

S7 Instrument of Sub-Delegation from CEO to Council staff

Preamble

Instrument of Sub-Delegation

By this instrument of sub-delegation, I, as Chief Executive Officer of Melton City Council -

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

2. record that references in the Schedule are as follows:

Titles

- ABS: Assistant Building Surveyor - Cameron Weeks
- CACTL: City Amenity & Compliance Team Leader - Peter Freeman
- CAS: Coordinator Accounting Services - Natalie Teuma
- CBSO: Compliance Business Support Officer - Lorena Di Ceco
- CC: Coordinator Communications - Elissa Haley
- CCAC: Coordinator City Amenity & Compliance - Andrew Mason
- CCPP: Coordinator Corporate Policy and Planning - Bob Baker
- CCS: Coordinator City Strategy - Kelly Archibald
- CDT: Coordinator Design & Traffic - Matthew Hutchinson
- CEDT: Coordinator Economic Development & Tourism - Bruce Marshall
- CEM: Coordinator Emergency Management - Peter Doyle
- CES: Coordinator Environmental Services - Lawrie Conole
- CMA: Coordinator Management Accounting - Mahroof Noor Mohamed
- COMPC: Coordinator Community Participation - Maree Heaney
- CPC: Capital Projects Coordinator - Brendan Sell / Braith Norman
- CSP: Coordinator Statutory Planning - Steven Finlay
- CSPW: Coordinator Social Planning & Wellbeing - Kate Waters
- CSTL: Compliance Support Team Leader - Claire Peaza
- EHC: Environmental Health Coordinator - Sarah Annells
- ESM: Manager Engineering Services - Charles Cornish
- FCM: Manager Families and Early Years - To be appointed
- FM: Manager Finance - Sam Rumoro
- FPO: Fire Prevention Officer - Matthew Beasley
- GC: Coordinator Governance - Tracy Spiteri
- GMCS: General Manager Community Services - Maurie Heaney
- GMCS1: General Manager Corporate Services - Peter Bean
- GMPD: General Manager Planning and Development - Luke Shannon
- HPPTL: Health Promotion and Planning Team Leader - Liz Smith
- HRPO: HR Payroll Officer - Melissa McDonald
- ISM: Manager Information Services - Mark Domma
- LEPTL: Litter Education and Prevention Team Leader - Dylan Weeks
- LGM: Manager Legal & Governance - Christine Denyer
- LO: Legal Officer - Maree Stellini
- LPOB: Litter Prevention Officer - Building - Simon Zhang
- MBS: Municipal Building Surveyor - Paul Brush
- MC: Manager Compliance - Ian Stewart
- MCC: Manager Community Care - Coral Cramer
- MCDSE: Manager City Design, Strategy and Environment - Laura-Jo Mellan
- MCP: Manager Capital Projects - David Caligari
- MCP1: Manager Community Planning - Matthew Wilson
- MDC: Coordinator Major Developments - Acting Diana Au
- MDP: Major Development Planner - Nemani Robertson
- MEA: Manager Engagement and Advocacy - Daniel Hogan

- MERO: Municipal Emergency Response Officer - Les Stokes
- MPC: Manager People and Culture - Liz Hunter
- MRY: Manager Recreation and Youth - Troy Scoble
- NS??: Not Sure - ??
- OM: Manager Operations - Les Stokes
- PC: Coordinator Procurement - Charles Obwana
- PO: Paralegal Officer - Angela Evans
- PP: Principal Planner - Simon Temple
- PSC: Payroll and Systems Coordinator - Colin Wilson
- PSM: Manager Planning Services - Bob Baggio
- RC: Coordinator Rates - Catherine Nichols
- RECC: Coordinator Recreation - Glenn Mulcahy
- RPM: Manager Risk and Performance - Anthony Hinds
- SAO: Senior Administration Officer - Cheryl Santoro
- SMDP: Senior Major Developments Planner - Acting Morris Edwards
- SO: Subdivisions Officer - Geraldine Addicott
- SPO: Senior Planning Enforcement Officer - Vacant
- SPO: Social Planning Officer - Michelle Rowe
- VSDO: Visitor Servicing and Development Officer - Susan Beniston
- WSC: Coordinator Waste Services - Donna Schembri
- WSO: Waste Services Officer - Suzanne Norris

Title Groups

- CACG: City Amenity & Compliance Group - CACO, CACO2, CACO3, CACO4, CACO5, CACO6
- EHO: Environmental Health Officers - EHO1, EHO2, EHO3, EHC, EHO4
- FEYC: Families and Early Years Coordinators - MCHC, EYPC, EYC, FSC
- GM: General Managers - GMCS, GMPD, GMCS1
- SPG: Strategic Planning Group - SP1, SP2, SP3
- SSPG: Senior Strategic Planners - SSP3, SSP1, SSP2, SSP4

3. record that on the coming into force of this Instrument of Sub-Delegation each delegation under the Instrument of Sub-Delegation dated 8 September 2015 and executed by Kelvin Tori, CEO is revoked;

4. declare that this Instrument of Sub-Delegation -

4.1 comes into force immediately upon its execution;

4.2 remains in force until varied or revoked;

4.3 is subject to any conditions and limitations set out in paragraph 5, and in the Schedule; and

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

5. declare that the delegate must not determine the issue, take the action or do the act or thing if:

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

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

(a) policy; or

(b) strategy

adopted by Council; or

5.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise.

This instrument of sub-delegation is dated ##[#date#] and is made by the Chief Executive Officer under authority of an instrument of delegation authorised by Resolution of Council made on ##[#date#].

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

.....

Witness

To be completed

Delegation Sources

- Aboriginal Heritage Act 2006
- Associations Incorporation Reform Act 2012
- Building Act 1993
- Catchment and Land Protection Act 1994
- Child Wellbeing and Safety Act 2005
- Children Youth and Families Act 2005
- Climate Change Act 2010
- Conservation, Forests and Land Act 1987
- Country Fire Authority Act 1958
- Cultural and Recreational Lands Act 1963
- Dangerous Goods Act 1985
- Disability Act 2006
- Domestic Animals Act 1994
- Domestic Building Contracts Act 1995
- Education and Care Services National Law Act 2010
- Education and Training Reform Act 2006
- Electricity Safety Act 1998
- Emergency Management Act 1986
- Emergency Management Act 2013
- Environment Protection Act 1970
- Estate Agents Act 1980
- Fences Act 1968
- Filming Approval Act 2014
- Fines Reform Act 2014
- Fire Services Property Levy Act 2012
- Flora and Fauna Guarantee Act 1988
- Food Act 1984
- Freedom of Information Act 1982
- Gambling Regulation Act 2003
- Graffiti Prevention Act 2007
- Health Records Act 2001
- Heavy Vehicle National Law 2012
- Heavy Vehicle National Law Application Act 2013
- Heritage Act 1995
- Housing Act 1983
- Impounding of Livestock Act 1994
- Independent Broad-Based Anti-Corruption Commission Act 2011
- Infringements Act 2006
- Land Act 1958
- Land Acquisition and Compensation Act 1986
- Liquor Control Reform Act 1998
- Local Government Act 1989
- Magistrates' Court Act 1989
- Major Transport Projects Facilitation Act 2009
- Metropolitan Fire Brigades Act 1958
- Mineral Resources (Sustainable Development) Act 1990
- National Parks Act 1975
- Pipelines Act 2005
- Privacy and Data Protection Act 2014
- Protected Disclosure Act 2012
- Public Health and Wellbeing Act 2008
- Public Records Act 1973
- Road Management Act 2004
- Road Safety Act 1986
- Rooming House Operators Act 2016
- Second Hand Dealers and Pawnbrokers Act 1989
- Sex Work Act 1994

- Sheriff Act 2009
- Sport and Recreation Act 1972
- Subdivision Act 1988
- Summary Offences Act 1966
- Taxation Administration Act 1997
- Transfer of Land Act 1958
- Transport Integration Act 2010
- Transport (Safety Schemes Compliance and Enforcement) Act 2014
- Urban Renewal Authority Victoria Act 2003
- Valuation of Land Act 1960
- Victorian Environmental Assessment Council Act 2001
- Victoria Grants Commission Act 1976
- Victoria State Emergency Service Act 2005
- Victorian Inspectorate Act 2011
- Water Act 1989
- Building Regulations 2006
- Country Fire Authority Regulations 2004
- Dangerous Goods (Explosives) Regulations 2011
- Drugs, Poisons and Controlled Substances Regulations 2006
- Geothermal Energy Resources Regulations 2006
- Infringements (General) Regulations 2006
- Infringements Regulations 2016
- Land Acquisition and Compensation Regulations 2010
- Local Government (Long Service Leave) Regulations 2012
- Local Government (General) Regulations 2015
- Local Government (Planning and Reporting) Regulations 2014
- Occupational Health and Safety Regulations 2007
- Public Health and Wellbeing Regulations 2009
- Road Safety Road Rules 2009
- Road Safety Rules (Electric Personal Transporters Trial) Amendment Rules 2016
- Road Safety (General) Regulations 2009
- Road Safety (Traffic Management) Regulations 2009
- Road Safety (Vehicles) Regulations 2009
- Subdivision (Fees) Regulations 2016
- Subdivision (Procedures) Regulations 2011
- Subdivision (Registrar's Requirements) Regulations 2011
- Miscellaneous and Administrative Powers

S7 Instrument of Sub-Delegation from CEO to Council staff

Aboriginal Heritage Act 2006			
Provision	Item Delegated	Delegate	Conditions and Limitations
Parts 4, 6 and 8	powers, functions and duties of a sponsor of a cultural heritage management plan under Parts 4, 6 and 8 of the Aboriginal Heritage Act 2006.	MCP1, GM	
s.74A(1)	Power to enter into an Aboriginal cultural heritage land management agreement with a registered Aboriginal party	MCP1, GM	
s.74E(1)	Duty to give copy of Aboriginal cultural heritage land management agreement to Secretary of Victorian Communities.	MCP1, GM	
Associations Incorporation Reform Act 2012			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.132	power to nominate a body to which assets should be returned	LGM, LO	where a wound up incorporated association has assets consisting of property supplied by Council (which includes the unexpended portion of a grant)
Building Act 1993			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.3(1)	power to appoint municipal building surveyor	GM	the person must be a registered building surveyor (unlimited) as required by section 213
s.11(2)	duty to publish notice in a newspaper if regulation under Part 2 ceases to have effect	MBS, GM	
s.29A	function of giving consent to building permit for demolition in its capacity as responsible authority under the Planning and Environment Act 1987	PSM, CCS, MBS	

Building Act 1993		
s.29B(1)	duty to give notice where amendment of planning scheme sought in its capacity as responsible authority under the Planning and Environment Act 1987	PSM, MCDSE, CCS, MBS
s.29B(3)	duty to give notice where request for amendment withdrawn, refused etc. in its capacity as responsible authority under the Planning and Environment Act 1987	PSM, MCDSE, CCS, MBS
s.30	function of receiving copy permit, plans and other documents	MBS, GM
s.30B	function of receiving checklist confirming all relevant documents to be provided by building surveyor	MC
s.31(1)	duty to keep register of building permits	MBS, GM
s.31(2)	duty to make register available for inspection	MBS, GM
s.32	duty to keep documents	MBS, GM
s.32A(2)	duty to provide Urban Renewal Authority Victoria notice setting out information in section 32A(3) and a copy of any relevant planning permit within 14 days after being given a copy of building permit under section 30(1), in certain circumstances where section 32A(1) applies	MBS, GM
s.66(b)(i)	function of determining fees	MBS, GM
s.73	function of receiving copy permit, plans and other documents	MBS, GM
s.74(1)	duty to keep register of occupancy permits, temporary approvals and amendments	MBS, GM
s.74(2)	duty to make register available	MBS, GM
s.75	duty to keep documents	MBS, GM
s.80	function of receiving notification of appointment	MBS, GM
s.81(2)	function of receiving notification for work terminated	MBS, GM
s.83F	function of receiving notice of appointment of manager for private building surveyor's business from Victorian Building Authority	MC
s.101(2)	function of receiving copy documents	MBS, GM

Note: this provision will commence on 1 July 2017, unless proclaimed earlier

Building Act 1993			
s.120(2)(a)	function of receiving notification that an order is complied with	MBS, GM	
s.123(1)	power to determine whether to recover from the owner the costs of work carried out or action taken under Part 8 Division 3 of the Act by the municipal building surveyor as a debt due to Council pursuant to sub-section 123(1) of the Act	MBS, GM	
s.123(2)	power to determine whether to apply any sum or part of any sum for which a bond or undertaking is deposited with Council under a condition imposed on a permit under section 22 of the Act towards the costs of carrying out work or taking action pursuant to sub-section 123(2) of the Act	MBS, GM	
s.125(1)	function of receiving copy notice or order	MBS, GM	
s.125(2)	function of receiving written notice of the compliance, amendment or cancellation	MBS, GM	
s.126(1)	duty to keep register of emergency orders, building notices and building orders	MBS, GM	
s.126(2)	duty to make register available for inspection	MBS, GM	
s160(3)(d)	power to make application to the Building Appeals Board	MBS, GM	
s.162(1)(a)(i)	function of being consulted by the Building Appeals Board	MBS, GM	
s.162(4)(b)	function of entering into an agreement when directed by Building Appeals Board	MBS, GM	
s.164(1)	power to agree to terminate or vary agreement	MBS, GM	
s.164(2)	power to terminate or vary agreement	MBS, GM	
s.164(4)	power to apply for approval	MBS, GM	
s.165(1)(a)	duty to lodge copy or give notice	MBS, GM	
s.165(1)(b)	duty to apply to agreement made in the Register	MBS, GM	
s.192(1)	function of consulting with Minister regarding Alpine resorts	NS??	
s.214(1)	power to enter into agreement	GM	
s.215(1)	power to enter into agreements with a private building surveyor	GM	

Building Act 1993			
s.216A	power to apply to the Minister for exemption	GM	
s.216C	power to appoint a municipal building surveyor to carry out certain functions outside of the municipal district	GM	
s.222	function of receiving order from Minister	MBS, GM	
s.228(2)	power to authorise a person to exercise any power of an authorised person under Division 2 of Part 13	MBS, GM	
s.241(1)&(4)	power to authorise a person or persons to bring proceedings for an offence against Part 3, 4, 5, 7 or 8 of the Act or the building regulations within Council's municipal district pursuant to sub-sections 241(1) and 241(4)	MBS, GM	
s.242	function of receiving funds recovered through prosecution	MBS, GM	
s.252(1)	power to determine whether to apply to the Magistrates' Court for a warrant under section 252 of the Act if a person refuses to vacate a building or land when required to do so by order under the Act pursuant to sub-section 252(1) of the Act	MBS, GM	
sch 2 cl.1(c)(i)	function of determining fees	OM	
sch 2 cl.4(2)	function of receiving copy application	MBS, GM	
sch 2 cl.4(3)	function of receiving fees	MBS, GM	
sch 2 cl.4(4)	power to fix fees in accordance with cl.4(5)	MBS, GM	
Catchment and Land Protection Act 1994			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.22A(4)	function of receiving a copy of the Minister's declaration	OM, GM	
s.22B	duty to prepare a roadside weed and pest animal management plan	OM, GM	where a declaration has been made in respect of council's municipal district, under s.22A see also s.22C for the contents of the plan

Catchment and Land Protection Act 1994		
s.22C(3)	function of determining which additional information to include in a roadside weed and pest animal management plan	OM, GM
s.22D	duty to have regard to matters in (a) - (c) when preparing a roadside weed and pest animal management plan	OM, GM
s.22E(1)	duty to submit proposed roadside weed and pest animal management plan within 120 days of Minister's declaration	OM, GM
s.22E(2)	power to apply in writing to the Minister to request an extension of time to submit the proposed roadside weed and pest animal management plan	OM, GM
s.22F	duty to comply with procedure described in s.22F before preparing roadside weed and pest animal management plan	OM, GM
s.22G	duty to comply with request of Minister to provide a revised roadside weed and pest animal management plan	OM, GM
s.22H	function of receiving notice from the Minister of approval of roadside weed and pest animal management plan	OM, GM
s.22I(1)	duty to publish the approved roadside weed and pest animal management plan on council's website as soon as practicable after plan is approved	OM, GM
s.22I(2)	duty to ensure that copies of the approved roadside weed and pest animal management plan are available for inspection during normal office hours	OM, GM
s.22J	duty to implement measures set out in approved roadside weed and pest animal management plan	OM, GM
s.22K(1),(2)&(3)	power to request, in writing, that the Minister approve a variation of its approved roadside weed and pest animal management plan	OM, GM
s.22K(4)	function of receiving notice of Minister's decision to approve or refuse to approve the request for a	OM, GM

Catchment and Land Protection Act 1994	
	variation of roadside weed and pest animal management plan
s.22L	function of receiving Minister's request to vary approved roadside weed and pest animal management plan
s.22M(1)	duty to publish a consolidated version of its approved roadside weed and pest animal management plan on its website as soon as practicable after variation under sections 22K or 22L
s.22M(2)	duty to ensure that a consolidated version of its approved roadside weed and pest animal management is available for inspection
s.22N(2)	function of receiving notice of Minister's intention to suspend the approval of a roadside weed and pest animal management plan
s.22N(2)	function of submitting to the Minister reasons why the approval of the roadside weed and pest animal management plan should not be suspended
s.22N(3)	function of receiving notice of Minister's decision
s.22O(2)	function of receiving notice of Minister's intention to revoke his or her approval of a roadside weed and pest animal management plan
s.22O(2)(b)	function of submitting to the Minister reasons why the approval of the roadside weed and pest animal management plan should not be revoked
s.22O(3)	function of receiving notice of Minister's decision to revoke his or her approval of a roadside weed and pest animal management plan
s.22P(1)	function of receiving request to provide the Minister with specified information or documentation
s.22P(2)	duty to provide Minister with requested information or documentation
s.22Q	duty to provide Minister with a written report setting out the outcomes of the measures set out in the

Catchment and Land Protection Act 1994		Delegate	Conditions and Limitations
	plan within 30 days after the plan ceases to operate		
Child Wellbeing and Safety Act 2005			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.19	duty to comply with the Child Safe Standards		
s.19	duty to comply with the Child Safe Standards	FCM, GM	Note: this provision does not commence until 1 January 2017, unless proclaimed earlier
s.25	function of receiving education and advice from the Commission for Children and Young People regarding the Child Safe Standards	GMCS, FCM	Note: this provision does not commence until 1 January 2017, unless proclaimed earlier
s.26	function of receiving request from the Commission for Children and Young People for any information or document	GMCS, FCM	Note: this provision does not commence until 1 January 2017, unless proclaimed earlier
s.27(1)	function of receiving request from a relevant authority to provide any information or document	GMCS, FCM	Note: this provision does not commence until 1 January 2017, unless proclaimed earlier
s.29(2)	function of receiving written notice and consenting to inspection of relevant premises by the Commission for Children and Young People	GMCS, FCM	Note: this provision does not commence until 1 January 2017, unless proclaimed earlier
s.29(3)	power to consent to inspection of relevant premises without written notice by the Commission for Children and Young People	GMCS, FCM	Note: this provision does not commence until 1 January 2017, unless proclaimed earlier
s.30	duty to comply with notice to provide documents given under subsection (1)	GMCS, FCM	Note: this provision does not commence until 1 January 2017, unless proclaimed earlier
s.31	duty to comply with notice to comply given under subsection (1)	GMCS, FCM	Note: this provision does not commence until 1 January 2017, unless proclaimed earlier
s.36	duty to ensure that the Commission for Children and Young People is given any assistance reasonably required to perform functions	GMCS, FCM	Note: this provision does not commence until 1 January 2017, unless proclaimed earlier
s.41	power to seek review by the Commission for Children and Young People of decision by the	GMCS, FCM	Note: this provision is not yet in force and will commence on 1

Child Wellbeing and Safety Act 2005		
	Commission to issue a notice to produce or a notice to comply	January 2017, unless proclaimed earlier
s.41J	power to apply to VCAT for a review of the Commission for Children and Young People to issue a notice to comply	GMCS, FCM Note: this provision is not yet in force and will commence on 1 January 2017, unless proclaimed earlier Must have first exhausted all available avenues for review under s.41I
s.41M	function of being given opportunity to comment on adverse comment or opinion to be included in annual report or further report	GMCS, FCM Note: this provision is not yet in force and will commence on 1 January 2017, unless proclaimed earlier
Children Youth and Families Act 2005		
Provision	Item Delegated	Delegate
s.23(1)	function of being allocated money by the Secretary for the purposes of Part 3.1	GMCS, FCM
s.25	power to use land or property for the purposes of the Department of Health and Human Services	GMCS, FCM
s.26	function of entering into an agreement with the Secretary	GMCS, FCM
s.35	function of consulting with the Secretary	GMCS, FCM
s.36	function of consulting with the community-based child and family service	FCM, FEYC
s.192	power to provide information to the Secretary	GMCS, FCM
s.196	function of receiving written direction from an authorised officer in relation to disclosure of information	FCM, FEYC
s.197	duty to comply with written direction from authorised officer	FCM, FEYC
		Conditions and Limitations
		where authorised by the Secretary
		where council is an information holder under the Act
		where council is an information holder under the Act
		where council is an information holder under the Act
		where council is an information holder under the Act
		where council is an information holder under the Act

Climate Change Act 2010		
Provision	Item Delegated	Delegate
s.50(1)	function of receiving notice of proposed Carbon Sequestration Agreement	OM
Conservation, Forests and Land Act 1987		
Provision	Item Delegated	Delegate
s.66(1)	duty to submit plans to the Secretary to the Department of Environment, Land, Water and Planning of specified works prior to their commencement	ESM, MCDSE
s.67	power to take action contrary to a Code of Practice if paragraphs (a) and (b) apply	ESM, MCDSE
Country Fire Authority Act 1958		
Provision	Item Delegated	Delegate
s.36	function of providing fire hydrants when so requested by the Authority	CEM, FPO
s.41A	power to recover costs of serving notice by fire prevention officer	CEM, FPO
s.42(1)	power to request officers and members of any CFA brigade to carry out work (including burning) for the removal or abatement of any fire danger or for the prevention of fire	CEM, FPO
s.42(2)	duty to pay for work undertaken	CEM, FPO
s.43(1)	duty to take all practicable steps to prevent occurrence of fires and minimise the danger of spread of fires	CEM, FPO
s.43(2)	power to acquire equipment, etc. for purposes of s.43(1) and pay for it out of municipal fund	CEM, FPO
s.50F(1)	power to prepare Neighbourhood Safer Places Plan	CEM
s.50F(4)	duty to publish and make available Neighbourhood Safer Places Plan	CEM
s.50G(1)	duty to identify and designate places as neighbourhood safer places	CEM

Country Fire Authority Act 1958		
s.50G(4)	duty to ask the CFA to assess the neighbourhood safer place	CEM
s.50H(1)	duty to ensure that appropriate signage is provided at neighbourhood safer places	CEM
s.50I	duty to maintain all designated neighbourhood safer places	CEM
s.50J(1)	duty to conduct an annual review of designated neighbourhood safer places by 31 August of each year	CEM
s.50J(2)	duty to ask the CFA to assess each neighbourhood safer place	OM
s.50J(5)	power to decommission a neighbourhood safer place if paragraphs (a) or (b) apply	CEM
s.55(c)	function of receiving recommendations of the municipal fire prevention committee	CEM, FPO
s.55A(1)	duty to prepare and maintain a municipal fire prevention plan in accordance with advice and recommendation of municipal fire prevention committee	CEM
s.96A(1)(a)	duty to appoint fire prevention officer	GM
s.96A(1)(b)	power to appoint assistant fire prevention officers	FPO
s.109C	function of receiving funds for penalties recovered under section 41E	CEM, FPO
Cultural and Recreational Lands Act 1963		
Provision	Item Delegated	Delegate
s.4	function of receiving rates	GMCS1
Dangerous Goods Act 1985		
Provision	Item Delegated	Delegate
s.29	function of receiving statement from the Victorian WorkCover Authority about details of dangerous goods on licensed premises	RPM

Disability Act 2006		
Provision	Item Delegated	Delegate
s. 38(4)	power to prepare a Disability Action Plan, in accordance with section 38	COMPC
s. 38(5)	duty to report on the implementation of the Disability Action plan in Council's annual report	COMPC, MCC
s. 38(5A)	duty to ensure certain disability matters are addressed in the Council Plan	MCC
Domestic Animals Act 1994		
Provision	Item Delegated	Delegate
s.10	function of receiving applications for registration of dogs or cats	MC, CCAC, GM
s.10A(4)	duty to not register or renew the registration of a dangerous dog or a restricted breed dog unless the dog is (a) desexed or (b) a dangerous dog that is not a restricted breed dog and is exempt under section 10B(1)(c), 10B(1)(d) or 10B(1)(e) from the requirement to be desexed or (c) a restricted breed dog that is not a dangerous dog and is exempt under section 10B(1)(e) from the requirement to be desexed	MC, CCAC, GM
s.10C(1)	duty to not register a dog or cat unless the dog or cat (a) has been implanted with prescribed permanent identification device or (b) is of a class of dogs exempt under a resolution made under section 10D(3), from the requirement to be implanted with such a device or (c) is otherwise exempted under the Act from the requirement to be implanted with such a device or (d) subject to subsection (2), has previously been registered with Council at any time in the 12 month period immediately before the application for registration was lodged	MC, CCAC, CSTL, GM
s.10C(5)	duty to cause to be published a copy of the resolution	MC, CCAC, GM

