude themselves from the decision making process in relation to the matter, including any discussion or vote on the matter at any Council meeting, and any action in relation to the matter.

Failure to comply with section 130 of the Act may result in a penalty of 120 penalty units

6 BRIEFING SESSIONS

6.1 RECORDS OF COUNCILLOR BRIEFINGS - 9 JUNE TO 13 JULY 2021

Author: Mel Scott, Executive Assistant - Chief Executive Office

Authoriser: Tom O'Reilly, CEO

Attachments: 1 Record of a Councillor Briefing - 12 July 2021

RECOMMENDATION

That Council note the records of Councillor Briefings from 9 June to 13 July 2021.

EXECUTIVE SUMMARY

This report presents to Council written records of Councillor Briefings in accordance with Clause 31 of the Gannawarra Shire Council Governance Rules.

DECLARATIONS OF CONFLICT OF INTEREST

The Officer preparing this report declares that they have no conflict of interest in regards to this matter.

COUNCIL PLAN

Council Plan 2017-2021: Good Governance and a Healthy Organisation.

BACKGROUND INFORMATION

In accordance with Clause 31 of the Gannawarra Shire Council Governance Rules, a written record of a meeting held under the auspices of Council is, as soon as practicable, reported at a meeting of the Council and incorporated in the minutes of that Council meeting.

The record must include:

- 1. The names of all Councillors and members of Council staff attending
- 2. The matters considered
- 3. Any conflict of interest disclosures made by a Councillor attending
- 4. Whether a Councillor who has disclosed a conflict of interest left the meeting.

CONSULTATION

Consultation with Councillors and staff has occurred to ensure the accuracy of the Councillor Briefing records.

CONCLUSION

To ensure compliance with Clause 31 of the Gannawarra Shire Council Governance Rules, it is recommended that Council note the Councillor Briefing records as attached to this report.

RECORD OF A COUNCILLOR BRIEFING



Type of Meeting	Councillor Briefing					
Date:	Monday, 12 July 2021					
Time:	9:00am – 5:10pm					
Location:	Senior Citizens Centre, Kerang					
In Attendance:	Cr Charlie Gillingham					
(Councillors)	Cr Ross Stanton					
	Cr Jane Ogden					
	Cr Keith Link					
	Cr Garner Smith					
Apologies:	Cr Kelvin Burt					
	Cr Travis Collier					
In Attendance:	Tom O'Reilly, Phil Higgins, Geoff Ro	ollinson, Stacy Williams, Lisa Clue, Mel				
(Officers)	Scott, Wade Williams, Shana Johnr	ny, Paul Fernee, Roger Griffiths,				
	Katrina Thorne					
In Attendance:	Tanya Black – Forever Housings Pr	oject				
(Other)	Paul Madden – Arbuthnot Sawmill	s				
Matters Discussed:	Draft Council Agenda – July Meeti	ing of Council				
	Reports: 7.1 2021 Local Government Co	it. Estisfaction Europe				
		ommunity Satisfaction Survey				
	7.2 Audit and Risk Committee – 15 June 2021 Meeting					
	7.3 Council Policy Review					
	7.4 Delegation Update to Members of Council Staff					
	Councillor Briefing Updates:					
	Financial Plan					
	Rates and Charges					
	Options	ncillor Briefing Session Location				
	· ·	-i Cit- Dit- Fd				
	Review/Update	ajor Community Projects Fund				
	· ·	agul Indata				
	Gannawarra Aquatic Strate	· ·				
	Councillor Strategic Briefing Upda					
	2020/2021 Capital Works					
	Strategic Projects – Towards 2025 Update					
	Councillor Issues Raised					
	Conflict of Interest Disclosu	res				
Matter No.	Councillor/Officer making disclosure	Councillor/Officer left meeting				
Niil	uisclosure	Yes/No				
Nil						
Completed By:	Tom O'Reilly -Chief Executive Office	cer				

7 BUSINESS REPORTS FOR DECISION

7.1 2021 LOCAL GOVERNMENT COMMUNITY SATISFACTION SURVEY - GANNAWARRA SHIRE COUNCIL RESULTS

Author: Paul Fernee, Manager Community Engagement

Authoriser: Stacy Williams, Director Community Wellbeing

Attachments: 1 2021 Community Satisfaction Survey Summary Report - Gannawarra

Shire

RECOMMENDATION

That Council note the results of the 2021 Community Satisfaction Survey for Gannawarra Shire Council.

EXECUTIVE SUMMARY

Held annually, the Community Satisfaction Survey asks the opinions of local people about the place they live, work and play and provides Council with a benchmark performance rating on programs and services that it delivers.

Coordinated by Local Government Victoria (LGV) the State-wide Survey assesses the performance of councils across a range of measures and provides insight into the ways to provide improved or more efficient service delivery. The survey also provides councils with a means to fulfil some statutory reporting requirements for the Local Government Performance Reporting Framework.

Council's survey results across the individual service areas show a marked increase in satisfaction compared to 2020. Across the 18 service areas surveyed, a total of 15 showed Council's score equal to, or higher than the State-Wide average. Similarly of the 18 service areas surveyed, 14 showed Council's score was equal to, or higher than the Small Rural Council average.

PURPOSE

The purpose of this report is to inform Council of the results from the 2021 Community Satisfaction Survey for Gannawarra Shire Council, which was conducted during February/March 2021.

ATTACHMENTS

Gannawarra Shire Council 2021 Community Satisfaction Survey Summary report

DISCUSSION

The annual state-wide Local Government Community Satisfaction Survey is conducted at the same time each year and surveys a random sample of 400 Gannawarra Shire residents aged 18 and over.

The survey reports on two key areas; Core Performance Measures and Individual Service Areas, which are then benchmarked against Gannawarra's previous year's results, as well as results from other small rural shires and the state-wide averages.

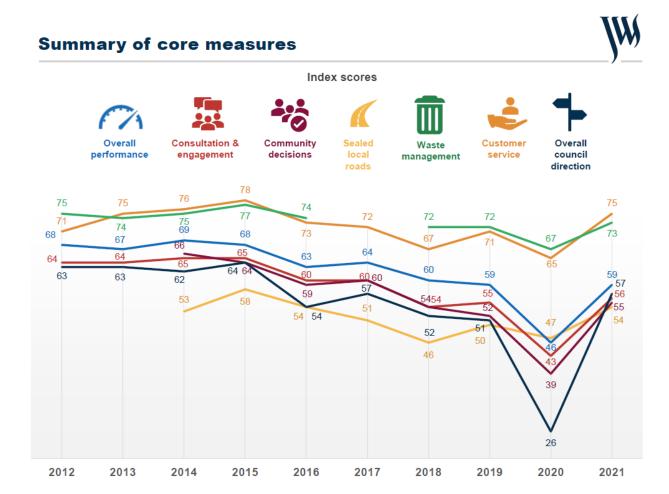
Gannawarra scored an index of 59 out of 100 for 'Overall Council Performance' which is a significant increase of 13 points from the survey results of 2020, and places Gannawarra in line with state-wide (score of 61) and small rural averages (score of 60).



Core Performance Measures

The 2021 Community Satisfaction Survey reported on seven core service measures, with key findings summarised below:

- Customer Service score is the highest since 2015 (score of 75 for 2021)
- Community Decisions increased by 16 points (score of 55 compared to 39 in 2020)
- Sealed Local Roads, which is consistently an area for improvement for Gannawarra, and small rural Councils in general, achieved its highest score since 2016 (score of 54, equal to that of 2016 and an increase of 7 points since 2020 survey)
- Overall Council Direction increased by a remarkable 31 points, the highest score received since 2017 in this category (score of 57 compared to 26 in 2020)



Individual Service Areas

Council's survey results across the individual service areas show a marked increase in satisfaction compared to 2020. Across the 18 service areas surveyed, a total of 15 showed an increased score result, one remained consistent with 2020 results (Art Centres and Libraries) and two were service areas that were not measured in the 2020 survey (Covid-19 Response and Value for Money).

Summary of Gannawarra Shire Council performance



Service	Services		Gannawarra 2020	Small Rural 2021	State-wide 2021	Highest score	Lowest score
<i>(</i> %	Overall performance	59	46	60	61	Avoca Ward residents, Aged 65+ years	Aged 18-34 years, Aged 50-64 years
S	Value for money	57	-	52	54	Aged 65+ years	Aged 50-64 years
+	Overall council direction	57	26	53	53	Aged 65+ years, Women	Aged 50-64 years
•	Customer service	75	65	69	70	Aged 18-34 years	Aged 50-64 years
Å	Elderly support services	77	72	72	69	Patchell Ward residents, Aged 65+ years	Aged 35-49 years
	Art centres & libraries	76	76	72	73	Aged 65+ years	Aged 50-64 years
<u>.</u>	Appearance of public areas	75	71	75	73	Aged 65+ years	Aged 18-34 years
	COVID-19 response	74	-	75	73	Aged 65+ years	Aged 35-49 years
	Waste management	73	67	68	69	Aged 65+ years	Aged 50-64 years
ず	Recreational facilities	72	65	69	71	Aged 65+ years	Aged 18-34 years

Service	Services		Gannawarra 2020	Small Rural 2021	State-wide 2021	Highest score	Lowest score
***	Family support services	69	66	66	66	Aged 65+ years	Aged 18-34 years
	Enforcement of local laws	68	63	63	64	Avoca Ward residents	Aged 50-64 years
	Bus/community dev./tourism	62	49	62	61	Aged 65+ years	Aged 18-34 years
	Informing the community	60	51	61	60	Aged 65+ years	Aged 35-49 years
	Consultation & engagement	56	43	56	56	Avoca Ward residents	Aged 35-64 years
<u>.</u>	Lobbying	55	39	55	55	Avoca Ward residents	Aged 35-49 years
**	Community decisions	55	39	56	56	Avoca Ward residents	Aged 50-64 years
A	Sealed local roads	54	47	53	57	Aged 65+ years	Avoca Ward residents

Elderly Support Services was Council's best performing service area, and likely a reflection on the NDIS implementation through the Community Wellbeing area.

A new service area, Council's Covid-19 Response, was one of the next highest scoring areas with a score of 74, this could be attributed to the Community Resilience Action Plan implementation resulting in a variety of supports, Council's COVID-19 Hardship Policy and funding widely distributed throughout the municipality, including the \$2 million Drought Communities Programme.

One of the most significant increases from 2020 was in the service areas of Lobbying and Community Decisions (score of 55 for both) which was an increase of 16 points from the 2020 results.

Council did not experience any declines in performance ratings in 2021 compared to 2020. Sealed Local Roads scored 54, which is above that of other small rural councils and only slightly below state-wide averages for Victorian local governments.

Lobbying and Community Decisions (score of 55 each) are the next lowest performing service areas, however both have increased significantly since 2020 and are back in line with small rural and state-wide averages.

Focus areas for the next 12 months

The results show that Council should focus on improving performance in the individual service areas that most influence perceptions of overall Council performance, including community decisions, community consultation, informing the community and lobbying. These service areas align with the priorities identified in the Gannawarra Shire Community Engagement Strategy, which was formally adopted in 2020, and will support the continued focus and improvement in these service areas.

Overall the 2021 survey results show a number of significant improvements, which Council should look to consolidate and maintain into 2022 and beyond.

RELEVANT LAW

Some measures within the 2021 Community Satisfaction Survey are utilised for Council's statutory reporting in compliance with Section 106 of the Local Government Act 2020.

RELATED COUNCIL DECISIONS

Council noted the 2020 Community Satisfaction Survey results at its July 2020 Ordinary Council meeting.

OPTIONS

Council note the results of the 2021 Community Satisfaction Survey.

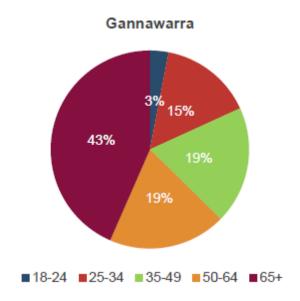
SUSTAINABILITY IMPLICATIONS

Not applicable.

COMMUNITY ENGAGEMENT

The 2021 Community Satisfaction Survey surveyed 400 residents aged 18 and over.

The gender and age profile of these residents is detailed in the below graph.



INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable.

COLLABORATION

The annual Community Satisfaction Survey is coordinated by the Department of Jobs, Precincts and Regions on behalf of Victorian Councils.

FINANCIAL VIABILITY

The cost of the annual Community Satisfaction Survey is factored into the approved Council budget setting process.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable.

COUNCIL PLANS AND POLICIES

Not applicable.

TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

CONFLICT OF INTEREST

The officer preparing this report declares that they have no conflict of interest in regards to this matter.



J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

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JWSRESEARCH 2

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Background and objectives

W

The Victorian Community Satisfaction Survey (CSS) creates a vital interface between the council and their community.

Held annually, the CSS asks the opinions of local people about the place they live, work and play and provides confidence for councils in their efforts and abilities.

Now in its twenty-second year, this survey provides insight into the community's views on:

- councils' overall performance, with benchmarking against State-wide and council group results
- value for money in services and infrastructure
- community consultation and engagement
- · decisions made in the interest of the community
- customer service, local infrastructure, facilities, services and
- overall council direction.

When coupled with previous data, the survey provides a reliable historical source of the community's views since 1998. A selection of results from the last ten years shows that councils in Victoria continue to provide services that meet the public's expectations.

Serving Victoria for 22 years

Each year the CSS data is used to develop this Statewide report which contains all of the aggregated results, analysis and data. Moreover, with 22 years of results, the CSS offers councils a long-term measure of how they are performing – essential for councils that work over the long term to provide valuable services and infrastructure to their communities.

Participation in the State-wide Local Government Community Satisfaction Survey is optional. Participating councils have various choices as to the content of the questionnaire and the sample size to be surveyed, depending on their individual strategic, financial and other considerations.

J W S R E S E A R C H



J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Gannawarra Shire Council – at a glance



Overall council performance

Results shown are index scores out of 100.



Gannawarra 59



State-wide 61



Council performance compared to State-wide and group averages

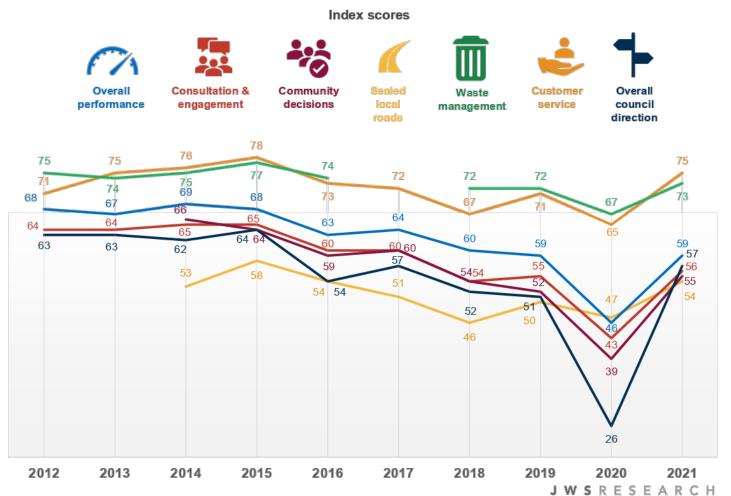


JWSRESEARCH 5

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Summary of core measures



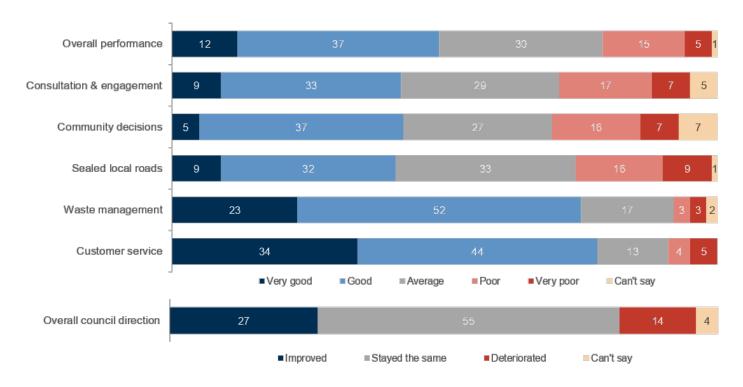


J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Summary of core measures



Core measures summary results (%)



JWSRESEARCH 7

Item 7.1- Attachment 1

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Summary of Gannawarra Shire Council performance



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	Waste management	73	67	68	69	Aged 65+ years	Aged 50-64 years
弘	Recreational facilities	72	65	69	71	Aged 65+ years	Aged 18-34 years

Significantly higher / lower than Gannawarra Shire Council 2021 result at the 95% confidence interval. Please see Appendix A for explanation of significant differences. JWSRESEARCH 8

Item 7.1- Attachment 1

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Summary of Gannawarra Shire Council performance



Service	s	Gannawarra 2021	Gannawarra 2020	Small Rural 2021	State-wide 2021	Highest score	Lowest score
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	Enforcement of local laws	68	63	63	64	Avoca Ward residents	Aged 50-64 years
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	Informing the community	60	51	61	60	Aged 65+ years	Aged 35-49 years
	Consultation & engagement	56	43	56	56	Avoca Ward residents	Aged 35-64 years
<u>.</u>	Lobbying	55	39	55	55	Avoca Ward residents	Aged 35-49 years
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	Sealed local roads	54	47	53	57	Aged 65+ years	Avoca Ward residents

Significantly higher / lower than Gannawarra Shire Council 2021 result at the 95% confidence interval. Please see Appendix A for explanation of significant differences.

JWSRESEARCH 9

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Focus areas for the next 12 months



Overview

Perceptions of Council's performance on most service areas evaluated have significantly improved over the past year, correcting the severe and significant declines seen last year. This has contributed to a significant 13-point improvement in perceptions of Council's overall performance (index score of 59). The only service areas to not see a significant improvement in ratings this year are art centres and libraries and family support services.

Key influences on perceptions of overall performance Gannawarra Shire Council should focus on improving performance in the individual service areas that most influence perceptions of overall performance. Particular attention should be paid to community decisions, community consultation, informing the community and lobbying, which have a moderate to strong influence on Council's overall performance rating. Council should also aim to maintain positive performance on the appearance of public areas, its COVID-19 response and recreational facilities.

Comparison to state and area grouping

An area that stands out as being in need of Council attention is sealed local roads, which is Council's lowest rated service area and the only area that is rated significantly below the State-wide average. Excepting only sealed local roads, Council is rated in-line or significantly above the Small Rural group and State-wide average on all measures.

Maintain gains achieved to date

Over the past 12 months, Council has seen a number of significant improvements, recovering losses in 2020. Council should look to consolidate and build on its current position, with a view to ensuring perceptions are, at a minimum, maintained. Particular efforts should be made to improve positive perceptions in the areas of community decisions, consultation, informing the community and lobbying, all of which rate relatively poorly and of which none surpass the average performance of the Small Rural group.

J W S R E S E A R C H

Item 7.1- Attachment 1

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DETAILED FINDINGS



Item 7.1- Attachment 1



Overall performance

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Overall performance

The overall performance index score of 59 for Gannawarra Shire Council represents a significant 13-point improvement on the 2020 result.

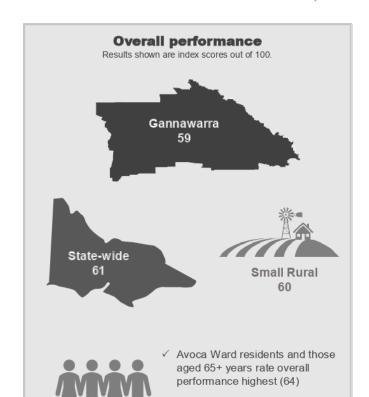
 Overall performance is now back in line with results seen in 2018 and 2019

Gannawarra Shire Council's overall performance is rated in line with the Small Rural group and the State-wide averages for councils (index scores of 60 and 61 respectively).

- Perceptions of overall performance are statistically significantly higher (at the 95% confidence interval) among people aged 65+ years (index score of 64).
- Almost all demographic and geographic cohorts improved significantly in their perceptions of overall performance in the past year.

Almost half of residents (48%) rate the value for money they receive from Council for services and infrastructure provided to their community as 'very good' or 'good'. This is far more than the proportion who rate Council as 'very poor' or 'poor' (23%). A further 29% rate Council as 'average' in terms of providing value for money.

 Perceptions of value for money (index score of 57) are significantly higher than the Small Rural group and State-wide average (index scores of 52 and 54 respectively).



J W S R E S E A R C H

 Aged 18-34 and 50-64 years rate overall performance lowest (54)

Item 7.1- Attachment 1

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Overall performance



2021 overall performance (index scores)



Q3. ON BALANCE, for the last twelve months, how do you feel about the performance of Gannawarra Shire Council, not just on one or two issues, BUT OVERALL across all responsibility areas? Has it been very good, good, average, poor or very poor?

Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19

Note: Please see Appendix A for explanation of significant differences.

