



Maddocks

Maddocks Delegations and Authorisations

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

**Melton City Council**

**Instrument of Sub-Delegation**

**by**

**The Chief Executive Officer**

## 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;

record that a reference in the Schedule to the abbreviation in Column 1 of the table has the meaning shown in Column 2 of the table.

Abbreviation (Column 1)	Meaning (Column 2)
GM	General Manager Corporate Services General Manager Planning and Development General Manager Community Services
ASC	Accounting Services Coordinator
CCIM	Community Care & Inclusion Manager
CEM	Customer Engagement Manager
CEO	Chief Executive Officer
CPC	Civil Projects Coordinator
CPC1	Capital Project Coordinator
CPLM	Community Planning Manager
CPM	Capital Projects Manager
CM	Compliance Manager
CSM	Children's Services Manager
DMBS	Deputy Municipal Building Surveyor
DP	Development Planner
EHO	Environmental Health Officer
EHSC	Environmental Health Services Coordinator
EMC	Emergency Management Coordinator
EO	Enforcement Officer
ESC	Environment Services Coordinator
ESM	Engineering Services Manager
FM	Finance Manager
FSA	Financial & Statutory Accountant
FSC	Family Services Coordinator
FYHM	Family Youth & Housing Manager
GAE	Growth Areas Executive
GC	Governance Coordinator
HSC	Housing Services Coordinator

IMC	Information Management Coordinator
LFM	Leisure & Facilities Manager
LLC	Local Laws Coordinator
LLO	Local Laws Officer
LPO	Litter Prevention Officer
LSC	Leisure Services Coordinator
MAC	Management Accounting Coordinator
MBS	Municipal Building Services Coordinator
MDC	Major Developments Coordinator
MDP	Major Developments Planner
MERO	Municipal Emergency Resource Officer
MFPO	Municipal Fire Prevention Officer
MRM	Municipal Recovery Manager
ODM	Organisational Development Manager
OM	Operations Manager
PC	Procurement Coordinator
PM	Planning Manager
PP	Planning Manager
PRC	Public Relations Coordinator
PSO	Planning Support Officer
RC	Rates Coordinator
R2WO	Return to Work Coordinator
SDP	Senior Development Planner
SEHO	Senior Environmental Health Officer
SEO	Senior Enforcement Officer
SLLO	Senior Local Laws Officer
SMDP	Senior Major Developments Planner
SO	Subdivision Officer
SPC	Strategic Planning Coordinator
SPC1	Statutory Planning Coordinator
SPSO	Senior Planning Support Officer
SSP	Senior Strategic Planner
SUC	Senior Unit Coordinator
SUM	Service Unit Managers
WSC	Waste Services Coordinator
WSO	Waste Services Officer

2. record that on the coming into force of this Instrument of Delegation each delegation under the Instrument of Delegation dated **26 July 2012** and **5 April 2012** executed by the Chief Executive Officer is revoked;

- This **instrument of sub-delegation** is dated **25 June 2013** and is made by the **Chief Executive Officer** under authority of an instrument of delegation authorised by Resolution of Council made on **25 June 2013**.

..... Witness



## **SCHEDULE**

## INDEX

ABORIGINAL HERITAGE ACT 2006 .....	1
ASSOCIATIONS INCORPORATION REFORM ACT 2012 .....	2
BUILDING ACT 1993 .....	3
CHILDREN YOUTH AND FAMILIES ACT 2005 .....	8
CLIMATE CHANGE ACT 2010.....	9
CONSERVATION, FORESTS AND LAND ACT 1987 .....	10
COUNTRY FIRE AUTHORITY ACT 1958.....	11
CULTURAL AND RECREATIONAL LANDS ACT 1963 .....	13
DANGEROUS GOODS ACT 1985.....	14
DISABILITY ACT 2006.....	15
DOMESTIC ANIMALS ACT 1994 .....	16
EDUCATION AND CARE SERVICES NATIONAL LAW ACT 2010 .....	27
EDUCATION AND TRAINING REFORM ACT 2006 .....	28
ELECTRICITY SAFETY ACT 1998.....	29
EMERGENCY MANAGEMENT ACT 1986.....	30
ENVIRONMENT PROTECTION ACT 1970.....	31
ESTATE AGENTS ACT 1980 .....	35
FENCES ACT 1968 .....	36
FIRE SERVICES PROPERTY LEVY ACT 2012.....	37
FLORA AND FAUNA GUARANTEE ACT 1988.....	44
FOOD ACT 1984 .....	45
FREEDOM OF INFORMATION ACT 1982.....	47
GAMBLING REGULATION ACT 2003 .....	50
GRAFFITI PREVENTION ACT 2007.....	52
HEALTH RECORDS ACT 2001.....	54
HERITAGE ACT 1995 .....	56
HOUSING ACT 1983 .....	57
IMPOUNDING OF LIVESTOCK ACT 1994 .....	59
INDEPENDENT BROAD-BASED ANTI-CORRUPTION COMMISSION ACT 2011 .....	61
INFORMATION PRIVACY ACT 2000 .....	62
INFRINGEMENTS ACT 2006 .....	64
LAND ACT 1958.....	70
LAND ACQUISITION AND COMPENSATION ACT 1986.....	72
LANDLORD AND TENANT ACT 1958 .....	79
LIQUOR CONTROL REFORM ACT 1998.....	80
LOCAL GOVERNMENT ACT 1989 .....	81
MAGISTRATES' COURT ACT 1989.....	96
MAJOR TRANSPORT PROJECTS FACILITATION ACT 2009 .....	97
METROPOLITAN FIRE BRIGADES ACT 1958 .....	98
MINERAL RESOURCES (SUSTAINABLE DEVELOPMENT) ACT 1990 [##The provisions of this Act reflect those within the repealed Extractive Industries Development Act 1995] ....	99