Domestic Animals Act 1994		
s.10C(6)	duty to not register or renew registration of dangerous dog, menacing dog or restricted breed dog unless the dog has been implanted with permanent identification device	MC, CCAC, GM
s.10D(6)	duty to cause to be published a copy of the resolution	MC, CCAC, GM
s.12(1)	power to appoint an agent for Council in the registration of cats and dogs	MC, GM
s.13	function of receiving notification of sale by domestic animal business	MC, CCAC
s.14(b)	power to approve form of registration or renewal of registration of dogs and cats	MC, CCAC
s.15(2)	power to permit pro-rata fees for dogs or cats registered for part of a year	MC, CCAC, CSTL, CBSO, GM
s.15(6)	duty to waive 50% of a registration fee of dogs or cats if paragraphs (a) or (b) apply	MC, CCAC, CSTL, CBSO, GM
s.16	duty to register or renew the registration of a dog or cat (other than a dangerous or restricted breed dog) in certain circumstances	MC, GM
s.17(1)	power to register or renew the registration of a dangerous dog and impose conditions upon the registration	MC, CCAC
s.17(1AA)	duty not to register a restricted breed dog unless section 17(1A) applies	MC, CCAC
s.17(1A)	power to register restricted breed dog if (a) the dog was in Victoria immediately before the commencement of Domestic Animals Act (Dangerous Dogs) Act 2010 and (b) the dog was registered in Victoria immediately before the commencement of the Domestic Animals Act (Restricted Breeds) Act 2011	MC, CCAC, GM
s.17(1B)	power to renew registration of restricted breed dog	MC, CCAC, CACTL
s.17(1C)	power to impose conditions on registration or renewal of registration of a dog under section 17(1A) or section 17(1B)	MC, CCAC, CACTL

Domestic Animals Act 1994		
s.17(2)	duty to notify owner and allow owner opportunity to make submissions, if Council proposes not to register or renew the registration of a dangerous dog or restricted breed dog	MC, CCAC, CACTL
s.17(3)	duty to consider submissions in relation to the registration or renewal of registrations of a dangerous dog before making decision	MC, CCAC, GM
s.17(4)	duty to serve written notice of decision not to register or renew registration of dangerous dog or restricted breed dog	MC, CCAC, GM
s.18(1)	duty to keep register and allow inspection of register of all registered dogs and cats	MC, CCAC, CBSO
s.18(2)(b)	power to fix fee for inspection of registrations of dogs and cats in the municipality	GM
s.18(3)	power to fix fees for making of records or obtaining certificates	GM
s.19(1)(a)	duty to allocate a registration number to every dog and cat which is registered	MC, CCAC, CACTL, CSTL, CBSO
s.19(1)(b)	duty to give or send the owner a registration certificate	MC, CCAC, CACTL, CSTL, CBSO
s.19(1)(c)	duty to issue to the owner an identification marker	MC, CCAC, CACTL, CSTL, CBSO
s.23(6)	duty to give owner or occupier of the private property a copy of a notice served under section 23(3)	MC, CCAC, CACTL, CSTL, CACG
s.25(3)	duty to cause to be published any orders made by council under section 25	MC, CCAC, GM
s.26(2A)	duty to obtain agreement of owner or occupier of private property, where Council proposes to make, by resolution, an order under section 26(2)	MC, CCAC, CACTL
s.26(3)	duty to cause to be published any orders made by council under section 26	MC, CCAC, GM
s.33A(1)	duty to accept any dog or cat kept surrendered to Council by the owner of the animal	MC, CCAC, CACTL, CSTL, CACG

Domestic Animals Act 1994				this information must be given to the Secretary in the time specified in s.33A(4)
s.33A(3)	duty to give Secretary certain information about a dog under its control if dog exhibits aggressive behaviour, may have been involved in a dog attack or may be a restricted breed dog	MC, CCAC, CACTL		
s.33A(2)(b)	duty to deal with surrendered dog or cat in accordance with the Act, the regulations and relevant Codes of Practice	MC, CCAC, CACTL, CSTL, CACG		
s.34(1)	power to declare a dog dangerous	MC, CCAC, CACTL		
s.34(2)	duty not to declare a dog dangerous in certain circumstances	MC, CCAC, CACTL		
s.35(2)	duty to notify the owner and receive written and oral submissions from the owner if proposing a dog be declared dangerous	MC, CCAC		
s.35(3)	duty to consider materials submitted before making a declaration	MC, CCAC, GM		
s.36	duty to give written notice of a declaration to owner	MC, CCAC, GM		
s.37	function of receiving notification from owners of certain dogs	MC, CCAC, CACTL, CACG		
s.41A(3)	power to revoke a declaration made under section 41A(1)	MC, CCAC, CACTL		
s.41B(1)	duty to notify the owner and allow it the opportunity to make submissions to the council	MC, CCAC, CACTL		
s.41C	duty to give notice of a menacing dog declaration to owner	MC, CCAC, CACTL		
s.41D	function of receiving notification in relation to menacing dog	MC, CCAC, CACTL, CACG		
s.41F	function of receiving notification from owners of restricted breed dogs	MC, CCAC, CACTL, CACG		
s.41J(2)(a)	power to issue a permit to own more than 2 restricted breed dogs to any person who has applied to the Council for such a permit	MC, CCAC, CACTL		
s.41J(2)(b)	power to issue a permit to keep more than 2 restricted breed dogs at a premises to any person who has applied to the Council for such a permit	MC, CCAC, CACTL		
s.41J(3)	power to fix fee for application for permit	MC, GM		

Domestic Animals Act 1994				if council has made a relevant local law prohibiting the keeping of animals in a specified area
s.44(1)	power to require restraint of animals		CCAC, CACTL, CACG	
s.44(2)	duty to give written notice of requirement in s.44(1)		MC, CCAC, CACTL	
s.44AC(1)(c)	power to inspect information kept on register of dangerous, menacing and restricted breed dogs, in accordance with the regulations		CCAC, CACTL, CACG	
s.44AE	duty to provide details of dangerous, menacing or restricted breed dogs to Secretary		CCAC, CACTL	
s.44AEA	duty to provide to the Secretary information relating to a dog destroyed under s.84TA, 84TB, 84TC		MC, CCAC, CACTL	
s.44AF	duty to provide to the Secretary information relating to dangerous, menacing or restricted breed dogs		MC, CCAC, CACTL	
s.44AG	duty to provide to the Secretary information about owners of dangerous, menacing or restricted breed dogs		CCAC, CACTL	
s.44AH	duty to provide, when requested under sub-section (1)) a statement to Secretary confirming that information previously provided by Council is accurate		MC, CCAC	
s.46(1)	function of receiving applications to register a premises		CCAC, CACTL, CACG	
s.46(2)	power to approve form of registration of domestic animal businesses		MC, CCAC, CACTL	
s.47(1) & (2)	power to register and impose any terms, conditions, limitations or restrictions on the registration of premises for the purposes of a domestic animal business		MC, CCAC, CACTL	
s.48(2)	power to approve form of renewal of registration		MC, CCAC, CACTL	
s.49(1)	power to fix fees for registration or renewal of registration of domestic animal premises		GM	
s.49(2)	power to refund all or part of application fee		MC, CCAC, CACTL	
s.52(1)	function of receiving notice of transfer of registration		MC, CCAC, CACTL, CACG	

Domestic Animals Act 1994		
s.52(2)(a)	power to approve form of notice of transfer of registration	CCAC, CACTL
s.52(2)(c)	power to fix fee for transfer of registration	GM
s.52(3)	power to register new (transferred) premises as a domestic animal business and impose any terms, conditions, limitations or restrictions on that registration	MC, CCAC, CACTL, CACG
s.54(1)	power to refuse to register or renew the registration, refuse to transfer registration, suspend registration and revoke registration of premises	MC, CCAC, CACTL
s.54(2)	power to act in accordance with section 54(1) if satisfied that the circumstances of section 54(2)(a) or (b) are in existence	MC, CCAC, CACTL
s.54(3)	duty to refuse to register or renew the registration of a premises in relation to a breeding domestic animal business in certain circumstances	MC, CCAC
s.55	duty to give notice if it is proposed that the powers under section 54 will be exercised	MC, CCAC, CACTL
s.56	duty to receive both oral and written submissions and take into account any submissions	MC, CCAC, GM
s.57(1) & (2)	duty to serve notice of decision and give reasons for decision	MC, CCAC, GM
s.58B	power to apply to Minister to register premises as premises on which domestic animal business conducted	MC, CCAC, CSTL, GM
s.58C(3)	duty to comply with the terms, conditions, limitations and restrictions on registration of premises under section 58C	MC, CCAC, CACTL, CSTL, CACG
s.58D(2)	power to apply to Minister for renewal of registration of premises	MC, CCAC, CSTL
s.58E	duty to pay fee with application for registration or renewal of registration of premises	MC, CCAC, CACTL, CSTL
s.58F	power to surrender registration of premises on which domestic animal business conducted by notice to Minister	MC, CCAC, CSTL

Domestic Animals Act 1994			
s.58G	duty to notify the Minister of transfer of registration	MC, CCAC, CSTL	
s.58J	power to make submissions to the Minister regarding Minister's exercise of power under section 58H	MC, CCAC, CSTL	
s.58K	function of receiving notice of Minister's decision	MC, CCAC, CSTL	
s.68A(1)	duty to, in consultation with Secretary, prepare, at four year intervals, a domestic animal management plan	MC, CCAC, CSTL	The first domestic animal management plan must be prepared after a three year interval, as previously scheduled
s.68A(3)(a)	duty to review domestic animal management plan annually and, if appropriate, amend the plan	MC, CCAC, CSTL	
s.68A(3)(b)	duty to provide the Secretary with a copy of the plan and any amendments to the plan	MC, CCAC, CSTL	
s.68A(3)(c)	duty to prepare an evaluation of its implementation of the plan for publication in Council's annual report	MC, CCAC, CSTL	
s.69(1)	duty to make payment to the Treasurer of specified amounts in respect of registration of cats, dogs or registered animal business	MC, CCAC, CSTL	
s.72	power to appoint, by instrument, employees to be authorised officers	MC	
s.72A(1)	power to appoint person who is not employee of council as authorised officer	MC	person appointed must have qualifications and experience prescribed by Secretary
s.73(1)	duty to issue identity card to authorised officers	MC	
s.84J	power to retain custody of dog or cat until animal recovered under division 5 or destroyed under division 6	MC, CCAC, CACTL, CSTL, CACG	
s.84L(1)	power to retain custody of dog the subject of a declaration under section 98A until review of the declaration is determined under Part 7E or the dog is recovered under division 5 or destroyed under division 6	MC, CCAC, CACTL, CSTL, CACG	
s.84L(2)	power to retain custody of dog before destruction under division 6 where dog is seized under section	MC, CCAC, CACTL, CSTL, CACG	

Domestic Animals Act 1994	
	80 and officer cannot serve declaration because owner cannot be identified
s.84M	power to decide not to retain custody of dog or cat seized under section 23(1), 82, 83, 84, 84A, 84B or 84C
s.84N	power to require custody of restricted breed dog until the outcome of prosecution under the Act or Regulations in relation to the dog
s.84O(1)	power to destroy a cat seized under Part 7A if cat does not bear an identification marker or device or cat is wild, uncontrollable or diseased
s.84O(2)	duty to destroy dangerous dog or restricted breed dog as soon as possible where owner is entitled to recover dog under division 5 but does not recover dog in accordance with the time period in that division
s.84O(3)	duty to sell or destroy cat or dog (other than dangerous or restricted breed dog) as soon as possible where owner is entitled to recover dog under division 5 but does not recover dog in accordance with the time period in that division
s.84P	power to destroy dog seized under Part 7A in certain circumstances listed in subsections (a) - (f)
s.84Q(1)	duty to commence prosecution of a person as soon as possible after seizure under Part 7A, if authorised officer reasonably suspects that the person has committed an offence listed in subsection (2) with respect to a dog or a cat seized under that part, and power to retain custody of animal seized under section 84B and in any other case, duty to retain custody until the outcome of the prosecution in section 84Q is known
s.84Q(3)(a)	duty to serve declaration on owner

Domestic Animals Act 1994				
s.84R	power to require owner to provide his or her current address to Council in certain circumstances	CCAC, CACTL, CSTL, CACG		
s.84S	power to destroy dog seized under Part 7A, in the time periods listed, if owner is suspected of committing an offence set out in paragraph (a), (b) or (c) of section 84Q(2) and cannot be identified.	MC, CCAC, CACTL, CSTL, CACG		
s.84T(1)	duty to destroy dog seized under section 80 within 8 days after seizure if owner cannot be identified and authorised officer reasonably believes dog is restricted breed dog	CCAC, CACTL, CSTL, CACG		
s84T(2)	duty to notify the Secretary of certain information after destroying a dog under section 84T(1)	CCAC, CACTL, CSTL		Notice must comply with requirements of s.84T(3)
s.84TA(1)	power to destroy a dog seized under Part 7A in circumstances listed (a) - (c)	MC, CCAC		84TA (4) & (5) council must make decision within 48 hours and record the time and date of decision
s.84TC(1)	power to destroy a dangerous dog if the dog was declared a dangerous dog and it is believed that the owner of the dog is guilty of an offence under section 24 or 26	MC, CCAC		84TC (4) & (5) council must make decision within 48 hours and record the time and date of decision
s.84U	duty to ensure seized animal is desexed before selling it	CCAC, CACTL, CSTL, CACG		
s.84V(2)	power to give animal to an approved person or body	CCAC, CACTL, CSTL, CACG		where council is authorised under this Act to destroy the animal
s.84Y	power to enter written agreement to seize, retain and/or dispose of dogs or cats	MC, CSTL		
s.95	function of receiving payment of fines	MC, CCAC, CACTL, CSTL		
s.98(1A)	power to apply to VCAT for review of a decision by Minister in relation to registration of domestic animal business	MC, CCAC, GM		
s.100A	duty to notify Secretary where VCAT or Supreme Court sets aside a decision to declare a dog to be a dangerous dog, menacing dog or restricted breed dog	MC, CCAC, GM		Notice must comply with requirements of s.100A(2) &(3)

Domestic Building Contracts Act 1995		
Provision	Item Delegated	Conditions and Limitations
s.48R	function of receiving details of alleged contraventions of building legislation	Note: this provision is not yet in force and will commence on 1 July 2017, unless proclaimed earlier
	Delegate MC	
Education and Care Services National Law Act 2010		
Provision	Item Delegated	Conditions and Limitations
s.271	power to disclose information in respect of education and care services	
	Delegate GMCS, FCM	
Education and Training Reform Act 2006		
Provision	Item Delegated	Conditions and Limitations
s.2.3.13	power to enter into and carry out a contract with the school council	
	Delegate GMCS, FCM	
s.4.9.4(1AAA)	function of responding to requests by Victorian Registration and Qualifications Authority for information under s 4.9.4	
	Delegate MC	
Electricity Safety Act 1998		
Provision	Item Delegated	Conditions and Limitations
s.84C	duty to keep trees clear of electrical lines on public land managed by Council	
	Delegate OM	Applies to public land, managed by Council, which has been declared under s.81 of the Electricity Safety Act 1998 for the purposes of Part 8 of the Act
s.86B	duty to specify certain matters in municipal fire prevention plan	
	Delegate CEM, FPO	
Emergency Management Act 1986		
Provision	Item Delegated	Conditions and Limitations
s.18	power to arrange to co-operate with other councils in relation to emergency management	
	Delegate MERO	

Emergency Management Act 1986		
s.19(1)	if co-operating with other councils, power to appoint one of the municipal councils to be the principal municipal council in relation to emergency management	MERO
s.20(1)	duty to prepare and maintain municipal emergency management plan	MERO
s.21(1)	duty to appoint municipal emergency resource officer(s)	MERO
s.21(3)	duty to appoint a municipal emergency planning committee	MERO
s. 21A(3)	duty to forward a copy of council's written response to the audit report to the Chief Officer, Operations of the Victorian SES within 3 months of receiving an audit report	MERO
Emergency Management Act 2013		
Provision	Item Delegated	Delegate
s.69	duty to comply with an information gathering notice issued by the Inspector-General for Emergency Management	MERO
s.70	function of receiving draft review or report and providing comment or response to Inspector-General for Emergency Management	MERO
s.70A(2)	power to consent to entry of vessel, premises or vehicle	MERO
s.70A(3)	duty to provide the Inspector-General with a written response to a request for consent under s.70A(2)	MERO
s.70B	function of giving reasonable assistance to the Inspector-General for Emergency Management	MERO

Environment Protection Act 1970			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.4	power to appoint a litter enforcement officer	MC, GM	
s.19B(3A)	duty to make a copy of documentation pertaining to an application available for inspection	MC, GM	where council is the responsible authority
s.19B(4A)(a)	duty to tell Authority information in respect to subparagraphs (i)-(v)	MC, GM	where council is the responsible authority
s.19B(4A)(b)	power to tell Authority its position on application	PSM, MCDSE, CSP, CCS, MDC, GM	where council is the responsible authority
s.19B(4A)(c)	power to ask Authority to include specified conditions in a works approval	PSM, MCDSE, CSP, CCS, MDC, GM	where council is the responsible authority
s.19B(4B)	duty to give Authority a copy of permit issued under the Planning and Environment Act 1987	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.20(8)(ba)	duty to make copy of application and all accompanying documents submitted under paragraph (a) available for inspection	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.20(8)(ca)	duty to advise Authority of items set out in paragraph (ca)	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.20(8)(cb)(i)	power to tell Authority of its position on an application	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.20(8)(cb)(ii)	power to ask Authority to include conditions in licence	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.20(8)(cc)	duty to provide a copy of any permit issued under the Planning and Environment Act 1987 to the Authority.	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.20A(6)(ba)	duty to make copy of an application referred to under paragraph (a) available	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.20A(6)(ca)	duty to advise the Authority of items set out in subparagraphs (i)-(v)	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.20A(6)(cb)(i)	power to tell Authority of its position on an application	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.20A(6)(cb)(ii)	power to ask Authority to include conditions in licence	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.20A(6)(cc)	duty to give Authority a copy of permit issued under the Planning and Environment Act 1987	PSM, MCDSE, CSP, MDC, GM	where council is the responsible authority
s.28	duty to comply with order of Authority	CCAC, CACTL, CACG	

Environment Protection Act 1970			
s.45X(2)	power to direct, by written notice, any person who deposited litter to do certain things	CCAC, CACTL, CACG	where council is a litter authority section 45X(1) must apply
s.45X(4)	power to direct, by written notice, the occupier to remove or dispose of litter.	CCAC, CACTL, CACG	where council is a litter authority
s.45Y(2)	power to direct, by written notice, any person who deposited an object or thing to do certain things	CCAC, CACTL, CACG	where council is a litter authority section 45Y(1) must apply
s.45Y(4)	power to direct, by written notice, the occupier to remove or dispose of object or thing.	CCAC, CACTL, CACG	where council is a litter authority
s.45Z(1)	power to remove or dispose of litter upon failure to comply with direction given under subsection 45X(2) or (4)	CCAC, CACTL, WSC, WSO, LEPTL, LPOB, CACG	where council is a litter authority
s.45Z(2)	power to remove or dispose of object or thing upon failure to comply with direction given under subsection 45Y(2) or (4)	CCAC, CACTL, WSC, WSO, LEPTL, LPOB, CACG	where council is a litter authority
s.45Z(3)	power to recover reasonable costs incurred in taking action under section 45Z	CCAC, CACTL, WSC, WSO, LEPTL, LPOB, CACG	where council is a litter authority
s.45ZK(1)	function of receiving reports of offences under Part VIIA	CCAC, CACTL, WSC, WSO, LEPTL, LPOB, CACG	
s.45ZK(2)	power to take proceedings upon receiving a report	CCAC, CACTL	
s.48A	power to authorise a person to enforce subsections (3) and (8) of section 48A	MC, GM	
s.49B(2)	power to nominate a representative to be part of the Local Government Waste Forum	GMCS	where council is in a waste recovery region
s.49G(2)	function of collaborating with Waste and Resource Recovery Group	MC, GM	
s.50BH	duty to perform waste management functions consistently with Regional Waste and Resource Recovery Implementation Plan	GM, EHOH	
s.53A(2)	duty to obtain a permit for the transport of prescribed waste	GM, EHOH	
s.53K	power (and duty) to declare an area requiring septic tank systems to be of a type that treats all sewage	EHC, GM, EHOH	

Environment Protection Act 1970		
s.53MB	power to inspect septic tank system and issue certificate approving its use	EHC, GM, EHO
s.53O	duty to lodge an annual return with the Authority	MC, EHC
s.53ZA(3)	function of receiving notice from the environmental auditor if the auditor withdraws a certificate or statement of environmental audit	EHC, GM
s.53ZA(4)	function of receiving a new or amended certificate or statement of environmental audit	EHC, GM
s.53ZA(6)	function of receiving notice from the Authority that an incorrect certificate or statement of environmental audit has been withdrawn	EHC, GM
s.53ZB(2)	function of receiving environmental audit report, and a copy of the certificate of environmental audit or statement of environmental audit	EHC, GM
s.59(3)	power to authorise a person to take proceedings for an offence against Part IXB	EHC, GM
Estate Agents Act 1980		
Provision	Item Delegated	Delegate
s.70E(3)	duty to comply with request of Director or Inspector under section 70E(1) to provide answers or supply information	OM
Fences Act 1968		
Provision	Item Delegated	Delegate
s.14(2)	function of providing certain information to assist an owner of land to give a fencing notice	FM
s.16(1)	power to agree with adjoining owner of land on a fence line other than common boundary	OM
Filming Approval Act 2014		
Note: This Act will only apply to Councils on 1 March 2016, or an earlier date if the Minister publishes a notice in the Gazette to specify a date upon which this Act will apply to all Councils or any specified group of Councils.		
Provision	Item Delegated	Delegate

Filming Approval Act 2014 Note: This Act will only apply to Councils on 1 March 2016, or an earlier date if the Minister publishes a notice in the Gazette to specify a date upon which this Act will apply to all Councils or any specified group of Councils.			
sch 1. Principle 1	duty to not unreasonably withhold the approval of an application for a film permit, subject to this Act and any other Act	CEDT, VSDO	
	power to consider operational requirements such as commercial agreements and the maintenance of any land or facilities, or to consider public amenity, safety and security, and environmental and heritage impacts when approving a permit application	CEDT, VSDO	
sch 1. Principle 2	duty to approve or refuse an application for a film permit in a timely manner and to take reasonable steps to respond to an applicant within 5 business days	CEDT, VSDO	
sch 1. Principle 3	duty to give reasons for refusal of a film permit application.	CEDT, VSDO	
sch 1. Principle 4	duty to take reasonable steps to provide a single point of contact to deal with commercial filming on public land	CEDT, VSDO	
sch 1. Principle 5	duty to ensure that any application forms and other documents required to consider an application for a film permit are consistent with any standard forms or documents issued by Film Victoria	CEDT, VSDO	
sch 1. Principle 6	duty for fees charged for applications for film permits and issuing film permits not exceed cost recovery	CEDT, VSDO	
sch 1. Principle 7	duty to publish information about how a person may apply for a film permit on its website or on a website approved by Film Victoria	CEDT, VSDO	
sch 1. Principle 8	duty to take reasonable steps to ensure that staff responsible for considering and issuing film permits are given appropriate information regarding the film industry	CEDT, VSDO	
Fines Reform Act 2014 Fines Reform Act 2014			
Provision	Item Delegated	Delegate	Conditions and Limitations

Fines Reform Act 2014 Fines Reform Act 2014				
s.10D	power to take action where work and development permit cancelled or partially completed	GMPD		Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier
s.10F(4)	function of receiving notice from Secretary regarding where infringement notice waived	LGM, LO, SAO		Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier
s.16	function of registering infringement fines with Director of Fines Victoria	MC		Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier
s.20	function of being advised by Director of Fines Victoria of determination	GMPD		Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier
s.21	power to withdraw infringement notice, issue official warning or file a charge-sheet upon receipt of notice under section 20	LGM, LO, SAO		Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier
s.21A	duty to notify Director of Fines Victoria of commencement of proceeding by filing a charge-sheet under section 21(1)(c) in writing	CCAC, CACTL, CACG		Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier
s.22	power to request Director of Fines Victoria not to issue or serve notice of final demand	MC, LGM, CCAC, CACTL, LO, SAO, CACG		Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier
s.37(2)	function of receiving written notice of enforcement cancellation from Director of Fines Victoria	LGM, MBS, LO, SAO		Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier
s.38	duty, upon receipt of enforcement cancellation notice, to withdraw notice, withdraw notice and issue a written warning or withdraw notice and commence proceeding	LGM, LO, SAO		Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier

Fines Reform Act 2014 Fines Reform Act 2014				
s.38A	duty to notify Director of Fines of commencement of proceeding by filing a charge-sheet under section 38(1)(a)(iii) in writing	MC, CCAC, CACTL, CACG	Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier	
s.43	power to refer infringement fine to Director of Fines Victoria for management by payment arrangement upon request	LGM, LO, SAO	Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier	
s.44	function of receiving notice of notification of refusal of application under section 43	LGM, LO, SAO	Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier	
s.46	power to offer payment plan	FM, LGM, LO, SAO	Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier	
s.48(2)	duty to request Director of Fines Victoria to remove infringement fine if infringement notice withdrawn	LGM, LO, SAO	Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier	
s.54(1)	duty to provide Director of Fines Victoria with most up-to-date contact details of persons where referring infringement fine	LGM, LO, SAO	Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier	
s.54(5)	function of receiving notice from Director of Fines Victoria where fine recipient makes certain requests	LGM, LO, SAO	Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier	
s.174	function of receiving request from the Director of Fines Victoria or the sheriff	MC, GM, CACG	Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier	
s.175	duty to comply with a request from the Director of Fines Victoria or the Sheriff for the supply of information for the purpose of enforcing registered	MC, GM, CACG	unless the CEO of the Council certifies in writing that exceptional circumstances apply	

Fines Reform Act 2014 Fines Reform Act 2014				Note: this provision is not yet in force and will commence on 31 December 2017, unless proclaimed earlier
fines				
Fire Services Property Levy Act 2012				
Provision	Item Delegated	Delegate	Conditions and Limitations	
s.9(9)	power to apportion any levy amount	FPO, RPM	for 2 or more parcels of land which have a combined valuation and are owned separately	
s.9A(1)	function of receiving application for single farm enterprise exemption	FPO, RPM		
s.9A(2)(b)	power to specify form and timeframe for making applications under s.9A(1)	FPO, RPM		
s.9A(3)	power to require further particulars or for applicant to verify particulars regarding application	FPO, RPM		
s.9A(4)	function of receiving notice of changes in circumstances	FPO, RPM		
s.19 and 20	duty to pay levy amount in respect of leviable land owned by Council	FM, CAS	note: Council is only liable to pay the relevant fixed charge in respect of land described in section 20(1)	
s.21(3)(a)	function of assessing the amount of levy payable	RC		
s.21(3)(b)	function of collecting the levy payable	RC, CAS		
s.21(4)(a)	function of assessing the amount of levy payable	RC	if council has been directed to be a collection agency in respect of non-rateable leviable land not located within its municipal district boundaries	
s.21(4)(b)	function of collecting the levy payable	RC	if council has been directed to be a collection agency in respect of non-rateable leviable land not located within its municipal district boundaries	

Fire Services Property Levy Act 2012		
s.22	power to exercise powers and functions under section 229 of the Local Government Act 1989 (land information certificates) and section 232 (institute proceedings)	RC
s.24	duty to keep levy records in accordance with s.24	FM, RC
s.25(1)	duty to give a written notice to the owner of leviable land or to another specified person if requested by owner	RC
s.25(6)	duty to transfer the amount of levy collected to the Commissioner	FM, RC, CAS
s.27(1)	power to defer payment of levy in respect of rateable leviable land where applicant shows hardship	FM, RC, CAS, GM
s.27(1)	power to require payment of levy in respect of rateable leviable land where applicant no longer in hardship or no longer occupies land	FM, RC, CAS, GM
s.27(1)	power to waive levy in respect of rateable leviable land	FM, GM
s.27(1)	duty to waive levy upon receipt of an application which complies with s.171(4) of the Local Government Act 1989, in respect of rateable leviable land	FM, GM

s.170 of the Local Government Act 1989 applies, subject to modifications set out in s.27. note: may only defer levy if have deferred rates or charges under s.170 of the Local Government Act 1989 for that land

s.170 of the Local Government Act 1989 applies, subject to modifications set out in s.27

s.171 of the Local Government Act 1989 applies, subject to modifications set out in s.27(4) note: may only waive levy if have waived rates or charges under s.171 of the Local Government Act 1989 for that land

s.171 of the Local Government Act 1989 applies, subject to modifications set out in s.27(4) note: may only waive levy if have waived rates or charges under s.171 of the Local Government Act 1989 for that land

Fire Services Property Levy Act 2012	
s.27(1)	<p>power to decide to treat a person to whom a waiver is granted as having made a continuing application or waiver in respect of rateable leviable land, in accordance with s.171(4)(f) of the Local Government Act 1989</p> <p>FM, GM</p> <p>s.171 of the Local Government Act 1989 applies, subject to modifications set out in s.27(4) note: may only waive levy if have waived rates or charges under s.171 of the Local Government Act 1989 for that land</p>
s.27(1)	<p>function of receiving application for waiver of levy in respect of rateable leviable land</p> <p>FM, RC</p> <p>s.171A of the Local Government Act 1989 applies, subject to modifications set out in s.27(4) note: may only waive levy if have waived rates or charges under s.171A of the Local Government Act 1989 for that land</p>
s.27(1)	<p>power to require information or verification in respect of rateable leviable land</p> <p>FM, RC</p> <p>s.171A of the Local Government Act 1989 applies, subject to modifications set out in s.27(4) note: may only waive levy if have waived rates or charges under s.171A of the Local Government Act 1989 for that land</p>
s.27(1)	<p>power to waive levy or levy interest in respect of rateable leviable land</p> <p>FM, GM</p> <p>s.171A of the Local Government Act 1989 applies, subject to modifications set out in s.27(4) note: may only waive levy if have waived rates or charges under s.171A of the Local Government Act 1989 for that land</p>
s.28(1)	<p>power to defer payment of levy in respect of non-rateable leviable land where applicant shows hardship</p> <p>FM, RC, GM</p> <p>s.170 of the Local Government Act 1989 applies, subject to modifications set out in s.28</p>

Fire Services Property Levy Act 2012		
s.28(1)	power to require payment of levy in respect of non-rateable leviable land where applicant no longer in hardship or no longer occupies land	FM, RC, CAS
s.28(1)	power to waive levy in respect of non-rateable leviable land	FM, GM
s.28(1)	duty to waive levy upon receipt of an application which complies with s.171(4) of the Local Government Act 1989, in respect of non-rateable leviable land	FM, GM
s.28(1)	power to decide to treat a person to whom a waiver is granted as having made a continuing application or waiver in respect of non-rateable leviable land, in accordance with s.171(4)(f) of the Local Government Act 1989	FM, GM
s.28(1)	function of receiving application for waiver of levy in respect of non-rateable leviable land	FM, GM
s.28(1)	power to require information or verification in respect of non-rateable leviable land	FPO, RPM
s.28(1)	power to waive levy or levy interest in respect of non-rateable leviable land	FPO, RPM
s.29(1)	duty to give concession	RC
s.30(1)	duty to require a person to pay levy interest	RC
s.30(3)	power to obtain court order requiring payment of levy	FM, RC, CAS
s.30(4)	power to waive levy interest where court order obtained under s.30(3)	FM, RC, CAS
s.30(5)	power to exempt any person from paying the whole or part of levy interest, in accordance with s.30(5)(a) or (b)	GM
		s.170 of the Local Government Act 1989 applies, subject to modifications set out in s.28
		s.171 of the Local Government Act 1989 applies, subject to modifications set out in s.28(4)
		s.171 of the Local Government Act 1989 applies, subject to modifications set out in s.28(4)
		s.171 of the Local Government Act 1989 applies, subject to modifications set out in s.28(4)
		s.171A of the Local Government Act 1989 applies, subject to modifications set out in s.28(4)
		s.171A of the Local Government Act 1989 applies, subject to modifications set out in s.28(4)
		s.171A of the Local Government Act 1989 applies, subject to modifications set out in s.28(4)

Fire Services Property Levy Act 2012		
s.30(6)	power to recover levy interest due in the same way as Council recovers the levy amount	FM, RC, CAS
s.31(1)	power to recover the whole of the levy from either all, any or one persons jointly liable to pay levy	FM, RC, CAS
s.31A(2)(a)	duty to refund amount of levy proportionate to the part of levy year remaining where land ceases to be leviable land and levy payment has already been made	FPO, RPM
s.31A(2)(b)	duty to only require proportionate amount of levy to be paid where land ceases to be leviable land and levy payment has not already been made	FPO, RPM
s.32(7)	power to recover amount in arrears, in accordance with s.32(7)	FM, RC, CAS
s.33(1)	power to send notice where levy due and unpaid	FM, RC, CAS
s.33(5)	power to recover unpaid amount due	FM, RC, CAS
s.34	duty to make adjustment and apply or refund overpayment in accordance with s.34 and give a revised assessment notice to the owner or specified person	FM, RC, CAS
s.35(1)	power to recover unpaid levy amount	FM, RC, CAS
s.35(4)(b)	power to request occupier to disclose the amount of rent and name and address of person to whom rent is payable	FM, RC, CAS
s.36(1)	function of receiving application for refund of amounts overpaid	FM, RC, CAS
s.36(4)	duty to refund overpayment, if determined that the payment was in excess of amount owed	FM, RC
s.36(5)	power to refund overpayment, if determined that the payment was in excess of amount owed	FM, RC
s.37(1)	duty to separately account for levy amounts and levy interest collected	FM, RC, MBS
s.37(3)	power to retain any interest earned on levy amounts and levy interest	FM, RC
s.37(5)	duty to refund over payment	RC
		where 2 or more persons jointly liable to pay levy
		where an objection, review or appeal results in the alteration of a valuation or a decision to attribute a different AV/PCC

Fire Services Property Levy Act 2012		
s.38(1)	power to cancel assessment of person's liability to pay levy if satisfied that an assessment has been made in error	RC
s.38(2)	duty to comply with requirements in s.38(2) where Council has made an assessment in error	FM, RC
s.39(2)	duty to conduct another assessment of the levy amount and, if applicable, give the owner or specified person a revised assessment notice, in accordance with s.39(2)	FM, RC
s.39(3)	duty to refund payment in excess of amount owed and any interest accrued	FM, RC
s.40	duty to submit a return to the Commissioner	RC, CAS
s.41(1)	duty to pay all levy amounts and levy interest received to the Commissioner in 4 instalments	RC, CAS
s.41(4)	power to decide to forward late payments of levy amounts and levy interest to the Commissioner at the same time as the next instalment is payable	FM, CAS
s.71(1)	function of receiving application for alteration of levy records	FM, CAS
s.71(2)	power to specify the manner and form of applications under s.71(1)	FM, CAS
s.72	duty to comply with any Ministerial directions issued under s.72	FM, CAS
Flora and Fauna Guarantee Act 1988		
Provision	Item Delegated	Delegate
s.25(1)	function of being party to an agreement for management of flora and fauna	MCDSE, CES, GM
s.37(d)	function of responsible/planning authority to receive notice of conservation orders	MCDSE, CES, GM
		Conditions and Limitations

Food Act 1984			Delegate	Conditions and Limitations
Provision	Item Delegated			
s.7D(3)	duty to comply with a declaration made by the Secretary under subsection (1)		EHC, EHO	
s.7E(6)	duty to publish a copy of a direction given by the Minister under subsection (1) in the annual report		MC, EHC	
s.19(4)(b)	duty to notify the Department of the making of the order		CES, EHO	If section 19(1) applies
s.19(4)(c)	duty to notify the registration authority of the making of the order and any appeal and the outcome of the appeal		CES, EHO	If section 19(1) applies and if council is not the registration authority
s.19A(4)(b)	function of receiving notice from authorised officer		CES, EHO	where council is the registration authority
s.19BA(3)	duty to give notice of the variation or revocation of the order to the general public in the same manner as the original notice		CES, EHO	must be done by the same person as gave the original notice
s.19EA(3)	function of receiving a copy of any significant revision made to the food safety program		CES, EHO	where council is the registration authority
s.19H(5)(a) & (5)(b)	duty to take into account (a) the food safety performance of the food business; and (b) any guidelines issued by the Secretary in determining the frequency and intervals of the assessments and audits		CES, EHO	where council is the registration authority
s.19I	duty to conduct a food safety assessment as required under section 19H		CES, EHO	Subject to section 19J where council is the registration authority
s.19JA(2)	duty to give written notice to proprietor if food safety requirements or section 19DC(2) have not been complied with unless subsection (3) applies.		MC, EHC, EHO	where council is the registration authority
s.19N	function of receiving information from a food safety auditor		EHC, EHO	where council is the registration authority
s.19U(4)	duty to ensure that information relating to costs of a food safety audit are available for inspection by the public		EHC, EHO	
s.19UA(4)	duty to consider proprietor's history of compliance in deciding whether to charge the fee		EHC, EHO	

Food Act 1984		
s.19UA(5)	duty to ensure that the method of determining a fee under subsection (3)(a) and the considerations that apply under subsection (4) are available for inspection by the public	EHC, EHO
s.20(1C)	duty to ensure authorised officers are suitably qualified or trained	EHC, EHO
s.20(2)	power to limit or impose conditions on the authority granted to an authorised officer	EHC, EHO
s.26(5)	duty to destroy or dispose of article	EHC, EHO
s.32(1)	duty to submit samples of food for analysis	EHC, EHO
s.32(3)	function of receiving report by analyst	EHC, EHO
s.35A(2)	function of receiving notice of operation from the proprietor of a food premises	EHC, EHO
s.37	function of receiving application, information and documents required under section 36 from the proprietor of a food business	EHC, EHO
s.38(3)	duty to consult with the Secretary about the proposed exemption under section 38(2)	EHC, EHO
s.38AA(2)	function of being notified of operation	EHC, EHO
s.38AA(4)	duty to determine whether the food premises are exempt from the requirement of registration	EHC, EHO
s.38A(5) & (6)	function of receiving a food safety audit certificate from a proprietor	EHC, EHO
s.38B(1)(c)	duty to inspect premises	EHC, EHO
s.38E(1)(c)	function of assessing the requirement for a food safety program	EHC, EHO
s.38E(3)(a)	function of receiving certificates	EHC, EHO
s.38F(3)(a)	duty to note the change to the classification of the food premises on the certificate of registration	EHC, EHO
s.39(2)	duty to inspect within 12 months before renewal of registration	EHC, EHO

Food Act 1984				
s.39(3)	duty to inspect within 3 months before renewal of registration if circumstances in section 39(3)(a)-(d) apply	EHC, EHO		where council is the registration authority
s.39A(6)	duty to comply with direction of Secretary.	EHC, EHO		
s.40(1)	duty to issue a certificate of registration in the prescribed form	EHC, EHO		where council is the registration authority
s.40D(2)	duty to specify how long a suspension is to last under s.40D(1)	EHC, EHO		where council is the registration authority
s.40E(4)	duty to comply with direction of Secretary	EHC, EHO		
s.43(1) and (2)	duty to maintain records of the prescribed particulars and orders in force under Part III	EHC, EHO		where council is the registration authority
s.43(3)	duty to make available information held in records, free of charge, on request	EHC, EHO		where council is the registration authority
s.43I	function of receiving a statement of trade of a proprietor of a food business	EHC, EHO		
s.45AA	power to act in proceedings against the Crown	EHC, EHO		power of the responsible agency
s.45AC	power to bring proceedings for an offence under the Act	EHC, EHO		
s.53G(1)	duty to provide information in subsection (1) to the Secretary as soon as practicable after a person is convicted by a court for an offence under this Act	EHC, EHO		where Council is the "relevant Council" under subsection (6)
s.53G(2)	duty to advise the Secretary that a person has not appealed a conviction within the time allowed	EHC, EHO		where Council is the "relevant Council" under subsection (6)
s.53G(3)	duty to advise the Secretary of the fact that an appeal or application for leave is lodged against the conviction and of other matters in this subsection	EHC, EHO		where Council is the "relevant Council" under subsection (6)
s.53G(4)	duty to inform the Secretary of the outcome of the appeal or application	EHC, EHO		where Council is the "relevant Council" under subsection (6)
s.58(1)	duty to notify the Director of Liquor Licensing where an order is made under s.19 of the Act and a licence/permit under the Liquor Control Reform Act 1988 is in force	EHC, EHO		where council is the registration authority
s.58(2)	duty to notify the Director of Liquor Licensing when a holder of a permit/licence under the Liquor Control	EHC, EHO		where council is the registration authority

Food Act 1984			
	Reform Act 1998 is found guilty or pleads guilty and in respect of which no conviction is recorded		
s.58B(1)	power to take action in relation to a thing done or omitted at the food premises	EHC, EHO	
		where council is the registration authority for the temporary or mobile food premises	
s.58B(2)	power to take into account results of inspection, assessment, audit or other action taken by another registration authority in relation to temporary or mobile food premises	EHC, EHO	
		where council is the registration authority for the temporary or mobile food premises	
s.59C(2)	power to take actions necessary to ensure compliance with direction under section 19, section 19B or Part VII	EHC, EHO	
s.59C(7)(b)	power to recover costs incurred under subsection (2) or (3)	EHC, EHO	
s.71(a)	power to revoke or suspend of the registration of the food premises under Part IIIB or section 40D in certain circumstances	EHC, EHO	
Freedom of Information Act 1982			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.17(1)	function of receiving requests for access	LGM, LO, PO	
s.17(2B)	power to waive or reduce fee	LGM, LO, PO	
s.18	power to transfer requests to another agency	LGM, LO, PO	
s.22	power to calculate charges for access to documents	LGM, LO, PO	
s.25A	power to refuse requests	LGM, LO, PO	
s.26(1)	power to make a decision on a request	LGM, LO, PO	
s.33(5)	duty to appoint a person registered under the Health Practitioner Regulation National Law to be the principal officer of the agency for the purposes of section 33(4)	LGM, LO, PO	
s.41	power to amend the record of information	LGM, LO	where a request has been made to the council under section 39

Freedom of Information Act 1982		
s.49G(3)	function of receiving notice from the Freedom of Information Commissioner	LGM, LO, PO
s. 49I	duty to assist the Freedom of Information Commissioner to undertake a review	LGM, LO, PO
s.49K	function of consulting with the Freedom of Information Commissioner	LGM, LO, PO
s. 49L	duty to make a fresh decision where a matter is referred back to Council by the Freedom of Information Commissioner	LGM, LO, PO
s.49L(2)	power to agree with the Freedom of Information Commissioner to another time period for making the fresh decision under s.49L(1)	LGM, LO, PO
s. 49L(4)	duty to notify the Freedom of Information Commissioner that a fresh decision has been made or has not been made	LGM, LO, PO
s. 49L(5)	duty to revoke the earlier decision where a fresh decision has been made and to inform the applicant of the requirements of s.49L(6) and the effect of s.49(7)	LGM, LO, PO
s. 49M(1)	power to exercise a choice to reconsider the subject matter of an application for review and make a fresh decision.	LGM, LO, PO
s.49M(2)	power to agree with Freedom of Information Commissioner to another time period for making a fresh decision	LGM, LO, PO
s.49M(4)	duty to notify the Freedom of information Commissioner in writing of a whether a fresh decision has or has not been made	LGM, LO, PO

Freedom of Information Act 1982		
s. 49M(5)	duty to revoke the earlier decision where a fresh decision has been made and to inform the applicant of the requirements of s.49M(6) and the effect of s.49M(7)	LGM, LO, PO
s. 49N	function of entering into an agreement in relation to a decision that is the subject of a review	LGM, LO, PO
s. 49O(2)	function of consulting with the Freedom of Information Commissioner regarding the referral of matters	LGM, LO, PO
s. 50(3D)	power to apply to the Tribunal for review of a decision of the Freedom of Information Commissioner under s 49P.	LGM, LO, PO
s. 50(3F)	duty to notify the Freedom of information Commissioner of an application for review under s. 50(3D)	LGM, LO, PO
s. 61E	duty to co-operate with Freedom of Information Commissioner where a complaint relates to the agency	LGM, LO, PO
s.61G	function of consulting with the Freedom of Information Commissioner	LGM, LO, PO
s 61(2)	power to make submissions to the Freedom of information Commissioner in relation to a complaint	LGM, LO
s. 61(4)	duty to comply with request of the Freedom of Information Commissioner to produce a document or provide information	LGM, LO
s. 61J	duty to comply with a production notice issued by the Freedom of Information Commissioner	LGM, LO where council is a "prescribed agency" for the purposes of sections 61J
s. 64B	duty to provide the Freedom of Information Commissioner any information referred to in s.64(2)	LGM, LO, PO
Gambling Regulation Act 2003		
Provision	Item Delegated	Delegate
s.3.3.5	function of receiving a copy of proposed applications	MCP1, CSPW, SPO
		Conditions and Limitations

Gambling Regulation Act 2003		
s.3.3.5AA	function of receiving notification from the Commission	MCP1, CSPW, SPO
s.3.3.5AB(2)	function of receiving a copy of the amended application	MCP1, CSPW, SPO
s.3.3.5B	duty to notify the Commission in writing as to whether it intends to make a submission under section 3.3.6	MCP1, CSPW, SPO
s.3.3.6	power to make submission to Commission on application for approval of premises	MCP1, CSPW, SPO
s.3.3.8(4)	function of receiving notification from the Commission of its decision	MCP1, CSPW, SPO
s.3.3.14	power to apply to Tribunal for review of Commission's decision granting approval of premises	MCP1, CSPW, SPO
s.3.4.18(2)	function of receiving a copy of proposed request	MCP1, CSPW, SPO
s.3.4.18A	function of receiving notification from the Commission that it has received a request	MCP1, CSPW, SPO
s.3.4.18B(2)	function of receiving amended copies of proposed request	MCP1, CSPW, SPO
s.3.4.18C	duty to notify Commission as to whether it intends to make a submission under section 3.4.19	MCP1, CSPW, SPO
s.3.4.19	power to make submission to the Commission addressing the economic and social impact of a proposed licence amendment on the wellbeing of the community of the municipal district in which the approved venue is located; and taking into account the impact of the proposed amendment on surrounding municipal districts	MCP1, CSPW, SPO
s.3.4.21(2)	power to apply to Tribunal for review of Commission's decision relating to amendment increasing number of gaming machines	MCP1, CSPW, SPO
s.8.5.3(2)	function of receiving a copy of application for bingo centre	MCP1, CSPW, SPO
s.8.5.5	power to submit report to Commission on application received under section 8.5.3(3)(a)	MCP1, CSPW, SPO

Graffiti Prevention Act 2007			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.18(1)	power to take action necessary to remove or obliterate graffiti from private premises where graffiti is visible from a public place, in accordance with section 18	OM	
s.18(2)	power to enter private property for the purpose of section 18(1) if notice provided and owner has given written consent to removal of graffiti and entry	OM	
s.18(2)(a)	power to serve notice regarding proposal to remove or obliterate graffiti at least 28 days before action proposed to be taken	OM	
s.18(3)(a)	duty to serve notice regarding proposal to remove or obliterate graffiti at least 10 days before it is proposed to take action to remove or obliterate graffiti (where entry to private premises not necessary)	OM	
s.18(3)(b)	power to remove or obliterate graffiti (where entry not necessary), where written notice of proposed action given and owner gives consent or does not object in accordance with notice	OM	
s.18(3A)	power to take further action to remove or obliterate graffiti	OM	
s.18(8)(a)	duty to take reasonable steps to consult with owner or occupier in relation to manner of taking action to remove or obliterate graffiti	OM	
s.18(8)(b)	duty to ensure that work is done by an authorised person, where entry to the property is necessary under section 18(1)	OM	
s.18(8)(c)	duty to ensure that work is carried out expeditiously and to avoid unnecessary inconvenience and disruption and with reasonable care and to reasonable standards	OM	
s.19(1)	power to authorise a person to carry out Council's functions under section 18.	OM	
s.19(2)(c)	power to determine performance criteria for authorised persons	OM	

Graffiti Prevention Act 2007		OM	
s.20(1)	duty to issue an identity card to an authorised person	OM	
Health Records Act 2001			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.48	function of receiving notice of complaint from the Health Services Commissioner	EHC	
s.51(1)	function of receiving notice that Health Services Commissioner has declined to entertain a complaint	EHC	
s.51(3)	function of receiving notice that Health Services Commissioner referred complaint	EHC	
s.52(2)	function of receiving notice that Health Services Commissioner referred complaint to registration board	EHC	
s.53(2)	function of receiving notice that Health Services Commissioner has dismissed a state complaint	EHC	
s.56(3)	power to indicate wishes with respect to whether conciliation appropriate	EHC	
s.56(4)	function of receiving notice of Health Services Commissioner's decision under s.56(1)	EHC	
s.57(4)	function of receiving notice that Health Services Commissioner has dismissed the complaint after deciding conciliation is inappropriate	EHC	
s.61(1)(b)	power to sign the record of a conciliation agreement	EHC	
s.61(2)	power to lodge a copy of the record with the Tribunal	EHC	
s.63(1)	function of receiving notice that conciliation has failed	EHC, EHO	
s.63(8)	function of receiving notice that Health Services Commissioner has dismissed the complaint following a failed conciliation	EHC, EHO	
s.63(10)	function of receiving notice that Health Services Commissioner is to conduct an investigation of the complaint	MC, EHC	
s.64(2)	function of receiving notice of Privacy Commissioner's ruling	MC, EHC	