*Caution: small sample size * n=30

J W S R E S E A R C H

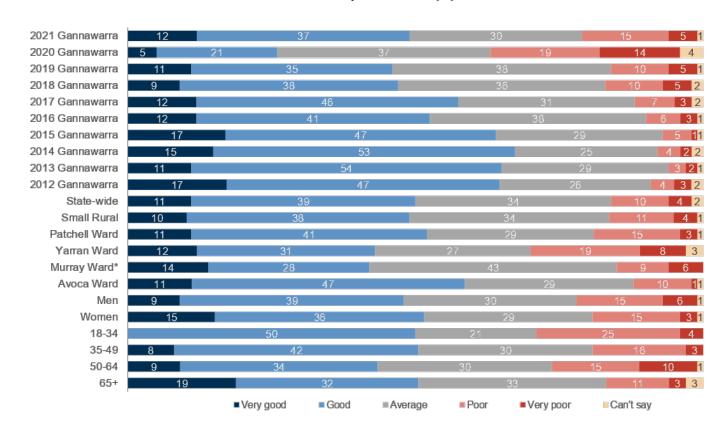
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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Overall performance



2021 overall performance (%)



Q3. ON BALANCE, for the last twelve months, how do you feel about the performance of Gannawarra Shire Council, not just on one or two issues, BUT OVERALL across all responsibility areas? Has it been very good, good, average, poor or very poor?

Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19

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J W S R E S E A R C H

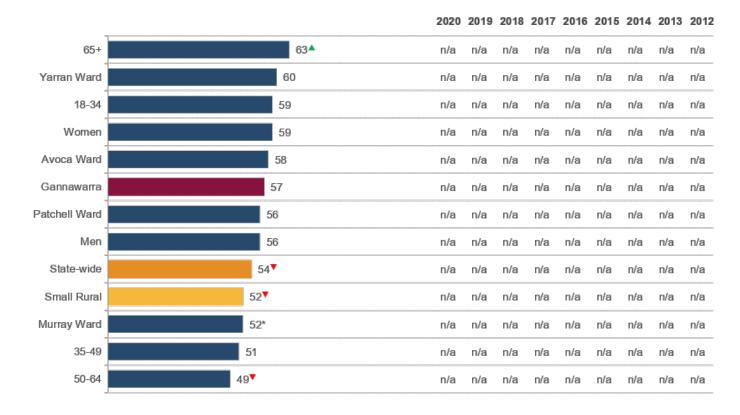
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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Value for money in services and infrastructure



2021 value for money (index scores)



Q3b. How would you rate Gannawarra Shire Council at providing good value for money in infrastructure and services provided to your community?

Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19

Note: Please see Appendix A for explanation of significant differences.

"Caution: small sample size < n=30

J W S R E S E A R C H

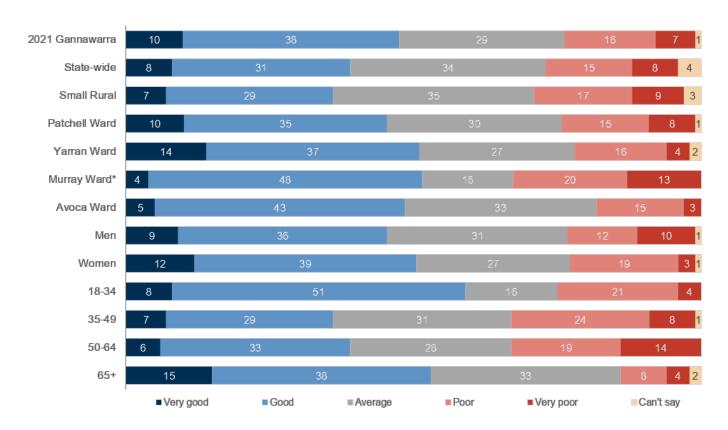
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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Value for money in services and infrastructure



2021 value for money (%)



Q3b. How would you rate Gannawarra Shire Council at providing good value for money in infrastructure and services provided to your community? Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19

*Caution: small sample size < n=30

JWSRESEARCH 17

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Top performing service areas

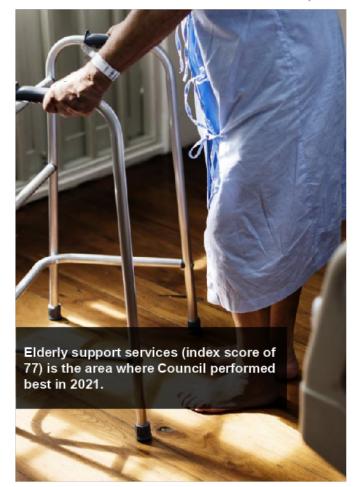
Elderly support services (index score of 77) is where Council performed best in 2021, improving by a significant five index points from 2020. Ratings are now at their highest point since 2015.

- Council performs significantly higher than the Small Rural and State-wide averages on this measure.
- Ratings among women and Patchell Ward residents have improved significantly in the last 12 months.
- Perceptions among residents aged 35 to 49 are significantly lower than the Council average.

Art centres and libraries, appearance of public areas and Council's COVID-19 response are the next highest rated areas (index scores of 76, 75 and 74 respectively).

- Council performs significantly above the Small Rural and State-wide averages on art centres and libraries.
- Appearance of public areas ratings have improved significantly (up four index points) and are back in line with the average for Councils in the Small Rural group and for Councils State-wide.

Ratings improved significantly on most measures this year, but the biggest improvements are on lobbying and community decisions (index score of 55 for both), each of which experienced a ratings increase of 16 points.



J W S R E S E A R C H

Item 7.1- Attachment 1

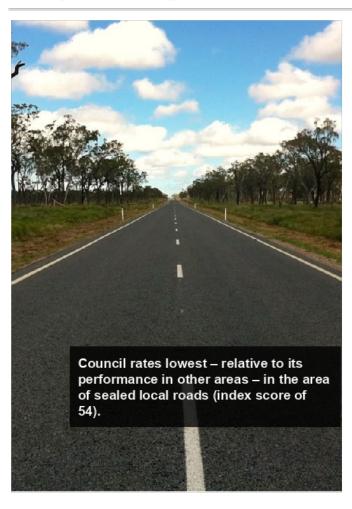
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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Low performing service areas





Council did not experience any declines in performance ratings in 2021, with ratings on most measures recovering from significant declines last year.

Council rates lowest relative to its performance in other areas in the area of sealed roads (index score of 54).

- Positively, performance perceptions on this measure have increased significantly and are now moving back towards the previous high seen in 2015.
- Council is rated in line with the Small Rural group average on this measure, but significantly below the State-wide average.
- Over one in ten residents volunteer sealed road maintenance (12%) as an area in need of improvement, second only to community consultation (15%).
- Perceptions of sealed local roads differ somewhat by area, suggesting the issue may be localised. Ratings are lowest among residents in the Avoca and Murray wards.

Lobbying and community decisions (index score of 55 for both) are Council's next lowest performing areas. However, performance in both areas has improved significantly to be back in line with the Small Rural and State-wide averages.

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Individual service area performance



2021 individual service area performance (index scores)



Q2. How has Council performed on [RESPONSIBILITY AREA] over the last 12 months? Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19 Note: Please see Appendix A for explanation of significant differences.

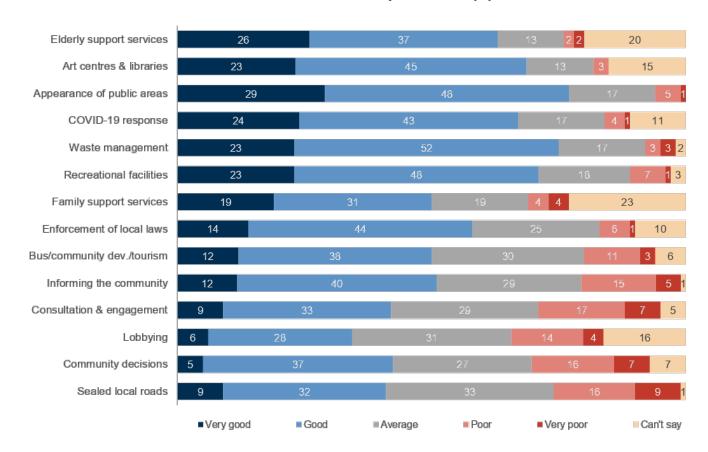
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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Individual service area performance



2021 individual service area performance (%)



Q2. How has Council performed on [RESPONSIBILITY AREA] over the last 12 months? Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19 J W S R E S E A R C H

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Influences on perceptions of overall performance



The individual service area that has the strongest influence on the overall performance rating (based on regression analysis) is:

· Decisions made in the interest of the community.

Good communication and transparency with residents about decisions Council has made in the community's interest provides the greatest opportunity to drive up overall opinion of Council's performance. Currently this is one of Council's lower performing areas.

Following on from that, other individual service areas with a moderate-to-strong influence on the overall performance rating are:

- · Community consultation and engagement
- · Informing the community
- · The appearance of public areas
- Council's COVID-19 response
- · Lobbying on behalf of the community
- · Recreational facilities
- The enforcement of local laws.

Looking at these key service areas only, the appearance of public areas, Council's COVID-19 response and its recreational facilities have a high performance index (75, 74 and 72 respectively) and a moderate influence on the overall performance rating. Maintaining these positive results should remain a focus but there is greater work to be done elsewhere.

Other service areas that have a moderate-to-strong influence on overall perceptions, but perform relatively less well, are informing the community, community consultation and lobbying (performance index of 60, 56, and 55 respectively).

Informing and engaging with the community on key local issues, as well as demonstrating Council efforts to advance and defend local interests can also help shore up positive overall opinion of Council.

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Regression analysis explained



We use regression analysis to investigate which individual service areas, such as community consultation, condition of sealed local roads, etc. (the independent variables) are influencing respondent perceptions of overall council performance (the dependent variable).

In the charts that follow:

- The horizontal axis represents the council performance index for each individual service.
 Service areas appearing on the right-side of the chart have a higher performance index than those on the left.
- The vertical axis represents the Standardised Beta Coefficient from the multiple regression performed.
 This measures the contribution of each service area to the model. Service areas near the top of the chart have a greater positive effect on overall performance ratings than service areas located closer to the axis.

The regressions are shown on the following two charts.

- The first chart shows the results of a regression analysis of all individual service areas selected by Council.
- 2. The second chart shows the results of a regression performed on a smaller set of service areas, being those with a moderate-to-strong influence on overall performance. Service areas with a weaker influence on overall performance (i.e. a low Standardised Beta Coefficient) have been excluded from the analysis.

Key insights from this analysis are derived from the second chart.

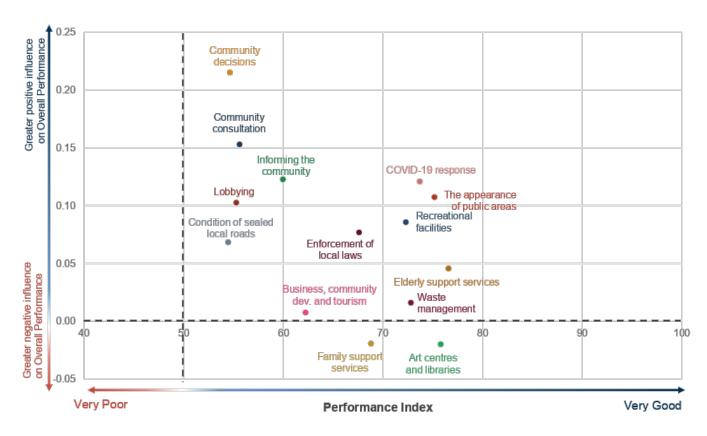
JWSRESEARCH 2

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Influence on overall performance: all service areas



2021 regression analysis (all service areas)



The multiple regression analysis model above (all service areas) has an R^2 value of 0.609 and adjusted R^2 value of 0.595, which means that 61% of the variance in community perceptions of overall performance can be predicted from these variables. The overall model effect was statistically significant at p = 0.0001, F = 42.91. This model should be interpreted with some caution as some data is not normally distributed and not all service areas have linear correlations.

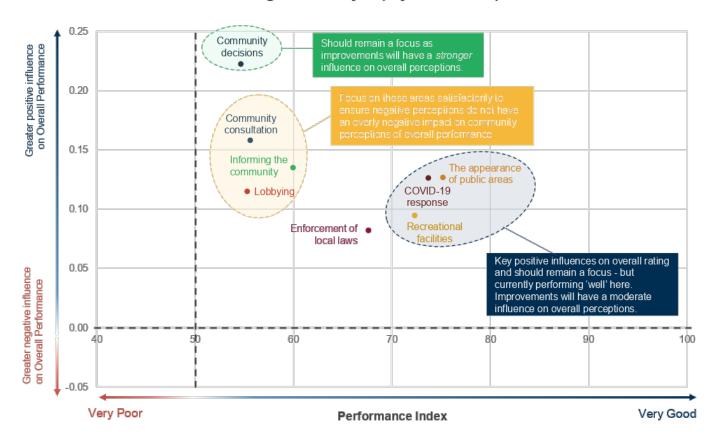
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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Influence on overall performance: key service areas



2021 regression analysis (key service areas)



The multiple regression analysis model above (reduced set of service areas) has an R^2 value of 0.604 and adjusted R^2 value of 0.595, which means that 60% of the variance in community perceptions of overall performance can be predicted from these variables. The overall model effect was statistically significant at p = 0.0001, F = 74.40.

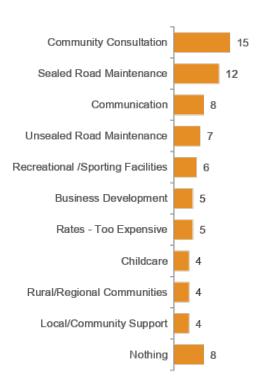
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Areas for improvement



2021 areas for improvement (%) - Top mentions only -



Q17. What does Gannawarra Shire Council MOST need to do to improve its performance?

Base: All respondents. Councils asked state-wide: 45 Councils asked group: 13

A verbatim listing of responses to this question can be found in the accompanying dashboard.

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Customer service

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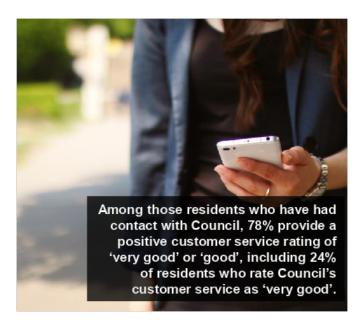
Contact with council and customer service



Contact with council

Almost six in ten Council residents (59%) have had contact with Council in the last 12 months. Rate of contact is one percentage point lower than last year and in line with the rate of contact in the Small Rural group.

Residents aged 50 to 64 years have the least amount of contact with Council. Residents aged 35 to 49 years have the most amount of contact.



Customer service

Council's customer service index of 75 represents a significant 10-point improvement on the 2020 result. The customer service index score is at its highest point since 2015. Council should now look to consolidate this gain in the coming 12 months as ratings have been fluctuating up and down since 2015.

Customer service is rated significantly higher than the Small Rural and State-wide averages (index scores of 69 and 70 respectively).

Among those residents who have had contact with Council, eight in ten (78%) provide a positive customer service rating of 'very good' or 'good'.

- Customer service ratings among most demographic and geographic cohorts improved significantly by at least 10 index points. The biggest improvement occurred among Yarran Ward residents, where ratings increased by 14 points to an index score of 77.
- Notably, customer service ratings are highest among residents aged 18 to 34 years (index score of 82, significantly higher than the average).

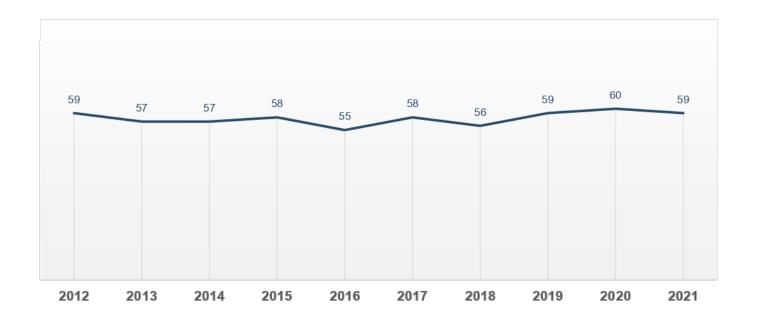
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Contact with council



2021 contact with council (%) Have had contact



Q5. Over the last 12 months, have you or any member of your household had any contact with Gannawarra Shire Council? This may have been in person, in writing, by telephone conversation, by text message, by email or via their website or social media such as Facebook or Twitter?

Base: All respondents. Councils asked state-wide: 39 Councils asked group: 15

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Contact with council



2021 contact with council (%)



Q5. Over the last 12 months, have you or any member of your household had any contact with Gannawarra Shire Council? This may have been in person, in writing, by telephone conversation, by text message, by email or via their website or social media such as Facebook or Twitter? Base: All respondents. Councils asked state-wide: 39 Councils asked group: 15

Note: Please see Appendix A for explanation of significant differences.

*Caution: small sample size < n=30

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Item 7.1- Attachment 1

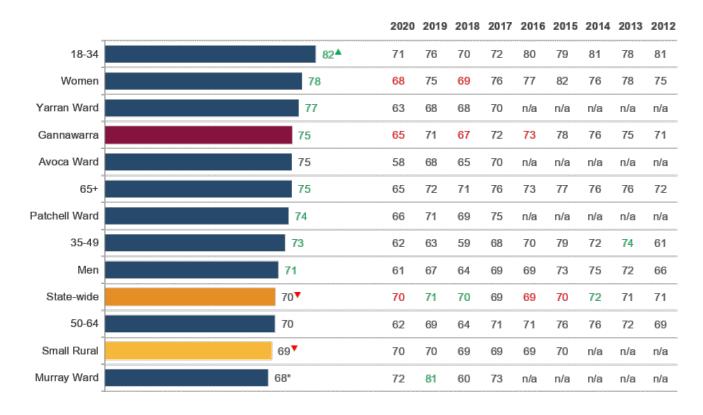
30

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Customer service rating



2021 customer service rating (index scores)



Q5c. Thinking of the most recent contact, how would you rate Gannawarra Shire Council for customer service? Please keep in mind we do not mean the actual outcome but rather the actual service that was received. Base: All respondents who have had contact with Council in the last 12 months. Councils asked state-wide: 66 Councils asked group: 19 Note: Please see Appendix A for explanation of significant differences. "Caution: small sample size *n=30."

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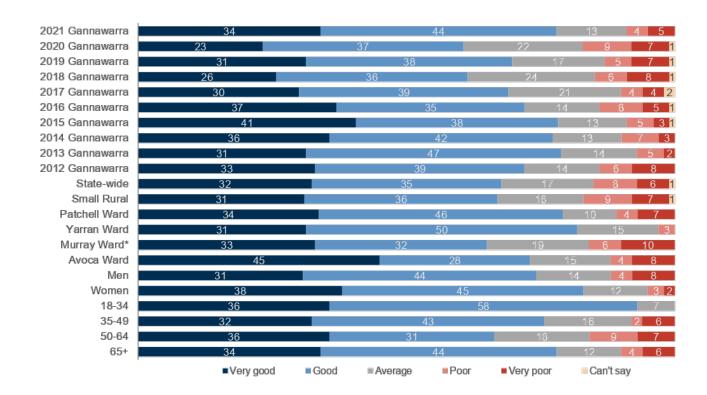
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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Customer service rating



2021 customer service rating (%)



Q5c. Thinking of the most recent contact, how would you rate Gannawarra Shire Council for customer service? Please keep in mind we do not mean the actual outcome but rather the actual service that was received. Base: All respondents who have had contact with Council in the last 12 months.

Councils asked state-wide: 66 Councils asked group: 19

"Caution: small sample size * n=30

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Communication

The preferred form of communication from Council is newsletters sent via mail (29%).

- Notably, preference for newsletters sent via mail has increased by five percentage points this year.
- The preferred forms of communication among residents aged <u>under 50 years</u> is social media (33%, up 1 point) and newsletters sent via mail (23%, up 7 points, moving ahead of newsletters sent via email again (21%, down 6 points).
- The preferred form of communication among residents aged <u>over 50 years</u> continues to be newsletters sent via mail (33%, up 5 points).





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Best form of communication



2021 best form of communication (%)



Advertising in a Local Newspaper



Council Newsletter via Mail



Council Newsletter via Email



Newsletter as **Local Paper Insert**



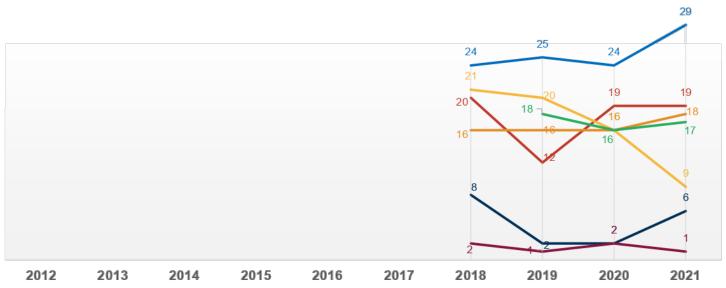
Council Website



Text Message



Social Media



Q13. If Gannawarra Shire Council was going to get in touch with you to inform you about Council news and information and upcoming events, which ONE of the following is the BEST way to communicate with you?

Base: All respondents. Councils asked state-wide: 35 Councils asked group: 10

Note: 'Social Media' was included in 2019.