<b>NATIONAL PARKS ACT 1975 .....</b>	<b>100</b>
<b>PIPELINES ACT 2005 .....</b>	<b>101</b>
<b>PROTECTED DISCLOSURE ACT 2012 .....</b>	<b>102</b>
<b>PROTECTED DISCLOSURE ACT 2012 .....</b>	<b>103</b>
<b>PUBLIC HEALTH AND WELLBEING ACT 2008 .....</b>	<b>104</b>
<b>PUBLIC RECORDS ACT 1973 .....</b>	<b>111</b>
<b>ROAD MANAGEMENT ACT 2004.....</b>	<b>112</b>
<b>ROAD SAFETY ACT 1986 .....</b>	<b>113</b>
<b>SECOND HAND DEALERS AND PAWNBROKERS ACT 1989 .....</b>	<b>115</b>
<b>SEX WORK ACT 1994 .....</b>	<b>116</b>
<b>SHERIFF ACT 2009 .....</b>	<b>117</b>
<b>SPORT AND RECREATION ACT 1972.....</b>	<b>118</b>
<b>SUBDIVISION ACT 1988.....</b>	<b>119</b>
<b>SUMMARY OFFENCES ACT 1966 .....</b>	<b>125</b>
<b>TRANSFER OF LAND ACT 1958 .....</b>	<b>126</b>
<b>TRANSPORT INTEGRATION ACT 2010.....</b>	<b>127</b>
<b>BUILDING REGULATIONS 2006 .....</b>	<b>142</b>
<b>INFRINGEMENTS (GENERAL) REGULATIONS 2006 .....</b>	<b>151</b>
<b>LOCAL GOVERNMENT (FINANCE AND REPORTING) REGULATIONS 2004 .....</b>	<b>156</b>
<b>SUBDIVISION (FEES) INTERIM REGULATIONS 2013 .....</b>	<b>162</b>
<b>MISCELLANEOUS AND ADMINISTRATIVE POWERS .....</b>	<b>166</b>
<b>MISCELLANEOUS AND ADMINISTRATIVE POWERS .....</b>	<b>173</b>



ABORIGINAL HERITAGE ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Parts 4, 6 and 8	powers, functions and duties of a sponsor of a cultural heritage management plan under Parts 4, 6 and 8 of the <i>Aboriginal Heritage Act 2006</i> .	GM, PM, SPC1, MPC	





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



BUILDING ACT 1993			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.3(1)	power to appoint municipal building surveyor	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	GM, MBS	
s.29A	function of giving consent to building permit for demolition in its capacity as responsible authority under the <i>Planning and Environment Act 1987</i>	PP, SPC, PM, MBS	MBS in relation to building enforcement matters only.
s.29B(1)	duty to give notice where amendment of planning scheme sought in its capacity as responsible authority under the <i>Planning and Environment Act 1987</i>	PP, SPC, PM, MBS	MBS in relation to building enforcement matters only.
s.29B(3)	duty to give notice where request for amendment withdrawn, refused etc. in its capacity as responsible authority under the <i>Planning and Environment Act 1987</i>	PP, SPC, PM, MBS	MBS in relation to building enforcement matters only.
s.30	function of receiving copy permit, plans and other documents	GM, MBS	
s.31(1)	duty to keep register of building permits	GM, MBS	
s.31(2)	duty to make register available for inspection	GM, MBS	
s.32	duty to keep documents	GM, MBS	
s.32A(2)	duty to provide Victorian Urban Development Authority 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	GM, MBS	



<b>BUILDING ACT 1993</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	section 30(1), in certain circumstances where section 32A(1) applies		
s.66(b)(i)	function of determining fees	GM, MBS	
s.73	function of receiving copy permit, plans and other documents	GM, MBS	
s.74(1)	duty to keep register of occupancy permits, temporary approvals and amendments	GM, MBS	
s.74(2)	duty to make register available	GM, MBS	
s.75	duty to keep documents	GM, MBS	
s.80	function of receiving notification of appointment	GM, MBS	
s.81(2)	function of receiving notification for work terminated	GM, MBS	
s.101(2)	function of receiving copy documents	GM, MBS	
s.120(2)(a)	function of receiving notification that an order is complied with	GM, MBS	
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	GM, MBS	
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	GM, MBS	



<b>BUILDING ACT 1993</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	123(2) of the Act		
s.125(1)	function of receiving copy notice or order	GM, MBS	
s.125(2)	function of receiving written notice of the compliance, amendment or cancellation	GM, MBS	
s.126(1)	duty to keep register of emergency orders, building notices and building orders	GM, MBS	
s.126(2)	duty to make register available for inspection	GM, MBS	
s.160(3)(d)	power to make application to the Building Appeals Board	GM, MBS	
s.162(1)(a)(i)	function of being consulted by the Building Appeals Board	GM, MBS	
s.162(4)(b)	function of entering into an agreement when directed by Building Appeals Board	GM, MBS	
s.164(1)	power to agree to terminate or vary agreement	GM, MBS	
s.164(2)	power to terminate or vary agreement	GM, MBS	
s.164(4)	power to apply for approval	GM, MBS	
s.165(1)(a)	duty to lodge copy or give notice	GM, MBS	
s.165(1)(b)	duty to apply to agreement made in the Register	GM, MBS	
s.192(1)	function of consulting with Minister regarding Alpine resorts		



<b>BUILDING ACT 1993</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.214(1)	power to enter into agreement	GM	
s.215(1)	power to enter into agreements with a private building surveyor	GM, MBS	
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	GM, MBS	
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)	GM, MBS	
s.242	function of receiving funds recovered through prosecution	GM, MBS	
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	GM, MBS	
sch 2 cl.1(c)(i)	function of determining fees		Council Report
sch 2 cl.4(2)	function of receiving copy application	GM, MBS	
sch 2 cl.4(3)	function of receiving fees	GM, MBS	



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BUILDING ACT 1993			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
sch 2 cl.4(4)	power to fix fees in accordance with cl.4(5)	GM, MBS	Council Report