Health Records Act 2001				
s.64(7)	duty to report on action taken following notice of a ruling requiring specified action	MC, EHC		
s.65(1)	power to require the Health Services Commissioner to refer the complaint to the Tribunal	MC, EHC		
s.72	power to apply to the Tribunal for review of a decision to serve a compliance notice	MC, EHC		
s.73(1)	power to apply to the Tribunal for an interim order	MC, EHC, GM		
Heavy Vehicle National Law 2012				
applies in Victoria, pursuant to Heavy Vehicle National Law Application Act 2013 (Vic)				
Provision	Item Delegated	Delegate	Conditions and Limitations	
s.118(1)(b)	duty to give or not give consent to the grant of a mass or dimension exemption notice for a category of heavy vehicles	ESM	where council is the relevant road manager must comply with requirements of s.156	
s.124(1)(b)	duty to give or not give consent to the grant of a mass or dimension exemption permit for a heavy vehicle	ESM	where council is the relevant road manager must comply with requirements of s.156	
s.139(1)(b)	duty to give or not give consent to the grant of a class 2 heavy vehicle authorisation notice	ESM	where council is the relevant road manager	
s.145(1)(b)	duty to give or not give consent to the grant of a class 2 heavy vehicle permit	ESM	where council is the relevant road manager	
s.156(1)	duty to give or not give consent	ESM	where council is the relevant road manager	
s.156(2)	power to request a longer period to decide to give or not give consent under s.156(1)	ESM	where council is the relevant road manager	
s.156(6)	function of giving Regulator a written statement explaining its decision not to give consent	ESM	where council is the relevant road manager statement must comply with s.172	
s.157(2)	function of receiving notice from the Regulator that an applicant has been notified of the third party consultation requirement	ESM	where council is the relevant road manager	

Heavy Vehicle National Law 2012 applies in Victoria, pursuant to Heavy Vehicle National Law Application Act 2013 (Vic)		
s.158(2)	duty to, as far as practicable, deal with the request for consent, where consultation with other entity is not yet completed	ESM where council is the relevant road manager
s.158(4)	power to decide to give or not give the consent in the circumstances	ESM where council is the relevant road manager
s.159	power to notify the Regulator that a route assessment is required and the fee payable for the route assessment	ESM where council is the relevant road manager
s.159(4)	power to stop considering whether to give or not to give consent until route assessment fee is paid	ESM where council is the relevant road manager
s.160(1)	power to consent to the grant of a mass or dimension authority subject to a road condition listed in (a) or (b)	ESM where council is the relevant road manager
s.160(2)	duty to give the Regulator a written statement explaining the decision to consent subject to conditions	ESM where council is the relevant road manager statement must comply with s.172
s.161(1)	power to consent to the grant of a mass or dimension authority subject to a travel condition	ESM where council is the relevant road manager
s.161(2)	duty to give the Regulator a written statement explaining the decision to consent subject to travel conditions	ESM where council is the relevant road manager statement must comply with s.172
s.162(1)	power to request the Regulator to impose a stated vehicle condition on the authority	ESM where council is the relevant road manager
s.162(2)(b)	function of being notified of the decision under s.162(2)(a)	ESM where council is the relevant road manager
s.163(3)	duty to give or not give consent within 3 months or longer as agreed with Regulator	ESM where council is the relevant road manager
s.167(2)(b)	power to give the Regulator a notice of objection to the application of s.167 to the proposed replacement authority	ESM where council is the relevant road manager

Heavy Vehicle National Law 2012 applies in Victoria, pursuant to Heavy Vehicle National Law Application Act 2013 (Vic)		
s.167(2)(c)	function of receiving notice that the Regulator withdraws the proposed replacement authority from the expedited procedure	ESM where council is the relevant road manager
s.167(3)	power to give written notice of consent or refusal	ESM where council is the relevant road manager
s.169	power to give consent to the grant of a mass or dimension authority for a trial period	ESM where council is the relevant road manager
s.170(1)	function of being notified by the Regulator of renewal of mass or dimension authority for trial period	ESM where council is the relevant road manager
s.170(3)	power to give written objection	ESM where council is the relevant road manager
s.174(2)(a)	power to request the Regulator to amend the mass or dimension authority, where satisfied of matters in s.174(1)	ESM where council is the relevant road manager
s.174(2)(b)	power to request the Regulator to cancel the mass or dimension authority, where satisfied of matters in s.174(1)	ESM where council is the relevant road manager
s.174(4)(c)	function of receiving notice from the Regulator that the road authority must not comply with the request	ESM where council is the relevant road manager
s.176	duty to give or not give consent to an amendment of a mass or dimension authority	ESM where council is the relevant road manager the provisions relating to a request for consent under Division 2 of the Act apply to the request for consent under s.176
s.178(2)(a)	power to request the Regulator to amend the mass or dimension authority, where satisfied of matters in s.178(1)	ESM where council is the relevant road manager
s.178(2)(b)	power to request the Regulator to cancel the mass or dimension authority, where satisfied of matters in s.178(1)	ESM where council is the relevant road manager
s.178(4)(c)	function of receiving notice from the Regulator that the road authority must not comply with the request	ESM where council is the relevant road manager

Heavy Vehicle National Law 2012 applies in Victoria, pursuant to Heavy Vehicle National Law Application Act 2013 (Vic)		
s.180(2)	function of receiving notice from the Regulator	ESM where council is the relevant road manager
s.611(2)	power to apply for a compensation order	ESM
s.612	function of preparing certificate	ESM
s.613(1)	duty to give a copy of a certificate referred to in s.612 to the defendant at least 28 days before hearing	ESM
s.613(3)	function of receiving notice that defendant intends to challenge the matter	ESM
s.643(2)	function of receiving referral of review application	ESM
s.644	duty to conduct internal review of reviewable decision and give applicant a reasonable opportunity to make written or oral representations	ESM
s.645(1)	duty to either confirm or amend decision or substitute another decision for the reviewable decision	ESM
s.645(5)	duty to, as soon as practicable, give the Regulator notice of the review	ESM where council is the relevant road manager
Heavy Vehicle National Law Application Act 2013		
Provision	Item Delegated	Delegate Conditions and Limitations
s.18(2)	power to enter into an arrangement to transfer a function	ESM in respect of roads where council is the relevant road manager
Heritage Act 1995		
Provision	Item Delegated	Delegate Conditions and Limitations
s.34(1)	function of receiving statement from Executive-Director	PSM, MCDSE, GM
s.34A(1)	function of receiving statement of recommendation from Executive Director	PSM, MCDSE, GM

Heritage Act 1995		Delegate	Conditions and Limitations
s.39(4)	function of receiving notice of recommendation not to include place or object in Heritage Register and no objections to recommendation from Heritage Council	PSM, MCDSE, GM	
s.40(3)	function of receiving notice of recommendation not to include place or object in Heritage Register and objections to recommendation from Heritage Council	PSM, MCDSE, GM	
s.42(1)(d)	function of receiving referral of recommendation and submissions for consideration for an amendment to a planning scheme from Heritage Council	PSM, MCDSE, GM	
s.49(2)	duty to keep at Council's office a copy of so much of the Heritage Register as relates to any place in the municipal district	PSM, MCDSE, GM	
s.49(3)	function of receiving notice of amendment to register	PSM, MCDSE, GM	
s.49(4)	duty to make any part of the Heritage Register kept at Council's office available to the public for inspection	PSM, MCDSE, GM	
s.62K	function of receiving notice of approval of World Heritage Strategy Plan from Minister	PSM, MCDSE, GM	
s.71	function of receiving copy of application for permit from Executive Director	PSM, MCDSE, GM	
Housing Act 1983		Delegate	Conditions and Limitations
Provision	Item Delegated	Delegate	Conditions and Limitations
s.15(1)(d)	function of consenting to any development, control, etc. of any land	PSM	
s.34(1)	function of entering into arrangements with the Director whereby Council carries out works	GMPD	
s.34(3)	power to enter into arrangements with the Director for the purposes of this Act	OM	
s.67(1)(a)	power to do all things to make house comply with regulations or to give effect to direction	MC	
s.67(1)(b)	power to demolish house (where case so requires)	MC	
s.67(2)	power to recover expenses	MC	
s.67(3)	power to sell or dispose of material	MC	

Housing Act 1983			
s.68(1)	power to order that house (a) be and remain unoccupied; or (b) be vacated by the occupier	MBS, GM	
s.68A	power to revoke declaration	MBS, GM	
s.71(1)	power to authorise person for purposes of s.71	MC	
Sch 2, cl 3(1)	power to sell or give to the Director any land vested in it, other than Crown land	OM	
Sch 2, cl 3(2)	power to lease land, enter into agreements with the Director concerning land, or apply funds for carrying out such agreement	OM	
Sch 6, cl 1	duty to lodge signed certificate	MC	
Sch 6, cl 1	power to authorise staff member to sign certificate	MC	
Sch 6, cl 2	power to request recording in Register	MC	
Sch 6, cl 6	duty to lodge notice with the Registrar of Titles that the declaration has ceased to operate	MC	
Sch 6, cl 7(1)	power to require occupier to pay to council any money owing	MC	
Sch 6, cl 7(2)	duty to forward a copy of any notice under cl 7(1) to the owner of the house concerned	MC	
Sch 6, cl 7(5)	duty to notify occupier if council receives any payment	MC	
Impounding of Livestock Act 1994			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.9(3)	function of receiving notice from owner or occupier of whereabouts of livestock	CCAC, CACTL	
s.10	power to give written permission to owner or occupier of land to impound livestock on their land for longer than 4 days	CCAC, CACTL	
s.14	duty to keep record of impounded livestock	CCAC, CACTL	
s.15	duty to ascertain owner of livestock and serve a notice of seizure on the owner as soon as possible	CCAC, CACTL	
s.16	duty to release livestock	CCAC, CACTL	

Impounding of Livestock Act 1994			
s.16A(3)	power to approve form of notice to be served under s.16A(1)	MC, CCAC	
s.16B(3)	power to approve form of notice to be served under s.16B(1)	MC, CCAC	
s.17	duty to hold livestock for seven days, or 3 days after time within which measures must be taken under notice served, prior to disposal	CCAC, CACTL	
s.17A	duty to hold livestock for 14 days prior to disposal in accordance with Part 2	CCAC, CACTL	where authorised officer of Council has impounded livestock under section 5A of the Act
s.18	power to offer uncollected livestock for sale	CCAC, CACTL	
s.19	duty to give public notice of intention to sell livestock	CCAC, CACTL	
s.20	duty to apply the proceeds of the sale of livestock in the order set out in section 20(1)	MC, CCAC	
s.21	power to dispose of livestock including destroying or re-housing	CCAC	
s.22	function of posting written notice of the impounding of livestock at the pound where they are held	CCAC, CACTL	
s.27	function of receiving notice of proceedings	CCAC, CACTL	
s.28(1)	duty to not sell or dispose of impounded livestock until (a) the time limit in section 27(2) has expired or (b) the proceedings have been determined or withdrawn, where council receives notification of proceeding under section 27(1)	CCAC	
s.28(3)	power to release impounded livestock pending determination of proceedings	CCAC, CACTL	
s.29(2)	duty to release impounded livestock and convey it to the owner at Council's expense where Magistrates' Court determines impounding was in contravention of this Act	CCAC	
s.30	power to recover outstanding amount as a debt	CCAC	
Independent Broad-Based Anti-Corruption Commission Act 2011			
Provision	Item Delegated	Delegate	Conditions and Limitations

Independent Broad-Based Anti-Corruption Commission Act 2011			
s.15(6)	function of consulting with and receiving information from the Independent Broad-based Anti-Corruption Commission (IBAC)	LGM	
s.35(2)	power to enter into agreements or arrangements for use of services with the Independent Broad-based Anti-Corruption Commission (IBAC)	LGM	
s.56	function of providing information to the Independent Broad-based Anti-Corruption Commission (IBAC)	LGM	
Infringements Act 2006			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.6	duty to provide Attorney-General with prescribed information	MC, CCAC, EHC	
s.9	power to make and publish guidelines and policies in respect of the use of official warnings for infringement offences	MC, CCAC, EHC	
s.11	duty to withdraw an official warning in certain circumstances	MC, LGM, CSTL, LO, SAO	
s.15	power to accept late payment of infringement penalty	MC, CCAC, CES, CACTL, CSTL, CBSO, SAO	
s.17(1)	power to refer certain matters to the Court	MC, CCAC, EHC	
s.17(3)	power to withdraw infringement notice and file a charge and summons in the Children's Court in some circumstances	MC, CCAC, EHC	
s.18(1) & (2)	power to withdraw an infringement notice in some circumstances	MC, LGM, CCAC, EHC, CACTL, CSTL, CBSO, SAO	
s.22	function of receiving application for review of decision to serve infringement notice	LGM, SAO	
s.23(1)	power to request additional information required to conduct review	LGM, SAO	
s.23(2)	duty to suspend review where request made under section 23(1)	LGM, SAO	
s.23(4)	power to refuse or grant request for extension of time made under section 23(3)(b)	LGM, SAO	

Infringements Act 2006			
s.23(5)	duty, if extension of time granted under section 23(4)(b), to inform applicant in writing of the period of the extension	LGM, SAO	
s.23(6)(a)	power, if applicant fails to provide information requested under section 23(1) within time under section 23(3) or, within the period of extension if an extension is granted under section 23(4)(b), to review the decision under section 24 without additional information	LGM, LO, SAO	
s.23(6)(b)(i) & (ii)	power, if applicant fails to provide information requested under section 23(1) within time under section 23(3) or, within the period of extension if an extension is granted under section 23(4)(b), to accept information provided by the applicant out of time and to review the decision under section 24 with that late information	LGM, LO, SAO	
s.24(1)(a) & (b)	duty, if application for review under section 22(1)(a), (b) or (c) is received, to review decision to serve infringement notice and suspend procedures used for enforcement of infringement penalty until review complete and applicant is sent advice of outcome	LGM, LO, SAO	
s.24(1A)	duty to review whether person unlikely to have been aware of infringement notice, and suspend procedures until review complete and applicant is sent advice of outcome	LGM, LO, SAO	Note: this provision is not yet in force and will commence on 1 July 2017, unless proclaimed earlier
s.24(2)	duty to ensure that a review is conducted by a person who was not involved in making the decision to serve the infringement notice	LGM, LO, SAO	
s.24(3)(a)	duty to review decision within prescribed time or, if additional information is requested under section 23, within prescribed period plus 35 days	LGM, LO, SAO	
s.24(3)(b)	duty to serve on the applicant written notice of outcome of review within 21 days of decision	LGM, LO, SAO	
s.25(1)	power, after reviewing a decision, to take the following actions (or any combination of those actions): confirm the decision to serve an infringement notice;	LGM, LO, SAO	

Infringements Act 2006		
	<p>withdraw the infringement notice and serve an official warning;</p> <p>withdraw the infringement notice;</p> <p>withdraw the infringement notice and refer the matter to the Court in accordance with Part 2 or, where infringement notice served on a child, withdraw the infringement notice and file a charge and summons in the Children's Court;</p> <p>in the case of an infringement offence involving additional steps, alter or vary those steps; waive all or any prescribed costs; or</p> <p>(a) approve a payment plan.</p>	
s.25(2)	<p>power, in the case of application made under section 22(1)(b), to:</p> <p>(a) confirm the decision;</p> <p>(b) withdraw the notice and serve an official warning; or</p> <p>(c) withdraw the notice.</p>	LGM, LO, SAO
s. 25(2A)	power made under s 22(1)(d), to grant or refuse application	LGM, LO, SAO
s.25(3)	<p>duty to:</p> <p>* refer matter to the Court; or</p> <p>* where an infringement notice has been served on a child, withdraw infringement notice and file a charge and summons in the Children's Court</p>	MC, CCAC, EHC
s.25(3)	function of receiving application for payment plan for infringement notices confirmed under subsection 25(2)(a)	MC, CCAC, EHC
s.25(4)	duty to serve application with written notice of decision made under section 25(2A)(a)	LGM, LO, SAO
s.25(5)	function of receiving application for payment plan for infringement notices confirmed under subsection 25(4)	MC, CCAC, EHC, CACTL, CSTL, CBSO
		<p>Note: this provision is not yet in force and will commence on 1 July 2017, unless proclaimed earlier</p> <p>To be repealed on 1 July 2017, or on an earlier date, if proclaimed earlier</p> <p>Note: this provision is not yet in force and will commence on 1 July 2017, unless proclaimed earlier</p> <p>Note: this provision is not yet in force and will commence on 1 July 2017, unless proclaimed earlier</p> <p>Note: this provision is not yet in force and will commence on 1 July 2017, unless proclaimed earlier</p>

Infringements Act 2006				
s.25(6)	duty to serve application with written notice of outcome of review under section 25(2A)(b), and advise that payment is required within 14 days	LGM, LO, SAO		1 July 2017, unless proclaimed earlier Note: this provision is not yet in force and will commence on 1 July 2017, unless proclaimed earlier
s.27(D)	power to recover debt or take enforcement action where work and development permit is cancelled or partially completed	MC, CCAC, EHC, CACTL		Note: this provision is not yet in force and will commence on 1 July 2017, unless proclaimed earlier
s.27F(3)	function of receiving notice of infringement notice being waived by Secretary	MC, CCAC, EHC, CACTL		Note: this provision is not yet in force and will commence on 1 July 2017, unless proclaimed earlier
s.29(1) & (2)	power to serve a penalty reminder notice	MC, CCAC, EHC		
s.37(4)	function of receiving notice of time and place of hearing	MC, CCAC, EHC		To be repealed on 1 July 2017, or on an earlier date, if proclaimed earlier
s.40(1)(a)	duty to lodge prescribed information with the Court, if person elects for lodgeable infringement offence matter to be heard by the Court or if matter referred to Court	MC, CCAC, EHC		
s.40(1)(d)	duty to serve details on person who was served with infringement notice, at least 14 days prior to hearing date	MC, CCAC, EHC		
s.46(1)	function of receiving application for payment plan	MC, CCAC, EHC, CACTL, CSTL, CBOS		
s. 46(1A)	function of receiving application for payment plan from body corporate	MC, CCAC, EHC, CACTL, CSTL, CBOS		Note: this provision is not yet in force and will commence on 1 December 2017, unless proclaimed earlier
s.46(3)	duty to offer payment plan in certain circumstances	MC, CCAC, EHC, CACTL, CSTL, CBOS		
s.46(4)	power to offer payment plan in certain circumstances	MC, CCAC, EHC, CACTL, CSTL		
s.46(5)(a)	power to arrange and manage payment plan	MC, CCAC, EHC, CACTL, CSTL, CBOS		
s.46(5)(b)	power to refer infringement penalty and costs to the Secretary for management by payment plan	MC, CCAC, EHC, CACTL		

Infringements Act 2006		
s. 46(6)	duty to provide notice with relevant details if council determines not to offer payment plan	MC, CCAC, EHC, CACTL, CSTL, CBSO Note: this provision is not yet in force and will commence on 1 December 2017, unless proclaimed earlier
s. 46(7)	duty to cease action taken to collect infringement penalty upon receipt of application under subsections 46(1) or (1A)	MC, CCAC, EHC, CACTL Note: this provision is not yet in force and will commence on 1 December 2017, unless proclaimed earlier
s.49(3)(a)	duty, if infringement notice withdrawn, to withdraw infringement penalty and prescribed cost from payment plan	CCAC, EHC, CACTL, CSTL, CBSO
s.49(3)(b)	duty, if infringement notice withdrawn, to request the Secretary to remove the infringement penalty and prescribed costs from payment plan	CCAC, EHC, CACTL
s. 49A(2)	power to vary terms of a payment arrangement	MC, CCAC, EHC, CACTL, CSTL, CBSO Note: this provision is not yet in force and will commence on 1 December 2017, unless proclaimed earlier
s. 49A(4)	duty to give written notification to applicant of decision regarding payment plan variation	MC, CCAC, EHC, CACTL, CSTL, CBSO Note: this provision is not yet in force and will commence on 1 December 2017, unless proclaimed earlier
s.50(1)	duty to allocate money received under payment plan in order of priority	CCAC, EHC, CACTL, CSTL, CBSO
s.50(3)	duty to advise person to whom payment plan applies of overpayment	CCAC, EHC, CACTL, CSTL, CBSO
s.50(3)(a)	power to offer to apply amount of overpayment to outstanding infringement penalties, prescribed costs or enforcement orders, if person consents and directs council to do so	MC, CCAC, EHC, CACTL, CSTL
s.50(3)(b)	power to refund amount of overpayment by appropriating Consolidated Fund or refunding from another fund or account	MC, CCAC, EHC, CACTL
s.51(1)	duty to provide Secretary with most up-to-date contact details of person to whom payment plan applies	MC, CCAC, EHC, CACTL, CSTL

Infringements Act 2006		
s.51(2)(a)	power to request person to whom payment plan applies to confirm address details	MC, CCAC, EHC, CACTL, CSTL, CBSO
s.51(2)(b)	power to supply address to Secretary	MC, CCAC, EHC, CACTL
s.51(4)	function of receiving notification from Secretary	MC, CCAC, EHC, CACTL
s.52(2)	duty to send written notice advising of default on payment plan	MC, CCAC, EHC, CACTL, CSTL, CBSO
s. 53A(2)	function of consulting with Secretary	MC, GM
s. 53B(2)	duty to comply with request by Secretary under s 53B(1)	MC, GM
s. 53C(2)	duty to respond give report to Secretary in response to any recommendations made under s 53C(1)	MC, GM
s.54(1)	power to lodge details of outstanding infringement penalty with an infringements registrar in certain circumstances	MC, CCAC, EHC, CACTL, CSTL, CBSO
s.58	power to request an infringements registrar not to make an enforcement order	MC, CCAC, EHC, CACTL, CSTL, CBSO
s.63(1)	power to apply for reinstatement of enforcement order	MC, CCAC, EHC
s.63A(2)	power to apply for a revocation of an enforcement order	MC, CCAC, EHC, CACTL
s.64(2)	function of receiving notification of revocation of enforcement order	MC, CCAC, EHC
s.65(1)(a)	power to apply to infringements registrar for revocation of enforcement order	MC, CCAC, EHC
s.66(5)	function of being notified of revocation of enforcement order	MC, CCAC, EHC
s.69(1)	power to request infringements registrar not to refer matter to Court, by written notice	MC, LGM, CCAC, EHC, CSTL, LO, SAO

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Infringements Act 2006			
s.75(1)(b)	function of being served notice of intention to apply for rehearing	MC, CCAC, EHC, CSTL	
s.123(3)(b)(ii)	power to apply to infringements registrar to make an attachment of earnings order	MC, CCAC, EHC, CSTL	
s.129(3)(b)(ii)	power to apply to infringements registrar to make an attachment of debts order	MC, CCAC, EHC, CSTL	
s.164(3)	power to, on written request, give access to any information held by council that may be of use in enforcement of orders or warrants to sheriff or any contractor or subcontractor supporting functions of sheriff or infringements registrar	MC, CCAC, EHC, CSTL	Council must be a specified agency (see Schedule 2 of Regulations)
Land Act 1958			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.22D(1)	duty to execute an instrument of transfer and surrender	GM	where the Attorney-General has authorised council to surrender land
s.103(1)(d)	power to consent to closure of road which is impassable or useless within municipality	ESM	
s.134A(2)(a)	power to be consulted before Minister grants lease for stratum of Crown land	LGM, GC, LO	
s.138A(3)(a)	power to be consulted before person grants licence for strata of Crown land	LGM, GC, LO	
s.140A(3)(c)	duty to provide report to Minister for grant of licences for jetty landing stages on Crown land	LGM, GC, LO	
s.172(1)	power to approve excoise of land from certain streets by Governor in Council	ESM, GM	
s.183A(1)	power to raise funds by allowing use of common for the purposes of agriculture	GM	consent of Minister required
s.190	power to authorise persons to enter onto Crown land and remove materials for the purposes of forming/maintaining public road	GM	consent of Minister required
s.349	power to agree to closure of road on land vested in the Crown	LGM, GC, LO	

Land Act 1958				
s.400	power to give notice to Secretary that road is an unused road	ESM, LGM, GC, LO	Land Regulations 2016, r 10 For the purposes of section 400(2) of the Act, the prescribed form and particulars for a notice that a road or part of a road that a municipal council considers is not required for public traffic is an unused road is the form and particulars in Schedule 4.	
s.407(1)	power to inform Minister it is desirable to re-open licensed closed road or water frontage	ESM, LGM, GC, LO		
s.407(3)(b)	power to cause any building / hedge/ ditch etc to be taken down / filled up / removed etc	ESM	where a licence under Division 8 of Part I has been cancelled under section 407(1)	
s.411	function of receiving particulars of licence from the Secretary	LGM, GC, LO		
Land Acquisition and Compensation Act 1986				
Provision	Item Delegated	Delegate	Conditions and Limitations	
s.6	duty of the authority to serve notice of intention to acquire on persons with an interest in the land	PSM, ESM, MCDSE, LGM, LO	- certain provisions in this Act apply only to Councils in their capacity as acquiring authorities ("authority") or to Councils in their capacity as responsible authority ("responsible authority") - all powers, duties and functions under this Act exercised under delegation to be reported to the CEO as soon as practicable	
s.9(1)	duty of the authority to serve copy of notice on certain responsible authorities	GM		