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Best form of communication: under 50s



2021 under 50s best form of communication (%)



Advertising in a Local Newspaper



Council Newsletter via Mail



Council Newsletter via Email



Council Newsletter as Local Paper Insert



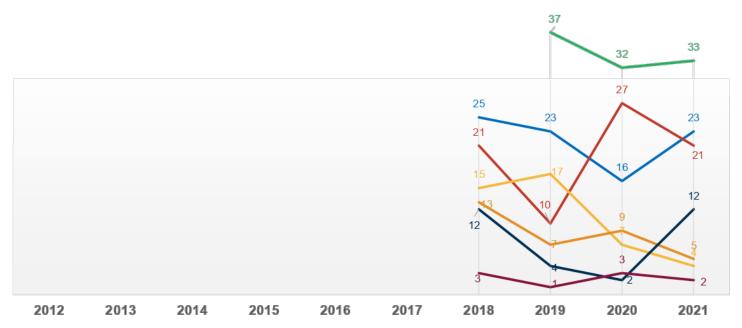
Council Website



Text Message



Social Media



Q13. If Gannawarra Shire Council was going to get in touch with you to inform you about Council news and information and upcoming events, which ONE of the following is the BEST way to communicate with you?.

Base: All respondents aged under 50. Councils asked state-wide: 35 Councils asked group: 10 Note: 'Social Media' was included in 2019.

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Best form of communication: over 50s



2021 over 50s best form of communication (%)



Advertising in a Local Newspaper



Council Newsletter via Mail



Council Newsletter via Email



Council Newsletter as Local Paper Insert



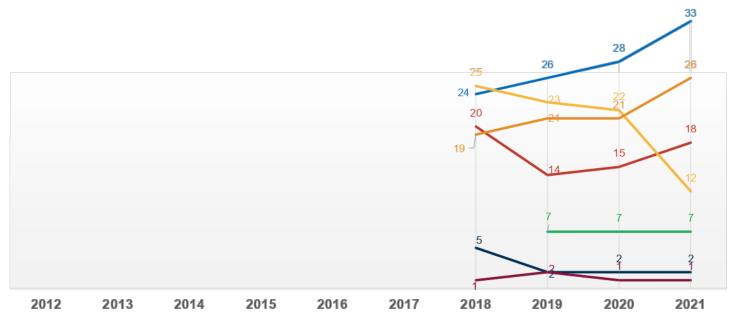
Council Website



Text Message



Social Media



Q13. If Gannawarra Shire Council was going to get in touch with you to inform you about Council news and information and upcoming events, which ONE of the following is the BEST way to communicate with you?

Base: All respondents aged over 50. Councils asked state-wide: 35 Councils asked group: 10 Note: 'Social Media' was included in 2019.

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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Council direction

Perceptions of Council's overall direction have improved significantly, by 31 points to an index score of 57. Following a marked decline last year, ratings are now at their highest point since 2017.

Over the last 12 months, 55% of people believe the direction of Council's overall performance has stayed the same, up 15 percentage points on 2020.

- 27% believe the direction has improved, up 22 points on 2020.
- 14% believe it has deteriorated, down a considerablev36 points on 2020.
- The <u>most</u> satisfied with council direction are women and older residents aged 65+ years, both significantly higher than the Council average.
- The <u>least</u> satisfied with council direction are those aged 50 to 64 years, significantly lower than the Council average.
- Perceptions of Council direction have improved significantly over the past 12 months among almost all demographic and geographic cohorts.



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Item 7.1- Attachment 1 Page 50



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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Overall council direction last 12 months



2021 overall council direction (index scores)



Q6. Over the last 12 months, what is your view of the direction of Gannawarra Shire Council's overall performance?
Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19
Note: Please see Appendix A for explanation of significant differences.
"Caution: small sample size < n=30

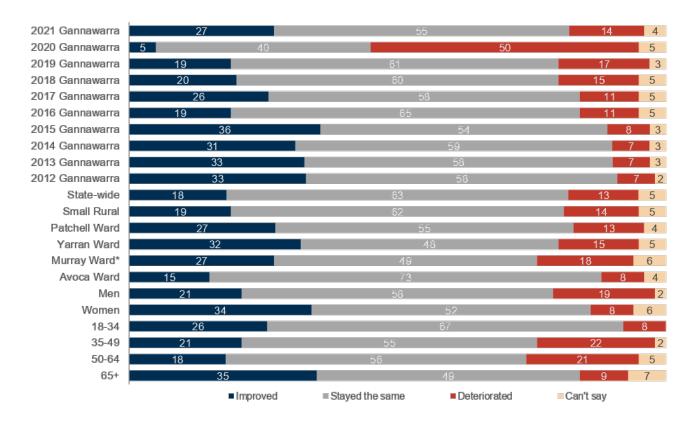
JWSRESEARCH 40

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Overall council direction last 12 months



2021 overall council direction (%)



Q6. Over the last 12 months, what is your view of the direction of Gannawarra Shire Council's overall performance?

Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19

*Caution: small sample size < n=30

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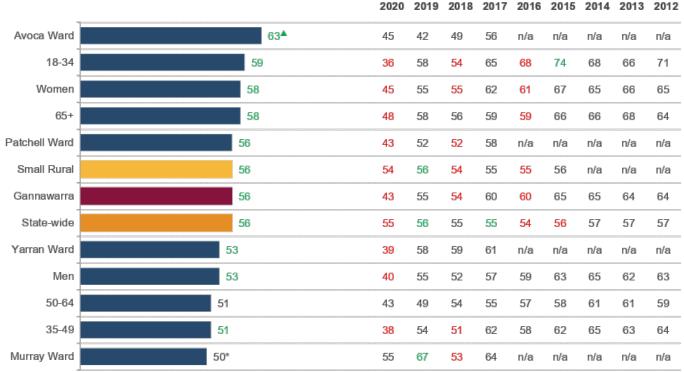
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Community consultation and engagement performance





2021 consultation and engagement performance (index scores)



Q2. How has Council performed on 'Community consultation and engagement' over the last 12 months?

Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19

Note: Please see Appendix A for explanation of significant differences.

"Caution: small sample size < n=30

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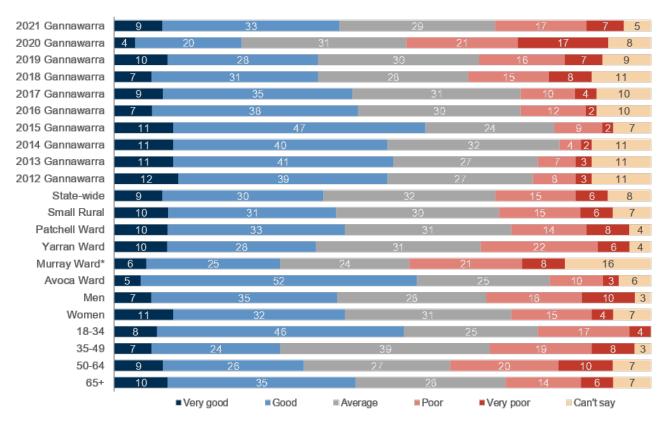
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Community consultation and engagement performance





2021 consultation and engagement performance (%)



Q2. How has Council performed on 'Community consultation and engagement' over the last 12 months? Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19 *Caution: small sample size < n=30

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Lobbying on behalf of the community performance





2021 lobbying performance (index scores)



Q2. How has Council performed on 'Lobbying on behalf of the community' over the last 12 months?

Base: All respondents. Councils asked state-wide: 51 Councils asked group: 13

Note: Please see Appendix A for explanation of significant differences.

"Caution: small sample size < n=30

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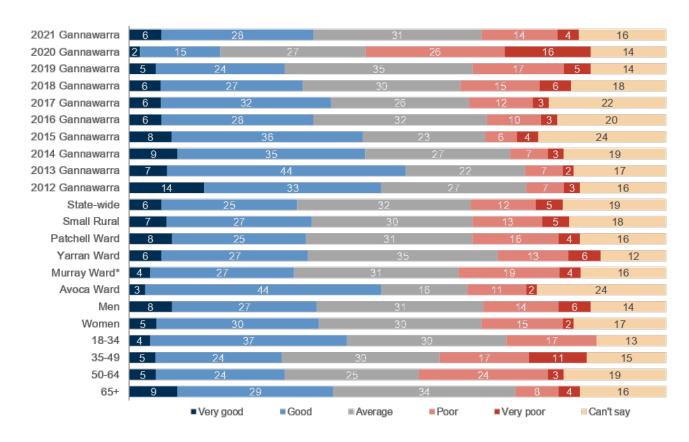
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Lobbying on behalf of the community performance





2021 lobbying performance (%)



Q2. How has Council performed on Lobbying on behalf of the community' over the last 12 months? Base: All respondents. Councils asked state-wide: 51 Councils asked group: 13 *Caution: small sample size < n=30

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Decisions made in the interest of the community performance





2021 community decisions made performance (index scores)



Q2. How has Council performed on 'Decisions made in the interest of the community' over the last 12 months?
Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19
Note: Please see Appendix A for explanation of significant differences.

"Caution: small sample size * n=30

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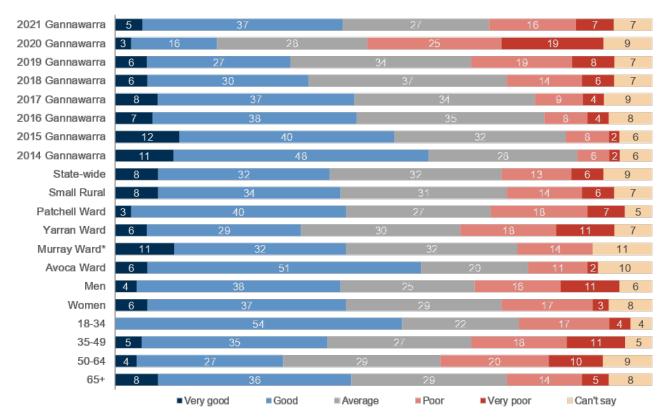
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Decisions made in the interest of the community performance





2021 community decisions made performance (%)



Q2. How has Council performed on 'Decisions made in the interest of the community' over the last 12 months? Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19 *Caution: small sample size < n=30

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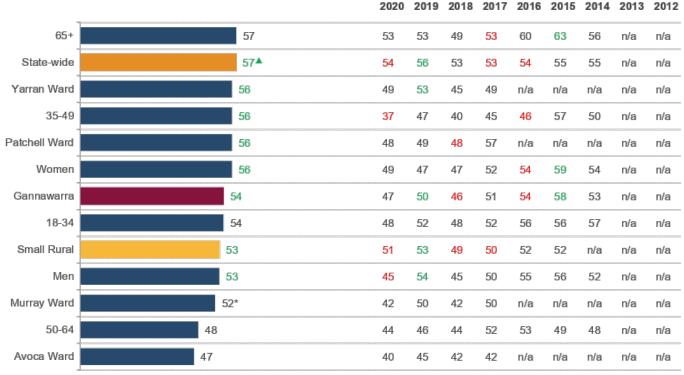
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The condition of sealed local roads in your area performance





2021 sealed local roads performance (index scores)



Q2. How has Council performed on 'The condition of sealed local roads in your area' over the last 12 months?
Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19
Note: Please see Appendix A for explanation of significant differences.

"Caution: small sample size = n=30

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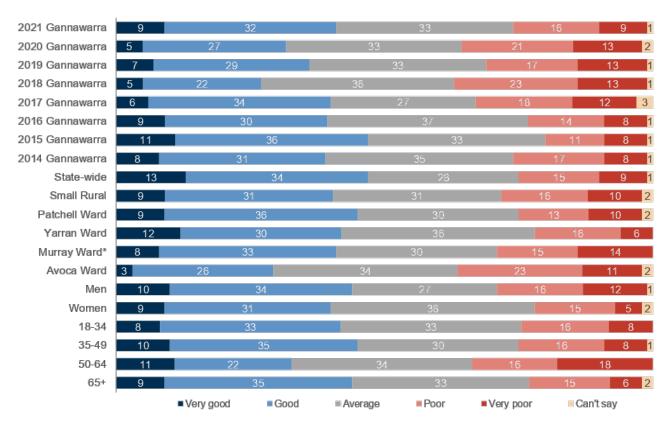
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The condition of sealed local roads in your area performance





2021 sealed local roads performance (%)



Q2. How has Council performed on 'The condition of sealed local roads in your area' over the last 12 months? Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19 *Caution: small sample size < n=30

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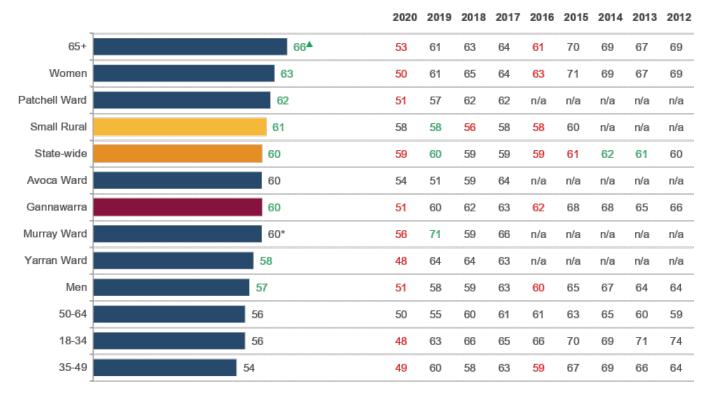
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Informing the community performance





2021 informing community performance (index scores)



Q2. How has Council performed on 'Informing the community' over the last 12 months? Base: All respondents. Councils asked state-wide: 35 Councils asked group: 9 Note: Please see Appendix A for explanation of significant differences. "Caution: small sample size * n=30

J W S R E S E A R C H

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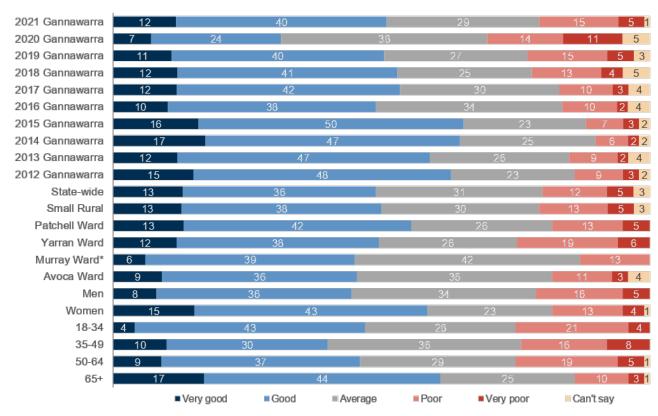
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Informing the community performance





2021 informing community performance (%)



Q2. How has Council performed on 'Informing the community' over the last 12 months? Base: All respondents. Councils asked state-wide: 35 Councils asked group: 9 *Caution: small sample size < n=30

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Enforcement of local laws performance





2021 law enforcement performance (index scores)



Q2. How has Council performed on 'Enforcement of local laws' over the last 12 months? Base: All respondents. Councils asked state-wide: 34 Councils asked group: 10 Note: Please see Appendix A for explanation of significant differences. "Caution: small sample size < n=30

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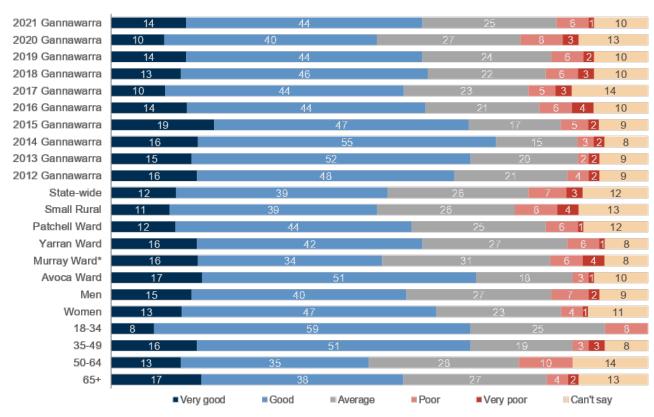
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Enforcement of local laws performance





2021 law enforcement performance (%)



Q2. How has Council performed on 'Enforcement of local laws' over the last 12 months? Base: All respondents. Councils asked state-wide: 34 Councils asked group: 10 *Caution: small sample size < n=30

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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Family support services performance





2021 family support performance (index scores)



Q2. How has Council performed on "Family support services" over the last 12 months? Base: All respondents. Councils asked state-wide: 29 Councils asked group: 8 Note: Please see Appendix A for explanation of significant differences. "Caution: small sample size < n=30

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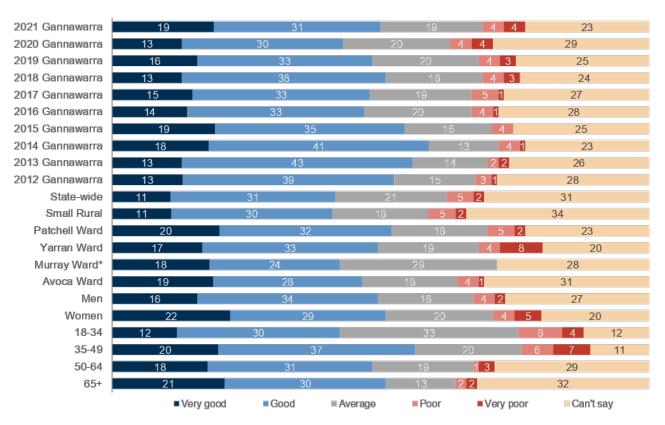
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Family support services performance





2021 family support performance (%)



Q2. How has Council performed on 'Family support services' over the last 12 months? Base: All respondents. Councils asked state-wide: 29 Councils asked group: 8 *Caution: small sample size < n=30

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Elderly support services performance





2021 elderly support performance (index scores)



Q2. How has Council performed on 'Elderly support services' over the last 12 months? Base: All respondents. Councils asked state-wide: 32 Councils asked group: 11 Note: Please see Appendix A for explanation of significant differences. "Caution: small sample size < n=30

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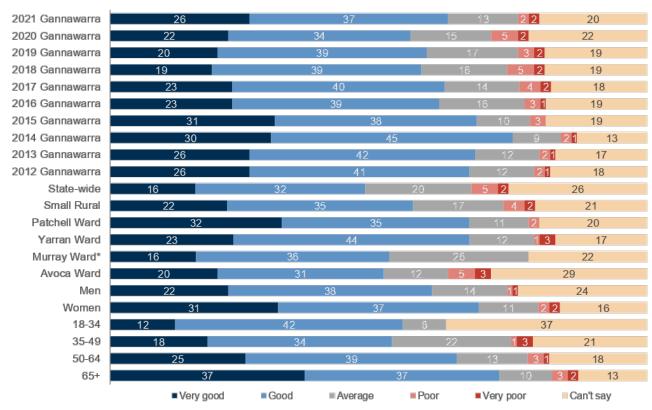
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Elderly support services performance





2021 elderly support performance (%)



Q2. How has Council performed on 'Elderly support services' over the last 12 months? Base: All respondents. Councils asked state-wide: 32 Councils asked group: 11 *Caution: small sample size < n=30

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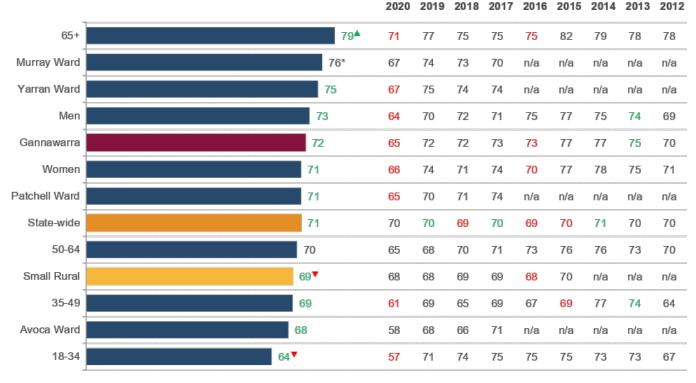
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Recreational facilities performance





2021 recreational facilities performance (index scores)



Q2. How has Council performed on 'Recreational facilities' over the last 12 months?
Base: All respondents. Councils asked state-wide: 42 Councils asked group: 13
Note: Please see Appendix A for explanation of significant differences.
"Caution: small sample size < n=30

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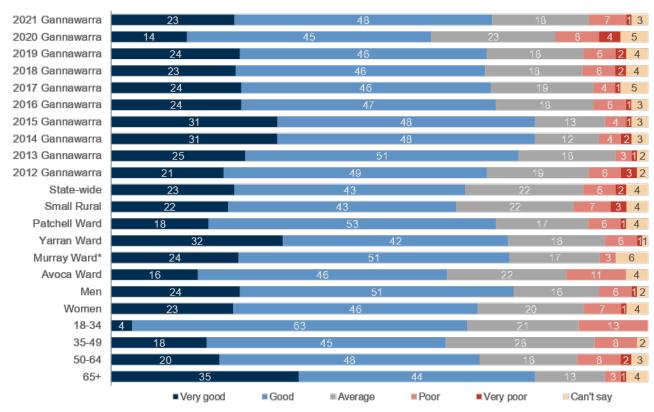
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Recreational facilities performance





2021 recreational facilities performance (%)