CHILDREN YOUTH AND FAMILIES ACT 2005			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.23(1)	function of being allocated money by the Secretary for the purposes of Part 3.1	GM, CSM, FYHM, FSC, HSC	
s.25	power to use land or property for the purposes of the Department of Human Services	GM, FYHM, FSC, HSC	where authorised by the Secretary
s.26	function of entering into an agreement with the Secretary	GM, CSM, FYHM	
s.35	function of consulting with the Secretary	GM, CSM, FYHM	where council is an information holder under the Act
s.36	function of consulting with the community-based child and family service	GM, CSM, FYHM, FSC, HSC	where council is an information holder under the Act
s.192	power to provide information to the Secretary	GM, CSM, FYHM, FSC, HSC	where council is an information holder under the Act
s.196	function of receiving written direction from an authorised officer in relation to disclosure of information	GM, CSM, FYHM, FSC, HSC	where council is an information holder under the Act
s.197	duty to comply with written direction from authorised officer	GM, CSM, FYHM, FSC, HSC	where council is an information holder under the Act



CLIMATE CHANGE ACT 2010			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.50(1)	function of receiving notice of proposed Carbon Sequestration Agreement		where council is the public land manager





CONSERVATION, FORESTS AND LAND ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.66(1)	duty to submit plans to the Secretary to the Department of Natural Resources and Environment of specified works prior to their commencement	ESM	specified works are listed in Schedule 3 of the Act
s.67	power to take action contrary to a Code of Practice if paragraphs (a) and (b) apply	ESM	



COUNTRY FIRE AUTHORITY ACT 1958			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.36	function of providing fire hydrants when so requested by the Authority		Planning Function – Part of new sub division planning
s.41A	power to recover costs of serving notice by fire prevention officer	EMC, MFPO	Only invoked when matter before Court
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	EMC, MFPO	
s.42(2)	duty to pay for work undertaken	EMC, MFPO	
s.43(1)	duty to take all practicable steps to prevent occurrence of fires and minimise the danger of spread of fires	EMC, MFPO	
s.43(2)	power to acquire equipment, etc. for purposes of s.43(1) and pay for it out of municipal fund	EMC, MFPO	
s.50F(1)	power to prepare Neighbourhood Safer Places Plan	EMC	
s.50F(4)	duty to publish and make available Neighbourhood Safer Places Plan	EMC	
s.50G(1)	duty to identify and designate places as neighbourhood safer places	EMC	
s.50G(4)	duty to ask the CFA to assess the neighbourhood safer place	EMC	
s.50H(1)	duty to ensure that appropriate signage is provided at neighbourhood safer places	EMC	



<b>COUNTRY FIRE AUTHORITY ACT 1958</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.50I	duty to maintain all designated neighbourhood safer places	OM	
s.50J(1)	duty to conduct an annual review of designated neighbourhood safer places by 31 August of each year	EMC	
s.50J(2)	duty to ask the CFA to assess each neighbourhood safer place	EMC	
s.50J(5)	power to decommission a neighbourhood safer place if paragraphs (a) or (b) apply	EMC	
s.55(c)	function of receiving recommendations of the municipal fire prevention committee	EMC, MFPO	Municipal Fire Management Planning Comm
s.55A(1)	duty to prepare and maintain a municipal fire prevention plan in accordance with advice and recommendation of municipal fire prevention committee	EMC (MELTON MUNICIPAL FIRE MANAGEMENT PLAN)	
s.96A(1)(a)	duty to appoint fire prevention officer	GM	
s.96A(1)(b)	power to appoint assistant fire prevention officers	MFPO	
s.109C	function of receiving funds for penalties recovered under section 41E	EMC, MFPO	Through Finance



CULTURAL AND RECREATIONAL LANDS ACT 1963			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.4	function of receiving rates		Not applicable.



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



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



DOMESTIC ANIMALS ACT 1994			
Column 1	Column 2	Column 3	Column 4
PROVISION	POWER, DUTY OR FUNCTION	DELEGATE	CONDITIONS & LIMITATIONS
s.10	function of receiving applications for registration of dogs or cats	GM, CM, LLC	
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	GM, CM, LLC	
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	GM, CM, LLC	
s.10C(5)	duty to cause to be published a copy of the resolution	GM, CM, LLC	
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	GM, CM, LLC	
s.10D(6)	duty to cause to be published a copy of the resolution	GM, CM, LLC	
s.12(1)	power to appoint an agent for Council in the registration of cats and dogs	GM, CM	



DOMESTIC ANIMALS ACT 1994			
Column 1	Column 2	Column 3	Column 4
PROVISION	POWER, DUTY OR FUNCTION	DELEGATE	CONDITIONS & LIMITATIONS
s.13	function of receiving notification of sale by domestic animal business	CM, LLC	
s.14(b)	power to approve form of registration or renewal of registration of dogs and cats	CM, LLC	
s.15(2)	power to permit pro-rata fees for dogs or cats registered for part of a year	GM, CM	
s.15(6)	duty to waive 50% of a registration fee of dogs or cats if paragraphs (a) or (b) apply	GM, CM	
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	GM, CM	
s.17(1)	power to register or renew the registration of a dangerous dog and impose conditions upon the registration	CM, LLC	
s.17(1AA)	duty not to register a restricted breed dog unless section 17(1A) applies	CM, LLC	
s.17(1A)	power to register restricted breed dog if (a) the dog was in Victoria immediately before the commencement of <i>Domestic Animals Act (Dangerous Dogs) Act 2010</i> and (b) the dog was registered in Victoria immediately before the commencement of the <i>Domestic Animals Act (Restricted Breeds) Act 2011</i>	GM, CM, LLC	
s.17(1B)	power to renew registration of restricted breed dog	CM, LLC, SLLO	
s.17(1C)	power to impose conditions on registration or renewal of registration of a dog under section 17(1A) or section 17(1B)	CM, LLC, SLLO	





DOMESTIC ANIMALS ACT 1994			
Column 1	Column 2	Column 3	Column 4
PROVISION	POWER, DUTY OR FUNCTION	DELEGATE	CONDITIONS & LIMITATIONS
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	CM, LLC, SLLO	
s.17(3)	duty to consider submissions in relation to the registration or renewal of registrations of a dangerous dog before making decision	GM, CM, LLC	
s.17(4)	duty to serve written notice of decision not to register or renew registration of dangerous dog or registered breed dog	GM, CM, LLC	
s.18(1)	duty to keep register and allow inspection of register of all registered dogs and cats	CM, LLC	
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	LLC, SLLO	
s.19(1)(b)	duty to give or send the owner a registration certificate	LLC, SLLO	
s.19(1)(c)	duty to issue to the owner an identification marker	LLC, SLLO	
s.23(6)	duty to give owner or occupier of the private property a copy of a notice served under section 23(3)	LLC, SLLO, LLO	
s.25(3)	duty to cause to be published any orders made by council under section 25	GM, CM, LLC	