Land Acquisition and Compensation Act 1986		
s.9(2)	duty of the responsible authority to provide information in writing when required to do so by an authority	GM
s.9(3)	duty of the responsible authority to forward a copy of application for planning permit/building approval to an authority	GM
s.10(1)	duty of the authority to lodge notice and prescribed fee with the Registrar of Titles or Registrar-General	GM
s.10(4)	duty of the authority to give notice of cancellation/lapse in writing	GM
s.10(7)	duty of the authority to pay fees where an owner applies for a new section 32(2) certificate	GM
s.14(1)	power of an authority to amend notice upon agreement with persons on whom it was served	GM
s.15(1)	power of an authority not to proceed with the acquisition	GM
s.15(2)	duty of the authority to serve a statement cancelling the notice of intention to acquire	GM
s.17	power of the authority to agree with owner to extend operation of notice	GM
s.18(1)	power of the authority to acquire interest in land by agreement	GM
s.19	function of the authority publishing a notice declaring the interest to be acquired	PSM, ESM, MCDSE, LGM, GC, LO
s.22	duty of the authority to serve copy notice of acquisition and a statement to persons interested in that land	PSM, ESM, MCDSE, LGM, GC, LO
s.23	duty of the authority to publish copy notice of acquisition in local newspaper	PSM, ESM, MCDSE, LGM, GC, LO
s.26(1)	duty of the authority to endeavour to obtain agreement with the owner / occupier	PSM, ESM, MCDSE, LGM, GC, LO, GM
s.26(5)	power of the authority to enter into possession of the land	GM
s.26(11)	duty of the authority to serve copy certificate under section 26(4)(a) on occupier	GMPD

Land Acquisition and Compensation Act 1986		
s.27	power of the authority to recover any rent due	GM
s.28(1)	power of the authority to issue a warrant where refusal to give up possession	GM
s.31(1) and supporting provisions	power of the authority to make an offer, including the power to determine amount of the offer.	PSM, ESM, MCDSE, LGM, GC, LO
s.31(5)	duty of the authority to have regard to a valuation of the land in making an offer under section 31	PSM, ESM, MCDSE, LGM, GC, LO
s.31(7)	power of the authority to reduce the offer by an amount equal to outstanding interest, rates, taxes, etc.	GMPD
s.32(1)	duty of the authority to set out total amount of compensation where Minister directs information required to be set out by section 31 is inappropriate	PSM, ESM, MCDSE, LGM, GC, LO
s.32(2)	duty of the authority to pay the total amount of compensation offered in court	GM
s.32(4)	duty of the authority to apply to the court for determination of the amount payable	GM
s.33(1)	function of the authority of receiving notice of acceptance or notice of claim	PSM, ESM, MCDSE, LGM, GC, LO, CACG
s.36(1)	duty of the authority to serve a reply to the notice of claim	GM
s.36(2)	power of the authority to admit/vary/reject the claim under section 36	GM
s.36(3)	duty of the authority to provide claimant with method and basis of its valuation	PSM, ESM, MCDSE, LGM, GC, LO
s.37(4)	duty of the authority to serve reply to notice of claim on claimant, where no offer was made	PSM, ESM, MCDSE, LGM, GC, LO
s.43(2)	power of the authority to give notice of intention	PSM, ESM, MCDSE, LGM, GC, LO
s.43(3)	duty of the authority to do action specified in notice under section 43(2)	PSM, ESM, MCDSE, LGM, GC, LO
s.45(1)	power of the authority to grant a loan to claimant	GM
s.48(2)	duty of the authority to serve reply to notice of claim within 3 months on claimant	LGM, GM

Land Acquisition and Compensation Act 1986		
s.51(8)	power of the authority to advance compensation to assist a person purchasing another interest in land	PSM, ESM, MCDSE, LGM, LO, GM
s.63(1)	duty of the authority to prepare all instruments of conveyance	PSM, ESM, MCDSE, LGM, GC, LO
s.65(a)	function of the authority to receive interest in land despite any restrictions under other laws	PSM, ESM, MCDSE, LGM, GC, LO
s.65(b)	function of the authority to recover compensation where authority acquires an interest under section 65(a)	PSM, ESM, MCDSE, LGM, GC, LO
s.67(1)	function of the authority to negotiate with agents	PSM, ESM, MCDSE, LGM, GC, LO, GM
s.68(1)	power of the authority to purchase or redeem interest in mortgage	GM
s.68(4)	power of the authority to direct where to convey release of mortgagee's interest upon payment under section 68(3)	PSM, ESM, MCDSE, LGM, GC, LO
s.68(5)	power of the authority to give notice to the mortgagee that it will pay principal and interest upon 6 months of the notice	PSM, ESM, MCDSE, LGM, GC, LO
s.68(6)	power of the authority to direct where to convey release of mortgagee interest upon payment under section 68(5)	PSM, ESM, MCDSE, LGM, GC, LO
s.69(1)	power of the authority to pay amounts required under sub-ss. (c)-(e) to the credit of the Trust Fund where mortgagee fails to release interest or adduce good title	PSM, ESM, MCDSE, LGM, GC, LO
s.69(2)	power of the authority to execute a deed poll	PSM, ESM, MCDSE, LGM, GC, LO
s.69(3)	duty to register the deed poll in the office of the Registrar-General	PSM, ESM, MCDSE, LGM, GC, LO
s.70(1)	function of the authority to negotiate with the mortgagee/person entitled to redemption of the value of interest and compensation where sum payable exceeds value of land	PSM, ESM, MCDSE, LGM, GC, LO
s.70(4)	power of the authority to direct where to convey release of mortgagee interest upon payment under section 70(3)	PSM, ESM, MCDSE, LGM, GC, LO

Land Acquisition and Compensation Act 1986		
s.71(1)	power of the authority to pay amount required by section 70(3) to the credit of the Trust Fund where mortgagee fails to convey interest or adduce good title	PSM, ESM, MCDSE, LGM, GC, LO
s.71(3)	power of the authority to execute and register a deed poll	PSM, ESM, MCDSE, LGM, GC, LO
s.72(1)	function of the authority to settle an agreement with mortgagee/person entitled to redemption of interest payable where part of the land is taken	PSM, ESM, MCDSE, LGM, GC, LO
s.72(4)	power of the authority to direct where to convey release of mortgagee's interest	PSM, ESM, MCDSE, LGM, GC, LO
s.72(6)	function of the authority to furnish copy memorandum under section 72(5)	PSM, ESM, MCDSE, LGM, GC, LO
s.73(1)	power of the authority to pay compensation to the credit of the Trust Fund where mortgagee fails to release/adduce good title	PSM, ESM, MCDSE, LGM, GC, LO
s.73(3)	power of the authority to execute and register a deed poll	PSM, ESM, MCDSE, LGM, GC, LO
s.74(1)	power of the authority to enter land	GM
s.74(2)	duty of the authority to serve notice of intention to enter and a statement on occupier and owner	GM
s.75(1)	power of the authority occupy land as long as is necessary for the purposes of the Local Government Act 1989	GM
s.75(2)(a)	power of the authority or authorised person to dig and take from land any clay, soil, etc.	GM
s.75(2)(b)	power of the authority to deposit any material on land	GM
s.75(2)(c)	power of the authority to make cuttings or excavations on land	GM
s.75(2)(d)	power of the authority to take timber from the land	GM
s.75(2)(e)	power of the authority to make and use roads on land	GM
s.75(2)(f)	power of the authority to manufacture on the land any materials required	GM

Land Acquisition and Compensation Act 1986		
s.75(2)(g)	power of the authority to erect workshops, sheds, etc on land	GM
s.75(3)	duty of the authority to serve notice in writing on owner/occupier and Soil Conservation Authority if intends to enter land	GM
s.75(5)	duty of the authority to give notice in writing of nature and quantity of material taken	GM
s.76	duty of the authority to comply with obligations under section 76(a)-(e)	PSM, ESM, MCDSE, LGM, LO, GM
s.79(1)	duty of the authority to fence land when so required by the owner	GM
s.80	power of the authority to refer a claim to the Court/Tribunal for determination	PSM, ESM, MCDSE, LGM, LO, GM
s.83	duty of the authority to serve a copy of the referral notice on other parties	PSM, ESM, MCDSE, LGM, LO, GM
s.87	power of the authority in a compulsory conference to increase the amount of an offer	GM
s.91(4)	power of the authority to set-off costs of determinations against any compensation award/costs payable to claimant	GM
s.96(1)	function of the authority to make application to the court for a valuer	PSM, ESM, MCDSE, LGM, LO, GM
s.103(1)	power of the authority to inspect documents by notice in writing	PSM, ESM, MCDSE, LGM, LO, GM
s.104(3)	power of the authority/authorise a person to accept service on its behalf	PSM, ESM, MCDSE, LGM, LO, GM
s.106(1)(c)	power of the authority to extend/abridge time limits under the Act by agreement with concerned party	PSM, ESM, MCDSE, LGM, LO, GM
s.109(1)	power of the authority to sell, lease or deal with an interest in land	PSM, ESM, MCDSE, LGM, LO, GM
s.109(2)	duty of the authority to offer the land for sale to the former owner if within 18 months of acquisition under the Act	PSM, ESM, MCDSE, LGM, LO, GM
s.7(1)(b)	power to serve statement on person interested in the land in accordance with s.7(1)(b)	GM

Liquor Control Reform Act 1998			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.27(1)	power to apply to Director for a licence or BYO permit	PSM, GM	
s.33	function of receiving copy of application	PSM, CSP, SMDP, SPEO, PP, GM	
s.40(1)	power to object to grant, variation or relocation of a licence	PSM, CSP, SPEO, GM	
s.40(1A)	power to object to grant, variation or relocation of packaged liquor licence or late night (packaged liquor) licence	PSM, CSP, SPEO	
s.91	power to request the Commission to conduct an inquiry into whether there are grounds to take disciplinary action	PSM, CSP, SPEO	
s.94	power to request the Commission to conduct an inquiry into amenity or disuse	PSM, CSP, SPEO	
Sch 3, cl 18(3)	duty to notify Minister of result of poll under clause 18(1)	PSM, CSP, SPEO	
Local Government Act 1989			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.74C	power to make a submission to the local government panel	GM	
s.75	duty to reimburse councillors for necessary out of pocket expenses incurred while performing duties	GM	
s.75A	power to reimburse members of council committees for necessary out of pocket expenses incurred while performing duties	GM	
s.75B(3)	duty to keep reimbursement policy available for inspection at Council's office	GM	
s.76A	duty to take out and maintain certain insurance	GM	
s.76C(6)	duty to give copy of Code of Conduct to each Councillor and duty to make Code of Conduct available for inspection by the public and publish a copy on Council's internet website	LGM, GC	
s.80(1)	power to apply to the Minister in writing for exemption of councillors from section 79	GM	

Local Government Act 1989			
s.80(1A)	function of providing additional information regarding application to exempt councillors from section 79 to the Minister	GM	
s.81(2B)	duty to review any exemptions in force under section 81(2A) with 12 months after a general election	GM	
s.81F	power to request to be joined as a party to a VCAT proceeding regarding Councillor misconduct	GM	
s.81G(1)(b)	function of receiving notice from Councillor Conduct Panel	GM	
s.81J(5)	duty to pay necessary expenses incurred by Councillors attending mediation, training or counselling	GM	
s.81L(5)	duty to amend Councillor Code of Conduct if directed by the Councillor Conduct Panel	LGM, GC	
s.82(3)	duty to ensure the office is open on the days and during the times specified by Council	GM	
s.82A(1)	duty to maintain website	CC	
s.82A(2)(a)	duty to ensure public notices are published on website	CC	
s.82A(2)(ab)	duty to ensure certain documents are published on website	GC, CC	
s.82A(2)(b)	duty to ensure each local law in force is available on website	MC	
s.82A(2)(c)	duty to ensure list of documents available for public inspection and instructions how such documents can be examined are available on website	LGM, GC	
s.85(7)	function of receiving a copy of order	GM	
s.87(1)	duty to keep register of delegations to special committees	LGM, GC	
s.89(4)	duty to give at least 7 days' notice of council and special committee meetings	LGM, GC, GM	unless section 89(4A) applies
s.89(4A)	duty to provide such notice as practicable and to specify extraordinary circumstances which prevented giving 7 days' notice of meeting	LGM, GC, GM	

Local Government Act 1989		
s.93(1)	duty to keep minutes of meetings	LGM, GC
s.94(6)	duty to make details of proposed remuneration of CEO available for public inspection	GM
s.98(4)	duty to keep register of delegations to members of Council staff	LGM, GC
s.101(1)	duty to implement long service leave for council staff	MPC, PSC, GM
s.109(3)	function of receiving report from probity auditor	GM
s.119(2)	duty to give notice in government gazette and a public notice stating certain matters	LGM, GC
s.119(2A)	duty to ensure proposed law is available for inspection	LGM, GC
s.119(3)	duty to give notice in government gazette and a public notice after local law is made	LGM, GC
s.119(4)	duty to send copy local law to Minister	LGM, GC
s.120(1)	duty to print copies of local laws	MC, GC
s.120(2)(a)	duty to make local laws available for inspection	MC, GC
s.120(2)(b)	duty to make local laws available for purchase	MC, GC
s.120(3)	duty to make available for inspection all documents incorporated by local laws	MC, GC
s.125(3A)	duty to publish the proposed Council Plan on Council's website and make it available for public inspection	MCP1, CCPP, RPM
s.125(5)	duty to submit a copy of the Council Plan to the Minister	GMCS1, MCP1, CCPP, RPM
s.125(10)	duty to advise the Minister of details of adjustment to the Council Plan	GMCS1, MCP1, CCPP, RPM
s.125(11)	duty to make Council Plan available for inspection	GMCS1, MCP1, CCPP, RPM
s.126(4)	duty to make copy of Strategic Resource Plan available for inspection	FM, GM
s.129(1)	duty to provide public notice after preparing a budget or revised budget	FM, CMA
s.129(4)	duty to display copy of budget and revised budget	FM, CMA

Local Government Act 1989			
s.130(2)	duty to give notice of its decision to adopt budget or revised budget	FM, CMA	
s.130(4)	duty to submit a copy of the budget or revised budget to the Minister	GM	
s.130(7)	duty to give the Minister any details concerning its budget or revised budget that the Minister requires	GM	
s.130(9)	duty to make copies of the budget or revised budget available for inspection by the public	FM, CMA	
s.131(1)	duty to prepare an annual report	GM	
s.132(1)	duty to submit the finalised performance statement and financial statements to the auditor as soon as possible after the end of the financial year	GM	
s.132(2)	duty to submit the performance statement and financial statements to the auditor for reporting on the audit	FM, CAS, CMA, GM	Must be done after Council has passed a resolution to approve the statements in principle
s.132(6)	function of receiving a copy of the report on the performance statement	FM, CAS, CMA, GM	
s.133(1)	duty to submit annual report to the Minister	FM, CAS, CMA, GM	
s.133(2)	duty to give public notice that annual report has been prepared and can be inspected at the Council office and on Council's website	GM	
s.133(3)	duty to make annual report available for public inspection	FM	
s.136(1)	duty to implement the principles of sound financial management	GM	
s.137(1)	duty to establish/maintain a budgeting and reporting framework that is consistent with the principles of sound financial management	FM, CMA	
s.140(1)	duty to keep records and accounts	FM, CAS	
s.140(2)(a)	duty to ensure moneys due are collected	FM, CAS	
s.140(2)(b)	duty to implement arrangement for security of money received	FM, CAS, GM	
s.140(2)(c)	duty to expend moneys received	FM, GM	
s.140(2)(d)	duty to ensure control over assets	GM	

Local Government Act 1989		
s.140(2)(e)	duty to ensure liabilities are authorised	FM, GM
s.140(2)(f)	duty to ensure efficiency of operations	FM
s.140(2)(g)	duty to develop and maintain adequate internal control system	FM, CAS
s.140(3)	duty to keep accounts and records up to date and ready for inspection	FM, CAS
s.141	Power to apply money to: * perform functions and powers under this or any other Act * repay an overpayment * make a refund	FM, CAS
s.142(1)	power to waive payments	FM, GM
s.142(3)(a)	power to defer payments	FM, CAS
s.142(3)(b)	power to waive payment and interest	FM, CAS
s.142(3)(c)	power to waive interest	FM, GM
s.143(a)	power to invest money in government securities (Commonwealth)	FM, CAS
s.143(b)	power to invest money in government securities (Victoria)	FM, CAS
s.143(c)	power to invest money with an authorised deposit-taking institution	FM, CAS
s.143(d)	power to invest money with a financial institution	FM, CAS, GM
s.143(e)	power to invest money with eligible money market dealers	FM, CAS, GM
s.154	power to determine that land is not rateable land in accordance with s.154	FM, RC
s.157(2)	duty to publish notice of change in valuation system	FM, GM
s.158(3)	power to levy rates by sending notice to person liable	GM
s.158(3A)	power to send rate notice to a person specified upon request	GM
		Schedules of accounts paid to be submitted to next possible Council meeting for Council approval of reimbursements to Advance Account.
		Subject to limits as determined by CEO.
		Subject to limits as determined by CEO.
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		Subject to limits as determined by CEO.

Local Government Act 1989		
s.159(5)	power to determine form & time period	GM
s.159(6)	power to require applicant to give further particulars or verify particulars	FM, RC
s.161(3)	duty to make available for inspection certain information	FM, CMA, GM
s.163(1C)	duty to send a copy of the public notice to each person who will be liable to pay the special rate or special charge	GM
s.163(4)	power to levy special rate/charge by sending notice to person liable	FM, GM
s.164(2)	duty to notify of decision under s 164(1) to persons liable to pay special rate/charge	GM
s.165	duty to refund excess money	FM, RC
s.166(2)	duty to notify persons liable that special rate/charge varied	GM
s.169(2)	duty to send notice to person who was granted a rebate or concession and not complied with terms	FM
s.170(1)	power to defer payment where applicant shows hardship	FM, GM
s.170(3)(a)	power to require payment where no longer hardship/in occupation	FM, GM
s.171(1)	power to waive rate/charge to eligible recipient or in accordance with Council determination	FM, GM
s.171(4)(e)	duty to waive amount which is in accordance with concession order upon receipt of application	FM, GM
s171(4)(f)	power to decide to treat person to whom waiver granted as having made continuing application or waiver	FM, GM
s.171(5A)	power to waive rate/charge where person has right to recover it from another (upon application of the eligible recipient)	FM, GM
s.171A(1)	function of receiving application for waiver	FM
s.171A(2)	power to require information or verification	FM
		Limited to Director or Executive Manager responsible for works or project.

Local Government Act 1989		
s.171A(3)	power to waive rate/charge/interest	FM
s.172(1)	power to raise interest and require payment from person liable	GM
s.172(3)	power to exempt a person from paying interest	FM, RC
s.172(4)	power to recover interest due	FM
s.173(2)(a)	duty to refund rates/charges where land ceases to be rateable and payment was made	FM, GM
s.173(2)(b)	duty to require pro rata payment where land ceases to be rateable	FM, RC
s.175(2)	power to require current rates, arrears from person acquiring land	FM, RC
s.177(1)	power to require occupier to pay rent upon notice	FM, CAS
s.177(4)	power to recover unpaid rent as a debt due	FM
s.180(1)	power to recover unpaid rate/charge as a debt due	FM
s.181(2)	power to dispose of land where rate/charge unpaid	FM, GM
s.181(5)	power to serve and to give notices before Council sells the land.	FM, GM
s. 181F	duty to adjust environmental upgrade charge to reflect lower amount advanced to owner and advise any person liable to pay charge in writing of the adjustment	Council must refund any excess amounts paid to owner or occupier as a result of an adjustment being made to an upgrade charge under 181F(1)
s.181(7)	power to deduct expenses incurred in connection with sale	FM, GM
s.181C(2)	power to send notice to person liable to pay environmental upgrade charge	
s. 181C(2)	power to send notice to person liable to pay environmental upgrade charge	FM, GM
s. 181E(1)	duty to use best endeavours to recover environmental upgrade charge	FM, GM
s. 181F	duty to adjust environmental upgrade charge to reflect lower amount advanced to owner and advise any person liable to pay charge in writing of the adjustment	FM, GM Council must refund any excess amounts paid to owner or occupier as a result of an adjustment being made to an

Local Government Act 1989		upgrade charge under 181F(1)
s.185F(1)	duty to comply with any direction of the Minister under s.185D	FM, LGM, GM
s.185C(4)	duty to give the Minister information required to determine whether Council has complied with s.185B	
s.186(1)	duty to give notice and invite proposals where intend to enter into contract in excess of \$150,000 for contracts in relation to goods and services and \$200,000 for contracts in relation to works	LGM, PC, GM
s.186(3)	duty to ensure the public notice for tenders and expression of interest are in the prescribed form	LGM, PC, GM
s.186A(8)	duty to make procurement policy available for public inspection on website and at Council offices	LGM, PC
s.188(a)	power to accept devise of real property, gift, etc	GM
s.188(b)	power to carry out condition of devise, gift, etc	GM
s.189(2)(a)	duty to give notice before sell/ exchanging land	LGM, GC, LO, GM
s.189(2)(b)	duty to obtain valuation before selling/exchanging land not more than 6 months prior to the sell / exchange	LGM, GC, LO, GM
s.190	power to lease land where there is no requirement to give public notice under s.223	GM
s.190(3)	duty to give notice before making certain leases	GM
s.194	power to compound with certain persons	GM
s.199	duty to give notice of proposed drainage works to persons affected	ESM
s.200(1)	power to give persons notice that must carry out drainage works	ESM, GM
s.200(2)	power to carry out works itself where non-compliance with notice	ESM, GM
s.201(1)	duty to construct, manage, etc works under schemes approved under Water Act 1989	GM
s.201(2)	power to carry out any power under the Act for purpose of 201(1)	ESM, GM

Local Government Act 1989			
s.203(1)	power to develop and implement a transport plan	ESM	
s.203(2)	power to prepare a transport plan jointly with one or more other councils	ESM	
s.203A	power to procure, provide or enable transport services within the municipal district	ESM, GM	
s.204(1)	power to publish notice in Government Gazette of road to be declared a public highway	ESM, GM	
s.207D(2)	duty to notify Registrar of Titles of an action under s.207D(1)(b) or a transfer of land in the form described in (a) - (c)	ESM, GM	Delegation only extends to matters within the functional responsibility of delegate.
s.208A	duty to comply with the Best Value Principles	GM	
s.208D	duty to develop quality and cost standards for the provision of services to the community	GM	
s.208E(1)	duty to develop a program for the application of the Best Value Principles	GM	
s.208E(2)	duty to ensure that the program required by subsection (1) is available to the public.	GM	
s.208E(3)	duty to apply the Best Value Principles to services	GM	
s.208F	duty to ensure that any quality or cost standards adopted are available for inspection by the public	GM	
s.208G	duty to report on what has been done to ensure that effect has been given to the Best Value Principles	GM	
s.208H(3)	duty to comply with Code	GM	
s.219C(5)	function of receiving notice of electoral representation review	LGM, GC, GM	
s.219F(8)	duty to ensure copy of preliminary report is available for inspection	LGM, GC	
s.219F(11)	duty to ensure that the final report is available for inspection and may be purchased	LGM, GC	
s.219P	function of receiving account from Victorian Electoral Commission	LGM, GC	
s.222(1)	duty to make prescribed documents available for inspection at all reasonable times	LGM, GC	

Local Government Act 1989			
s.222(3)	administrative power to fix reasonable fees for inspection and copying	LGM	
s.223(1)(a)	duty to publish a public notice	GM	
s.223(1)(b)(iii)	administrative duty to give reasonable notice of day, time and place of the meeting to each person who made a request to appear in person, or be represented in the submission	GM	
s.223(1)(d)(ii)	duty to notify submitters after made decision	LGM, GC	
s.223(3)	power to authorise members of Council staff to carry out administrative procedures	GM	
s.224(1)	power to appoint authorised officer	GM	
s.224(1A)	duty to maintain register of authorised officers	LGM, GC	
s.224(2)	duty to supply authorised officers with identity cards	GM	Authorisation only to be made in respect of areas of responsibility of delegate.
s.224(3)	power to authorise a person to sign identity cards of authorised officers	GM	
s.224A(2)	power to publish a notice in the Government Gazette which authorises police officers to enforce provisions of local law	LGM, GC	
s.225(1)(a)	power to approve another person to carry out the work required under s.225(1)	GM	
s.225(1)(b)	power to carry out required work where person fails to do so	GM	Delegation extends only to area of functional responsibility of delegate.
s.225(3)	power to recover costs of carrying out work	GM	
s.227	power to require payment of all or part of money from present owner or occupier	FM	
s.227AA	power to recover costs, fees and expenses from owner of house subject to declaration	FM, GM	
s.227A(1)	power to require payment of interest	FM, GM	
s.229(1)	function of receiving application for land information certificates	FM, RC	
s.229(3)	power to provide prescribed information or any other information relevant to land	FM, RC	

Local Government Act 1989		
s.232(1)	power to institute proceedings	FM, GM
s.232(1)	power to authorise a person to institute proceedings	GM
s.237A	duty to make available to the Secretary to the DEPI any information requested in accordance with s.121A of the Livestock Disease Control Act 1994	MC
Schedule 3 cl.17(1)(i)	duty to give public notice of the result of the poll	LGM, GC
Schedule 6 cl.2	duty to commence the development and implementation of an equal employment opportunity programme	MPC, GM
cl.4	duty to take any action necessary to give effect to its equal employment opportunity programme	MPC, GM
cl.5	power to determine and use special tests and qualifications to enhance recruitment and promotion of persons in any designated group	MPC, GM
Schedule 10 cl.1(a)	power to make, maintain and repair roads	OM, ESM, GM
cl.2	administrative functions necessary to give effect to power to deviate roads	LGM, GC
cl.3	administrative functions necessary to give effect to power to discontinue roads	LGM, GC
cl.4	power to enter and take any materials necessary from certain land	OM, GM
cl.5(1)(a)	power to approve, assign or change the name of a road	PSM, OM, ESM, GM
cl.5(1)(b)	power to erect signs on a road	MCP, OM, ESM, GM
cl.5(1)(c)	power to approve, assign and change the number of a road and any premises next to a road	MCP, OM, ESM, GM
cl.5(1)(d)	power to require people to number their premises and to renew those numbers	MCP, OM, ESM, GM
cl.6	power to cause standard survey marks to be established in roads	MCP, OM, ESM, GM
		power in clause 5(1) must be exercised in accordance with the Geographic Names Places Act 1998