Q2. How has Council performed on 'Recreational facilities' over the last 12 months? Base: All respondents. Councils asked state-wide: 42 Councils asked group: 13 *Caution: small sample size < n=30

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The appearance of public areas performance





2021 public areas performance (index scores)



Q2. How has Council performed on 'The appearance of public areas' over the last 12 months? Base: All respondents. Councils asked state-wide: 40 Councils asked group: 13 Note: Please see Appendix A for explanation of significant differences. "Caution: small sample size < n=30

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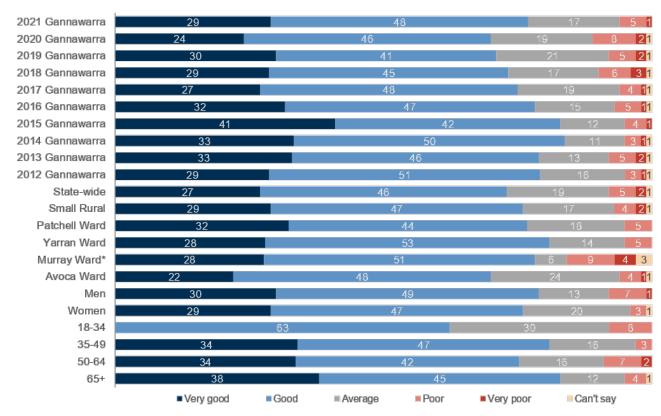
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The appearance of public areas performance





2021 public areas performance (%)



Q2. How has Council performed on 'The appearance of public areas' over the last 12 months? Base: All respondents. Councils asked state-wide: 40 Councils asked group: 13 *Caution: small sample size < n=30

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Art centres and libraries performance





2021 art centres and libraries performance (index scores)



Q2. How has Council performed on 'Art centres and libraries' over the last 12 months? Base: All respondents. Councils asked state-wide: 28 Councils asked group: 6 Note: Please see Appendix A for explanation of significant differences. "Caution: small sample size < n=30

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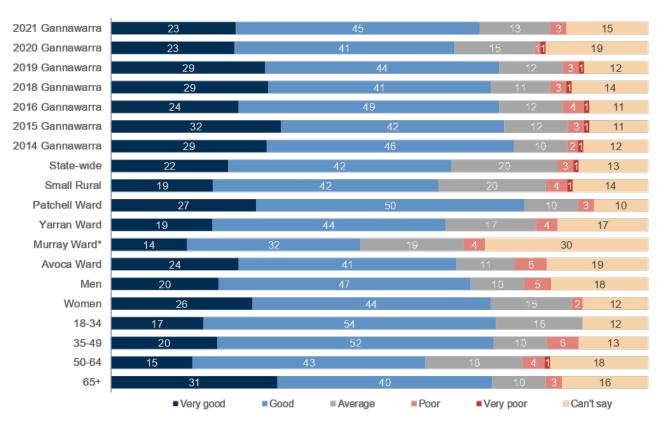
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Art centres and libraries performance





2021 art centres and libraries performance (%)



Q2. How has Council performed on 'Art centres and libraries' over the last 12 months? Base: All respondents. Councils asked state-wide: 28 Councils asked group: 6 *Caution: small sample size < n=30

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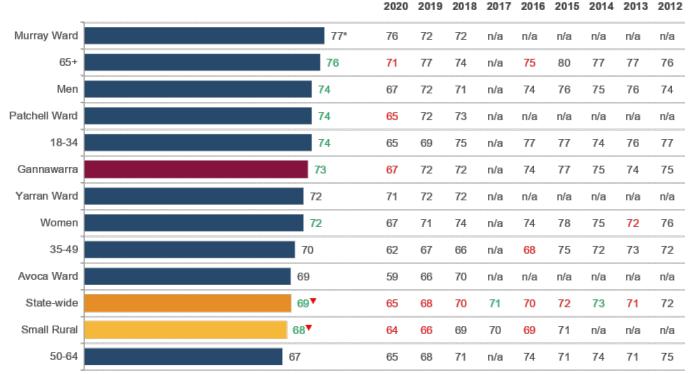
J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Waste management performance





2021 waste management performance (index scores)



Q2. How has Council performed on 'Waste management' over the last 12 months?
Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19
Note: Please see Appendix A for explanation of significant differences.
"Caution: small sample size * n=30

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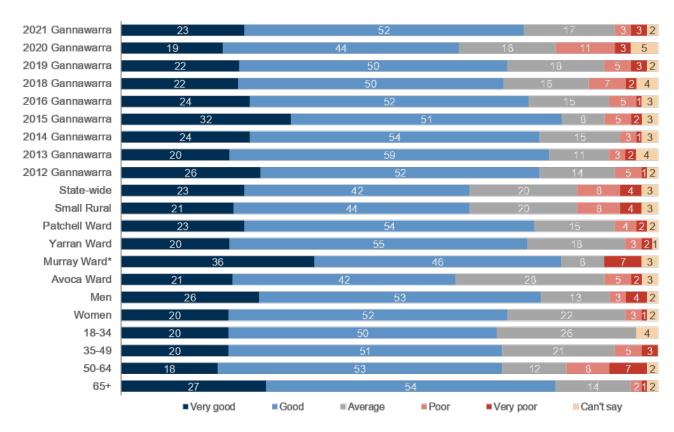
J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Waste management performance





2021 waste management performance (%)



Q2. How has Council performed on Waste management' over the last 12 months? Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19 *Caution: small sample size < n=30

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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Business and community development and tourism performance





2021 business/development/tourism performance (index scores)



Q2. How has Council performed on 'Business and community development and tourism' over the last 12 months?
Base: All respondents. Councils asked state-wide: 28 Councils asked group: 8
Note: Please see Appendix A for explanation of significant differences.

"Caution: small sample size < n=30

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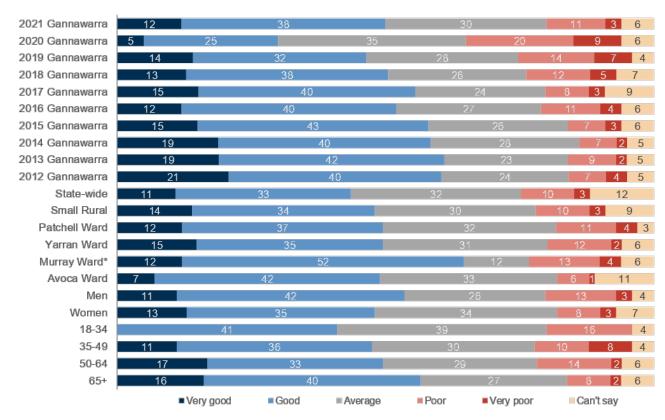
J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Business and community development and tourism performance





2021 business/development/tourism performance (%)



Q2. How has Council performed on 'Business and community development and tourism' over the last 12 months? Base: All respondents. Councils asked state-wide: 28 Councils asked group: 8 "Caufion: small sample size < n=30.

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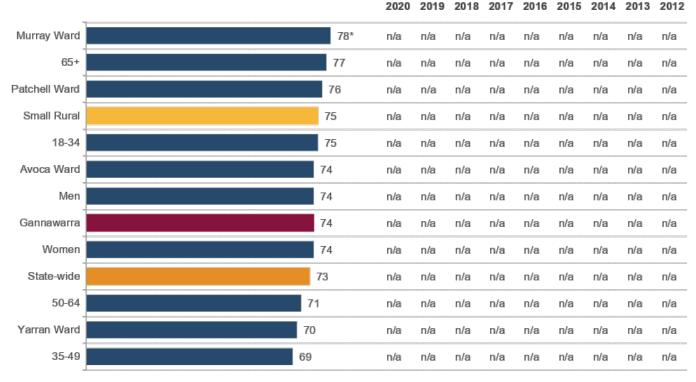
J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

COVID-19 response performance





2021 COVID-19 response performance (index scores)



Q2. How has Council performed on 'COVID-19 response' over the last 12 months? Base: All respondents. Councils asked state-wide: 24 Councils asked group: 6 Note: Please see Appendix A for explanation of significant differences. "Caution: small sample size * n=30

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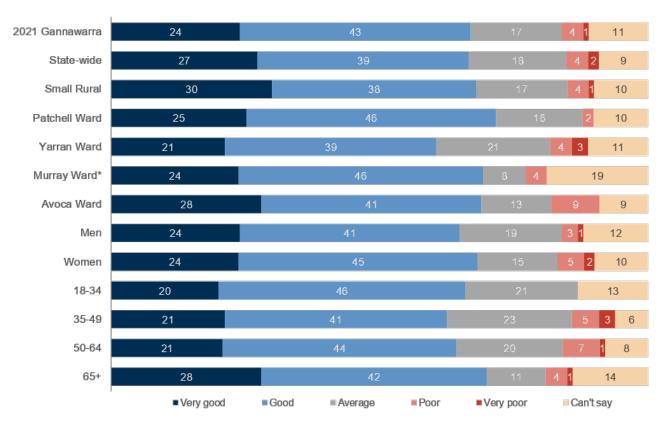
J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

COVID-19 response performance





2021 COVID-19 response performance (%)



Q2. How has Council performed on 'COVID-19 response' over the last 12 months?
Base: All respondents. Councils asked state-wide: 24 Councils asked group: 6
*Caution: small sample size < n=30

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Detailed demographics

J00967 Community Satisfaction Survey 2021 – Gannawarra Shire Council

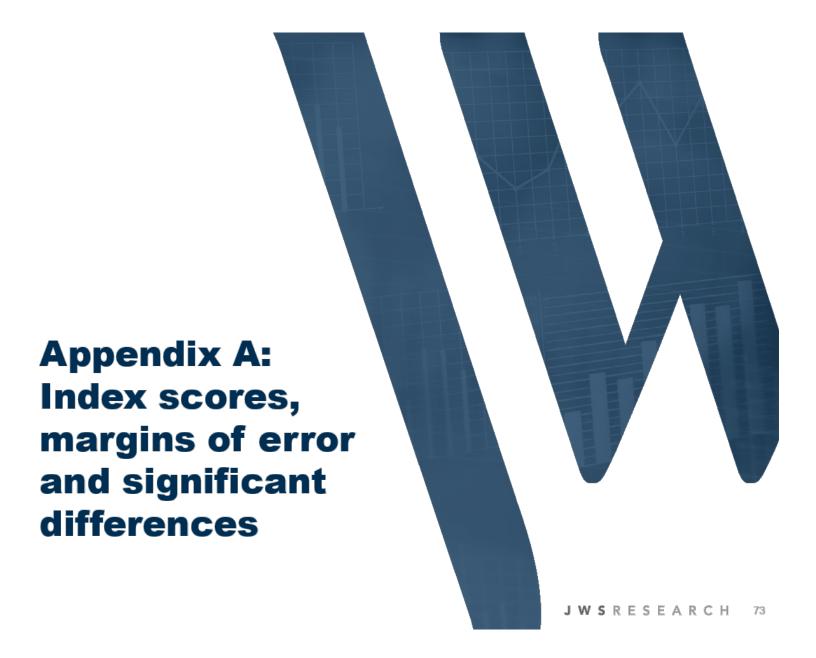
Gender and age profile





S3. [Record gender] / S4. To which of the following age groups do you belong?
Base: All respondents. Councils asked state-wide: 66 Councils asked group: 19
Please note that for the reason of simplifying reporting, interlocking age and gender reporting has not been included in this report. Interlocking age and gender analysis is still available in the dashboard and data tables provided alongside this report.

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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Appendix A: Index Scores



Index Scores

Many questions ask respondents to rate council performance on a five-point scale, for example, from 'very good' to 'very poor', with 'can't say' also a possible response category. To facilitate ease of reporting and comparison of results over time, starting from the 2012 survey and measured against the statewide result and the council group, an 'Index Score' has been calculated for such measures.

The Index Score is calculated and represented as a score out of 100 (on a 0 to 100 scale), with 'can't say' responses excluded from the analysis. The '% RESULT' for each scale category is multiplied by the 'INDEX FACTOR'. This produces an 'INDEX VALUE' for each category, which are then summed to produce the 'INDEX SCORE', equating to '60' in the following example.

Similarly, an Index Score has been calculated for the Core question 'Performance direction in the last 12 months', based on the following scale for each performance measure category, with 'Can't say' responses excluded from the calculation.

SCALE CATEGORIES	% RESULT	INDEX FACTOR	INDEX VALUE
Very good	9%	100	9
Good	40%	75	30
Average	37%	50	19
Poor	9%	25	2
Very poor	4%	0	0
Can't say	1%		INDEX SCORE 60

SCALE CATEGORIES	% RESULT	INDEX FACTOR	INDEX VALUE
Improved	36%	100	36
Stayed the same	40%	50	20
Deteriorated	23%	0	0
Can't say	1%		INDEX SCORE 56

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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Appendix A: Margins of error

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The sample size for the 2021 State-wide Local Government Community Satisfaction Survey for Gannawarra Shire Council was n=400. Unless otherwise noted, this is the total sample base for all reported charts and tables.

The maximum margin of error on a sample of approximately n=400 interviews is +/-4.8% at the 95% confidence level for results around 50%. Margins of error will be larger for any sub-samples. As an example, a result of 50% can be read confidently as falling midway in the range 45.2% - 54.8%.

Maximum margins of error are listed in the table below, based on a population of 8,400 people aged 18 years or over for Gannawarra Shire Council, according to ABS estimates.

Demographic	Actual survey sample size	Weighted base	Maximum margin of error at 95% confidence interval
Gannawarra Shire Council	400	400	+/-4.8
Men	182	200	+/-7.2
Women	218	200	+/-6.6
Patchell Ward	190	185	+/-7.0
Yarran Ward	129	135	+/-8.6
Murray Ward	27	25	+/-19.2
Avoca Ward	54	54	+/-13.4
18-34 years	24	74	+/-20.4
35-49 years	63	75	+/-12.4
50-64 years	95	77	+/-10.1
65+ years	218	174	+/-6.6

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J00967 Community Satisfaction Survey 2021 – Gannawarra Shire Council

Appendix A: Significant difference reporting notation



Within tables and index score charts throughout this report, statistically significant differences at the 95% confidence level are represented by upward directing green () and downward directing red arrows ().

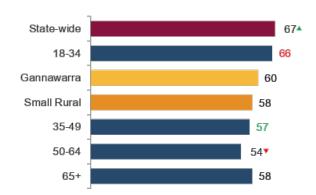
Significance when noted indicates a significantly higher or lower result for the analysis group in comparison to the 'Total' result for the council for that survey question for that year. Therefore in the example below:

- The state-wide result is significantly higher than the overall result for the council.
- The result among 50-64 year olds is significantly lower than for the overall result for the council.

Further, results shown in green and red indicate significantly higher or lower results than in 2020. Therefore in the example below:

- The result among 35-49 year olds in the council is significantly higher than the result achieved among this group in 2020.
- The result among 18-34 year olds in the council is significantly lower than the result achieved among this group in 2020.

2021 overall performance (index scores) (example extract only)



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J00967 Community Satisfaction Survey 2021 – Gannawarra Shire Council

Appendix A: Index score significant difference calculation



The test applied to the Indexes was an Independent Mean Test, as follows:

 $Z Score = (\$1 - \$2) / Sqrt ((\$5^2 / \$3) + (\$6^2 / \$4))$

Where:

- \$1 = Index Score 1
- \$2 = Index Score 2
- \$3 = unweighted sample count 1
- \$4 = unweighted sample count 2
- \$5 = standard deviation 1
- \$6 = standard deviation 2

All figures can be sourced from the detailed cross tabulations.

The test was applied at the 95% confidence interval, so if the Z Score was greater than +/- 1.954 the scores are significantly different.

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Appendix B: Further project information

J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Appendix B: Further information

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Further information about the report and explanations about the State-wide Local Government Community Satisfaction Survey can be found in this section including:

- · Background and objectives
- · Analysis and reporting
- · Glossary of terms

Detailed survey tabulations

Detailed survey tabulations are available in supplied Excel file.

Contacts

For further queries about the conduct and reporting of the 2021 State-wide Local Government Community Satisfaction Survey, please contact JWS Research on

(03) 8685 8555 or via email: admin@jwsresearch.com

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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Appendix B: Survey methodology and sampling



The 2021 results are compared with previous years, as detailed below:

- 2020, n=400 completed interviews, conducted in the period of 30th January – 22nd March.
- 2019, n=401 completed interviews, conducted in the period of 1st February – 30th March.
- 2018, n=400 completed interviews, conducted in the period of 1st February – 30th March.
- 2017, n=400 completed interviews, conducted in the period of 1st February – 30th March.
- 2016, n=400 completed interviews, conducted in the period of 1st February – 30th March.
- 2015, n=400 completed interviews, conducted in the period of 1st February – 30th March.
- 2014, n=400 completed interviews, conducted in the period of 31st January – 11th March.
- 2013, n=400 completed interviews, conducted in the period of 1st February – 24th March.
- 2012, n=400 completed interviews, conducted in the period of 18th May – 30th June.

Minimum quotas of gender within age groups were applied during the fieldwork phase. Post-survey weighting was then conducted to ensure accurate representation of the age and gender profile of the Gannawarra Shire Council area.

Any variation of +/-1% between individual results and net scores in this report or the detailed survey tabulations is due to rounding. In reporting, '—' denotes not mentioned and '0%' denotes mentioned by less than 1% of respondents. 'Net' scores refer to two or more response categories being combined into one category for simplicity of reporting.

This survey was conducted by Computer Assisted Telephone Interviewing (CATI) as a representative random probability survey of residents aged 18+ years in Gannawarra Shire Council.

Survey sample matched to the demographic profile of Gannawarra Shire Council as determined by the most recent ABS population estimates was purchased from an accredited supplier of publicly available phone records, including up to 60% mobile phone numbers to cater to the diversity of residents within Gannawarra Shire Council, particularly younger people.

A total of n=400 completed interviews were achieved in Gannawarra Shire Council. Survey fieldwork was conducted in the period of 5th February – 18nd March, 2021.

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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Appendix B: Analysis and reporting



All participating councils are listed in the State-wide report published on the DELWP website. In 2021, 66 of the 79 Councils throughout Victoria participated in this survey. For consistency of analysis and reporting across all projects, Local Government Victoria has aligned its presentation of data to use standard council groupings. Accordingly, the council reports for the community satisfaction survey provide analysis using these standard council groupings. Please note that councils participating across 2012-2021 vary slightly.

Council Groups

Gannawarra Shire Council is classified as a Small Rural council according to the following classification list:

 Metropolitan, Interface, Regional Centres, Large Rural & Small Rural.

Councils participating in the Small Rural group are:

 Alpine, Ararat, Benalla, Buloke, Central Goldfields, Gannawarra, Hepburn, Hindmarsh, Indigo, Loddon, Mansfield, Murrindindi, Northern Grampians, Pyrenees, Queenscliffe, Strathbogie, West Wimmera and Yarriambiack. Wherever appropriate, results for Gannawarra Shire Council for this 2021 State-wide Local Government Community Satisfaction Survey have been compared against other participating councils in the Small Rural group and on a state-wide basis. Please note that council groupings changed for 2015, and as such comparisons to council group results before that time can not be made within the reported charts.

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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Appendix B: 2012 survey revision

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The survey was revised in 2012. As a result:

- The survey is now conducted as a representative random probability survey of residents aged 18 years or over in local councils, whereas previously it was conducted as a 'head of household' survey.
- As part of the change to a representative resident survey, results are now weighted post survey to the known population distribution of Gannawarra Shire Council according to the most recently available Australian Bureau of Statistics population estimates, whereas the results were previously not weighted.
- The service responsibility area performance measures have changed significantly and the rating scale used to assess performance has also changed.

As such, the results of the 2012 State-wide Local Government Community Satisfaction Survey should be considered as a benchmark. Please note that comparisons should not be made with the State-wide Local Government Community Satisfaction Survey results from 2011 and prior due to the methodological and sampling changes. Comparisons in the period 2012-2021 have been made throughout this report as appropriate.

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Appendix B: Core, optional and tailored questions



Core, optional and tailored questions

Over and above necessary geographic and demographic questions required to ensure sample representativeness, a base set of questions for the 2021 State-wide Local Government Community Satisfaction Survey was designated as 'Core' and therefore compulsory inclusions for all participating Councils.

These core questions comprised:

- Overall performance last 12 months (Overall performance)
- Value for money in services and infrastructure (Value for money)
- · Contact in last 12 months (Contact)
- · Rating of contact (Customer service)
- Overall council direction last 12 months (Council direction)
- Community consultation and engagement (Consultation)
- Decisions made in the interest of the community (Making community decisions)
- Condition of sealed local roads (Sealed local roads)
- Waste management

Reporting of results for these core questions can always be compared against other participating councils in the council group and against all participating councils state-wide. Alternatively, some questions in the 2021 State-wide Local Government Community Satisfaction Survey were optional. Councils also had the ability to ask tailored questions specific only to their council.

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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Appendix B: Analysis and reporting

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Reporting

Every council that participated in the 2021 State-wide Local Government Community Satisfaction Survey receives a customised report. In addition, the state government is supplied with this State-wide summary report of the aggregate results of 'Core' and 'Optional' questions asked across all council areas surveyed, which is available at:

https://www.localgovernment.vic.gov.au/ourprograms/council-community-satisfaction-survey

Tailored questions commissioned by individual councils are reported only to the commissioning council and not otherwise shared unless by express written approval of the commissioning council.