<b>DOMESTIC ANIMALS ACT 1994</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>POWER, DUTY OR FUNCTION</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.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)	CM, LLC, SLLO	
s.26(3)	duty to cause to be published any orders made by council under section 26	GM, CM, LLC	
s.33A(1)	duty to accept any dog or cat kept surrendered to Council by the owner of the animal	LLC, SLLO, LLO	
s.33A(2)(b)	duty to deal with surrendered dog or cat in accordance with the Act, the regulations and relevant Codes of Practice	LLC, SLLO, LLO	
s.34(1)	power to declare a dog dangerous	CM, LLC	
s.34(2)	duty not to declare a dog dangerous in certain circumstances	CM, LLC	
s.35(2)	duty to notify the owner and receive written and oral submissions from the owner if proposing a dog be declared dangerous	CM, LLC	
s.35(3)	duty to consider materials submitted before making a declaration	GM, CM, LLC	
s.36	duty to give written notice of a declaration to owner	GM, CM, LLC	
s.37	function of receiving notification from owners of certain dogs	LLC, SLLO, LLO	
s.41A(3)	power to revoke a declaration made under section 41A(1)	CM, LLC, SLLO	
s.41B(1)	duty to notify the owner and allow it the opportunity to make submissions to the council	LLC, SLLO	



<b>DOMESTIC ANIMALS ACT 1994</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>POWER, DUTY OR FUNCTION</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.41C	duty to give notice of a menacing dog declaration to owner	LLC, SLLO	
s.41D	function of receiving notification in relation to menacing dog	LLC, SLLO, LLO	
s.41F	function of receiving notification from owners of restricted breed dogs	CM, LLC, SLLO, LLO	
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	CM, LLC	
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	CM, LLC	
s.41J(3)	power to fix fee for application for permit	GM	
s.44(1)	power to require restraint of animals	LLC, SLLO, LLO	if council has made a relevant local law
s.44(2)	duty to give written notice of requirement in s.44(1)	CM, LLC, SLLO	
s.44AC(1)(c)	power to inspect information kept on register of dangerous, menacing and restricted breed dogs, in accordance with the regulations	LLC, SLLO, LLO	
s.44AE	duty to provide details of dangerous, menacing or restricted breed dogs to Secretary	LLC, SLLO	
s.44AEA	duty to provide to the Secretary information relating to a dog destroyed under s.84TA, 84TB, 84TC	CM, LLC, SLLO	
s.44AF	duty to provide to the Secretary information relating to dangerous,	CM, LLC, SLLO	



<b>DOMESTIC ANIMALS ACT 1994</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>POWER, DUTY OR FUNCTION</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	menacing or restricted breed dogs		
s.44AG	duty to provide to the Secretary information about owners of dangerous, menacing or restricted breed dogs	LLC, SLLO	
s.44AH	duty to provide, when requested under sub-section (1)) a statement to Secretary confirming that information previously provided by Council is accurate	CM, LLC	
s.46(1)	function of receiving applications to register a premises	LLC, SLLO, LLO	
s.46(2)	power to approve form of registration of domestic animal businesses	LLC, SLLO	
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	LLC, SLLO	
s.48(2)	power to approve form of renewal of registration	LLC, SLLO	
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	LLC, SLLO	
s.52(1)	function of receiving notice of transfer of registration	LLC, SLLO , LLO	
s.52(2)(a)	power to approve form of notice of transfer of registration	LLC, SLLO	
s.52(2)(c)	power to fix fee for transfer of registration	GM	



<b>DOMESTIC ANIMALS ACT 1994</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>POWER, DUTY OR FUNCTION</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.52(3)	power to register new (transferred) premises as a domestic animal business and impose any terms, conditions, limitations or restrictions on that registration	LLC, SLLO, LLO	
s.54(1)	power to refuse to register or renew the registration, refuse to transfer registration, suspend registration and revoke registration of premises	CM, LLC, SLLO	
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	CM, LLC, SLLO	
s.55	duty to give notice if it is proposed that the powers under section 54 will be exercised	CM, LLC, SLLO	
s.56	duty to receive both oral and written submissions and take into account any submissions	GM, CM, LLC	
s.57(1) & (2)	duty to serve notice of decision and give reasons for decision	GM, CM, LLC	
s.58B	power to apply to Minister to register premises as premises on which domestic animal business conducted	GM, CM, LLC	
s.58C(3)	duty to comply with the terms, conditions, limitations and restrictions on registration of premises under section 58C	LLC, SLLO, LLO	
s.58D(2)	power to apply to Minister for renewal of registration of premises	CM, LLC	
s.58E	duty to pay fee with application for registration or renewal of registration of premises	CM, LLC, SLLO	
s.58F	power to surrender registration of premises on which domestic	CM, LLC	



<b>DOMESTIC ANIMALS ACT 1994</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>POWER, DUTY OR FUNCTION</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	animal business conducted by notice to Minister		
s.58G	duty to notify the Minister of transfer of registration	CM, LLC	
s.58J	power to make submissions to the Minister regarding Minister's exercise of power under section 58H	GM, CM, LLC	
s.58K	function of receiving notice of Minister's decision	CM, LLC	
s.68A(1)	duty to, in consultation with Secretary, prepare, at four year intervals, a domestic animal management plan	CM, LLC	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	CM, LLC	
s.68A(3)(b)	duty to provide the Secretary with a copy of the plan and any amendments to the plan	CM, LLC	
s.68A(3)(c)	duty to prepare an evaluation of its implementation of the plan for publication in Council's annual report	CM, LLC	
s.69(1)	duty to make payment to the Treasurer of specified amounts in respect of registration of cats, dogs or registered animal business	CM, LLC	
s.72	power to appoint, by instrument, employees to be authorised officers	CM	
s.72A(1)	power to appoint person who is not employee of council as authorised officer	CM	person appointed must have qualifications and experience prescribed by Secretary