Local Government Act 1989		
cl.8(1)(b)	power to allow persons to make minor repairs, alterations, etc between the old alignment and the new alignment of a road	MCP, OM, ESM, GM
cl.8(3)	duty to publish notice in Government Gazette before starting work	MCP, OM, ESM, GM
cl.9	power to provide for temporary roads	MCP, OM, GM
cl.10	power to permit the erection and maintenance of gate and fences and to revoke the permission and to permit the construction of by-passes for unfenced roads and to revoke the permission and require the removal of the by-pass	OM, GM
cl.11(a)	power to require/cause the filling up of holes or excavations	OM, GM
cl.11(b)	power to require/cause the removal of a cause of danger/damage	OM, GM
cl.11(c)	power to require/cause the erection or restoration of a fence between the holes or excavations and any adjacent land or road	OM, GM
cl.12	power to make, maintain, repair or reconstruct a bridge or crossing	OM, ESM, GM
Schedule 11		
cl.1	power to fix times when vehicles may stand in parking areas and the fees for and manner of standing in parking areas	ESM
cl.2	power to issue special parking permits to disabled persons	MC, CSTL
cl.3	power to remove abandoned/unregistered vehicles	CCAC, CACTL
cl.4	power to tow away and impound vehicles which are causing an unlawful obstruction etc and to charge a fee	CCAC, CACTL
cl.5	power to require or cause the removal of any encroachment or obstruction	CCAC, CACTL
cl.6	power to control traffic to enable works to be carried out on, over, or on land next to a road	MCP, OM, GM
cl.7	power to close a road, or part of a road for a particular period	OM, GM

Local Government Act 1989		
cl.8	power to erect and remove any works or structures to protect passengers, pedestrians and drivers or to regulate traffic on a road	OM, GM
cl.9	administrative functions necessary to give effect to power to block or restrict the passage or access of vehicles on a road by placing a permanent barrier or obstruction on a road	MCP, OM, ESM, GM
cl.10(1)(a) & cl.10(1)(b)	power to block or restrict the passage or access of vehicles on a road by placing a temporary barrier or obstruction on a road	MCP, OM, ESM, GM
cl.11	administrative functions necessary to give effect to power to declare a road or part of a road a shopping mall and prohibit or restrict the entry of vehicles	GM
cl.12 (1)	administrative functions necessary to give effect to power to prohibit the use of a road by a vehicle over a certain size or weight	GM
cl.12(2)	power to make decision to prohibit the use of a road by a vehicle over a certain size or weight	ESM, GM
cl.13	power to determine speed limits	ESM, GM
cl.14	power to prohibit or restrict traffic on a road if unsafe	OM, ESM, GM
Magistrates' Court Act 1989		
Provision	Item Delegated	Delegate
s.99A(4)	power to give persons or bodies making a written request under section 99A(3) access to any information that may be of use in the enforcement of court orders and fines	MC, CCAC, EHC, GM
		Conditions and Limitations

Major Transport Projects Facilitation Act 2009			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.134(4)	duty to comply with requirement to surrender public land under subsection(1)(a)	GM	
s.134(5)	duty to notify Project Minister of interest in land	GM	
s.146(2)	power to claim compensation for pecuniary loss or expense incurred	GM	
s.147	function of agreeing to transfer of building or structure	GM	
Metropolitan Fire Brigades Act 1958			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.5	duty to take all practicable steps to prevent fire and minimise spread of fires		
s.5(2)	power to acquire equipment and do anything necessary to fulfil duty under section 5(1) and pay for it from municipal fund		
s.5A(1)(a)	duty to appoint fire prevention officer		
s.5A(1)(b)	power to appoint assistant fire prevention officer		
s.72(1)	power to request the Board to carry out fire prevention works		
Mineral Resources (Sustainable Development) Act 1990 [##The provisions of this Act reflect those within the repealed Extractive Industries Development Act 1995]			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.46(1)	function of consulting with Minister	GM	
s.77B(2)	function of consulting with Department Head before Department Head approves variation of work plan	GM	
s.77M(3)	power to consult with Minister regarding variation, suspension or revocation	GM	
s.77R(1)(c)	power to act, if specified by the Minister, as a referral authority	GM	
s.80(2)(a)	power to consult with Minister regarding amount of rehabilitation bond or further rehabilitation bond if the land is private land	GM	

Mineral Resources (Sustainable Development) Act 1990 [##The provisions of this Act reflect those within the repealed Extractive Industries Development Act 1995]			
s.80(2A)	power to consult with Minister regarding amount of rehabilitation bond in respect to an extractive industry work authority if the land is private land	GM	
s.82(2)	power to consult with Minister before Minister returns bond if rehabilitation is satisfactory and if the land is private land	GM	
National Parks Act 1975			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.19C(1)	power to enter into agreement with Minister for management of land vested in or controlled or managed by Council	MRY, GM	
s.27(1)	power to exercise powers in relation to a park with (the Secretary's consent subject to any conditions he directs	MRY, GM	
Pipelines Act 2005			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.21(1)	power to consent to entry onto Crown Land for purpose of conducting survey	ESM, GM	where Crown Land is vested in council
s.102	power to decide construction of the pipeline in relation to roads, bridges and tramways is satisfactory	ESM, GM	where council is the 'relevant authority'
s.103	power to decide construction of the pipeline in relation to electrical apparatus or other pipelines is satisfactory	ESM, GM	where council is the 'relevant authority'
s.104	function of being reimbursed by licensee for expense incurred due to the existence of a pipeline	ESM, GM	
s.105(1)	power to refer a dispute under Division 2 Part 7 of the Act to the Governor in Council for determination	ESM, GM	
s.105(2)	duty to comply with Governor in Council's determination under section 105(1)	ESM, GM	
s.116	function of receiving notice from licensee of incident	ESM, GM	where council is the 'relevant authority'

Privacy and Data Protection Act 2014 Privacy and Data Protection Act 2014			Delegate	Conditions and Limitations
Provision	Item Delegated			
s.20(1)	duty to comply with Information Privacy Principles		LGM, LO, SSPG, SPG, GM, EHOG, CACG	
s.20(2)	duty to comply with Information Privacy Principles when administering a public register		LGM, LO, SSPG, SPG, GM, EHOG, CACG	
s.22(1)	power to seek approval of a code of practice or an amendment to a code of practice		LGM, LO	
s.22(4)	function of being consulted by the Commissioner in relation to a code of practice		LGM, LO	
s.23(1)(b)	function of giving written notice to the Commissioner that Council intends to be bound by the approved code of practice		LGM, LO	
s.23(6)	function of giving written notice to the Commissioner that Council no longer intends to be bound by the approved code of practice		LGM, LO	
s.26(4)	function of being consulted by the Commissioner in relation to a code of practice		LGM, LO	
s.28(5)	power to refuse a request by an authorised representative of an individual for access to personal information where it is reasonably believed that access may endanger the individual		LGM, LO	
s.29(1)	power to apply to the Commissioner for a public interest determination		LGM, LO	
s.29(5)	function of receiving draft determination		LGM, LO	
s.29(6)	function of attending a conference with the Commissioner		LGM, LO	
s.30(1)	power to request that application be for a temporary public interest determination		LGM, LO	
s.34(1)	power to apply to the Commissioner for approval of an amendment to a public interest determination		LGM, LO	
s.34(2)	function of receiving draft determination and attending a conference with the Commissioner and power to make a submission		LGM, LO	

Privacy and Data Protection Act 2014 Privacy and Data Protection Act 2014			
s.35(2)	function of receiving written notice from the Commissioner regarding revocation of a public interest determination	LGM, LO	
s.36(1)	duty to report to the Commissioner on an annual basis, or at any other agreed time	LGM, LO	
s.38(1)	power to apply to the Commissioner for a temporary public interest determination and power to make a submission	LGM, LO	
s.41(2)	function of receiving written notice from the Commissioner regarding revocation of temporary public interest determination	LGM, LO	
s.47(1)	power to apply for approval of an information usage arrangement	LGM, LO	where Council is a lead party to an information usage arrangement
s.47(2)	duty to consult where required	LGM, LO	where Council is a party to an information usage arrangement
s.49(6)	function of receiving notice of a refusal under s.49(4) or (5) from the Commissioner	LGM, LO	where Council is a lead party to an information usage arrangement
s.52(1)	power to apply for approval of an amendment to an information usage arrangement	LGM, LO	where Council is a lead party to an information usage arrangement
s.52(2)	duty to consult where required	LGM, LO	where Council is a party to an information usage arrangement
s.53(2)	power to request revocation of an approval of an information usage arrangement	LGM, LO	where Council is a party to an information usage arrangement
s.53(4)	function of receiving notice from the Commissioner regarding ground for revocation of an information usage arrangement	LGM, LO	where Council is a party to an information usage arrangement
s.53(5)	function of receiving notice from the Minister regarding revocation of an information usage arrangement	LGM, LO	where Council is a party to an information usage arrangement

Privacy and Data Protection Act 2014 Privacy and Data Protection Act 2014				
s.54(1)	duty to report to the Commissioner about the information usage arrangement	LGM, LO	where Council is a lead party to an information usage arrangement	
s.56	power to apply to VCAT for review of a decision to issue a certificate under s.55	LGM, LO	where Council's interests are affected by the decision	
s.61	function of receiving notice of complaint lodged with the Commissioner	LGM, LO		
s.62(1)	function of receiving notice that complaint is to be declined	LGM, LO		
s.62(3)	power to attend before the Commissioner and produce documents	LGM, LO		
s.62(7)	function of receiving notice of dismissal	LGM, LO		
s.63(2)	function of receiving notice of complaint being referred by the Commissioner	LGM, LO		
s.64(2)	function of receiving notice of complaint being dismissed by the Commissioner	LGM, LO		
s.66(1)	function of receiving notice that conciliation is inappropriate	LGM, LO		
s.66(6)	function of receiving notice of complaint being dismissed by the Commissioner	LGM, LO		
s.67(3)	power to attend conciliation and settle the matter	LGM, LO		
s.68(1)	duty to give information or produce a document	LGM, LO		
s.69(1)	power to prepare and sign conciliation agreement	LGM, LO		
s.69(2)	power to lodge certified conciliation agreement	LGM, LO		
s.69(3)	function of receiving copy of registered record	LGM, LO		
s.71(1)	function of receiving notice of unsuccessful conciliation	LGM, LO		
s.71(6)	function of receiving notice of complaint being dismissed by the Commissioner	LGM, LO		
s.72	power to apply to VCAT for an interim order	LGM, LO		
s.77(1)	power to administer/ implement order of VCAT	LGM, LO		

Privacy and Data Protection Act 2014 Privacy and Data Protection Act 2014			
s.77(3)	function of receiving VCAT order relating to a public register administered by Council	LGM, LO	
s.78(1)	duty to comply with compliance notice served by the Commissioner	LGM, LO	
s.78(3)	power to apply for extension in relation to compliance notice	LGM, LO	
s.79(1)	power to give information or produce documents	LGM, LO	
s.83(1)	power to apply to VCAT for review of a decision of the Commission under s.78(1)	LGM, LO	
Protected Disclosure Act 2012			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.13	function of receiving disclosure under Part 2	LGM	
s.21(2)	duty to notify IBAC of the disclosure within 28 days, if considered that the disclosure may be a protected disclosure	LGM	
s.23	power to provide information in respect of the disclosure	LGM	
s.24(2)	duty to notify the person who made the disclosure that the disclosure has been notified to IBAC for assessment	LGM	where IBAC has been notified of the disclosure under s.21(2)
s.24(3)	duty to notify the person who made the disclosure of the items listed in (a) - (c)	LGM	where IBAC has not been notified of the disclosure under s.21(2) notice must comply with s.24(4) and (5)
s.27	function of receiving notification of IBAC's determination	LGM	
s.54(1)	power to disclose information regarding an assessable disclosure or identity of person who has made an assessable disclosure, only in the circumstances listed in s.54(2)	LGM	

Protected Disclosure Act 2012	
s.58(1)	duty to establish procedures to facilitate the making of disclosures and the handling of those disclosures LGM
s.58(5)	duty to establish procedures for the protection of persons from detrimental action by the Council, Council officers or Councillors LGM
s.59(4)	duty to make procedures established under s.58 available to the public and to staff and Councillors LGM
s.70(1)	duty to include certain items in annual report LGM
Sch.1 cl.25(2)	duty to complete the investigation of the disclosure under the Whistleblowers Protection Act 2001 and take action listed in Sch.1 cl.25(2)(b) LGM Note: applies where an investigation has been started but not completed under the Whistleblowers Protection Act 2001
Sch.1 cl.29(2)	duty to notify IBAC within 28 days of a disclosure made after commencement of this Act LGM
Public Health and Wellbeing Act 2008	
Provision	Item Delegated
s.25	duty to report to the Secretary when required by notice Delegate MCP1, CSPW, HPPTL
s.26(1)	duty to prepare municipal health and wellbeing plan within 12 months after each general election in accordance with subsections (2) & (3) MCP1, CSPW
s.26(4)	duty to review municipal public health and wellbeing plan annually and amend as appropriate MCP1, CSPW
s.26(6)	duty to give a copy of the current municipal public health and wellbeing plan to the Secretary MCP1, CSPW
s.26(7)	duty to make copy of current municipal public health and wellbeing plan available for public inspection MCP1, CSPW
s.27(3)	power to apply to the Secretary for an exemption from complying with section 26 MCP1, CSPW
s.27(6)	duty to give a copy of the current Council Plan or Strategic Plan to the Secretary MCP1, CSPW
	Conditions and Limitations unless section 27 applies unless section 27 applies unless section 27 applies if council has been granted an exception from complying with section 26 and if change

Public Health and Wellbeing Act 2008			
			relates to matters in section 26(2)
s.28(a)	duty, in a state of emergency, to comply with an order of the Secretary	MERO, GM	
s.29(1)	duty to appoint environmental health officer	MERO	council must appoint at least one environmental health officer council can only appoint person with the qualifications and experience specified in subsection (2)
s.31(4)	power to give directions to authorised officers	MERO, GM	
s.57(2)	power to disclose certain information to the Secretary, Chief Health Officer or another council	MC, MERO	
s.57(4)	power to disclose certain information to a Government Department, statutory body or other person responsible for administering another Act or regulations	MC, EHC, GM	
s.60	duty to remedy all nuisances in municipal district	EHC, GM, EHO	
s.62(2)	duty to investigate any notice of a nuisance	EHC, EHO	
s.62(3)	duty to take action in section 62(3)(a) or (b) where nuisance is found to exist after investigation	EHC, EHO	
s.62(3)(a)	function of taking action specified in subsection (4) where appropriate	EHC, EHO	
s.62(3)(b)	function of determining whether matter is better settled privately and, if so, advising of methods for settling matter privately	EHC, EHO	
s.62(4)(a)	power to exercise the powers in section 66 where that section applies, for the purposes of section 62(3)(a)	EHC, EHO	
s.62(4)(b)	power to issue an improvement notice or a prohibition notice for the purposes of section 62(3)(a)	EHC, EHO	
s.62(4)(c)	power to bring proceedings under section 219(2) for an offence against this Act for the purposes of section 62(3)(a)	EHC, EHO	

Public Health and Wellbeing Act 2008		
s.64	power to institute proceedings for an offence under section 61	EHC, EHO
s.65	power to investigate nuisance occurring outside municipal district	EHC, EHO
s.66(2)(a)	power to enter and take steps to abate nuisance and do all things necessary for abatement	EHC, EHO
s.66(2)(b)	power to do all things necessary for abatement of nuisance	EHC, EHO
s.66(4)	power to recover costs incurred under subsection (2)	EHC, EHO
s.71	function to receive applications for the issue, renewal or transfer of a registration	EHC, EHO
s.73(1)(a)	power to give the applicant notice requiring specified information before considering the application under section 71	EHC, EHO
s.73(1)(b)	power to inspect prescribed accommodation or premises before considering the application under section 71	EHC, EHO
s.73(1)(c)	power to require alterations or improvements to prescribed accommodation or premises before considering the application under section 71	EHC, EHO
s.73(2)	power to issue, transfer or renew a registration subject to subsection (1)(c)	EHC, EHO
s.73A	duty and power to enter information in the Rooming House Register	EHC, EHO
s.74	power to decide issue, transfer or renew registration	EHC, EHO

where nuisance comes from land for which the occupier and owner are unknown or cannot be found unless another council is abating the nuisance under subsection (2)

where nuisance comes from land for which the occupier and owner are unknown or cannot be found unless another council is abating the nuisance under subsection (2)

Public Health and Wellbeing Act 2008		
s.76(1)(a)	power to refuse to issue a registration	EHC, EHO decision of delegate only valid where Council later ratifies the refusal
s.76(1)(b)	power to issue a registration subject to a condition imposed on the registration by the Council under section 73(2)	EHC, EHO subject to section 74
s.76(1)(c)	power to vary a registration	EHC, EHO
s.76(1)(d)	power to cancel a registration	EHC, EHO
s.76(1)(e)	power to suspend a registration	EHC, EHO
s.76(1)(f)	power to refuse to transfer a registration	EHC, EHO decision of delegate only valid where Council later ratifies the refusal
s.76(1)(g)	power to transfer a registration subject to a condition imposed on the registration by the Council under section 73(2)	EHC, EHO subject to section 74
s.76(1)(h)	power to refuse to renew a registration	EHC, EHO decision of delegate only valid where Council later ratifies the refusal
s.76(1)(i)	power to renew a registration subject to a condition imposed on the registration by the Council under section 73(2)	EHC, EHO subject to section 74
s76(3)	duty to notify applicant or registration holder of decision under section 76 and ground(s) on which it was based	EHC, EHO
s.78	power to issue a replacement certificate of registration	EHC, EHO
ss.147 & 148	power to authorise person to issue an immunisation status certificate	EHC, EHO
s.181(1)	power to take any step in paragraphs (a)-(d) with respect to items seized by an authorised officer appointed by Council	EHC, EHO
s.181(2)	duty to notify owner of item forfeited under subsection (1)(c), setting out how to seek review of the decision	EHC, EHO

Public Health and Wellbeing Act 2008		
s.182	power to destroy or otherwise dispose of forfeited item	EHC, EHO
s.185(1)	function of receiving complaints about authorised officers appointed by the council	MC, EHC
s.185(2)	power to approve form in which complaint is made	MC, EHC
s185(4)(a)	duty to investigate any written complaint provided under section 185(2)	MC, EHC
s185(4)(b)	duty to provide written report to the complainant on the results of the investigation under section 185(4)(a)	MC, EHC
s.194(2)(a)	power to issue an improvement notice	EHC, EHO
s194(2)(b)	power to issue a prohibition notice	EHC, EHO
s.196(1)	power to apply to Magistrates' Court for an injunction (compelling a person to comply or restraining a person from contravening an improvement notice or prohibition notice)	MC, EHC
s.197(2)	power to cause a complaint to be made to the Magistrates' Court (where prohibition notice or improvement notice issued and person does not comply or nuisance likely to recur)	MC, EHC
s.197(5)(a)	power, where order issued under subsection (4), to enter land and abate nuisance and do whatever is necessary to execute the order	EHC, EHO
s.197(5)(b)	power to recover costs and expenses incurred	MC, EHC
s.197(6)	power to recover costs and expenses in court	MC, EHC
s.205(2)	function of receiving applications for review of council decisions	MC, EHC
s.205(3)	duty to review decision where application received under subsection (2)	MC, EHC
s.205(5)	power to agree a period greater than 28 days for review of a decision with the applicant	MC, EHC
s.205(6)(a)	power to make a decision affirming, varying or revoking a decision	MC, EHC

Public Health and Wellbeing Act 2008		
s.205(6)(b)	power to make any other decision where original decision is revoked	MC, EHC where decision is to refuse an application, decision of delegate only valid where Council later ratifies the refusal
s.205(7)	duty to give applicant for review a written statement of the decision and reasons	MC, EHC
s.205(8)	duty to inform applicant for review of right to apply to VCAT for a review under s207	MC, EHC
s.209(2)	power to serve infringement notice	EHC, EHOG
s.219(2)(a)	power to bring proceedings for offence against Part 6, 9 or 10 (or any regulations under Part 6, 9 or 10)	MC, EHC
s.219(2)(b)	power to bring proceedings for offence relating to an improvement notice or a prohibition notice	MC, EHC
s.228(1)	power to seek reimbursement of costs incurred where person is found guilty of an offence	MC, EHC
s.228(2)	power to seek payment for cost of work conducted by council where awarded legal costs	MC, EHC
s.229(3)	power to take the actions necessary to ensure compliance with the direction, requirement, improvement notice or prohibition notice	MC, EHC
s.230(2)(b)	power to recover, in court, costs incurred under section 229	MC, EHC
Public Records Act 1973		
Provision	Item Delegated	Delegate
s.8A	duty to cause records to be transferred to custody of Public Records Office	ISM
Road Management Act 2004		
Provision	Item Delegated	Delegate
s.14(7)	power to appeal to the Minister regarding decision of VicRoads	ESM, GM
s.48M	function of consulting with the relevant authority in relation to the development of guidelines for bus stopping points and bus stop infrastructure	ESM, GM

Road Management Act 2004	
s.48N	duty to notify relevant authority within 28 days of installation, removal or relocation of a bus shelter, seat or hardstand located at, or in the immediate vicinity of, a bus stopping point ESM, GM
Schedule 2 Clause 4	power to make submissions on VicRoads' proposal to act under section 42 and clause 3 ESM, GM
Schedule 5A Clause 15(3)	duty to provide a certificate under clause 15(2)(d)(ii) of schedule 5A on the written request of VicRoads ESM, GM
Schedule 5A Clause 26	duty to surrender land to the Crown following an order of the Governor in Council ESM, GM
Schedule 5A Clause 27	duty to surrender Council's interest in any Crown land to the Crown following an order of the Governor in Council ESM, GM
Schedule 5A Clause 51	power to claim from VicRoads an amount for loss or expense incurred as a result of an order under Division 2 Part 5 of the Act ESM, GM
Road Safety Act 1986	
Provision	Item Delegated
s.59(1)(a) and (d)	power to authorise officer or other person to request or signal driver or person in charge of motor vehicle to do certain things, such as stop the motor vehicle MC, CCAC
s.77(2)(b)	power to prosecute and authorise staff member to prosecute GM
s.84BE(1)	function of receiving a statement under this section CCAC, CACTL, CACG
s.84BE(4), (5) and (5A)	power to decide to accept statements as effective statements for the purposes of this Part CCAC, CACTL, CACG
s.84BE(6)	duty to cause notice to be served on the statement-giver stating whether the enforcement official accepted the statement as an effective statement CCAC, CACTL, CACG
s.84BF	power to cancel acceptance of a statement CCAC, CACTL, GM, CACG
	Conditions and Limitations
	where council is the enforcement official
	where council is the enforcement official
	where council is the enforcement official
	where council is the enforcement official
	where council is the enforcement official

Road Safety Act 1986		
s.87(1)	power to serve, or cause to be served, a parking infringement notice	CCAC, CACTL, GM, CACG
s.87(1D)	duty to issue an identity card to authorised person council appoints	MC, CCAC, GM
s.87(1E)	power to authorise a member of staff to sign identity card	MC, CCAC, GM
s.87(8)	power to authorise person for purpose of serving parking infringement notices in accordance with section 87(1C)	MC
s.90D(1)	power to enter into an agreement with the owner or occupier or land for the provision of parking services	MC, CCAC, GM
s.98(1)	power to request Minister to extend application of Act	MC, GM
s.99A(4)	power to establish requirements for traffic management plan	ESM
s.99B(1)	power to issue permit to conduct non-road activity (including on conditions specified in section 99B(3))	ESM
s.99B(2)	power to authorise closure of highway to traffic	ESM
Rooming House Operators Act 2016		
Provision	Item Delegated	Delegate
s. 49(3)	duty to comply with request under s.49(1) to answer any questions	MC
Second Hand Dealers and Pawnbrokers Act 1989		
Provision	Item Delegated	Delegate

Conditions and Limitations
 Note: this provision is not yet in force and will commence on 1 July 2017, unless proclaimed earlier