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J00967 Community Satisfaction Survey 2021 - Gannawarra Shire Council

Appendix B: Glossary of terms



Core questions: Compulsory inclusion questions for all councils participating in the CSS.

CSS: 2021 Victorian Local Government Community Satisfaction Survey.

Council group: One of five classified groups, comprising: metropolitan, interface, regional centres, large rural and small rural.

Council group average: The average result for all participating councils in the council group.

Highest / lowest: The result described is the highest or lowest result across a particular demographic subgroup e.g. men, for the specific question being reported. Reference to the result for a demographic sub-group being the highest or lowest does not imply that it is significantly higher or lower, unless this is specifically mentioned.

Index score: A score calculated and represented as a score out of 100 (on a 0 to 100 scale). This score is sometimes reported as a figure in brackets next to the category being described, e.g. men 50+ (60).

Optional questions: Questions which councils had an option to include or not.

Percentages: Also referred to as 'detailed results', meaning the proportion of responses, expressed as a percentage.

Sample: The number of completed interviews, e.g. for a council or within a demographic sub-group.

Significantly higher / lower: The result described is significantly higher or lower than the comparison result based on a statistical significance test at the 95% confidence limit. If the result referenced is statistically higher or lower then this will be specifically mentioned, however not all significantly higher or lower results are referenced in summary reporting.

State-wide average: The average result for all participating councils in the State.

Tailored questions: Individual questions tailored by and only reported to the commissioning council.

Weighting: Weighting factors are applied to the sample for each council based on available age and gender proportions from ABS census information to ensure reported results are proportionate to the actual population of the council, rather than the achieved survey sample.

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7.2 AUDIT AND RISK COMMITTEE - 15 JUNE, 2021 MEETING

Author: Phil Higgins, Director Corporate Services

Authoriser: Tom O'Reilly, CEO

Attachments: Nil

RECOMMENDATION

That Council:

- 1. Receive and note the summary of the discussions of the Audit and Risk Committee;
- 2. Change the date of the next Audit and Risk Committee meeting from 31 August 2021 to 7 September 2021.

EXECUTIVE SUMMARY

The Audit and Risk Committee (ARC) met on Tuesday, 15 June, 2021. The focus of the ARC meeting was to review the financial position of the Council through reports on the progress on the Annual Financial Statements, Quarterly Financial Report, the Proposed Budget, the Draft Revenue and Rating Plan and the Draft Financial Plan. Other issues included an internal audit review and various risk management reports.

PURPOSE

This report outlines the actions of the ARC to meet its responsibilities to: - ensure compliance with Council policies; monitor financial performance; monitor risk and fraud control and overview the audit functions.

ATTACHMENTS

Nil

DISCUSSION

Details of the 15 June, 2021 ARC Meeting:

Member attendees:

John Campbell – Independent Member – Chairperson Bradley Tarr – Independent Member Francis Crawley – Independent Member Cr Charlie Gillingham – Councillor Representative Cr Garner Smith – Councillor Representative

Also in attendance:

Staff

Tom O'Reilly – Chief Executive Officer
Phil Higgins – Director Corporate Services
Shanna Johnny – Acting Manager Finance
Alissa Harrower – Acting Manager Governance

<u>Auditors</u>

Ryan Schischka – Johnson MME for the VAGO Audit Strategy Brad Ead – AFS & Associates for the two internal audit reports

Apologies: Nil

The following items were considered by the ARC at the meeting:

Report	Item for Discussion	Recommendation/Outcome
VAGO Audit Strategy year	The Auditor's Interim Management letter for the year ending 30 June 2021.	The letter was accepted.
ending 30 June 2021	The rescheduling of the next ARC meeting to 7 September 2021.	 Rescheduled meeting agreed to.
Internal Audit Community Care Back- Pay Review	The internal audit undertaken by AFS & Associates to review the Community Care Back-Pay was presented by the auditor and discussed, outlining management responses and key findings of the report	The findings in the internal audit were acknowledged and the presentation from the auditor was accepted.
Past Issues Review 2021-01 and Outstanding Items	A past issues review report was undertaken and five items were deemed as being satisfactorily addressed.	The report acknowledged and five items were accepted as being completed and to be removed from the Outstanding Items report.
Review of LGPRF	Changes to the LGPRF as required by the ARC Charter were discussed	Changes are minor and the ARC endorsed them.
Quarterly Financial Report	The report to 31 March 2021 was presented	The report was received and noted.
Proposed 2021/2022 Budget	The proposed 2021/2022 budget as presented to Council in April was presented.	The report was received and noted.
Proposed Revenue and Rating Plan	The Draft Revenue and Rating plan was out for public consultation, following being presented to Council in April.	The report was received and noted.
Financial Plan	The first draft of the Financial Plan was considered. The Financial Plan is required to be adopted by Council by 31 October 2021.	The report was received and noted.
Council Policy Review	 The following policies were recently reviewed: Policy No. 025 – Outstanding Debt; Policy No. 110 – Investments; Policy No. 109 – Procurement; Policy No. 140 – COVID-19 Hardship. 	The policy reviews were noted.
Risk Appetite	The ARC Charter requires a review of Council's risk appetite and the degree of alignment with Council's risk profile	The risk appetite review was noted.
Risk Management Report	Council's current Risk Management Framework requires quarterly reporting to the ARC. The report examined risk management progress	The ARC received and noted the report.

Report	Item for Discussion	Recommendation/Outcome
VAGO Audit	The Auditor's Interim Management letter	The letter was
Strategy year	for the year ending 30 June 2021.	accepted.
ending 30 June	, .	·
2021	The rescheduling of the next ARC	 Rescheduled meeting agreed to.
	meeting to 7 September 2021.	agreed to.
Internal Audit	The internal audit undertaken by AFS &	The findings in the internal
Community	Associates to review the Community Care	audit were acknowledged
Care Back- Pay	Back-Pay was presented by the auditor and	and the presentation from
Review	discussed, outlining management responses	the auditor was accepted.
	and key findings of the report	
Past Issues	A past issues review report was undertaken and	The report acknowledged
Review 2021-01	five items were deemed as being satisfactorily	and five items were
and Outstanding	addressed.	accepted as being
Items		completed and to be
		removed from the
		Outstanding Items report.
Review of	Changes to the LGPRF as required by the ARC	Changes are minor and the
LGPRF	Charter were discussed	ARC endorsed them.
Quarterly	The report to 31 March 2021 was presented	The report was received and
Financial Report		noted.
Proposed	The proposed 2021/2022 budget as presented	The report was received and
2021/2022	to Council in April was presented.	noted.
Budget	TI D (1) 1	
Proposed	The Draft Revenue and Rating plan was out for	The report was received and
Revenue and	public consultation, following being presented	noted.
Rating Plan Financial Plan	to Council in April. The first draft of the Financial Plan was	The report was received and
Filidifcial Fidit	considered. The Financial Plan is required to be	noted.
	adopted by Council by 31 October 2021.	noted.
Council Policy	The following policies were recently reviewed:	The policy reviews were
Review	Policy No. 025 – Outstanding Debt;	noted.
THE VIEW	Policy No. 110 – Investments;	noted.
	 Policy No. 110 – Investments, Policy No. 109 – Procurement; 	
	 Policy No. 140 – COVID-19 Hardship. 	
	and highlights from individual directorates for	
	the period 1 October 2020 to 31 December	
	2020.	
Cyber Incident	The development of a CIRP is to set out the	The ARC received and noted
Response Plan	actions to take should a cyber-attack occur.	the report
(CIRP)		'
Reports from	Various agency reports were considered	The various
VAGO, IBAC and	including Sexual Harassment in Local	recommendations in the
Essential	Government, Measuring and reporting on	reports were considered
Services	service delivery, Responding to Ratepayers in	and Council's responses
Commission	Financial Hardship, Rate Capping Compliance	were accepted.
	and Operation Meroo.	
Corporate	Details of CEO expenditure on credit	The report was noted
Credit Card	cards for January - March 2021 was	

Report	Item for Discussion	Recommendation/Outcome
VAGO Audit	The Auditor's Interim Management letter	The letter was
Strategy year	for the year ending 30 June 2021.	accepted.
ending 30 June	The rescheduling of the next ARC	Rescheduled meeting
2021	meeting to 7 September 2021.	agreed to.
Internal Audit	The internal audit undertaken by AFS &	The findings in the internal
Community	Associates to review the Community Care	audit were acknowledged
Care Back- Pay	Back-Pay was presented by the auditor and	and the presentation from
Review	discussed, outlining management responses and key findings of the report	the auditor was accepted.
Past Issues	A past issues review report was undertaken and	The report acknowledged
Review 2021-01	five items were deemed as being satisfactorily	and five items were
and Outstanding	addressed.	accepted as being
Items	addi essed.	completed and to be
1001110		removed from the
		Outstanding Items report.
Review of	Changes to the LGPRF as required by the ARC	Changes are minor and the
LGPRF	Charter were discussed	ARC endorsed them.
Quarterly	The report to 31 March 2021 was presented	The report was received and
Financial Report		noted.
Proposed	The proposed 2021/2022 budget as presented	The report was received and
2021/2022	to Council in April was presented.	noted.
Budget		
Proposed	The Draft Revenue and Rating plan was out for	The report was received and
Revenue and	public consultation, following being presented	noted.
Rating Plan	to Council in April.	
Financial Plan	The first draft of the Financial Plan was	The report was received and
	considered. The Financial Plan is required to be	noted.
Council Doliny	adopted by Council by 31 October 2021.	The policy reviews were
Council Policy Review	The following policies were recently reviewed:Policy No. 025 – Outstanding Debt;	The policy reviews were noted.
Keview	 Policy No. 023 – Outstanding Debt, Policy No. 110 – Investments; 	noted.
	 Policy No. 110 – Investments, Policy No. 109 – Procurement; 	
	 Policy No. 149 – Procurement, Policy No. 140 – COVID-19 Hardship. 	
	presented.	
Annual Work	The Charter documents the tasks to be	The report was noted
Plan	completed by the ARC and how often	The report was noted
	the tasks are to be undertaken. This	
	report updates the status of each	
	requirement in the Annual Work Plan.	
Internal Control	The ICE Plan is a rolling four year plan.	The policy reviews to be
Environment	The report reviewed the items listed for	undertaken by Council in
(ICE) Plan	2021.	2021 were linked to the ICE.

RELEVANT LAW

Section 53 and 54 Local Government Act 2020.

RELATED COUNCIL DECISIONS

At Council's 19 August 2020 meeting Council established the ARC.

At Council's 25 November 2020 meeting Council appointed Cr Gillingham and Cr Smith to the ARC.

OPTIONS

There are no specific recommendations for Council's consideration.

SUSTAINABILITY IMPLICATIONS

The Local Government Act 2020 gives the ARC a broader focus and a stronger emphasis on key responsibility areas in financial and performance reporting, internal control environment (ICE), risk management, fraud prevention, internal audit, external audit and compliance management risks.

COMMUNITY ENGAGEMENT

The three independent members on the ARC ensure that there is involvement by key community members.

INNOVATION AND CONTINUOUS IMPROVEMENT

The new framework of the Audit Plan and ICE Plan are being implemented.

COLLABORATION

The ARC meeting was attended by the External Auditor and AFS & Associates on an internal audit.

FINANCIAL VIABILITY

The ARC is operating within the adopted budget.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

The ARC is a requirement of the new Act.

COUNCIL PLANS AND POLICIES

A review of Council policies is a key component of the ICE Plan.

TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

CONFLICT OF INTEREST

The officer preparing this report declares that they have no conflict of interest in regards to this matter.

7.3 COUNCIL POLICY REVIEW

Author: Lisa Clue, Manager Governance

Authoriser: Phil Higgins, Director Corporate Services

Attachments: 1 Policy No. 003 - Risk Management

2 Policy No. 037 - Sport and Recreation Assistance and Grants

3 Policy No. 058 - Bus Routes - Certificates

4 Policy No. 060 - Waste Magement Services, Bins - Provision and

Replacement

RECOMMENDATION

That Council:

1. Endorse the following reviewed policies:

- Policy No. 003 Risk Management
- Policy No. 058 Bus Routes Certificates
- Policy No. 060 Waste Management Services, Bins Provision and Replacement
- 2. Repeal Policy No. 037 Sport and Recreation Assistance and Grants.

EXECUTIVE SUMMARY

Council officers undertake regular reviews of Council policies to ensure compliance with relevant legislation and that they are reflective of current practices. This report addresses the following policies which have recently been reviewed:

- Policy No. 003 Risk Management
- Policy No. 037 Sport and Recreation Assistance and Grants
- Policy No. 058 Bus Routes Certificates
- Policy No. 060 Waste Management Services, Bins Provision and Replacement

PURPOSE

This report addresses four recently reviewed policies for the consideration of Council.

ATTACHMENTS

Policy No. 003 – Risk Management

Policy No. 037 – Sport and Recreation Assistance and Grants

Policy No. 058 – Bus Routes - Certificates

Policy No. 060 – Waste Management Services, Bins – Provision and Replacement

DISCUSSION

Council officers undertake regular reviews of Council policies to ensure compliance with relevant legislation and that they are reflective of current practice. Council policies are reviewed as needed, however most policies must be reviewed within either 12 months or two years after a General Election. Reviewed policies are presented to Council for endorsement, or for repeal if it has been determined the policy is no longer required.

Council policies provide guidance to staff, Council and the community and are published on Council's website.

Below is a summary of recommended adjustments to reviewed policies.

Policy No.	Policy Title	Comments
003	Risk Management	This policy outlines Council's commitment to managing risks and maximising opportunities. Council's risk management performance is reported through to the Audit and Risk Committee on a quarterly basis.
		Proposed administrative adjustments to the policy reflect the change in legislation from the <i>Local Government Act 1989</i> to the <i>Local Government Act 2020</i> .
		Council's Risk Framework will soon be reviewed to align to the new Council Plan.
037	Sport and Recreation Assistance and Grants	This policy outlines the process for sporting clubs to seek funding to improve recreation facilities.
		It is recommended this policy be repealed on the basis that it provides direction that is already outlined in the adopted Sport and Recreation Strategy 2019 – 2029.
058	Bus Routes - Certificates	This policy provides clear direction on the process of proposing or changing school bus routes across the municipality.
		Minor administrative corrections have been made to the policy.
060	Waste Management Services, Bins – Provision and Replacement	This policy documents Council's commitment to managing kerbside waste services across the Gannawarra Shire.
		Proposed changes to the policy include the addition of a 120 litre bin for glass commencing in 2023 in line with the State Government Waste Management Program. There are also a small number of recommended administrative adjustments.

RELEVANT LAW

Not applicable

RELATED COUNCIL DECISIONS

Council Policy No. 003 – Risk Management was last reviewed by Council in October 2018

Council Policy No. 037 – Sport and Recreation Assistance and Grants was last reviewed by Council in August 2017

Council Policy No. 058 - Bus Routes - Certificates was last reviewed by Council in April 2018

Council Policy No. 060 – Waste Management Services, Bins – Provision and Replacement was last reviewed by Council in May 2018

OPTIONS

Council may wish to endorse the recommended, or alternative adjustments or decide to not make any adjustments to the policies at this time.

SUSTAINABILITY IMPLICATIONS

The change to Policy 060 Waste Management Services has an environmental implication.

COMMUNITY ENGAGEMENT

Not applicable.

INNOVATION AND CONTINUOUS IMPROVEMENT

Council policies provide guidance to Council, staff and the community in decision making and service delivery.

Policies are reviewed as required however most policies must be reviewed within either 12 months or two years of a Council election. Regular reviews of Council policies ensure compliance with relevant legislation and that they are reflective of current practices.

COLLABORATION

Not applicable.

FINANCIAL VIABILITY

Not applicable.

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Recycling Victoria - A new economy

COUNCIL PLANS AND POLICIES

Gannawarra Shire Council Plan 2017 – 2021 – Good Governance and a Healthy Organisation

TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

CONFLICT OF INTEREST

The officers preparing this report declares that they have no conflict of interest in regards to this matter.



Risk Management

COUNCIL POLICY NO. 003

POLICY

Gannawarra Shire Council is committed to managing its risks and maximising its opportunities in order to meet its identified strategic objectives:

- 1.1 in accordance with International Standard of Risk Management (ISO31000).
- 1.2 by making available sufficient resources to undertake risk management activities.
- 1.3 by reviewing its Risk Management Policy and framework periodically and in response to relevant events or changes in circumstances.
- 1.4 by ensuring that accountabilities and responsibilities for managing risk are assigned, at appropriate levels throughout the organisation.
- 1.5 by considering objectives and criteria of all new projects, processes and activities, and projects, processes and activities under review in light of the strategic objectives.

Gannawarra Shire Council will ensure that it will deal with conflicts of interest in accordance with the *Local Government Act* - 2020 (Division 2 – Conflicts of Interest).

Council's risk management performance will be monitored periodically, against identified indicators for appropriateness.

2. POLICY REVIEW

Council will review this policy as required but always within two years after a general election of the Council.

At the time of review, this policy was compliant with the Victorian Charter of Human Rights and Responsibilities Act 2006.

3. FURTHER INFORMATION

Members of the public may inspect all policies at Gannawarra Shire Council's Kerang and Cohuna office or online at www.gannawarra.vic.gov.au

Any enquiries in relation to this policy should be directed to the Chief Executive Officer on (03) 5450 9333.

Altus Folder - 3.000518 Originally adopted: 1995 Reviewed: 31/11/2002 Minute Book Reference: 2455 Reviewed: 24/11/2004 Minute Book Reference: 3816 Reviewed: 27/06/2007 Minute Book Reference: 5895 Reviewed: 16/12/2009 Minute Book Reference: 7764 19/12/2012 Minute Book Reference: 9658 Reviewed: Reviewed: 22/06/2016 Minute Book Reference: 12419 17/10/2018 Minute Book Reference: Reviewed: 21/07/2021 To be reviewed by: 2026



SPORTS AND RECREATION ASSISTANCE AND GRANTS

COUNCIL POLICY NO. 037

1. POLICY STATEMENT

Gannawarra Shire Council aims to support local sporting clubs, where possible, with applications to seek funding through the Department of Health and Human Services (DHHS) various funding programs to help improve recreation facilities across the municipality.

- a) Sporting Clubs seeking grants from DHHS under programs such as the Community Sports Infrastructure Fund, Better Indoor Stadiums Fund and Country Football Netball Program must first submit an Expression of Interest to Council outlining their proposed project.
- b) Sporting Clubs must provide evidence as part of the Expression of Interest to Council that the Club is capable of meeting the local financial contribution required to match any government grant sought.
- c) Applications from sporting bodies using recreation reserves must first be approved by that Reserve's Committee of Management and evidence of this agreement provided with the Expression of Interest before being considered by Council.
- d) Applications for funding from DHHS will be considered by Council on a regular basis.

2. POLICY REVIEW

Council will review this policy as required but always within twelve months after a general election of the Council.

At the time of review, this policy was compliant with the Victorian Charter of Human Rights and Responsibilities Act 2006.

3. FURTHER INFORMATION

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna offices or online at www.gannawarra.vic.gov.au.

Any enquiries in relation to this policy should be directed to the Chief Executive Officer on (03) 5450 9333.

Records - Document Profile No. 14/00437

Originally adopted: 1995

Reviewed: 13/11/2002 Reviewed: 24/10/2007 Reviewed: 17/03/2010

Minute Book Reference: 2455 Minute Book Reference: 6164 Minute Book Reference: 7882 Minute Book Reference: 12502

Reviewed: 15/03/2017 To be reviewed: 2021



Bus Route – Certificates

COUNCIL POLICY NO. 058

1. POLICY

1.1 Application for Certificate of Suitability of a proposed route or changes to existing route will only be accepted from the School Council or School Bus Coordinator through the Department of Education and Training.

Applications are to provide the following information:

- a) plan of the proposed route showing the location of residences affected by the proposal;
- number and age of all children concerned or likely to be concerned over the next five years and consider longer term to accommodate up to twelve years for one child school life years;
- c) comments from the School Council(s) whose school(s) are involved or affected by the proposal;
- d) description and size of the bus proposed for the route; and
- e) list any section of the route that may present temporary or seasonal difficulties for use by a school bus

Parents/carers of children travelling on school buses may make input into the selection or nomination of school bus routes through the relevant School Bus Coordinator.

- 1.2 In the event that no problems affecting Council exist in relation to the proposed route, the Director Infrastructure and Development will approve the Certificate to be issued to the applicant.
- 1.3 Where substandard road conditions exist that don't meet minimum standards for a bus route, eg. lack of suitable parking, inadequate road pavement, lack of turning area or, appropriate signage, the Director Infrastructure and Development will jointly inspect the route with the School Bus Coordinator, an Officer from the Department of Education and Training and the Bus Contractor in an attempt to find an appropriate solution taking into consideration budget, ongoing maintenance etc.

2. POLICY REVIEW

Council will review this policy as required but always within two years after a general election of the Council.