<b>DOMESTIC ANIMALS ACT 1994</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>POWER, DUTY OR FUNCTION</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.73(1)	duty to issue identity card to authorised officers	CM	
s.84J	power to retain custody of dog or cat until animal recovered under division 5 or destroyed under division 6	LLC, SLLO, LLO	
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	LLC, SLLO, LLO	
s.84L(2)	power to retain custody of dog before destruction under division 6 where dog is seized under section 80 and officer cannot serve declaration because owner cannot be identified	LLC, SLLO, LLO	
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	CM, LLC, SLLO	
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	CM, LLC	
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	LLC, SLLO, LLO	
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	LLC, SLLO, LLO	
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	LLC, SLLO, LLO	



DOMESTIC ANIMALS ACT 1994			
Column 1	Column 2	Column 3	Column 4
PROVISION	POWER, DUTY OR FUNCTION	DELEGATE	CONDITIONS & LIMITATIONS
	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)	CM, LLC	
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	CM, LLC	
s.84Q(3)(a)	duty to serve declaration on owner	CM, LLC	
s.84R	power to require owner to provide his or her current address to Council in certain circumstances	LLC, SLLO, LLO	
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,	LLC, SLLO, LLO	
s.84T	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	LLC, SLLO, LLO	
s.84TA(1)	power to destroy a dog seized under Part 7A in circumstances listed (a) – (c)	CM, LLC	84TA (4) & (5) council must make decision within 48 hours and record the time and date of decision





DOMESTIC ANIMALS ACT 1994			
Column 1	Column 2	Column 3	Column 4
PROVISION	POWER, DUTY OR FUNCTION	DELEGATE	CONDITIONS & LIMITATIONS
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	CM ,LLC	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	LLC, SLLO, LLO	
s.84V(2)	power to give animal to an approved person or body	LLC, SLLO, LLO	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	CM, LLC	
s.95	function of receiving payment of fines	CM, LLC, SLLO	
s.98(1A)	power to apply to VCAT for review of a decision by Minister in relation to registration of domestic animal business	GM, CM, LLC	



EDUCATION AND CARE SERVICES NATIONAL LAW ACT 2010			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.271	power to disclose information in respect of education and care services	GM, CSM	



EDUCATION AND TRAINING REFORM ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.2.3.13	power to enter into and carry out a contract with the school council	GM, CSM	



ELECTRICITY SAFETY ACT 1998			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.86B	duty to specify certain matters in municipal fire prevention plan	EMC, MFPO (MELTON MUNICIPAL FIRE MANAGEMENT PLAN)	



<b>EMERGENCY MANAGEMENT ACT 1986</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.18	power to arrange to co-operate with other councils in relation to emergency management	MERO, MRM	
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, MRM	duty of the principal council if a principal council is appointed under section 19
s.21(1)	duty to appoint municipal emergency resource officer(s)	CEO	duty of the principal council if a principal council is appointed under section 19
s.21(3)	duty to appoint a municipal emergency planning committee	MERO	details of appointments to be reported to Council duty of the principal council if a principal council is appointed under section 19
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	duty of the principal council if a principal council is appointed under section 19



ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.4	power to appoint a litter enforcement officer		
s.19B(3A)	duty to make a copy of documentation pertaining to an application available for inspection		where council is the responsible authority
s.19B(4A)(a)	duty to tell Authority information in respect to subparagraphs (i)- (v)		where council is the responsible authority
s.19B(4A)(b)	power to tell Authority its position on application		where council is the responsible authority
s.19B(4A)(c)	power to ask Authority to include specified conditions in a works approval		where council is the responsible authority
s.19B(4B)	duty to give Authority a copy of permit issued under the <i>Planning and Environment Act 1987</i>		where council is the responsible authority
s.20(8)(ba)	duty to make copy of application and all accompanying documents submitted under paragraph (a) available for inspection		where council is the responsible authority
s.20(8)(ca)	duty to advise Authority of items set out in paragraph (ca)		where council is the responsible authority
s.20(8)(cb)(i)	power to tell Authority of its position on an application		where council is the responsible authority
s.20(8)(cb)(ii)	power to ask Authority to include conditions in licence		where council is the responsible authority
s.20(8)(cc)	duty to provide a copy of any permit issued under the <i>Planning and Environment Act 1987</i> to the Authority.		where council is the responsible authority
s.20A(6)(ba)	duty to make copy of an application referred to under paragraph (a) available		where council is the responsible authority
s.20A(6)(ca)	duty to advise the Authority of items set out in subparagraphs (i)-(v)		where council is the responsible authority



ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.20A(6)(cb)(i)	power to tell Authority of its position on an application		where council is the responsible authority
s.20A(6)(cb)(ii)	power to ask Authority to include conditions in licence		where council is the responsible authority
s.20A(6)(cc)	duty to give Authority a copy of permit issued under the <i>Planning and Environment Act 1987</i>		where council is the responsible authority
s.28	duty to comply with order of Authority		
s.45X(2)	power to direct, by written notice, any person who deposited litter to do certain things	LLC, SLLO, LLO, SEO,EO, LPO	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.	LLC, SLLO, LLO, LPO, SEO,EO	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	LLC, SLLO, LLO, LPO, SEO,EO	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.	LLC, SLLO, LLO, LPO, SEO,EO	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)	LLC, SLLO, LLO, LPO, SEO,EO, WSC, WSO	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)	LLC, SLLO, LLO, LPO, SEO,EO, WSC, WSO	where council is a litter authority
s.45Z(3)	power to recover reasonable costs incurred in taking action under section 45Z	LLC, SLLO, LLO, LPO, SEO,EO, WSC, WSO	where council is a litter authority

ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.45ZK(1)	function of receiving reports of offences under Part VIIA	LLC, SLLO, LLO, LPO, SEO,EO, WSC, WSO	
s.45ZK(2)	power to take proceedings upon receiving a report	LLC, SLLO	
s.48A	power to authorise a person to enforce subsections (3) and (8) of section 48A	EHSC, EHO	
s.49T(2)	power to nominate a representative to the Metropolitan Local Governments' Waste Forum	CEO	metropolitan councils only
s.50AC	function of collaborating with the Metropolitan Waste Management Group	OM	metropolitan councils only
s.50BA(4)	function of consulting with the person or body nominated under section 50B(5) to prepare the Metropolitan Plan	OM	metropolitan councils only
s.50E	function of consulting with Minister regarding waste management regions		excludes metropolitan councils
s.50GA(3)	function of consulting with Minister		excludes metropolitan councils
s.50J	power to decide to become a member of Regional Waste Management Group		
s.50L(3)	power to lodge a notice of objection regarding the group budget		
s.50L(4)	duty to pay to the group the amount set out in the budget		
s.50RA	duty to comply with the group's regional waste management plan		
s.50RAA(2)	function of collaborating with the Regional Waste Management		



ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	Group		
s.50RE(6)	function of receiving written notices from the Authority setting out reasons for refusal		
s.53A(2)	duty to obtain a permit for the transport of prescribed waste		
s.53K	power (and duty) to declare an area requiring septic tank systems to be of a type that treats all sewage	GM, EHSC, EHO	
s.53MB	power to inspect septic tank system and issue certificate approving its use	GM, EHSC, EHO	
s.53O	duty to lodge an annual return with the Authority		
s.53ZA(3)	function of receiving notice from the environmental auditor if the auditor withdraws a certificate or statement of environmental audit	GM, EHSC	where council is the relevant responsible authority
s.53ZA(4)	function of receiving a new or amended certificate or statement of environmental audit	GM, EHSC	where council is the relevant responsible authority
s.53ZA(6)	duty to receive notice from the Authority that an incorrect certificate or statement of environmental audit has been withdrawn	GM, EHSC	where council is the relevant responsible authority
s.53ZB(2)	function of receiving environmental audit report, and a copy of the certificate of environmental audit or statement of environmental audit	GM, EHSC	where council is the relevant responsible authority
s.59(3)	power to authorise a person to take proceedings for an offence against Part IXB		



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



FENCES ACT 1968			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.13(1)	function of receiving notice of occupier's intention to build a fence on boundary with road	ESM, OM	
s.13(4)	power to allow temporary fence on the road for a period exceeding four years	ESM, OM, PM	



FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.9(8)	function of receiving application for exemption for payment of fixed charge of levy for single farm enterprises	FM, RC	
s.9(10)(b)	power to specify application form	FM, RC	Only if the Minister has not made a direction for the purposes of section 9(10)
s.9(11)	power to require an applicant under s.9(8) to give further information regarding application	FM, RC	
s.9(12)	function of receiving information regarding any change in circumstances which may affect eligibility for exemption	FM, RC	
s.19 and 20	duty to pay levy amount in respect of leviable land owned by Council	FM, ASC	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, ASC	
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
s.22	power to exercise powers and functions under section 229 of the <i>Local Government Act 1989</i> (land information certificates) and section 232 (institute proceedings)	RC	



FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, ASC	
s.27(1)	power to defer payment of levy in respect of rateable leviable land where applicant shows hardship	RC,GM, FM,ASC	s.170 of the <i>Local Government Act</i> 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 <i>Local Government Act</i> 1989 for that land
s.27(1)	power to require payment of levy in respect of rateable leviable land where applicant no longer in hardship or no longer occupies land	RC,GM, FM,ASC	s.170 of the <i>Local Government Act</i> 1989 applies, subject to modifications set out in s.27
s.27(1)	power to waive levy in respect of rateable leviable land	GM, FM	s.171 of the <i>Local Government Act</i> 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 <i>Local Government Act</i> 1989 for that land
s.27(1)	duty to waive levy upon receipt of an application which complies with s.171(4) of the <i>Local Government Act</i> 1989, in respect of rateable leviable land	GM, FM	s.171 of the <i>Local Government Act</i> 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 <i>Local Government Act</i> 1989 for that land
s.27(1)	power to decide to treat a person to whom a waiver is granted as having made a continuing application or waiver in respect of rateable leviable	GM, FM	s.171 of the <i>Local Government Act</i> 1989 applies,



FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	land, in accordance with s.171(4)(f) of the <i>Local Government Act 1989</i>		subject to modifications set out in s.27(4) note: may only waive levy if have waived rates or charges under s.171 of the <i>Local Government Act 1989</i> for that land
s.27(1)	function of receiving application for waiver of levy in respect of rateable leviable land	RC,FM	s.171A of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s.27(4) note: may only waive levy if have waived rates or charges under s.171A of the <i>Local Government Act 1989</i> for that land
s.27(1)	power to require information or verification in respect of rateable leviable land	RC,FM	s.171A of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s.27(4) note: may only waive levy if have waived rates or charges under s.171A of the <i>Local Government Act 1989</i> for that land
s.27(1)	power to waive levy or levy interest in respect of rateable leviable land	FM,GM	s.171A of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s.27(4) note: may only waive levy if have waived rates or charges under s.171A of the <i>Local Government Act 1989</i> for that land
s.28(1)	power to defer payment of levy in respect of non-rateable leviable land where applicant shows hardship	FM,GM	s.170 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s.28
s.28(1)	power to require payment of levy in respect of non-rateable leviable land where applicant no longer in hardship or no longer occupies land	RC, ASC, FM	s.170 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s.28



FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.28(1)	power to waive levy in respect of non-rateable leviable land	GM,FM	s.171 of the <i>Local Government Act</i> 1989 applies, subject to modifications set out in s.28(4)
s.28(1)	duty to waive levy upon receipt of an application which complies with s.171(4) of the <i>Local Government Act</i> 1989, in respect of non-rateable leviable land	GM, FM	s.171 of the <i>Local Government Act</i> 1989 applies, subject to modifications set out in s.28(4)
s.28(1)	power to decide to treat a person to whom a waiver is granted as having made a continuing application or waiver in respect of non-rateable leviable land, in accordance with s.171(4)(f) of the <i>Local Government Act</i> 1989	GM, FM	s.171 of the <i>Local Government Act</i> 1989 applies, subject to modifications set out in s.28(4)
s.28(1)	function of receiving application for waiver of levy in respect of non-rateable leviable land	GM, FM	s.171A of the <i>Local Government Act</i> 1989 applies, subject to modifications set out in s.28(4)
s.28(1)	power to require information or verification in respect of non-rateable leviable land		s.171A of the <i>Local Government Act</i> 1989 applies, subject to modifications set out in s.28(4)
s.28(1)	power to waive levy or levy interest in respect of non-rateable leviable land		s.171A of the <i>Local Government Act</i> 1989 applies, subject to modifications set out in s.28(4)
s.29(1)	duty to give concession	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, ASC	
s.30(4)	power to waive levy interest where court order obtained under s.30(3)	FM, ASC	



FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, CEO	
s.30(6)	power to recover levy interest due in the same way as Council recovers the levy amount	FM, ASC	
s.31(1)	power to recover the whole of the levy from either all, any or one persons jointly liable to pay levy	FM, ASC	where 2 or more persons jointly liable to pay levy
s.32(7)	power to recover amount in arrears, in accordance with s.32(7)	RC, FM, ASC	
s.33(1)	power to send notice where levy due and unpaid	RC, FM, ASC	
s.33(5)	power to recover unpaid amount due	RC, FM, ASC	
s.34	duty to make adjustment and apply or refund overpayment in accordance with s.34	RC, FM, ASC	where an objection, review or appeal results in the alteration of a valuation or a decision to attribute a different AVPCC
s.35(1)	power to recover unpaid levy amount	RC, FM, ASC	
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, ASC	
s.36(1)	function of receiving application for refund of amounts overpaid	FM, ASC	
s.36(4)	duty to refund overpayment, if determined that the payment was in excess of amount owed	RC, FM	
s.36(5)	power to refund overpayment, if determined that the payment was in excess of amount owed	RC, FM	





FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.37(1)	duty to separately account for levy amounts and levy interest collected	RC, FM	
s.37(3)	power to retain any interest earned on levy amounts and levy interest	RC, FM	
s.37(5)	duty to refund over payment	RC	
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	RC, FM	
s.39(2)	duty to conduct another assessment of the levy amount and, if applicable, give the owner a revised assessment notice, in accordance with s.39(2)	RC, FM	
s.39(3)	duty to refund payment in excess of amount owed and any interest accrued	RC, FM	
s.40	duty to submit a return to the Commissioner	RC, ASC	in a form approved by the Commissioner and in accordance with any directions issued by the Minister
s.41(1)	duty to pay all levy amounts and levy interest received to the Commissioner in 4 instalments	RC, ASC	
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, ASC	
s.71(1)	function of receiving application for alteration of levy records	FM, ASC	



FIRE SERVICES PROPERTY LEVY ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.71(2)	power to specify the manner and form of applications under s.71(1)	FM, ASC	
s.72	duty to comply with any Ministerial directions issued under s.72	FM, ASC	



FLORA AND FAUNA GUARANTEE ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.25(1)	function of being party to an agreement for management of flora and fauna	GM, ESC	
s.37(d)	function of responsible/planning authority to receive notice of conservation orders	GM, ESC	



FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.7D(3)	duty to comply with a declaration made by the Secretary under subsection (1)	EHSC,EHO	
s.7E(6)	duty to publish a copy of a direction given by the Minister under subsection (1) in the annual report	EHSC	
s.20(1C)	duty to ensure authorised officers are suitably qualified or trained	EHSC	
s.20(2)	power to limit or impose conditions on the authority granted to an authorised officer	EHSC	
s.26(5)	duty to destroy or dispose of article	EHSC,EHO	
s.32(1)	duty to submit samples of food for analysis	EHSC,EHO	
s.32(3)	function of receiving report by analyst	EHSC,EHO	
s45AA	power to act in proceedings against the Crown	EHSC	power of the responsible agency
s.45AC	power to bring proceedings for an offence under the Act	EHSC	
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	EHSC	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	EHSC	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	EHSC	where Council is the "relevant Council" under subsection (6)



FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.53G(4)	duty to inform the Secretary of the outcome of the appeal or application	EHSC	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 <i>Liquor Control Reform Act 1998</i> is in force	EHSC	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 <i>Liquor Control Reform Act 1998</i> is found guilty or pleads guilty and in respect of which no conviction is recorded	EHSC	where council is the registration authority
s.58B(1)	power to take action in relation to a thing done or omitted at the food premises	EHSC,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	EHSC,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	EHSC,EHO	
s.59C(7)(b)	power to recover costs incurred under subsection (2) or (3)	EHSC	
s.71(a)	power to revoke or suspend the registration of the food premises under Part IIIB or section 40D in certain circumstances	EHSC	



FREEDOM OF INFORMATION ACT 1982			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.17(1)	function of receiving requests for access	GM, CEM	
s.17(2B)	power to waive or reduce fee	GM, CEM	
s.18	power to transfer requests to another agency	GM, CEM	
s.22	power to calculate charges for access to documents	GM, CEM	
s.25A	power to refuse requests	GM, CEM	
s.26(1)	power to make a decision on a request	GM, CEM	
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)		
s.41	power to amend the record of information	GM	where a request has been made to the council under section 39
s.49G(3)	function of receiving notice from the Freedom of Information Commissioner	GM, LO	
s. 49I	duty to assist the Freedom of Information Commissioner to undertake a review	GM, LO	
s.49K	function of consulting with the Freedom of Information Commissioner	GM, LO	
s. 49L	duty to make a fresh decision where a matter is referred back to Council by the Freedom of Information Commissioner	GM, LO	decision must be made within 45 days of referral, unless other time period agreed under s.49(2)
s.49L(2)	power to agree with the Freedom of Information Commissioner to another	GM, LO	