Conditions and Limitations

Second Hand Dealers and Pawnbrokers Act 1989			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.26F	duty to comply with Director's or inspector's request to answer questions or provide information regarding endorsed pawnbroker's business as pawnbroker	GM	
Sex Work Act 1994			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.35	function of receiving notice of application for a licence	PSM, SPEO, GM	
s.73	duty to consider various factors before deciding on an application for a permit for use or development as a brothel	PSM, SPEO, GM	
s.74	duty to refuse to grant a permit for a brothel in certain circumstances	PSM, SPEO, GM	
s.75A	duty to determine an application or request for an amendment in relation to a permit issued for the use or development of land for the purposes of the operation of a brothel	PSM, SPEO, GM	
s.76(1)	duty to determine an application for a permit made but not determined before commencement of Division 2 Part 4, in accordance with Planning and Environment Act 1987 as affected by Division 2 Part 4	PSM, SPEO, GM	
s.76(2)	duty to determine an application for extension of temporary use permit granted before commencement of Division 2 Part 4 in accordance with Planning and Environment Act 1987 as if this Act had not been enacted	PSM, SPEO, GM	
s.81(1)(a)	duty to publish notice of making of declaration	PSM, SPEO, GM	
s.81(1)(b)	duty to serve notice of making of declaration personally on owner/occupier/mortgagee of premises	PSM, SPEO, GM	
s.81(1)(c)	duty to post up at or near entrance to premises copy of declaration	PSM, SPEO, GM	must be visible and legible to persons entering
s.89(4)	function of issuing certificate that an officer is authorised	PSM, SPEO, GM	

Sheriff Act 2009			Conditions and Limitations
Provision	Item Delegated	Delegate	unless subsections 54(1)(a) and (b) apply
s.54(1)	duty to comply with request for information made under section 53(1)	MC, CCAC	
Sport and Recreation Act 1972			Conditions and Limitations
Provision	Item Delegated	Delegate	
s.6(3)	power to enter into agreement with Minister and to agree to conditions for Minister to carry out works or undertakings or provide services	MRY, GM	
s.14(3)	function of receiving funds for works for provision of sport and recreation	MRY, RECC, GM	
Subdivision Act 1988			Conditions and Limitations
Provision	Item Delegated	Delegate	
s.3(5)	power to require variation of easement or restriction in compliance with planning scheme or permit	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM	
s.5(3)(c)	function of receiving application for certification	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM	
s.5(3)(d)	power to provide statement of compliance	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM	
s.5(4)	power to accept and consider plans	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM	
s.5(4A)	power to consider and certify plans before Transfer of Land Act application determined	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM	
s.6(1)	duty to certify plan within prescribed time in specified circumstances	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM	
s.6(2)	duty to refuse to certify plan where conditions in section 6(1) not met and give reasons in writing	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM	
s.8(1)	duty to refer plans to referral authority in certain circumstances	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM	unless subsections 8(2) - (5) apply form of referral per r.13 and 14 of the Subdivision (Procedures) Regulations 2011
s.8(6)	duty to give referral authority copy of certified plan where not referred to referral authority	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM	
s.10(1)	Power to require applicant to alter plan	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM	

Subdivision Act 1988		
s.10(2)	power to agree to an alteration at request of applicant	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.10(5)	duty to send altered plan to referral authority	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.10(7)	duty to notify surveyor of alteration required by Council	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.11(1)	function of receiving application to amend certified plan	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.11(2)	duty to refer application under section 11(1) to referral authority	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.11(2A)	power to amend without referral if minor amendment	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.11(7)	duty to re-certify plan or advise of refusal in writing with reasons	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.11(10)	duty to notify surveyor of an amendment by acquiring authority where plan prepared by surveyor	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.11(11)	duty to give copy of re-certified plans to referral authority	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.11A(1)	power to require more information	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.15(1)	power to require engineering plan	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.15(2)	duty to approve/refuse approval/require alterations of engineering plan	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.15(6)	power to charge for engineering plans prepared by it	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.17(2)(a)	power to appoint supervisor of works	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM
s.17(2)(b)	power to charge for supervision	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM

must send notice in prescribed Form 4 outlining revised times, r.29 of the Subdivision (Procedures) Regulations 2011

does not apply where section 14 applies

does not apply where section 14 applies

does not apply where section 14 applies

does not apply where section 14 applies

does not apply where section 14 applies

Subdivision Act 1988			
s.17(2)(c)	power to enter into agreement with owner or applicant in anticipation of applicant becoming owner	PSM, CSP, SO, PP, MDC, GM	does not apply where section 14 applies
s.17(2A)	power to request Minister to nominate authority to consider what works are required	PSM, ESM, MDC, GM	does not apply where section 14 applies
s.17(2D)	power to transfer works/interest in land relating to the works by agreement from Council to a relevant authority	PSM, CSP, MDC, GM	does not apply where section 14 applies
s.18(1)	power to require applicant to set aside land for public open space and/or pay a percentage	PSM, CSP, SMDP, SO, PP, MDC, GM	does not apply where sections 14 and 18(8) apply must have regard to matters in section 18(1A)-2
s.18(1B)	power to vary time of payment by agreement with applicant	PSM, GM	
s.18(4)	power to agree with applicant to set aside/pay different percentage	PSM, GM	does not apply where section 14 applies
s.18(7)	power to refund amount paid under s.18(1) where no longer intend to subdivide	PSM, GM	does not apply where section 14 applies
s.18A(6)	power to decide to refund the amount paid to it, if satisfied that it is no longer intended to subdivide the land	PSM, GM	
s.19(1)	power to obtain valuation where value is not agreed	PSM, CSP, SMDP, SO, PP, MDC, GM	does not apply where section 14 applies
s.19(3)	duty to give applicant copy of valuation	PSM, CSP, SMDP, SO, PP, MDC, GM	does not apply where section 14 applies
s.19(5)	power to obtain revaluation on each anniversary of the making of the public open space requirement and vary the requirement accordingly, where the public open space requirement has not been complied with	PSM, CSP, SMDP, SO, PP, MDC, GM	does not apply where section 14 applies
s.21(1)	duty to issue statement of compliance, subject to section 2C	PSM, CSP, MDC, GM	does not apply where section 14 applies
s.21(2A)(a)&(b)	duty to, in writing, notify Urban Renewal Authority Victoria of request within 7 days of receiving a	PSM, CSP, SMDP, SO, PP, MDC, GM	does not apply where section 14 applies time limits apply (s.21(1)-(2))

Subdivision Act 1988				
	request for issue of statement of compliance, and to provide Authority with a copy of planning permit			does not apply where section 14 applies
s.21(4)	power to provide in the statement of compliance that agreement pursuant to Planning and Environment Act no longer applies in certain circumstances	PSM, CSP, MDC, GM		
s.21(9)	duty to give a notice to the Commissioner of State Revenue that a statement of compliance has been issued	PSM, CSP, SMDP, SO, PP, MDC, GM		
s.24A(1)	duty to do any of the things listed in the table in this section where so required by planning scheme with respect to reserves, etc	PSM, CSP, SMDP, SO, PP, MDC, GM		
s.24A(2)	power to certify a plan prepared under section 24A(1) where applicant certifies land no longer reserved	PSM, CSP, SMDP, SO, PP, MDC, GM		
s.25(1)	function of being notified by Registrar of registration of plan and duty to notify any public authority for which easement has been created/reserve has vested.	PSM, CSP, SMDP, SO, PP, MDC, GM		
s.25(2)	function of being notified by Registrar if plan is withdrawn or refused registration	PSM, CSP, SMDP, SO, PP, MDC, GM		
s.25(3)	duty to notify referral authority affected by withdrawal/refusal	PSM, CSP, SMDP, SO, PP, MDC, GM		
s.34E	power to apply to VCAT for order compelling an owners corporation to carry out a requirement or perform a duty	PSM, CSP, MDC, GM		
s.34H(5)	function of receiving notice from Registrar of amendment or cancellation of plan on winding up	PSM, CSP, MDC, GM		
s.35(1)	duty of acquiring authority to submit plan for certification and registration where land subdivided	PSM, CSP, SMDP, SO, PP, MDC, GM		
s.35(2)	power to require acquiring authority to submit certification new/amended plan	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM		subsections 35(3)-(5) apply
s.35(6)	duty of an acquiring authority to advise Registrar of vesting date	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM		

Subdivision Act 1988		
s.35(8)	power of acquiring authority to submit for certification and registration of any land vested/registered in its own name	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM section 35(9) applies
s.36(1)	function of stating in writing that it considers that subdivision requires removal/acquisition of easement	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM section 35(1AA) applies
s.39(1)	power to refer disputes to VCAT	PSM, CSP, MDC, GM unless section 39(2) applies
s.39(3)	power to apply to the County Court to order registration of plan be stopped in certain circumstances	PSM, GM
s.44(3E)	duty to refer plan to referral authorities as if received under section 8 where permit for subdivision in force, or notification of referral authority not required by planning scheme	PSM, CSP, SMDP, MDP, SO, MDC, GM
s.44(4A)	function of consenting to application to amend plan to no longer show land as an accessory lot	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM consent must be in writing
s.44(5)	function of consenting to application to amend plan to remove restriction	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM consent must be in writing
s.44(5A)	function of consenting to application by body corporate to cancel/alter scheme of development	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM consent must be in writing
s.44(5B)	function of consenting to application to cancel/alter scheme of development	PSM, CSP, SMDP, MDP, SO, PP, MDC, GM consent must be in writing
Schedule 2 clause 11(1)	power to apply to a court for an order regarding scheme of development	PSM, GM
Summary Offences Act 1966		
Provision	Item Delegated	Delegate
s.4	power to give permission or consent to certain things	GM
s.50A(3)(a)	power to apply to Governor in Council for declaration that municipal district be a "district" for purposes of section 50A offences	GM
s.50A(3)(b)	power to apply to Governor in Council for revocation/Variation of declaration under section 50A(3)(a)	GM
		Conditions and Limitations

Taxation Administration Act 1997		
Provision	Item Delegated	Delegate
s.92(1)(e)(vfa)	function of receiving information from a tax officer under or in relation to the administration of a taxation law	FM
Transfer of Land Act 1958		
Provision	Item Delegated	Delegate
s.45(1)	power to consent to the creation of an easement or the transfer of land	ESM, GM
s.45(3)	power to consent to the creation or surrender of a right of carriageway	PSM, ESM, LGM, LO, GM
s.54	power to make application to be registered proprietor	LGM, LO, GM
s.55(3)	duty to take possession of any certificate of title, or other document produced to Council on any claim for compensation and to lodge them immediately with the registrar	LGM, LO, GM
s.57(1)	duty to lodge notification with the Registrar upon service of notice of intention	PSM, LGM, LO, GM
s.57(2)	power to withdraw notice of intention to acquire	LGM, LO, GM
s.62(4)	function of receiving notice from Registrar of where land is located	ESM, GM
s.88(2)	power to lodge with the Registrar a notification of the acquisition of a charge on land or other right in the nature of a charge etc.	PSM, ESM, LGM, LO, GM
s.106(1)(b)	power to consent to the registration of a dealing or plan	PSM, ESM, LGM, LO, GM

Transport Integration Act 2010			Delegate	Conditions and Limitations
Provision	Item Delegated			
s 25(1)	duty to have regard to the transport system objectives when exercising powers and performing functions under interface legislation which are likely to have a significant impact on the transport system		OM	
s 25(2)	duty to have regard to the decision making principles in making decisions under interface legislation* which are likely to have a significant impact on the transport system.		ESM	
s 25(3)	duty to have regard to applicable specified policy principles		ESM	
s 25(4)	duty to have regard to applicable specified policy principles		ESM	
s 26	power to determine the weight to give to each transport system objective under sections 24 and 25		ESM	
s 27	power to determine the weight to give to each decision making principle under sections 24 and 25		ESM	
s 115F(3)	function of collaborating with the Taxi Services Commissioner		ESM	
s 197B(2)	function of receiving notice from regulated bodies		ESM	where council is the responsible authority and s 197 applies
s 197B(3)	duty to meet with representatives from Director of Transport Safety		ESM	where council is the responsible authority and s 197 applies
s 197D	duty to comply with guidelines issued under Act and directions of Secretary or Minister		ESM	
Transport (Safety Schemes Compliance and Enforcement) Act 2014				
Provision	Item Delegated		Delegate	Conditions and Limitations
s.100	power to apply to the Safety Director for a review of the Safety Director's decision		OM	where council is the responsible road authority and its interests are affected by a decision of the Safety Director which is made under s.91(3) of the Act

Transport (Safety Schemes Compliance and Enforcement) Act 2014			
s.102	power to apply to the Victorian Civil and Administrative Tribunal (VCAT) for a review of the Safety Director's decision	OM	where council is the responsible road authority and its interests are affected by a decision of the Safety Director which is made under s.91(3) of the Act
Urban Renewal Authority Victoria Act 2003			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.51(3)(b)	function of receiving notice of resolution levying a general charge from Urban Renewal Authority Victoria	OM	
s.51Q(3)(b)	function of receiving notice of resolution levying an infrastructure recovery charge from Urban Renewal Authority Victoria	OM	
s.51ZA	function of receiving written notice of charge from Urban Renewal Authority Victoria, where council has submitted notice to Authority pursuant to section 21(2A) of the Subdivision Act 1988	OM	
Valuation of Land Act 1960			
Provision	Item Delegated	Delegate	Conditions and Limitations
s.6(1)	duty to give notice of decision to cause a valuation to be made	FM, RC	where council is the valuation authority
s.6(2)	power to require the general valuation prepared by valuation authority to show items in paragraphs (a) - (c)	FM, RC	where council is a rating authority
s.6(4)	duty to ensure the valuer-general's request is given effect to	RC	
s.7AB(2)	power to adjust the rate payable retrospectively if amended under subsection (1)	RC	
s.7A(1)	power to pay valuer subject to the requirements of this section	FM, RC	
s.7A(2)	power to make a payment, irrespective of subsection (1), if council satisfies paragraphs (a) and (b)	FM, RC	

Valuation of Land Act 1960			
s.7AE(2)	duty to comply with an Order of the Governor in Council requiring the making of a new valuation	RC	
s.7B(1)	duty to provide valuation to valuer-general within 2 months of date on which the valuation was returned to council	FM, RC	
s.8AA(1A)	duty to pay the valuer-general in accordance with section	FM	
s.8AA(1B)	duty to pay the valuer-general in accordance with section where council has requested a supplementary valuation	FM, RC	
s.8AA(2)(a)	power to agree the fees for the use and servicing of a valuation	FM	
s.10(1)	power to nominate valuer-general to be the valuation authority	GM	
s.10(5)	power to revoke nomination under subsection (1) if paragraphs (a)-(c) apply	GM	
s.11	duty to make a general valuation	FM, RC	where council is the valuation authority
s.12	function of causing a valuation of rateable land at the direction of the Minister	FM, RC	where council is the valuation authority
s.13DA(1)	power to appoint people to make valuations	FM, RC	must hold qualifications specified by Minister
s.13DC(1)	power to require valuation on basis of site value	FM, GM	where council is rating authority
s.13DC(2)	power to use in force valuations in certain circumstances	FM, RC	
s.13DD(1)	power to determine that no general appreciable change has taken place	FM	
s.13DE(1)	power to apply to Minister in respect to extension of period under section 13DD	GM	
s.13DF(3A)	power to use supplementary valuation before it is certified to levy or adjust municipal rate	RC	
s.13DF(5)	power to adjust rate payable retrospectively where supplementary valuation made in circumstance referred to in s.13DF(2)(o)	FM, RC	

Valuation of Land Act 1960			
s.13DFA(2)	function of receiving written certification of supplementary valuation from valuer-general	FM, RC	
s.13DFB(1) and (2)	power to request valuer-general to carry out a supplementary valuation in writing	RC	
s.13DG(3)	duty to make a valuation of all rateable land where council has had annexed to its municipal district any area which is not part of a former municipal district.	RC	where council is the valuation authority
s.13G(1)	power to nominate the valuer-general to be the valuation authority in respect of non-rateable leviable land	RC	where council is the collection agency
s.13G(5)	power to revoke nomination made under s.13G(1)	RC	
s.13H	duty to cause a general valuation of non-rateable leviable land to be made and returned to it, in accordance with s.13H	RC	where council is the valuation authority
s.13I	duty to comply with a Ministerial Direction given under s.13I	RC	where council is the valuation authority
s.13J	power to appoint people to carry out valuation	FM	must hold qualifications or experience specified by minister applies when council is making a valuation for the purposes of the Fire Services Property Levy Act 2012
s.13L(4)	power to use a supplementary valuation before it is certified by the valuer-general	FM, RC	where council is the collection agency
s.13L(6)	power to adjust the fire services property levy payable retrospectively for any period considered just	FM, RC	where council is the collection agency
s.13N	power to request the Valuer-General to make a supplementary valuation	RC	where council is the collection agency
s.13P	duty to provide applicant with a copy of the most recent application of any non-rateable leviable land	RC	where council is the collection agency
s.15(2)	duty to give notice of general or supplementary valuation and notice that some other authority may use figures for the purpose of levying a rate or tax	RC	where council is the rating authority

Valuation of Land Act 1960		
s.15(3)	duty to give notices in paragraphs (a) and (b) if information is received from a valuation authority under section 15(1)(b)	RC where council is the rating authority that makes general or supplementary valuation
s.20	function of receiving objection and written submission where objection is because the value is too low or too high, and the value is not less than the prescribed amount	RC
s.21(2)	duty to refer an objection received to the valuation authority	RC where council is not the valuation authority which made the valuation
s.21(2A)	duty to refer objection to valuer	RC where council is the valuation authority
s.21(5)	function of receiving written notice from the valuer-general of recommendation	RC where council is the valuation authority or rating authority
s.21(6)	duty to give effect to the decision of the valuer-general	RC where council is the rating authority
s.22(5)	function of receiving copy of application to VCAT for review of valuation decision	FM, RC where council is the valuation authority
s.22(6)	duty to forward to principal registrar of VCAT notice of objection and copies of any notices given under s.21 and any information given or submissions lodged under s. 20, in relation to objection, within 1 month after being served with copy of objector's application for review under s.22(5)	FM, RC where council is the valuation authority
Victorian Environmental Assessment Council Act 2001		
Provision	Item Delegated	Delegate
s.26D(1)	function of conferring with the Victorian Environmental Assessment Council	OM Conditions and Limitations If affected by the provision of an assessment or advice requested under section 26B
s.26D(2)	duty to give practicable assistance to the Victorian Environmental Assessment Council in preparing an assessment or advice	OM
Victoria Grants Commission Act 1976		
Provision	Item Delegated	Delegate
		Conditions and Limitations

Victoria Grants Commission Act 1976		
s.10	duty to supply prescribed information to the commission by certain time	FM, CMA
s.12(4)	function of receiving determination of allocation of funds by the commission	FM, CAS
s.15	function of representing Council at commission hearing	FM, GM
Victoria State Emergency Service Act 2005		
Provision	Item Delegated	Delegate
s.34(1)	power to apply for registration of a group of persons as a unit of the Service	GM
s.35(2)	power to consult with Director of Operations regarding removal of controller of a registered unit from office	GM
Victorian Inspectorate Act 2011		
Provision	Item Delegated	Delegate
s.28(2)	power to enter into agreements or arrangements for use of services with the Victorian Inspectorate	GM
Water Act 1989		
Provision	Item Delegated	Delegate
s12(1)(a)	Duty to make any authorisation or permission that may affect the drainage system subject to any conditions required to ensure the conservation of waterways, wetlands and aquifers	EHC, EHO
s12(1)(b)	Power to withhold authorisation or permission until such works are carried out that are required to avoid or lessen any possible adverse effect	EHC, EHO
s27(4)(a)(ii)	Function of receiving notice of a proposed declaration by the Minister that an area will be a water supply protection area	EHC, EHO
s.32H	Duty to keep copy of approved management plan available for inspection	ESM, EHC, EHO

Water Act 1989			
s.36(3)(c)	Function of receiving a copy of an application for the grant of a bulk entitlement if Minister considers the council is directly affected	EHC	
s67A	Function of receiving a copy of an application under section 67 in respect of a dam	EHC, EHOG	
s.67B	Duty to advise the Minister of response to application	ESM	
s.122P(1)(a)(i)	Function of receiving notice of Authority's proposal to the Minister under section 122M, where council is affected by the proposal	ESM	
s.122ZA(2)	Function of consenting to Minister's determination under section 122ZA(1)(b)	ESM	
s.122ZC	Power to contribute money to environmental or recreational area for improving or maintaining the area	EHC, EHOG	
s144(2)(c)	Function of receiving a declaration by an Authority that land will be a serviced property for the purposes of the Act, if likely to be affected	EHC	
s152	Function of receiving notice of intention to affect works	EHC	
s153	Function of receiving notice to alter or remove works	EHC	
s.165(1)	Power to require an Authority to fix fire plugs to works	EHC, EHOG	
s165(2)	Duty to meet costs of providing, installing, marking and maintaining all fire plugs that the council requires	EHC, EHOG	
s.171D(1)	Power to require Melbourne Water Corporation to fix fire plugs to works	OM	
s.171D(2)	Duty to meet costs of providing, installing, marking and maintaining fire plug, where plug is in Council's municipal district	OM	
s.179	Power to submit a proposal to Minister for declaration of a sewerage district	ESM, EHC	

Water Act 1989			
s.180(1)	Duty to forward copy application for septic tank permit to Authority	EHC, EHOG	
s180(3)	Function of receiving any notification of the location of the nearest sewer, the availability of works to service the land and any requirements	EHC, EHOG	
s180(4)	Duty to comply with any requirement of the Authority in regard to the application	EHC, EHOG	
s180(5)	Duty to not make a decision within 21 days after the copy is forwarded to the Authority	EHC, EHOG	
s188(3)	Function of receiving notice of proposed declaration of a waterway if the council may have an interest in the waterway	EHC, EHOG	
s194(1)	Duty not to cause or permit works to be undertaken which interfere with designated land or works or the quality, quantity or flow of water in designated land or works within an Authority's waterway management district	EHC, EHOG	
s205(3)	Function of receiving notice of proposed declaration that an area of land will be liable to flooding or be a floodway area	EHC, EHOG	
s206(1)(b)	Function of receiving notice that an Order has been published in the Government Gazette	EHC, EHOG	
s206(3)	Duty to prevent land uses that are inconsistent with any identified flood hazards	ESM, EHC	
s.208(2)	Duty to notify Authority of intention to undertake works or erect structures referred to in section 208(1)(a) or in a place referred to in section 208(1)(b)	EHC, EHOG	
s214(2)(b)	Duty to be represented on a committee to carry out investigations in relation to water management if the council is affected	EHC	
s.217	Power to apply for an order for removal or modification of works	ESM, EHC	
s218(2)(b)(ii)	Function of receiving notice of proposed declaration that an area of land will be a drainage course	ESM	

Water Act 1989			
s218(7)	Duty to act in accordance with a management plan approved by the Minister, if the council has management and control of a drainage course	ESM	
s218(8)	Power to require an owner, occupier or other public statutory body to remove any interferences, carry out any works and maintain any structures, if the council has the management and control of a drainage course	ESM	subject to the limitations set out in 218
s218(10)	Duty to comply with any request by another public statutory body within 1 month	ESM	
s218(14)	Power to enter into and remain on the drainage course for the purpose of doing anything that an owner or occupier failed to do	ESM	
s244(7)	Function of receiving a copy of a community agreement, if land in the area is affected	EHC, EHOG	
s245(8)(b)	Power to consent to community agreement where it involves the construction of a drain across a road reserve	EHC, EHOG	
s246	Power to exercise the powers and perform the functions of the committee if requested by the committee, where land is affected by a community drainage or salinity mitigation or community water supply scheme	EHC, EHOG	
s263(2)	Function of receiving a request to arrange for a supplementary valuation to be made	RC	
s.281A(1)	Power to enter into agreement with Melbourne Water Corporation to collect money owing to Melbourne Water Corporation under the Act	EHC, EHOG	
s.281A(3)	Duty to collect money owing to Melbourne Water Corporation under the Act, that relates to Council's municipal district	EHC, EHOG	on the terms and conditions agreed with Melbourne Water Corporation or, in default of agreement, determined by the Essential Services Commission
s286(1)(a)	Duty to contribute to the revenue of the Authority if requested	EHC, EHOG	conditions set out in s285 and s286

Water Act 1989		Delegate	Conditions and Limitations
s287(1)(a)	Duty to make a special contribution to the revenue of the Authority if requested	EHC, EHOG	
Building Regulations 2006			
Provision	Item Delegated	Delegate	
r.310(1)	function, in capacity as service authority, to give report and consent to an application for a building permit to construct a building over an easement vested in council	ESM, CDT, MBS	
r.324	duty to keep documents for period specified	MBS	
r.325	duty to make documents available on request of owner or mortgagee or person authorised in writing by owner or mortgagee	MBS	
r.326(1)	function of receiving requests for certain details	ESM, CDT, MBS	
r.326(2)	function of receiving request for details as to whether building or land is in a particular area	MBS	
r.326(3)	function of receiving request for inspection approval dates of the mandatory notification stages from owner or mortgagee or prescribed building practitioner	MBS	
r.408(3)	function of giving report and consent - 'maximum street setbacks'	MBS, ABS	
r.409(4)	function of giving report and consent - 'minimum street setbacks'	MBS, ABS	
r.410(4)	function of giving report and consent - 'building height'	MBS, ABS	
r.411(4)	function of giving report and consent - 'site coverage'	MBS, ABS	
r.412(2)	function of giving report and consent - 'permeability'	MBS, ABS	
r.413(6)	function of giving report and consent - 'car parking'	MBS, ABS	
r.414(6)	function of giving report and consent - 'side and rear setbacks'	MBS, ABS	
r.415(6)	function of giving report and consent - 'walls and carports on boundaries'	MBS, ABS	