At the time of review, this policy was compliant with the Victorian Charter of Human Rights and Responsibilities Act 2006.

3. FURTHER INFORMATION

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna office or online at www.gannawarra.vic.gov.au.

Any enquiries in relation to this policy should be directed to the Chief Executive Officer on (03) 54509333.

Altus ECM Folder: 3.000518 Originally adopted: 1995 Reviewed: 13/11/2002 Reviewed: 22/08/2007

Reviewed: 15/09/2010 Reviewed: 17/12/2014 Reviewed: 18/04/2018

Reviewed: 21/07/2021 To be reviewed: 2026 Minute Book Reference: 2455 Minute Book Reference: 6013 Minute Book Reference: 8285 Minute Book Reference: 11168 Minute Book Reference: 12654



Waste Management Services, Bins – Provision and Replacement

COUNCIL POLICY NO. 060

POLICY PURPOSE

To document Gannawarra Shire Council's commitment to managing kerbside waste services.

SCOPE

This policy:

Complies with legislation, regulations, industry codes; Council policy, agreements and other organisational requirements and Council values identified in the Council Plan.

POLICY

Gannawarra Shire Council is committed to:

A Standard Service consists of 1 x 120L bin for waste and 1 x 240L bin for recycling and from 2023 a 120L bin for glass. Council may provide a 240L bin for waste upon request.

- 3.1 Compulsory Service to Residential Properties
 - Council will provide a standard service to all residential properties (other than vacant land) within the township boundaries as shown on the town boundary maps appended to this policy.
 - The charge set by Council for this service will be payable whether or not the service is utilised.
 - Multiple garbage and recycling bins can be supplied on request and will be additionally charged at the standard charge per service. Only one extra recycling bin can be provided at no additional charge.
- 3.2 Optional service to rural properties, commercial and industrial properties
 - Council may provide a standard service to residences on rural properties, commercial and industrial
 properties by agreement. The charge set by Council will be payable whether or not the service is utilised.
 - Multiple garbage and recycling bins can be supplied on request and will be additionally charged at the standard charge per service. Only one extra recycling bin can be provided at no additional charge. One or multiple 240L bins may be provided in the waste service to food service premises at the discretion of the Director of Infrastructure and Development, where skip bins have been prohibited.

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- 3.3 Optional Service to all properties in townships, as approved by Council.
 - Council may provide a green waste service to residential properties (other than vacant land), commercial
 and industrial properties in townships, as approved by Council, by agreement (as defined by the attached
 maps). The charge set by Council will be payable whether or not the service is utilised.
 - Multiple 240L green waste bins can be supplied on request and will be additionally charged at the standard charge per service set by Council.

3.4 Replacement of Bins

- Replacement of bins will generally be in accordance with the specifications of the contract relating to the
 provision of the waste management service (within 14 days of receipt of notification).
- Replacement of bins will be at Council's expense where
 - The bin has been damaged by collection equipment
 - The bin has been stolen after collection and the matter has been reported by the owner or ratepayer to Police and Council (notification to Council and Police within seven working days of collection)
- Replacement of bins be at the owners or ratepayers expense where -
 - The bin has been damaged or destroyed by actions of the owner, ratepayer or tenant
 - The bin has been stolen after collection and the matter has not been reported to Police and Council within seven working days of the day of collection
 - Or any other reason not stated above.

4. POLICY REVIEW

Council will review this policy as required but always within two years after a general election of the Council.

At the time of review, this policy was compliant with the Victorian Charter of Human Rights and Responsibilities Act 2006.

5. FURTHER INFORMATION

Members of the public may inspect all Council policies at Gannawarra Shire Council's Kerang and Cohuna office or online at www.gannawarra.vic.gov.au.

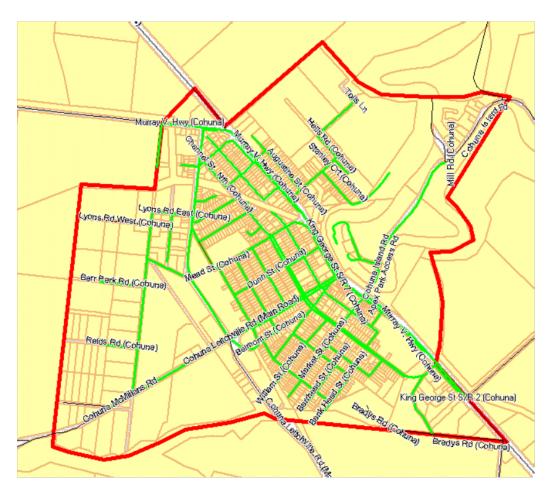
Any enquiries in relation to this policy should be directed to the Chief Executive Officer on (03) 5450 9333.

Altus ECM Folder: 3.000518			
Originally adopted:	1995		
Reviewed:	13/11/2002	Minute Book Reference:	2455
Reviewed:	22/08/2007	Minute Book Reference:	6013
Reviewed:	25/06/2008	Minute Book Reference:	6625
Reviewed	17/11/2010	Minute Book Reference	8382
Reviewed	23/06/2015	Minute Book Reference	11715
Reviewed	16/05/2018	Minute Book Reference:	12667
Reviewed	16/05/2018	Minute Book Reference:	12667
Reviewed	21/07/2021		
To be reviewed by	2026		

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1. COHUNA - TOWNSHIP BOUNDARY - COMPULSORY WASTE SERVICE MAP

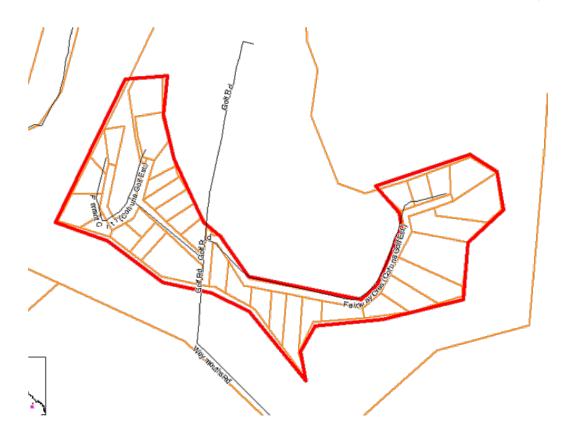


About this Document	Disclaimer
This map has been created for the purpose of showing basic	This map is a representation of the information currently held by Gannawarra Shire Council. While every effort
	has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or
boundary line network data is supplied by State Government.	omissions. Any feedback on omissions or errors would be appreciated.
Any error should be reported to the GIS Section, Gannawarra	
Shire Council.	

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2. COHUNA GOLF LINKS ESTATE—TOWNSHIP BOUNDARY—COMPULSORY WASTE SERVICE MAP

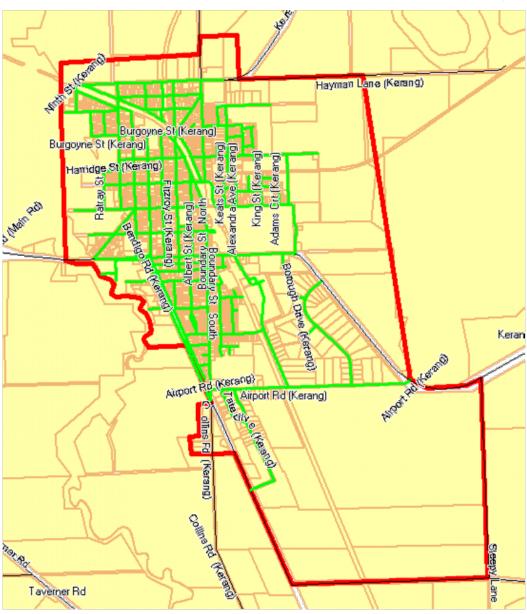


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by State Government. Any error should be reported to the GIS Section,	responsibility for any errors or omissions. Any feedback on omissions or errors would be
Gannawarra Shire Council.	appreciated.

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3. KERANG - TOWNSHIP BOUNDARY - COMPULSORY WASTE SERVICE MAP



Map Zoom: 7.399 km	
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4. KOONDROOK - TOWNSHIP BOUNDARY - COMPULSORY WASTE SERVICE MAP

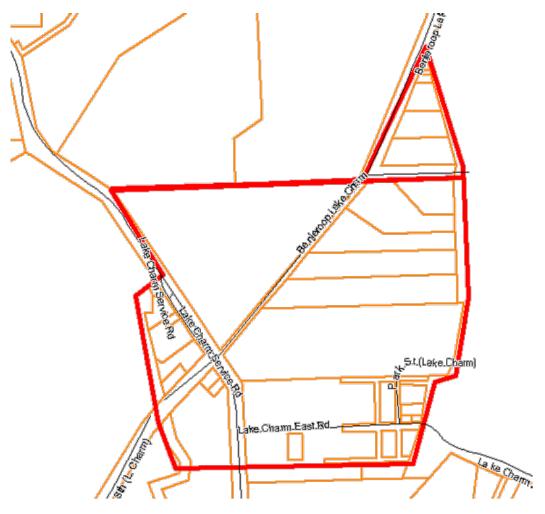


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information over Gannawarra Shire Council. Property boundary line	While every effort has been made to ensure the accuracy of the product, Council accepts no
network data is supplied by State Government. Any error should be	responsibility for any errors or omissions. Any feedback on omissions or errors would be
reported to the GIS Section, Gannawarra Shire Council.	appreciated.

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5. LAKE CHARM - TOWNSHIP BOUNDARY - COMPULSORY WASTE SERVICE MAP

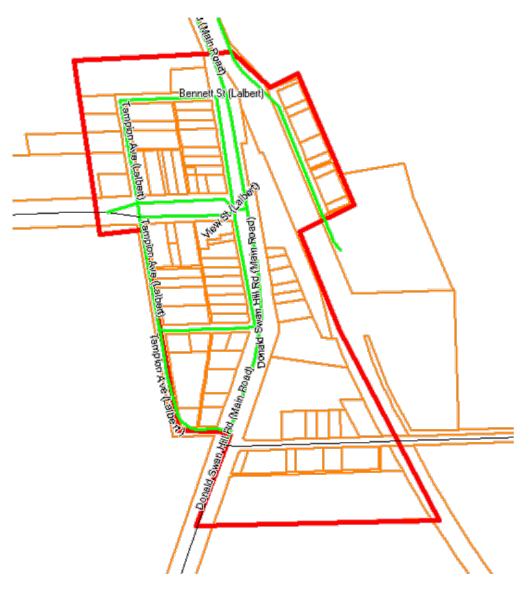


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locality information over Gannawarra Shire Council. Property	effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any
boundary line network data is supplied by State Government. Any	errors or omissions. Any feedback on omissions or errors would be appreciated.
error should be reported to the GIS Section, Gannawarra Shire	
Council	I

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6. Lalbert – Township Boundary – Compulsory Waste Service Map



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ı	information over Gannawarra Shire Council. Property boundary line network	While every effort has been made to ensure the accuracy of the product, Council accepts no
ı	data is supplied by State Government. Any error should be reported to the	responsibility for any errors or omissions. Any feedback on omissions or errors would be
ı	GIS Section, Gannawarra Shire Council.	appreciated.

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7. Leitchville – Township Boundary – Compulsory Waste Service Map



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Gannawarra Shire Council. Property boundary line network data is supplied by State	Council. While every effort has been made to ensure the accuracy of the product,
Government. Any error should be reported to the GIS Section, Gannawarra Shire	Council accepts no responsibility for any errors or omissions. Any feedback on
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over Gannawarra Shire Council. Property boundary line network data is supplied	Council. While every effort has been made to ensure the accuracy of the product,
by State Government. Any error should be reported to the GIS Section,	Council accepts no responsibility for any errors or omissions. Any feedback on omissions
Gannawarra Shire Council.	or errors would be appreciated.

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9. Mystic Park – Township Boundary – Compulsory Waste Service Map



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information over Gannawarra Shire Council. Property boundary line	While every effort has been made to ensure the accuracy of the product, Council accepts no
network data is supplied by State Government. Any error should be	responsibility for any errors or omissions. Any feedback on omissions or errors would be
reported to the GIS Section, Gannawarra Shire Council.	appreciated.

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10. QUAMBATOOK - TOWNSHIP BOUNDARY - COMPULSORY WASTE SERVICE MAP



About this Document	Disclaimer
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reported to the GIS Section, Gannawarra Shire Council.	appreciated.

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7.4 DELEGATION UPDATE - COUNCIL TO MEMBERS OF COUNCIL STAFF

Author: Lisa Clue, Manager Governance

Authoriser: Phil Higgins, Director Corporate Services

Attachments: 1 Instrument of Delegation to Members of Council Staff

RECOMMENDATION

That Council in the exercise of the powers conferred by the legislation referred to in the attached instrument of delegation, resolves that:

- 1. There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached *Instrument of Delegation to members of Council staff*, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument.
- 2. The instrument comes into force immediately the common seal of Council is affixed to the instrument.
- 3. On the coming into force of the instrument all previous delegations to members of Council staff (other than 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.

EXECUTIVE SUMMARY

Gannawarra Shire Council has functions and duties which it must perform and powers which it may exercise, pursuant to the *Local Government Act 1989* (the 1989 Act), the *Local Government Act 2020* (the 2020 Act) as well as a range of other Acts. Legislation referred to in the attached instrument of delegation provides for Council to delegate certain powers, duties or functions to members of staff rather than having all functions and duties dealt with by Council resolution.

Delegations are regularly reviewed to reflect changes in legislation, regulations and Council's organisational structure.

This report addresses delegations to members of Council staff.

PURPOSE

The purpose of this report is for Council to consider delegations to members of Council staff.

ATTACHMENTS

Instrument of Delegation to Members of Council Staff.

DISCUSSION

As a statutory entity, Council is only able to do those things which it is authorised by statute to do. As a legal entity and not a 'natural person', Council can act in only one of two ways: by resolution or through others acting on its behalf. The power for Council to act by resolution is set out in section 59 of the 2020 Act.

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"59(1) Where a Council is empowered to do any act, matter or thing, the decision to do the act, matter or thing is to be made by a resolution of the Council."

Alternatively, a Council can act through others. Legislation referred to in the attached Instrument of Delegation provides for Council to delegate certain powers, duties or functions to members of Council staff.

Where this is to occur, appointments are formalised through a written 'instrument of delegation'.

This report seeks to update the Instrument of Delegation to Members of Council Staff to reflect the following:

- the commencement of ss 36A, 36B, 38G(1), 38G(2) and 40F of the Food Act 1984;
- the removal of s 181H of the *Local Government Act 1989*. The CEO may now sub-delegate the power to enter into an environmental upgrade agreement and declare and levy an environmental upgrade charge, to a member of Council staff pursuant to s 181 H of the 1989 Act and s 47 of the 2020 Act;
- s 42A of the *Road Management Act 2004* has been updated to remove reference to VicRoads and replace it with Head, Transport of Victoria.

Delegate positions in the following Acts and Regulations have been updated to reflect current practice and organisational structure:

- sections 57(1), 80(1), 86(2), 86(3)(a), 86(3)(b), 86(4), 88, 106(1), 107(1), 107(2), 116(5), 151 and 152(2) of the *Cemeteries and Crematoria Act 2003;*
- sections 53M(7) of the Environment Protection Act 1970;
- sections 19CB(4)(b), 19M(4)(a) & (5), 19U(3), 38A(4), 40D(1), of the Food Act 1984;
- sections 46GY(1), 46GY(2), 46GZA(1), 46GZA(2), 46GZF(2), 46GZF(3), 46GZF(4), 50(6), 54(1B), 60, 61(2), 98(1) & (2), 101, 103, 107(1), 107(3), 129, 171(2)(f), 201UAB(1), 201UAB(2) of the Planning and Environment Act 1987;
- sections 142G(1), 142G(2), 142I(2), 518F, 526A(3), of the Residential Tenancies Act 1997;
- sections 11(1), 17(3), 17(4), 42(1), 53(2), 54(2), 55(1), 72, 121(1) and schl 2 cl 2(1), sch 7 cl 20(1) of the *Road Management Act 2004*;
- regulations 33(1) and 33(2) of the Cemeteries and Crematoria Regulations 2015;
- regulations 23(4), 25(1) and 25(2) of the Road Management (General) Regulations 2016.

RELEVANT LAW

Cemeteries and Crematoria Act 2003
Cemeteries and Crematoria Regulations 2015
Domestic Animals Act 1994
Environment Protection Act 1970
Food Act 1984
Heritage Act 2017
Local Government Act 1989
Local Government Act 2020
Planning and Environment (Fees) Regulations 2016
Planning and Environment Act 1987
Planning and Environment Regulations 2015

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Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards)

Regulations 2020

Road Management (General) Regulations 2016

Road Management (Works and Infrastructure) Regulations 2015

Road Management Act 2004

RELATED COUNCIL DECISIONS

Council most recently reviewed delegations to Council staff at its meeting on 19 August 2020.

OPTIONS

The delegation from Council to members of Council staff must be regularly reviewed to maintain compliance with relevant legislation.

SUSTAINABILITY IMPLICATIONS

Not applicable

COMMUNITY ENGAGEMENT

Not applicable

INNOVATION AND CONTINUOUS IMPROVEMENT

Not applicable

COLLABORATION

Not applicable

FINANCIAL VIABILITY

Not applicable

REGIONAL, STATE AND NATIONAL PLANS AND POLICIES

Not applicable

COUNCIL PLANS AND POLICIES

Not applicable

TRANSPARENCY OF COUNCIL DECISIONS

This report will be considered in an open Council meeting.

CONFLICT OF INTEREST

The officer preparing this report declares that they have no conflict of interest in regards to this matter.

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S6. Instrument of Delegation – Members of Staff

Gannawarra 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:

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

CEO means Chief Executive Officer

DCW means Director Community Wellbeing

DCS means Director Corporate Services

DID means Director Infrastructure and Development

EHO means Environmental Health Officer

GCC means Governance and Compliance Coordinator

LLO1 means Local Laws Coordinator

LLO2 means Local Laws Officer

LRP means Legal Representative/Professional

MAD means Manager Assets and Design

MF means Manager Finance

MG means Manager Governance

MOS means Manager Operational Services

MPRS means Manager Planning and Regulatory Services

MPP means Manager Projects and Property

MBS means Municipal Building Surveyor

PO means Planning Officer

Provision Not Delegated means the function and/or power in column 3 of the Schedule remains with Council

- 3. declares that:
- 3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 21 July 2021; and
- 3.2 the delegation:
 - 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 3.2.2 remains in force until varied or revoked;
 - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
 - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
 - 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
 - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a

(a) policy;

(b) strategy

adopted by Council; or

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

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

The Common Seal of the GANNAWARRA SHIRE COUNCIL)
was hereunto affixed in accordance Gannawarra Shire)
Council Governance Rules.)