Building Regulations 2006		
r.416(6)	function of giving report and consent - 'daylight to existing habitable room windows'	MBS, ABS
r.417(6)	function of giving report and consent - 'solar access to existing north-facing windows'	MBS, ABS
r.418(3)	function of giving report and consent - 'overshadowing of recreational private open space'	MBS, ABS
r.419(9)	function of giving report and consent - 'overlooking'	MBS, ABS
r.420(3)	function of giving report and consent - 'daylight to habitable room windows'	MBS, ABS
r.421(4)	function of giving report and consent - 'private open space'	MBS, ABS
r.422(2)	function of giving report and consent - 'siting of Class 10a buildings'	MBS, ABS
r.424(3)	function of giving report and consent - 'front fence height'	MBS, ABS
r.425(3)	function of giving report and consent - 'fence setbacks from side and rear boundaries'	MBS, ABS
r.426(5)	function of giving report and consent - 'fences on or within 150mm of side or rear boundaries'	MBS, ABS
r.427(1)	function of giving report and consent - 'fences on street alignments'	MBS, ABS
r.428(6)	function of giving report and consent - 'fences and daylight to windows in existing dwelling'	MBS, ABS
r.429(5)	function of giving report and consent - 'fences and solar access to existing north-facing habitable room windows'	MBS, ABS
r.430(3)	function of giving report and consent - 'fences and overshadowing of recreational private open space'	MBS, ABS
r.431	function of giving report and consent - 'masts, poles etc.'	MBS, ABS
r.513(1) and (2)	function of giving report and consent - 'projections beyond street alignment'	MBS
r.513(3)	power to give consent under regulation 513(1) or (2) if it is considered that this will not be detrimental to public safety	MBS

Building Regulations 2006		
r.515(2)	function of giving report and consent - 'buildings above or below certain public facilities'	MBS
r.604(4)	function of giving report and consent - 'protection of the public - precautions over a street'	MBS
r.610(2)	function of giving report - 'storm water drainage'	ESM, CDT, MBS
r.801(1)	function of giving report and consent - 'septic tank systems'	EHC, MBS
r.802(2)(d)	function of designating land as likely to be flooded	MBS
r.802(3)	function of giving report and consent - 'flood areas'	MBS
r.802(4)(b)	function of determining flood level	MBS
r.802(5)	duty to not give consent under regulation 802(3) if there is likely to be a danger due to flooding	MBS
r.802(6)	power, in report under regulation 802(3), to specify level for lowest floor of a building	MBS
r.802(7)(a)	duty to consult with the relevant floodplain management authority	MBS
r.802(7)(b)	duty to specify minimum floor level at least 300mm above flood levels	MBS
r.802(8)	duty to, without delay, advise the floodplain management authority and the sewerage authority of the floor level (if any) specified under regulation 802(6).	MBS
r.803(1)	power to designate areas in which buildings are likely to be subject to attack by termites	MBS
r.805	power to determine the areas are likely to be subject to significant snowfalls	MBS
r.806(1)	function of giving report and consent - 'designated land or works'	MBS
r.806(3)	duty to consult with the waterway management authority for the designated land or works, before giving consent	MBS
r.807(1)	duty to prepare maps for all designated special areas within municipal district	ESM, MBS
r.807(2)	duty to amend map or prepare a map for new designated special area	ESM

Building Regulations 2006			
r.807(3)	duty to advise the Authority within 7 days if a designated special area is altered or if a new designated special area is created	MBS	
r.807(4)	duty to lodge with the Authority within 7 days copies of designated special areas maps amended or prepared under regulation 807 (1) or (2).	MBS	
r.807(5)	duty to make an up to date copy of each designated special area map prepared under regulation 807 available to the public	MBS	
r.810(6)	function of receiving a map of designated bushfire prone areas from the Minister	MBS	
r.810(7)	duty to make a copy of the map given to it under regulation 810(6) available for inspection	MBS	
r.1003(2)	function of giving report and consent - occupancy permit re septic tank system	EHC, MBS	
r.1010(1)	duty to keep documents relating to occupancy permit for specified time, for purposes of section 75 of the Act	MBS	
r.1010(2)	duty to keep documents relating to a temporary approval for a specified time, for purposes of section 75 of the Act	MBS	
r.1012	function of receiving information from relevant building surveyor	MBS	
r.1804(1)	power to exempt a Class 10 building that is to be constructed on farm land and used for farming purposes from all or any of the requirements of the Regulations	MBS	
Country Fire Authority Regulations 2004			
Provision	Item Delegated	Delegate	Conditions and Limitations
r.102(3)	duty to notify the executive officer of the regional fire prevention committee of the name of the nominee nominated in accordance with regulation 102(2)	OM, CEM	

Dangerous Goods (Explosives) Regulations 2011		
Provision	Item Delegated	Delegate
r.146(3)	function of receiving written notice of intention to discharge fireworks or firecrackers	FPO
r.146(6)	function of receiving written notice of intention to discharge fireworks or firecrackers in or near port waters	FPO
Drugs, Poisons and Controlled Substances Regulations 2006		
Provision	Item Delegated	Delegate
r.5(1)	Power to have possession of "Schedule 4 poisons" that are necessary for immunisation programs coordinated by council in accordance with the Public Health and Wellbeing Act 2008	EHC, EHOG
Geothermal Energy Resources Regulations 2006		
Provision	Item Delegated	Delegate
r.13(3)(b)(ii)	power to prepare emergency plan in conjunction with the operator of a geothermal energy operation	Delegate
Infringements (General) Regulations 2006		
Provision	Item Delegated	Delegate
r.25(1)	power to apply to infringements registrar to vary, discharge or suspend an attachment of earnings order	Delegate
r.28(1)	power to apply to infringements registrar to vary, discharge or suspend an attachment of debts order	Delegate
Infringements Regulations 2016		
Provision	Item Delegated	Delegate
r.8	duty to report listed information to Attorney-General	MC, LGM, CCAC
r.32	power to apply to infringements registrar to vary, discharge or suspend order	MC, LGM, CCAC

Infringements Regulations 2016		
r. 35	power to apply to infringements registrar to vary, discharge or suspend order	MC, LGM, CCAC for purposes of s.135 Infringements Act
Land Acquisition and Compensation Regulations 2010		
Provision	Item Delegated	Delegate
r.11	function of providing certain information as set out in (a)-(g) as requested by an Authority	GM
r.12	function of providing certain information as set out in (a) - (d) as requested by an Authority	GM
Local Government (Long Service Leave) Regulations 2012		
Provision	Item Delegated	Delegate
r. 9 (3)	duty to pay prescribed entitlement upon request made under r. 9(2).	MPC, PSC, HRPO
r. 9 (5) (a)	duty to transfer long service leave entitlement where a staff member intends to commence work with another Council	MPC, PSC, HRPO
r. 9 (5)(b)	power to pay the prescribed entitlement where a staff member intends to commence work with another public service body or special body	MPC, PSC, HRPO
r. 9 (6)	duty to pay the prescribed entitlement if the member has not taken the whole of their long service leave accrued	MPC, PSC, HRPO
r.10 (2)	duty to pay long service entitlement upon death of staff member	MPC, PSC, HRPO
r.11 (3)	duty to pay the prescribed entitlement to a staff member who makes an election under r.11(2)	MPC
r. 11 (4)	duty to pay the prescribed entitlement to a member ceases employment due to any of the reasons set out in r.11(1) and had not taken the whole of their long service leave accrued	MPC
r. 11 (6)	duty to pay the prescribed entitlement to a member who has completed 7 years and has been	MPC

Local Government (Long Service Leave) Regulations 2012			
	terminated for serious or wilful misconduct or poor performance.		
r. 11 (7)(b)(i)	duty to approve a medical practitioner for the purpose of r.11	MPC	
r. 15 (6)	power to include a period of service when the member was absent from duty as "recognised service"	MPC	
r. 16 (1)	duty to grant a day off if public holiday falls during any period taken as long service leave	MPC	
r. 17	power to agree with a staff member as to when long service leave may be taken	MPC	
r. 18	power to approve the request of a staff member to take long service leave entitlement at half the salary for twice the period	MPC, GM	
r. 19	power to approve the request of a staff member to engage in other employment during long service leave	MPC, GM	
r. 20	duty to provide other Councils with information upon request	MPC	
r. 21(1)(a)	duty to inform other Councils of commencement of employment of member of staff where that person previously worked at that Council	MPC	
r. 21(1)(b)	duty to pay other Council the prescribed entitlement within 2 months of being informed of employment	MPC	
r. 21 (3)(a)	duty to refund a payment under r.21(1) if the circumstances in (a)-(d) exist	MPC	
r. 22 (1)	power to enter into an agreement with a body referred in r.15 (4) regarding transfer of entitlements	MPC	
Local Government (General) Regulations 2015			
Provision	Item Delegated	Delegate	Conditions and Limitations
r.10	duty to include in the notice of rates and charges the information prescribed	FM, RC, GM	
r.12	duty to make available for inspection documents containing certain prescribed matters	LGM, GC	

Local Government (General) Regulations 2015		Delegate	Conditions and Limitations
r.13(1)	duty to include certain prescribed statements in a land information certificate	FM, RC	
r.13(2)	power to sign a land information certificate	FM, RC	
Local Government (Planning and Reporting) Regulations 2014 Local Government (Planning and Reporting) Regulations 2014		Delegate	Conditions and Limitations
Provision	Item Delegated	Delegate	Conditions and Limitations
r.6	duty to include a statement of capital works in the Strategic Resource Plan and ensure that the Plan is in the prescribed form	PSM, GM	
r.7	duty to include prescribed information in the financial statements included in the Strategic Resource Plan	PSM, GM	
r.8	duty to include prescribed information in the statements describing the required non-financial resources to be included in the Strategic Resource Plan	PSM, GM	
r.9	duty to include a statement of capital works in the financial statements included in a budget or revised budget and ensure that the financial statements are in the prescribed form	PSM, GM	
r.10	duty to include prescribed information in the budget or revised budget	PSM, GM	
r.11	duty to include in a public notice the date on which Council will meet to adopt its budget or revised budget and, for revised budgets - a summary of reasons for the preparation of the revised budget.	PSM, GM	
r.12	duty to comply with the governance and management checklist	PSM, GM	
r.13(2)	duty to include prescribed information in the report of operations	PSM, GM	
r.14	duty to include in the report of operations a description of the operations of Council during the financial year and prescribed information	PSM, GM	

Local Government (Planning and Reporting) Regulations 2014 Local Government (Planning and Reporting) Regulations 2014			
r.16	duty to include prescribed information relating to performance results in the performance statement	PSM, GM	
r.17	duty to include prescribed information in the performance statement	PSM, GM	
r.19 & r.20	duty to include prescribed information in financial statements contained in an annual report	PSM, GM	
r.21	duty to ensure that the financial statements included in a Council's annual report are certified by the CEO and Principal Accounting Officer of Council	PSM, GM	
Occupational Health and Safety Regulations 2007			
Provision	Item Delegated	Delegate	Conditions and Limitations
r.5.2.9(3)	function of assisting in the preparation of an emergency management plan for a major hazard facility	OM, CEM	
r.5.2.12	function of commenting on an emergency management plan in relation to the off-site consequences of a major incident occurring	OM, CEM	
r.5.2.24(1)	function of receiving information concerning the safety of the major hazard facility	OM, CEM	
r.5.2.24(4)	function of commenting on matter that could affect the health and safety of members of the local community in the event of a major incident occurring	OM, CEM	
r.5.3.34	function of assisting in the preparation of an emergency management plan for a prescribed mine	OM, CEM	
Public Health and Wellbeing Regulations 2009			
Provision	Item Delegated	Delegate	Conditions and Limitations
r. 17A(2)	power to determine a building to be of cultural heritage significance if one of the circumstances in (2)(a) - (d) exist	GM	
r. 74	function to receive notification from the Secretary where Council may be affected by a notifiable	GM	

Public Health and Wellbeing Regulations 2009		
	condition referred to in a notice received by the Secretary under Division 3 of Part 8 of the Act.	
r.89	power to request a principal of a secondary school to provide certain information about a student, for the purposes of exercising a function under s.24(f) of the Act	MC
Road Safety Road Rules 2009		
Provision	Item Delegated	Delegate
r.200(2)	power to permit drivers of heavy and long vehicles to stop on roads	MC, ESM, CCAC
Road Safety Rules (Electric Personal Transporters Trial) Amendment Rules 2016		
Provision	Item Delegated	Delegate
s.244C	function of consulting with the Corporation regarding specification of a route or area under r.244C(1)	OM
Road Safety (General) Regulations 2009		
Provision	Item Delegated	Delegate
r.84(c)(ii)	power to authorise staff member to file a charge	OM, GM
Road Safety (Traffic Management) Regulations 2009		
Provision	Item Delegated	Delegate
r.9(2)	function of receiving notice from VicRoads	OM, ESM
r.9(3)	power to disagree with proposal in writing within 21 days	OM, ESM
r.10(1)	power to erect, display, place, remove or alter control devices on roads	OM, ESM
r.10(2)(a)	power to erect, display, place, remove or alter a minor traffic control device that is for the control of stopping or parking vehicles under Part 12 of the Road Safety Road Rules Regulations 2009	OM, ESM
r.10(2)(b)	power to erect, display, place, remove or alter a traffic control device for a children's crossing	OM, ESM

Road Safety (Traffic Management) Regulations 2009			
r.10(2)(c)	power to erect, display, place, remove or alter any other minor or major traffic control device with the authority of VicRoads	OM, ESM	
r.10(4)	duty to alter or remove minor traffic control item if it is inconsistent with a major traffic control item located on the same length of road	OM, ESM	
r.25	power to grant permission for an organised procession or parade	OM, ESM, LEPTL, LPOB	applies only if council is the coordinating road authority under the Road Management Act 2004
r.30(3)	power to waive permit application fee wholly or in part	OM, ESM	applies only if council is the coordinating road authority under the Road Management Act 2004
Road Safety (Vehicles) Regulations 2009			
Provision	Item Delegated	Delegate	Conditions and Limitations
r.104(3)	power to enter into an agreement with VicRoads to provide for discounted search and extract fees	OM, ESM	
Subdivision (Fees) Regulations 2016			
Provision	Item Delegated	Delegate	Conditions and Limitations
r.9	power to fix a fee for considering an engineering plan submitted under s.15 of the Subdivision Act 1988	ESM	
r.12	power to waive or rebate the payment of a fee payable under the Subdivision Act 1988	ESM	
r.13	duty to record reasons for waiving or rebating payment of a fee under r.12 in writing	PSM	
Subdivision (Procedures) Regulations 2011			
Provision	Item Delegated	Delegate	Conditions and Limitations
r.11	duty to give the applicant the address and lot location of each lot on the plan	PSM, CSP, SO, MDC, GM	

Subdivision (Procedures) Regulations 2011		
r.14(a)	duty to provide the referral authority with a copy of the application and certain details	PSM, CSP, SO, MDC, GM
r.14(b)	duty to provide the applicant with a copy of the application and certain details	PSM, CSP, SO, MDC, GM
r.19(1)	duty to send the referral authority notice of revised time for consideration of the plan, when sending a copy of altered plan under section 10(5) of Subdivision Act 1988	PSM, CSP, SO, MDC, GM
r.19(3)	duty to send the applicant notice of revised time for consideration of the plan when altered plan is sent to a referral authority under section 10(5) of Subdivision Act 1988	PSM, CSP, SO, MDC, GM
r.23(a)	duty to provide the referral authority with a copy of the plan and certain details, when referring an application to amend a certified plan under section 11(1) of Subdivision Act 1988	PSM, CSP, SO, MDC, GM
r.23(b)	duty to provide the applicant with a copy of the application and certain details, when referring an application to amend a certified plan under section 11(1) of Subdivision Act 1988	PSM, CSP, SO, MDC, GM
r.29	duty to provide the applicant with the amended street address and lot location of each lot on amended plan or new plan	PSM, CSP, SO, MDC, GM
r.33(1)	duty to maintain a register of applications	PSM, CSP, SO, MDC, GM
r.33(4)	duty to make the register available for inspection	PSM, CSP, SO, MDC, GM
r.36(4)	duty to send notice of refusal where Council refuses to issue a statement of compliance under section 21 of Subdivision Act 1988	PSM, CSP, SO, MDC, GM
Subdivision (Registrar's Requirements) Regulations 2011		
Provision	Item Delegated	Delegate
r.20	function of being advised by Registrar of any amendments made to any certified plan under section 22(2)(a) of Subdivision Act 1988	PSM, CSP, SO, MDC, GM
		Conditions and Limitations
		in circumstances described in r.29

Miscellaneous and Administrative Powers		
Provision	Item Delegated	Delegate
Section A - Human Resource Issues	Power to approve the filling of vacancies or the creation, reclassification, or abolition of positions within budget.	
Section A - Human Resource Issues	Power to fix salaries for vacant positions	
Section A - Human Resource Issues	Power to approve the appointment, engagement or promotion of full time, part time and casual staff.	
Section A - Human Resource Issues	Power to approve position descriptions.	
Section A - Human Resource Issues	Power to create or approve creation of new positions	
Section A - Human Resource Issues	Power to conduct of disciplinary action under relevant awards and policies.	
Section A - Human Resource Issues	Power to terminate or suspend the employment of, or to suspend from duty, a member of Council staff.	
Section A - Human Resource Issues	Power to conduct interviews for staff annual review.	
Section A - Human Resource Issues	Power to authorise sick, annual and family leave.	

Miscellaneous and Administrative Powers	
Section A - Human Resource Issues	Power to approve long service leave and compassionate leave
Section A - Human Resource Issues	Power to authorise all forms of study and training leave and educational assistance.
Section A - Human Resource Issues	Power to approve leave without pay.
Section A - Human Resource Issues	Power to authorise time sheets, higher duties, time-in-lieu, overtime and travel expense claims.
Section A - Human Resource Issues	Power to approve attendance at conferences and seminars.
Section A - Human Resource Issues	Power to approve attendance at training programs.
Section A - Human Resource Issues	Power to give approval for officers to travel
Section A - Human Resource Issues	Power to approve travel accommodation
Section A - Human Resource Issues	Power to sign Notice of Injury and Work Injury Form.

Miscellaneous and Administrative Powers	
Section A - Human Resource Issues	Power to approve claims under WorkCover excess
Section A - Human Resource Issues	Power to approve expenses relating to an approved course of study.
Section A - Human Resource Issues	Power to approve staff engaging in other employment.
Section A - Human Resource Issues	Power to determine acceptance or denial of liability in the event of a WorkCover claim.
Section A - Human Resource Issues	Power to sign Letter of Acceptance of Resignation
Section A - Human Resource Issues	Power to provide references on Council letterhead
Section A - Human Resource Issues	Power to authorise access to staff member's personal file
Section A - Finance Issues	Power to sign and issue Council order forms for purchase of goods, services and works and to enter into contracts for provision of goods, services and works to the Council
Section A - Finance Issues	Power to authorise payment of wages, salaries, related payments.

MPC

FM, GM

Miscellaneous and Administrative Powers			Within the amount of allowance as determined by Council in accordance with s.74 of the Local Government Act 1989
Section A - Finance Issues	Power to authorise payment of Councillor and Mayoral allowances	FM	
Section A - Finance Issues	Power to open bank accounts in Council's name	FM	
Section A - Finance Issues	Power to approve invoices and accounts for payment. Budget items - e.g. super.		
Section A - Finance Issues	Power to authorise enforcement of overdue debts	FM, GM	
Section A - Finance Issues	Power to appoint collection agency	FM	
Section A - Finance Issues	Power to approve contract variations	MCP, CPC, GM	
Section A - Finance Issues	Power to amend or vary agreements	FM	
Section A - Finance Issues	Power to sign cheques	FM, CAS, CMA, GM	
Section A - Finance Issues	Power to authorise Petty Cash		
Section A - Finance Issues	Power to issue credit cards to staff	GM	
Section A - Finance Issues	Power to approve calling of invitations for expressions of interest or tenders for works, services and equipment.	PC, GM	

Miscellaneous and Administrative Powers			
Section A - Finance Issues	Power to give approval to sign contracts of sale and vendor statements for land approved for sale.	GM	
Section A - Finance Issues	Power to sign contracts of sale for the approved acquisition of Real Estate (see 2A).	GM	
Section A - Finance Issues	Power to authorise the order, release, refund, or return of securities, bank guarantees and bonds, relating to property transactions only.	GM	
Section A - Finance Issues	Power to authorise progress payments.		
Section A - Finance Issues	Power to authorise payment of contract variations.		
Section A - Finance Issues	Power to determine fees and charges.	GM	
Section A - Finance Issues	Power to approve the sale or disposal of assets other than land.	GM	
Section A - Finance Issues	Power to write off bad debts	FM, GM	
Section B - Building Issues	Power to determine fees required under clause 1(c)(i) of Schedule 2 and sections 18, 42 and 54 of the Building Act 1993 for building permit, application for an occupancy permit (building work) and application for an occupancy permit (places of public entertainment).	MBS, GM	
Section B - Building Issues	Power to determine fees payable, person responsible for payment of fees and method of payment and recovery of fees for any application, approval, permit, consent, referral, request, information, inspection, consultation, advice, report, the keeping of documents and records or other function, service or work performed or provided	MBS, GM	

Miscellaneous and Administrative Powers	
	under the Building Act 1993, Building Regulations 2006 or for the purposes of any other building control or related function of the Council by the Council or its delegate or any member of staff of the Council.
Section C - Miscellaneous Issues	power to appoint agent, and enter into agency agreement, for the purposes of s186 of the Local Government Act 1989
Section C - Miscellaneous Issues	Power to obtain legal opinions and instruct external legal providers
Section C - Miscellaneous Issues	Power to approve legal costs
Section C - Miscellaneous Issues	Power to make "ex gratia" settlement of insurance claims.
Section C - Miscellaneous Issues	Power to manage processing of insurance claims.
Section C - Miscellaneous Issues	Power to execute funding and service agreements with other levels of government.
Section C - Miscellaneous Issues	Power to execute applications for government grants.
Section C - Miscellaneous Issues	Power to determine suitability and value of "in kind" local contributions toward \$ for \$ capital works.
Section C - Miscellaneous Issues	Power to assess and determine applications for HACC services.
Section C - Miscellaneous Issues	Power to grant approval for storage or sale of liquor on Council premises.

Miscellaneous and Administrative Powers			
Section C - Miscellaneous Issues	Power to make seasonal and casual allocation of sporting grounds.	GM	
Section C - Miscellaneous Issues	Power to enter into agreements for voluntary or not-for-profit organisation to use Council facilities	GM	
Section C - Miscellaneous Issues	Power to make statements to the press	FM	
Section C - Miscellaneous Issues	Power to give authority to make statements to the press	MEA, CC, GM	
Section C - Miscellaneous Issues	Power to authorise the issue of media releases	MEA, CC, GM	
Section C - Miscellaneous Issues	Power to authorise access to Council files and documents	ISM, LGM, GM	
Section C - Miscellaneous Issues	Power to sign correspondence		
Section C - Miscellaneous Issues	Power to make a decision relating to the conduct of a proceeding before the Victorian Civil and Administrative Tribunal, including a decision to settle the proceeding	PSM, MCDSE, LGM, LO, GM	Where Council is a party to a proceeding at the Victorian Civil and Administrative Tribunal
Section C - Miscellaneous Issues	Power to make a decision relating to the conduct of a proceeding before Court, including a decision to settle the proceeding	LGM, LO, GM	
Section C - Miscellaneous Issues	Power to approve litigation settlement amounts	LGM, LO, GM	Amount approved by CEO or Council
Section C - Miscellaneous Issues	Power to appeal a decision of the Victorian Civil and Administrative Tribunal or Court	GM	

Miscellaneous and Administrative Powers		
Section C - Miscellaneous Issues	Duty to administer a competition and consumer protection compliance program	GM
Section C - Miscellaneous Issues	Duty to administer a privacy compliance program	GM
Section C - Miscellaneous Issues	Power to authorise entertainment expenses	GM
Section C - Miscellaneous Issues	Power to authorise publication on the internet	GM
Section C - Miscellaneous Issues	Power to authorise publication on the Intranet	GM
Section C - Miscellaneous Issues	Power to make or authorise the making of miscellaneous submissions to external bodies	GM
Section C - Miscellaneous Issues	Power to approve arrangements having important public relations aspect (e.g. opening ceremony for new facilities)	GM
Section C - Miscellaneous Issues	Power to authorise expenditure on advertising and media	GM
Section C - Miscellaneous Issues	Power to give permission to publish any document or publication	GM
Section C - Miscellaneous Issues	Power to authorise allocation or changeover of garbage bins	GM
Section C - Miscellaneous Issues	Power to serve statements under the Land Acquisition and Compensation Act 1986	GM
Section C - Miscellaneous Issues	Power to sign transfer-related documentation under the Duties Act 2000	GM

Miscellaneous and Administrative Powers			
Section C - Miscellaneous Issues	Power to authorise the release of deposit moneys under the Sale of Land Act 1962	GM	
Section C - Miscellaneous Issues	Power to serve statutory notices in relation to land owned or managed by Council	GM	
Section C - Miscellaneous Issues	Power to request a Minister or Secretary to appoint a council officer to be an authorised officer or authorised for a particular purpose under an Act	GM	
Section C - Miscellaneous Issues	Function of lodging claims for Natural Disaster Financial Assistance and liaising with the Department of Treasury and Finance regarding claims	FM	