Delegation Sources

- Cemeteries and Crematoria Act 2003
- Domestic Animals Act 1994
- Environment Protection Act 1970
- Food Act 1984
- Heritage Act 2017
- Local Government Act 1989
- Planning and Environment Act 1987
- Residential Tenancies Act 1997
- Road Management Act 2004
- Cemeteries and Crematoria Regulations 2015
- Planning and Environment Regulations 2015
- Planning and Environment (Fees) Regulations 2016
- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015

S6 Instrument of Delegation - Members of Staff

	Cemeteries and Crematoria Act 2003					
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations			
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	Provision Not Delegated	Where Council is a Class B cemetery trust			
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	Provision Not Delegated	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	Provision Not Delegated	Where Council is a Class B cemetery trust			
s 12A(1)	Function to do the activities set out in paragraphs (a) - (n)	Provision Not Delegated	Where Council is a Class A cemetery trust			

	Cemeteries and Crematoria Act 2003				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 12A(2)	Duty to have regard to matters set out in paragraphs (a) - (e) in exercising its functions	Provision Not Delegated	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	Provision Not Delegated			
s 14	Power to manage multiple public cemeteries as if they are one cemetery.	Provision Not Delegated			
s 15(1) and (2)	Power to delegate powers or functions other than those listed	Provision Not Delegated			
s 15(4)	Duty to keep records of delegations	GCC, MG			

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	Cemeteries and Crematoria Act 2003					
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations			
s 17(1)	Power to employ any persons necessary	Provision Not Delegated				
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	GCC, MG				
s 17(3)	Power to determine the terms and conditions of employment or engagement	Provision Not Delegated	Subject to any guidelines or directions of the Secretary			
s 18(3)	Duty to comply with a direction from the Secretary	GCC, MG				
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	Provision Not Delegated	Where Council is a Class A cemetery trust			

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	Cemeteries and Crematoria Act 2003					
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations			
s 18C	Power to determine the membership of the governance committee	Provision Not Delegated	Where Council is a Class A cemetery trust			
s 18D	Power to determine procedure of governance committee	Provision Not Delegated	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	Provision Not Delegated	Where Council is a Class A cemetery trust			
s 18D(1)(b)	Power to appoint any additional community advisory committees	Provision Not Delegated	Where Council is a Class A cemetery trust			
s 18D(2)	Duty to establish a community advisory committee under section 18D(1)(a) within 12 months of becoming a Class A cemetery trust.	Provision Not Delegated	Where Council is a Class A cemetery trust			

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	Cemeteries and Crematoria Act 2003				
Provision	Powers and Functions Delegated	Delegate	Conditions and 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	Provision Not Delegated	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	Provision Not Delegated	Where Council is a Class A cemetery trust		
s 18H(1)	Duty to hold an annual meeting before 30 December in each calendar year	Provision Not Delegated	Where Council is a Class A cemetery trust		
s 18l	Duty to publish a public notice of annual meeting in a newspaper, a reasonable time before the date of the annual meeting	Provision Not Delegated	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)	Provision Not Delegated	Where Council is a Class A cemetery trust		

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	Cemeteries and Crematoria Act 2003					
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations			
s 18L(1)	Duty to employ a person as the chief executive officer (by whatever title called) of the Class A cemetery trust	Provision Not Delegated	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)	Provision Not Delegated	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	Provision Not Delegated	Where Council is a Class A cemetery trust			
s 18N(5)	Duty to make amendments as required by the Secretary and deliver the completed plan to the Secretary within 3 months	Provision Not Delegated	Where Council is a Class A cemetery trust			

	Cemeteries and Crematoria Act 2003					
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations			
s 18N(7)	Duty to ensure that an approved annual plan is available to members of the public on request	Provision Not Delegated	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	Provision Not Delegated	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	Provision Not Delegated	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	Provision Not Delegated	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.	Provision Not Delegated	Where Council is a Class A cemetery trust			

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	Cemeteries and Crematoria Act 2003				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 19	Power to carry out or permit the carrying out of works	GCC, MG			
s 20(1)	Duty to set aside areas for the interment of human remains	Provision Not Delegated			
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	Provision Not Delegated			
s 20(3)	Power to set aside areas for those things in paragraphs (a) - (e)	Provision Not Delegated			
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	Provision Not Delegated			
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	Provision Not Delegated	Subject to the approval of the Minister		

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	Cemeteries and Crematoria Act 2003				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	Provision Not Delegated	Subject to the Minister approving the purpose		
s 40	Duty to notify Secretary of fees and charges fixed under s 39	GCC, MG			
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	Provision Not Delegated	Provided the street was constructed pursuant to the Local Government Act 1989		
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	GCC, MG	Report must contain the particulars listed in s 57(2)		
s 59	Duty to keep records for each public cemetery	GCC, MG			

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	Cemeteries and Crematoria Act 2003				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 60(1)	Duty to make information in records available to the public for historical or research purposes	GCC, MG			
s 60(2)	Power to charge fees for providing information	GCC, MG			
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	GCC, MG			
s 64B(d)	Power to permit interments at a reopened cemetery	Provision Not Delegated			
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	Provision Not Delegated	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	DCS, MG			

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Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
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	GCC, MG	
s 70(2)	Duty to make plans of existing place of interment available to the public	GCC, MG	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	Provision Not Delegated	
s 71(2)	Power to dispose of any memorial or other structure removed	DCS, MG	
s 72(2)	Duty to comply with request received under s 72	GCC, MG	
s 73(1)	Power to grant a right of interment	GCC, MG	

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Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 73(2)	Power to impose conditions on the right of interment	DCS, GCC, MG	
s 75	Power to grant the rights of interment set out in s 75(a) and (b)	GCC, MG	
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	GCC, MG	
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	GCC, MG	
s 80(1)	Function of receiving notification and payment of transfer of right of interment	GCC, MG	
s 80(2)	Function of recording transfer of right of interment	GCC, MG	

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	Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	GCC, MG		
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment (sole holder)	GCC, MG		
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	GCC, MG		
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	GCC, MG		
s.85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	GCC, MG	The notice must be in writing and contain the requirements listed in s 85(2)	

Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	GCC, MG	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;	DCS, MG	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
	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.		
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	Provision Not Delegated	
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of internment to a perpetual right of interment	DCS, MG	

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Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	DCS, MG	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	DCS, MG	
s.86(4)	power to take action under s.86(4) relating to removing and re- interring cremated human remains	DCS, MG	
s.86(5)	duty to provide notification before taking action under s.86(4)	GCC, MG	
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	GCC, MG	
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	GCC, MG	
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	GCC, MG	

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	Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 91(1)	Power to cancel a right of interment in accordance with s 91	GCC, MG		
s 91(3)	Duty to publish notice of intention to cancel right of interment	GCC, MG		
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	GCC, MG		
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	GCC, MG		
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	GCC, MG		

	Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
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	GCC, MG		
s 100(1)	Power to require a person to remove memorials or places of interment	GCC, MG		
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)	GCC, MG		
s 100(3)	Power to recover costs of taking action under s 100(2)	DCS		
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	GCC, MG		
s 102(1)	Power to approve or refuse an application under section 101, if satisfied of the matters in (b) and (c)	GCC, MG		

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

	Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	GCC, MG		
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	GCC, MG		
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	GCC, MG		
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	DCS, DID, MG		
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	DCS, DID, MG		

	Cemeteries and Crematoria Act 2003				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 108	Power to recover costs and expenses	DCS, MG			
s 109(1)(a)	Power to open, examine and repair a place of interment	GCC, MG	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	DCS, MG	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	DCS, MG	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	DCS, MG			

	Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	DCS, MG		
s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	DCS, MG		
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	GCC, MG		
s 112	Power to sell and supply memorials	Provision Not Delegated		
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	GCC, MG		

	Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	GCC, MG		
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	Provision Not Delegated		
s 119	Power to set terms and conditions for interment authorisations	Provision Not Delegated		
s 131	Function of receiving an application for cremation authorisation	GCC, MG		
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	Provision Not Delegated	Subject to s 133(2)	
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	GCC, MG		

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	Cemeteries and Crematoria Act 2003				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 146	Power to dispose of bodily remains by a method other than interment or cremation	GCC, MG	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	GCC, MG			
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	GCC, MG			
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	GCC, MG			
s 151	Function of receiving applications to inter or cremate body parts	GCC, MG			

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	Cemeteries and Crematoria Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	DCS, GCC, MG		
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	GCC, MG		
sch 1 cl 8(8)	Power to regulate own proceedings	DCS, MG	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	Provision Not Delegated	Where Council is a Class A cemetery trust	
sch 1A cl 8(8)	Power to regulate own proceedings	Provision Not Delegated	Where Council is a Class A cemetery trust Subject to cl 8	

Domestic Animals Act 1994				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 41A(1)	Power to declare a dog to be a menacing dog	DID, LLO1, LLO2, MPRS	Council may delegate this power to a Council authorised officer	

	Environment Protection Act 1970			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 53M(3)	Power to require further information	EHO		
s 53M(4)	Duty to advise applicant that application is not to be dealt with	EHO		
s 53M(5)	Duty to approve plans, issue permit or refuse permit	EHO	Refusal must be ratified by Council or it is of no effect	
s 53M(6)	Power to refuse to issue septic tank permit	EHO	Refusal must be ratified by Council or it is of no effect	

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	Environment Protection Act 1970			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 53M(7)	Duty to refuse to issue a permit in circumstances in (a)-(c)	EHO	Refusal must be ratified by Council or it is of no effect	

	Food Act 1984				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	ЕНО	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	ЕНО	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	ЕНО	If s 19(1) applies Only in relation to temporary food premises or mobile food premises		

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	Food Act 1984				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	ЕНО	If s 19(1) applies		
s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	ЕНО	If s 19(1) applies		
s 19(6)(b)	Duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	ЕНО	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).	ЕНО	Where Council is the registration authority		

	Food Act 1984				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	ЕНО	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		
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	ЕНО	Where Council is the registration authority		
s 19CB(4)(b)	Power to request copy of records	ЕНО	Where Council is the registration authority		
s 19E(1)(d)	Power to request a copy of the food safety program	ЕНО	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	ЕНО	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	ЕНО	Where Council is the registration authority		

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	Food Act 1984				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 19NA(1)	Power to request food safety audit reports	ЕНО	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	DCS, DCW			
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	ЕНО	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	ЕНО	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	ЕНО	Where Council is the registration authority		

	Food Act 1984				
Provision	Powers and Functions Delegated	Delegate	Conditions and 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	ЕНО	Where Council is the registration authority		
	Power to register, renew or transfer registration	ЕНО	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	ЕНО	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	ЕНО	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier		

	Food Act 1984				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	ЕНО	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)	EHO	Where Council is the registration authority		
s 38A(4)	Power to request a copy of a completed food safety program template	ЕНО	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	ЕНО	Where Council is the registration authority		
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	ЕНО	Where Council is the registration authority		

	Food Act 1984				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	ЕНО	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	ЕНО	Where Council is the registration authority		
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	ЕНО	Where Council is the registration authority		
s 38D(3)	Power to request copies of any audit reports	ЕНО	Where Council is the registration authority		
s 38E(2)	Power to register the food premises on a conditional basis	ЕНО	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	ЕНО	Where Council is the registration authority		

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	Food Act 1984				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	ЕНО	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	ЕНО	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	ЕНО	Where Council is the registration authority Note: This provision commences on 1 July 2021, unless proclaimed earlier		
s 39A	Power to register, renew or transfer food premises despite minor defects	ЕНО	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	ЕНО			

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	Food Act 1984				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	ЕНО	Where Council is the registration authority		
s 40D(1)	Power to suspend or revoke the registration of food premises	DCW, EHO	Where Council is the registration authority		
s 40F	Power to cancel registration of food premises	ЕНО	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	ЕНО	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	ЕНО	Where Council is the registration authority		

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	Food Act 1984			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 46(5)	Power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	ЕНО	Where Council is the registration authority	

	Heritage Act 2017				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 116	Power to sub-delegate Executive Director's functions, duties or powers	Provision Not Delegated	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			
Provision Powers and Functions Delegated Delegate Conditions and Limitations				
s 185L(4)	Power to declare and levy a cladding rectification charge	DCS		

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	DID, MPRS	If authorised by the Minister		
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	DID, MPRS			
s 4H	Duty to make amendment to Victoria Planning Provisions available	DID, MPRS			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 4I	Duty to keep Victorian Planning Provisions and other documents available	DID, MPRS			
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	DID, MPRS			
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	Provision Not Delegated			
s 8A(5)	Function of receiving notice of the Minister's decision	DID, MPRS			
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	DID, MPRS			

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	Provision Not Delegated			
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	DID, MPRS, PO			
s 12A(1)	Duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s19 of the Planning and Environment (Planning Schemes) Act 1996)	DID, MPRS			
s 12B(1)	Duty to review planning scheme	DID, MPRS			
s 12B(2)	Duty to review planning scheme at direction of Minister	DID, MPRS			

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	DID, MPRS			
s 14	duties of a Responsible Authority as set out in s 14(a) to (d)	DID, MPRS, PO			
s 17(1)	Duty of giving copy amendment to the planning scheme	DID, MPRS, PO			
s 17(2)	Duty of giving copy s 173 agreement	DID, MPRS, PO			
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	DID, MPRS			
s 18	Duty to make amendment etc. available	DID, MPRS, PO			

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and 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	DID, MPRS			
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	DID, MPRS	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	DID, MPRS			
s 21(2)	Duty to make submissions available	DID, MPRS, PO			
s 21A(4)	Duty to publish notice	DID, MPRS			

	Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 22	Duty to consider all submissions	DID, MPRS	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	DID, MPRS		
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	Provision Not Delegated		
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	DID, MPRS		
s 26(1)	Power to make report available for inspection	DID, MPRS, PO		

	Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 26(2)	Duty to keep report of panel available for inspection	DID, MPRS, PO		
s 27(2)	Power to apply for exemption if panel's report not received	DID, MPRS		
s 28	Duty to notify the Minister if abandoning an amendment	DID, MPRS	Note: the power to make a decision to abandon an amendment cannot be delegated	
s 30(4)(a)	Duty to say if amendment has lapsed	DID, MPRS		
s 30(4)(b)	Duty to provide information in writing upon request	DID, MPRS		
s 32(2)	Duty to give more notice if required	DID, MPRS		
s 33(1)	Duty to give more notice of changes to an amendment	DID, MPRS		

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	Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 36(2)	Duty to give notice of approval of amendment	DID, MPRS		
s 38(5)	Duty to give notice of revocation of an amendment	DID, MPRS		
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	DID, MPRS		
s 40(1)	Function of lodging copy of approved amendment	DID, MPRS		
s 41	Duty to make approved amendment available	DID, MPRS, PO		
s 42	Duty to make copy of planning scheme available	DID, MPRS, PO		

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	Provision Not Delegated	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	DID, MPRS	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	DID, MPRS	Where Council is a responsible public entity		
	Power to endorse the draft Statement of Planning Policy				
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	DID, MPRS	Where Council is a responsible public entity		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DID, MPRS	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	DID, MPRS	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	DID, MPRS			
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	DID, MPRS			
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	DID, MPRS			
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	DID, MPRS			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 46GP	Function of receiving a notice under s 46GO	DID, MPRS	Where Council is the collecting agency		
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	DID, MPRS			
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	DID, MPRS			
s 46GR(2)	Power to consider a late submission	DID, MPRS			
	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	DID, MPRS			
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	DID, MPRS			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	DID, MPRS			
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	DID, MPRS			
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	DID, MPRS			
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	DID, MPRS			
s 46GV(3)	f\Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution	DID, MPRS	Where Council is the collecting agency		
	Power to specify the manner in which the payment is to be made				

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Planning and Environment Act 1987					
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 46GV(3)(b)	Power to enter into an agreement with the applicant	DID, MPRS	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)	DID, MPRS	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)	DID, MPRS	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	DID, MPRS			
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	DID, MPRS	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	DID, MPRS	Where Council is the collecting agency		

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Planning and Environment Act 1987					
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DID, MPRS	Where Council is the collecting agency		
s 46GY(1)	Duty to keep proper and separate accounts and records	DCS, MF	Where Council is the collecting agency		
s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	DCS, MF	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	DID, MPRS	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is that planning authority		
s 46GZ(2)(a)	Function of receiving the monetary component	DID, MPRS	Where the Council is the planning authority This duty does not apply where Council is also the collecting agency		

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Planning and Environment Act 1987					
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DID, MPRS	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	DID, MPRS	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)	DID, MPRS	Where Council is the collecting agency under an approved infrastructure contributions plan		

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Planning and Environment Act 1987					
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DID, MPRS	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(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	DID, MPRS	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	DID, MPRS	Where Council is the collecting agency under an approved infrastructure contributions plan		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DID, MPRS	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	DID, MPRS	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 46GZA(1)	Duty to keep proper and separate accounts and records	DCS, MF	Where Council is the development agency under an approved infrastructure contributions plan		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	DCS, MF	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)	DID, MPRS	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	DID, MPRS	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)	DID, MPRS	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)	DID, MPRS	Where Council is the collecting agency under an approved infrastructure contributions plan		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	DID, MPRS	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	DID, MPRS	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	DID, MPRS	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)	DID, MPRS	Where Council is the collecting agency under an approved infrastructure contributions plan		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	Provision Not Delegated	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)	DCS, DID	Where Council is the development agency under an approved infrastructure contributions plan		
s 46GZF(3)	s 46GZF(3)(a) function of receiving proceeds of sale	DCS, DID	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)	DCS, DID	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)	DID, MPRS	Where Council is the collecting agency under an approved infrastructure contributions plan		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DCS, DID	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	DID, MPRS	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	DID, MPRS	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)	DCS, DID			
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	DID, MPRS, PO			
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	DCS, DID, MPRS			

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Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DCS, DID, MPRS		
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	DCS, DID, MPRS		
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	DCS, DID, MPRS		
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	DCS, DID, MPRS		
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	DCS, DID		

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 46Q(1)	Duty to keep proper accounts of levies paid	DCS, MF			
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 or plan preparation costs incurred by a development agency	DCS, DID, MPRS			
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	DCS, DID, MPRS			
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	DID, MPRS	Only applies when levy is paid to Council as a 'development agency'		

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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)	DID, MPRS	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	DID, MPRS	Must be done in accordance with Part 3		
s46Q(4)(e)	Duty to expend that amount on other works etc.	DID, MPRS	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	Provision Not Delegated			
s 46QD	Duty to prepare report and give a report to the Minister	DID, MPRS	Where Council is a collecting agency or development agency		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 47	Power to decide that an application for a planning permit does not comply with that Act	DID, MPRS			
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	DID, MPRS, PO			
s 49(2)	Duty to make register available for inspection	DID, MPRS, PO			
s 50(4)	Duty to amend application	DID, MPRS, PO			
s 50(5)	Power to refuse to amend application	DID, MPRS			
s 50(6)	Duty to make note of amendment to application in register	DID, MPRS, PO			

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	Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 50A(1)	Power to make amendment to application	DID, MPRS		
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	DID, MPRS, PO		
s 50A(4)	Duty to note amendment to application in register	DID, MPRS, PO		
s 51	Duty to make copy of application available for inspection	DID, MPRS, PO		
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	DID, MPRS, PO		
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	DID, MPRS, PO		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	DID, MPRS, PO			
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	DID, MPRS, PO			
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	DID, MPRS, PO			
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	DID, MPRS, PO			
s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	DID, MPRS, PO			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 52(3)	Power to give any further notice of an application where appropriate	DID, MPRS, PO			
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	DID, MPRS, PO			
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	DID, MPRS, PO			
s 54(1)	Power to require the applicant to provide more information	DID, MPRS, PO			
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	DID, MPRS, PO			
s 54(1B)	Duty to specify the lapse date for an application	DID, MPRS, PO			

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	DID, MPRS			
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	DID, MPRS			
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	DID, MPRS, PO			
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	DID, MPRS			
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	DID, MPRS, PO			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 57(5)	Duty to make available for inspection copy of all objections	DID, MPRS, PO			
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	DID, MPRS			
s 57A(5)	Power to refuse to amend application	DID, MPRS			
s 57A(6)	Duty to note amendments to application in register	DID, MPRS, PO			
s 57B(1)	Duty to determine whether and to whom notice should be given	DID, MPRS, PO			
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	DID, MPRS, PO			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 57C(1)	Duty to give copy of amended application to referral authority	DID, MPRS, PO			
s 58	Duty to consider every application for a permit	DID, MPRS, PO			
s 58A	Power to request advice from the Planning Application Committee	DID, MPRS			
s 60	Duty to consider certain matters	DID, MPRS			
s 60(1A)	Duty to consider certain matters	DID, MPRS			
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	DID, MPRS			

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DID, MPRS	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006 Power to refuse a permit application 61(1)(c) can only be undertaken by Council		
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	DID, MPRS			
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	Provision Not Delegated			
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	Provision Not Delegated			
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	Provision Not Delegated			

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	Provision Not Delegated			
s 62(1)	Duty to include certain conditions in deciding to grant a permit	DID, MPRS			
s 62(2)	Power to include other conditions	DID, MPRS			
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	DID, MPRS			
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	DID, MPRS			

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DID, MPRS			
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	DID, MPRS			
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)	DID, MPRS			
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)	DID, MPRS			
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	DID, MPRS			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	DID, MPRS, PO	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	DID, MPRS	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	DID, MPRS, PO	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	DID, MPRS	This provision applies also to a decision to grant an amendment to a permit - see s 75A		
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	DID, MPRS, PO			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	DID, MPRS, PO			
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	DID, MPRS, PO	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	DID, MPRS, PO	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	DID, MPRS, PO	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	DID, MPRS, PO			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 69(1A)	Function of receiving application for extension of time to complete development	DID, MPRS, PO			
s 69(2)	Power to extend time	DID, MPRS			
s 70	Duty to make copy permit available for inspection	DID, MPRS, PO			
s 71(1)	Power to correct certain mistakes	DID, MPRS			
s 71(2)	Duty to note corrections in register	DID, MPRS, PO			
s 73	Power to decide to grant amendment subject to conditions	DID, MPRS			
s 74	Duty to issue amended permit to applicant if no objectors	DID, MPRS			

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Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	DID, MPRS, PO		
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	DID, MPRS, PO		
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	DID, MPRS, PO	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	DID, MPRS, PO	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	
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	DID, MPRS, PO	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	

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 76D	Duty to comply with direction of Minister to issue amended permit	DID, MPRS			
s 83	Function of being respondent to an appeal	DID, MPRS, PO			
s 83B	Duty to give or publish notice of application for review	DID, MPRS, PO			
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	DID, MPRS			
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	DID, MPRS			
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	DID, MPRS			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 84(6)	Duty to issue permit on receipt of advice within 3 working days	DID, MPRS			
s 84AB	Power to agree to confining a review by the Tribunal	DID, MPRS			
s 86	Duty to issue a permit at order of Tribunal within 3 working days	DID, MPRS			
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	DID, MPRS			
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	DID, MPRS, PO			
s 91(2)	Duty to comply with the directions of VCAT	DID, MPRS, PO			

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	Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	DID, MPRS		
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	DID, MPRS, PO		
s 93(2)	Duty to give notice of VCAT order to stop development	DID, MPRS, PO		
s 95(3)	Function of referring certain applications to the Minister	DID, MPRS		
s 95(4)	Duty to comply with an order or direction	DID, MPRS, PO		
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	DID, MPRS, PO		

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	Provision Not Delegated			
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	DID, MPRS, PO			
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	DID, MPRS, PO			
s 96F	Duty to consider the panel's report under s 96E	Provision Not Delegated			
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996)	Provision Not Delegated			

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	Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 96H(3)	Power to give notice in compliance with Minister's direction	DID, MPRS, PO		
s 96J	Power to issue permit as directed by the Minister	DID, MPRS		
s 96K	Duty to comply with direction of the Minister to give notice of refusal	DID, MPRS, PO		
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	DID, MPRS, PO		
s 97C	Power to request Minister to decide the application	Provision Not Delegated		
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	DID, MPRS, PO		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DID, MPRS, PO			
s 97G(6)	Duty to make a copy of permits issued under s 97F available for inspection	DID, MPRS, PO			
s 97L	Duty to include Ministerial decisions in a register kept under s 49	DID, MPRS, PO			
s 97MH	Duty to provide information or assistance to the Planning Application Committee	DID, MPRS, PO			
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	DID, MPRS			
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	DID, MPRS			
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	DID, MPRS, PO			

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	DID, MPRS, PO			
s 97Q(4)	Duty to comply with directions of VCAT	DID, MPRS, PO			
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	DID, MPRS, PO			
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	DCS, DID, MG, MPRS			
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	DID, MPRS			
s 101	Function of receiving claim for expenses in conjunction with claim	DCS, DID, MG, MPRS			
s 103	Power to reject a claim for compensation in certain circumstances	DCS, DID, MG			

	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s.107(1)	function of receiving claim for compensation	DCS, DID, MG, MPRS			
s 107(3)	Power to agree to extend time for making claim	DCS, DID, MG, MPRS			
s 114(1)	Power to apply to the VCAT for an enforcement order	DID, MPRS, PO			
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	DID, MPRS, PO			
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	DID, MPRS, PO			
s 123(1)	Power to carry out work required by enforcement order and recover costs	DID, MPRS			
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	Provision Not Delegated	Except Crown Land		

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	Planning and Environment Act 1987			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
s 129	Function of recovering penalties	DCS, MF		
s 130(5)	Power to allow person served with an infringement notice further time	DID, MPRS		
s 149A(1)	Power to refer a matter to the VCAT for determination	DID, MPRS, PO		
s 149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	DID, MPRS		
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)	DCS, DID, MPRS	Where Council is the relevant planning authority	
s 171(2)(f)	Power to carry out studies and commission reports	DID, MPRS		
s 171(2)(g)	Power to grant and reserve easements	DID, MPRS		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	DCS, DID	Where Council is a development agency specified in an approved infrastructure contributions plan		
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	DCS, DID	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)	DCS, DID	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	Provision Not Delegated			
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	Provision Not Delegated	Where Council is the relevant responsible authority		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
	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	DID, MPRS			
	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	DID, MPRS			
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	Provision Not Delegated			
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	Provision Not Delegated			
s 178A(1)	Function of receiving application to amend or end an agreement	DID, MPRS, PO			
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	DID, MPRS			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 178A(4)	Function of notifying the applicant and the owner as to whether it	DID, MPRS			
S 170A(4)	agrees in principle to the proposal	DID, WIFKS			
s 178A(5)	Power to propose to amend or end an agreement	Provision Not Delegated			
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	DID, MPRS			
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	DID, MPRS			
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	DID, MPRS			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 178C(4)	Function of determining how to give notice under s 178C(2)	DID, MPRS			
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	DID, MPRS			
s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	Provision Not Delegated	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	Provision Not Delegated	If no objections are made under s 178D Must consider matters in s 178B		
s 178E(2)(c)	Power to refuse to amend or end the agreement	Provision Not Delegated	If no objections are made under s 178D		

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
			Must consider matters in s 178B		
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	Provision Not Delegated	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	Provision Not Delegated	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	Provision Not Delegated	After considering objections, submissions and matters in s.178B		
s 178E(3)(d)	Power to refuse to amend or end the agreement	Provision Not Delegated	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)	DID, MPRS			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	DID, MPRS			
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	DID, MPRS			
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	Provision Not Delegated			
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	DID, MPRS			
s 178I(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	DID, MPRS			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 179(2)	Duty to make available for inspection copy agreement	DID, MPRS, PO			
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	DID, MPRS			
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	DID, MPRS, PO			
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	DID, MPRS, PO			
s 182	Power to enforce an agreement	DID, MPRS, PO			
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	DID, MPRS, PO			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	Provision Not Delegated			
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	Provision Not Delegated			
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	Provision Not Delegated			
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	DID, MPRS, PO			
s 184G(2)	Duty to comply with a direction of the Tribunal	DID, MPRS, PO			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 184G(3)	Duty to give notice as directed by the Tribunal	DID, MPRS, PO			
s 198(1)	Function to receive application for planning certificate	DID, MPRS, PO			
s 199(1)	Duty to give planning certificate to applicant	DID, MPRS, PO			
s 201(1)	Function of receiving application for declaration of underlying zoning	DID, MPRS, PO			
s 201(3)	Duty to make declaration	DID, MPRS			
	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	DID, MPRS			

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	Planning and Environment Act 1987				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
	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	DID, MPRS			
	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	DID, MPRS			
	Power to give written authorisation in accordance with a provision of a planning scheme	DID, MPRS			
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	DID, MPRS			
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	DID, MPRS			

	Residential Tenancies Act 1997				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 91ZU(1)	Power to give a renter a notice to vacate rented premises	DID, MPP	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	DID, MPP	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	DID, MPP	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		

	Residential Tenancies Act 1997				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 91ZZE(3)	Power to publish Council's criteria for eligibility for the provision of housing	DID, MPP	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	EHO			
s 142G(1)	Duty to enter required information in Rooming House Register for each rooming house in municipal district	EHO			
s 142G(2)	Power to enter certain information in the Rooming House Register	EHO			
s 142I(2)	Power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	EHO			

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	Residential Tenancies Act 1997				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 206AZA(2)	Function of receiving written notification	DID, MPP	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	DID, MPP	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	DID, MPP			
s 317ZDA(2)	Function of receiving written notification	DID, MPP			
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	EHO			
s 522(1)	Power to give a compliance notice to a person	EHO, MBS			

	Residential Tenancies Act 1997				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	Provision Not Delegated			
s 525(4)	Duty to issue identity card to authorised officers	MG			
s 526(5)	Duty to keep record of entry by authorised officer under s 526	EHO			
s 526A(3)	Function of receiving report of inspection	EHO			
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	EHO, MBS			

	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	DID	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	DID			
s 11(9)(b)	Duty to advise Registrar	DID			
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	DID, MAD	Subject to s 11(10A)		
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	DID, MAD	Where Council is the coordinating road authority		

	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 12(2)	Power to discontinue road or part of a road	Provision Not Delegated	Where Council is the coordinating road authority		
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	DID, MAD	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	Provision Not Delegated	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	Provision Not Delegated	Function of coordinating road authority where it is the discontinuing body		
			Unless s 12(11) applies		
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	DID, MAD	Duty of coordinating road authority where it is the discontinuing body		

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	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
			Unless s 12(11) applies		
s 12(10)	Duty to notify of decision made	DID, MAD	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	DID, MAD	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	DID			
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	DID			

	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	DID			
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DID			
s 15(2)	Duty to include details of arrangement in public roads register	DID, MAD			
s 16(7)	Power to enter into an arrangement under s 15	DID			
s 16(8)	Duty to enter details of determination in public roads register	DID, MAD, MOS			
s 17(2)	Duty to register public road in public roads register	DID, MAD, MOS	Where Council is the coordinating road authority		

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	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 17(3)	Power to decide that a road is reasonably required for general public use	DCS	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	DID, MAD, MOS	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	DCS	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	DID, MAD, MOS	Where Council is the coordinating road authority		
s 18(1)	Power to designate ancillary area	DID	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	DID, MAD	Where Council is the coordinating road authority		

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	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	DID, MAD			
s 19(4)	Duty to specify details of discontinuance in public roads register	DID, MAD			
s 19(5)	Duty to ensure public roads register is available for public inspection	DID, MAD			
s 21	Function of replying to request for information or advice	DID, MAD	Obtain consent in circumstances specified in s 11(2)		
s 22(2)	Function of commenting on proposed direction	DID			
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	DID			

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	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 22(5)	Duty to give effect to a direction under s 22	DID			
s 40(1)	Duty to inspect, maintain and repair a public road.	DID, MAD, MOS			
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	DID			
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	DID, MAD, MOS			
s 42(1)	Power to declare a public road as a controlled access road	DID	Power of coordinating road authority and sch 2 also applies		

	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	Provision Not Delegated	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	DID, MAD	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	DID	Where Council is the coordinating road authority		
			If road is a municipal road or part thereof and where road is to be specified a freight road		
s 48EA	Duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	DID	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	DID, MAD			

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	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 49	Power to develop and publish a road management plan	Provision Not Delegated			
s 51	Power to determine standards by incorporating the standards in a road management plan	Provision Not Delegated			
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	DID, MAD			
s 54(2)	Duty to give notice of proposal to make a road management plan	DID, MAD			
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	DID			

	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 54(6)	Power to amend road management plan	Provision Not Delegated			
s 54(7)	Duty to incorporate the amendments into the road management plan	DID			
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	DID, MAD			
s 63(1)	Power to consent to conduct of works on road	DID, MAD, MOS	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	DID, MAD, MOS	Where Council is the infrastructure manager		
s 64(1)	Duty to comply with cl 13 of sch 7	DID, MAD, MOS	Where Council is the infrastructure manager or works manager		

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	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 66(1)	Power to consent to structure etc	DID, MAD, MOS	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	DID, MPRS	Where Council is the coordinating road authority		
s 67(3)	Power to request information	DID, MOS, MPRS	Where Council is the coordinating road authority		
s 68(2)	Power to request information	DID, MOS, MPRS	Where Council is the coordinating road authority		
s 71(3)	Power to appoint an authorised officer	Provision Not Delegated			
s 72	Duty to issue an identity card to each authorised officer	GCC, MG			

	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 85	Function of receiving report from authorised officer	DID			
s 86	Duty to keep register re s 85 matters	DID, LLO1, MPRS			
s 87(1)	Function of receiving complaints	DID, LLO1, MAD, MOS, MPRS			
s 87(2)	Duty to investigate complaint and provide report	DID, LLO1, MAD, MOS, MPRS			
s 112(2)	Power to recover damages in court	DID			
s 116	Power to cause or carry out inspection	DID			

	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
s 119(2)	Function of consulting with the Head, Transport for Victoria	DID			
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	DID, MAD, MOS			
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)	DID, MAD, MOS			
s 121(1)	Power to enter into an agreement in respect of works	DID, MAD, MOS			
s 122(1)	Power to charge and recover fees	DCS, DID			
s 123(1)	Power to charge for any service	DCS, DID			

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	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	DID			
sch 2 cl 3(1)	Duty to make policy about controlled access roads	DID, MAD			
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	Provision Not Delegated			
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	DID			
sch 2 cl 5	Duty to publish notice of declaration	DID, MAD, MOS			
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	DID, MAD, MOS	Where Council is the infrastructure manager or works manager		

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	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DID, MAD, MOS	Where Council is the infrastructure manager or works manager		
sch 7 cla 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a 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	DID, MAD, MOS	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	DID, MAD, MOS	Where Council is the infrastructure manager or works manager		

	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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	DID, MAD, MOS	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	DID, MAD, MOS	Where Council is the coordinating road authority		
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	DID, MAD, MOS	Where Council is the coordinating road authority		
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	DID, MAD, MOS	Where Council is the coordinating road authority		
sch 7 cl 12(5)	Power to recover costs	DCS, DID	Where Council is the coordinating road authority		

	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
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)	DID, MAD, MOS	Where Council is the works manager		
sch 7 cl 13(2)	Power to vary notice period	DID	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)	DID	Where Council is the infrastructure manager		
sch 7 cl 16(1)	Power to consent to proposed works	DID, MAD, MOS	Where Council is the coordinating road authority		
sch 7 cl 16(4)	Duty to consult	DID, MAD, MOS	Where Council is the coordinating road authority, responsible authority or infrastructure manager		
sch 7 cl 16(5)	Power to consent to proposed works	DID, MAD, MOS	Where Council is the coordinating road authority		

	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
sch 7 cl 16(6)	Power to set reasonable conditions on consent	DID, MAD, MOS	Where Council is the coordinating road authority		
sch 7 cl 16(8)	Power to include consents and conditions	DID, MAD, MOS	Where Council is the coordinating road authority		
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	DID, MAD	Where Council is the coordinating road authority		
sch 7 cl18(1)	Power to enter into an agreement	DID	Where Council is the coordinating road authority		
sch7 cl 19(1)	Power to give notice requiring rectification of works	DID, MAD, MOS	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	DID, MAD, MOS	Where Council is the coordinating road authority		

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	Road Management Act 2004				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DID, LLO1, LLO2, MAD, MOS, MPRS	Where Council is the coordinating road authority		
sch 7A cl 2	Power to cause street lights to be installed on roads	DID, MAD	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road		
sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	DID	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	DID	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	DID	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)		

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	Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 24	Duty to ensure that cemetery complies with depth of burial requirements	DID, MOS		
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	DID, MOS		
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	DCS, DID		
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	Provision Not Delegated		
r 28(2)	Duty to ensure any fittings removed of are disposed in an appropriate manner	Provision Not Delegated		
r 29	Power to dispose of any metal substance or non-human substance recovered from a cremator	Provision Not Delegated		

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	Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 30(2)	Power to release cremated human remains to certain persons	Provision Not Delegated	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	Provision Not Delegated		
r 31(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	Provision Not Delegated		
r 31(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	Provision Not Delegated		
r 31(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period	Provision Not Delegated		
r 32	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	DID, MBS		

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	Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	GCC, MG		
r 33(2)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	GCC, MG		
r 34	Duty to ensure that a crypt space in a mausolea is sealed in accordance with paragraphs (a)-(b)	DID, MOS		
r 36	Duty to provide statement that alternative vendors or supplier of monuments exist	Provision Not Delegated		
r 40	Power to approve a person to play sport within a public cemetery	DCS, MG		
r 41(1)	Power to approve fishing and bathing within a public cemetery	DCS, MG		
r 42(1)	Power to approve hunting within a public cemetery	DCS, MG		
r 43	Power to approve camping within a public cemetery	DCS, MG		

	Cemeteries and Crematoria Regulations 2015				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
r 45(1)	Power to approve the removal of plants within a public cemetery	DID, MG			
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	DCS, MG			
r 47(3)	Power to approve the use of fire in a public cemetery	DID, MG			
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	DID, MG			
	Note: Schedule 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules	Provision Not Delegated			
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	DID, MG	See note above regarding model rules		
sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery	GCC, MG	See note above regarding model rules		

	Cemeteries and Crematoria Regulations 2015			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
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	GCC, MG	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	DCS, MG	See note above regarding model rules	
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials	GCC, MG	See note above regarding model rules	
sch 2 cl 8	Power to approve certain mementos on a memorial	DCS, MG	See note above regarding model rules	
sch 2 cl 11(1)	Power to remove objects from a memorial or place of interment	MG, MOS	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	MG, MOS	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	DCS, DID, GCC, MG	See note above regarding model rules	
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery	DID, MG	See note above regarding model rules	

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	Cemeteries and Crematoria Regulations 2015				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
sch 2 cl 16(1)	Power to approve construction and building within a cemetery	DID, MG	See note above regarding model rules		
sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust	DID, MG	See note above regarding model rules		
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery	DID, MG	See note above regarding model rules		

	Planning and Environment Regulations 2015				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	DID, MPRS	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.		
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written	DID, MPRS, PO			

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	Planning and Environment Regulations 2015				
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations		
	confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act				
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	DID, MPRS, PO	where Council is the responsible authority		
r.25(b)	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	DID, MPRS, PO	where Council is not the responsible authority but the relevant land is within Council's municipal district		
r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	DID, MPRS	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.		

	Planning and Environment (Fees) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	DID		
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	DID		
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	DID, MPRS		

Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r 7	Function of entering into a written agreement with a caravan park owner	DID	
r 10	Function of receiving application for registration	EHO, MBS	

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	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 11	Function of receiving application for renewal of registration	EHO		
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	EHO, MBS		
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	EHO, MBS		
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	EHO, MBS		
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	EHO		
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	EHO		
r 12(4) & (5)	Duty to issue certificate of registration	ЕНО		
r 14(1)	Function of receiving notice of transfer of ownership	EHO		

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	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 14(3)	Power to determine where notice of transfer is displayed	EHO		
r 15(1)	Duty to transfer registration to new caravan park owner	EHO, MBS		
r 15(2)	Duty to issue a certificate of transfer of registration	EHO		
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	Provision Not Delegated		
r 17	Duty to keep register of caravan parks	EHO		
r 18(4)	Power to determine where the emergency contact person's details are displayed	EHO		
r 18(6)	Power to determine where certain information is displayed	EHO		
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	EHO		

	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 22(2)	Duty to consult with relevant emergency services agencies	EHO, MBS		
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	EHO		
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	EHO		
r 25(3)	Duty to consult with relevant floodplain management authority	EHO, MBS		
r 26	Duty to have regard to any report of the relevant fire authority	EHO, MBS		
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	EHO, MBS		
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	MBS		

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	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	MBS		
r 41(4)	Function of receiving installation certificate	MBS		
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	MBS		
sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	MBS		

	Road Management (General) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 8(1)	Duty to conduct reviews of road management plan	DID		
r 9(2)	Duty to produce written report of review of road management plan and make report available	DID, MAD		
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)	DID	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	DID, MAD		
r 13(1)	Duty to publish notice of amendments to road management plan	DID, MAD	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	DID, MAD, MOS		

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	Road Management (General) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 16(3)	Power to issue permit	DID, MAD	Where Council is the coordinating road authority	
r 18(1)	Power to give written consent re damage to road	DID, MAD	Where Council is the coordinating road authority	
r 23(2)	Power to make submission to Tribunal	DID, MPRS	Where Council is the coordinating road authority	
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	DID, MPRS	Where Council is the coordinating road authority	
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	DID, LLO1, LLO2, MAD, MOS, MPRS	Where Council is the responsible road authority	
r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3)	DID, LLO1, LLO2, MAD, MOS, MPRS	Where Council is the responsible road authority	

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	Road Management (General) Regulations 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations	
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	DID		

Road Management (Works and Infrastructure) Regulations 2015					
Provision	Powers and Functions Delegated Delegate Conditions and Limitations				
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	DID	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	DCS, DID	Where Council is the coordinating road authority		

8 URGENT ITEMS

9 NOTICES OF MOTION

Nil

10 QUESTION TIME

Question Time provides an opportunity for members of the public to submit questions, in advance, to gain a response at the Council meeting.

QUESTIONS FROM THE GALLERY

Completed Question Time forms must be submitted to the Chief Executive Officer via email council@gannawarra.vic.gov.au no later than 5.00 pm on the day prior to the Council meeting.

A maximum number of two questions may be submitted in writing by any one person.

Questions will be read by the Mayor or Chief Executive Officer.

The Mayor or Chief Executive Officer may indicate that they require further time to research an answer. In this case, an answer will be provided in writing generally within ten (10) business days.

Questions will be answered at the meeting, or later in writing, unless the Mayor of Chief Executive Officer has determined that the relevant question seeks confidential information defined in Section 3 of the Local Government Act 2020 such as:

- Council business information
- security information
- land use planning information
- law enforcement information
- legal privileged information
- personal information
- private commercial information
- confidential meeting information
- internal arbitration information
- Councillor Conduct Panel confidential information
- an issue outside the Gannawarra Shire Council core business

or if the question is:

- defamatory, indecent, abusive or objectionable in language or substance
- repetitive of a question already answered (whether at the same or an earlier meeting)
- asked to embarrass a Councillor or Council officer.

No debate or discussion of questions or answers shall be permitted and all questions and answers shall be a brief as possible.

11 DELEGATES REPORTS

11.1 DELEGATES REPORTS

Author: Mel Scott, Executive Assistant - Chief Executive Office

Authoriser: Tom O'Reilly, CEO

Attachments: Nil

EXECUTIVE SUMMARY

Council has memberships with peak Local Government associations, local and regional forums along with statutory committees. Some memberships require that a Councillor be appointed to act as a delegate to formally represent Council; typically in a voting capacity. This Agenda item provides an opportunity for Council appointed delegates to present a verbal update on any pertinent matters arising from Council's membership on the following associations.

Association	Appointed Council Delegate
Central Victorian Greenhouse Alliance	Cr Stanton
Community Halls Community Asset Committee	Cr Burt
Loddon Campaspe Group of Councils	Mayor
Loddon Mallee Waste and Resource Recovery Group (LMWRRG) Forum	Cr Ogden
Municipal Association of Victoria	Cr Collier
Municipal Fire Management Planning Committee (MFMPC)	Cr Link
Murray River Group of Councils (MRGC)	Mayor
Rail Freight Alliance	Cr Stanton
Rural Councils Victoria	Cr Smith

NB: * Audit and Risk Committee - no delegate report is required as the Audit and Risk Committee formally reports back separately to Council in accord with the Audit and Risk Committee Charter.

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12 CONFIDENTIAL ITEMS

Nil