FREEDOM OF INFORMATION ACT 1982			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	time period for making the fresh decision under s.49L(1)		
s. 49L(4)	duty to notify the Freedom of Information Commissioner that a fresh decision has been made or has not been made	GM, LO	
s. 49L(5)	duty to revoke the earlier decision where a fresh decision has been made	GM, LO	
s. 49M(1)	power to revoke a decision on a request and make a fresh decision	GM, LO	may make a fresh decision only once during a review under this part s. 49M(6)
s. 49M (2)	duty to notify the Freedom of information Commissioner in writing of a fresh decision made	GM, LO	
s. 49N	function of entering into an agreement in relation to a decision that is the subject of a review	GM, LO	
s. 49O(2)	function of consulting with the Freedom of Information Commissioner regarding the referral of matters	GM, LO	
s. 50(3D)	power to apply to the Tribunal for review of a decision of the Freedom of Information Commissioner under s 49P.	GM, LO	
s. 50(3F)	duty to notify the Freedom of information Commissioner of an application for review under s. 50(3D)	GM, LO	
s. 61E	duty to co-operate with Freedom of Information Commissioner where a complaint relates to the agency	GM, LO	
s.61G	function of consulting with the Freedom of Information Commissioner	GM, LO	
s 61I(2)	power to make submissions to the Freedom of information Commissioner in	GM, LO	



FREEDOM OF INFORMATION ACT 1982			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	relation to a complaint		
s. 61I(4)	duty to comply with request of the Freedom of Information Commissioner to produce a document or provide information	GM, LO	
s. 61J	duty to comply with a production notice issued by the Freedom of Information Commissioner	GM, 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)	GM, LO	





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



GAMBLING REGULATION ACT 2003			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	surrounding municipal districts		
s.3.4.21(2)	power to apply to Tribunal for review of Commission's decision relating to amendment increasing number of gaming machines	CPLM	
s.8.5.3(2)	function of receiving a copy of application for bingo centre	CPLM	
s.8.5.5	power to submit report to Commission on application received under section 8.5.3(3)(a)	CPLM	



GRAFFITI PREVENTION ACT 2007			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.18(1)	power to take action necessary to remove or obliterate graffiti from private premises where graffiti is visible from a public place, in accordance with section 18	CM, LLC, 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	CM, LLC, SLLO, 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	CM, LLC, SLLO, 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)	CM, LLC, SLLO, 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	CM, LLC, SLLO, OM	
s.18(3A)	power to take further action to remove or obliterate graffiti	CM, LLC, SLLO, OM, LFM	
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	CM, LLC, SLLO, OM, LFM	
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)	CM, LLC, SLLO, OM, LFM	
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	CM, LLC, SLLO, OM	



GRAFFITI PREVENTION ACT 2007			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19(1)	power to authorise a person to carry out Council's functions under section 18.	CM, LLC, SLLO, OM, LFM	
s.19(2)(c)	power to determine performance criteria for authorised persons	CM, LLO, OM, LFM	
s.20(1)	duty to issue an identity card to an authorised person	CM, OM, LFM	



HEALTH RECORDS ACT 2001			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.48	function of receiving notice of complaint from the Health Services Commissioner	EHSC	
s.51(1)	function of receiving notice that Health Services Commissioner has declined to entertain a complaint	EHSC	
s.51(3)	function of receiving notice that Health Services Commissioner referred complaint	EHSC	
s.52(2)	function of receiving notice that Health Services Commissioner referred complaint to registration board	EHSC	
s.53(2)	function of receiving notice that Health Services Commissioner has dismissed a stale complaint	EHSC	
s.56(3)	power to indicate wishes with respect to whether conciliation appropriate	EHSC	
s.56(4)	function of receiving notice of Health Services Commissioner's decision under s.56(1)	EHSC	
s.57(4)	function of receiving notice that Health Services Commissioner has dismissed the complaint after deciding conciliation is inappropriate	EHSC	
s.61(1)(b)	power to sign the record of a conciliation agreement	EHSC	
s.61(2)	power to lodge a copy of the record with the Tribunal	EHSC	
s.63(1)	function of receiving notice that conciliation has failed	EHSC	
s.63(8)	function of receiving notice that Health Services Commissioner has	EHSC	



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



HERITAGE ACT 1995			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.34(1)	function of receiving statement from Executive-Director	GM, PM, SPC1, SDP, PP	
s.34A(1)	function of receiving statement of recommendation from Executive Director	GM, PM	
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	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	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	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	GM, PM	
s.49(3)	function of receiving notice of amendment to register	GM, PM	
s.49(4)	duty to make any part of the Heritage Register kept at Council's office available to the public for inspection	GM, PM	
s.62K	function of receiving notice of approval of World Heritage Strategy Plan from Minister	GM, PM	
s.71	function of receiving copy of application for permit from Executive Director	GM, PM	

HOUSING ACT 1983			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.15(1)(d)	function of consenting to any development, control, etc. of any land	Not Applicable	
s.34(1)	function of entering into arrangements with the Director whereby Council carries out works	Not Applicable	
s.34(3)	power to enter into arrangements with the Director for the purposes of this Act		
s.67(1)(a)	power to do all things to make house comply with regulations or to give effect to direction	Not Applicable	
s.67(1)(b)	power to demolish house (where case so requires)	Not Applicable	
s.67(2)	power to recover expenses	Not Applicable	
s.67(3)	power to sell or dispose of material	Not Applicable	
s.68(1)	power to order that house (a) be and remain unoccupied; or (b) be vacated by the occupier	GM, MBS	
s.68A	power to revoke declaration	GM, MBS	
Sch 2, cl 3(1)	power to sell or give to the Director any land vested in it, other than Crown land		
Sch 2, cl 3(2)	power to lease land, enter into agreements with the Director concerning land, or apply funds for carrying out such agreement		
Sch 6, cl 1	duty to lodge signed certificate		





HOUSING ACT 1983			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Sch 6, cl 1	power to authorise staff member to sign certificate		
Sch 6, cl 2	power to request recording in Register		
Sch 6, cl 6	duty to lodge notice with the Registrar of Titles that the declaration has ceased to operate		
Sch 6, cl 7(1)	power to require occupier to pay to council any money owing		
Sch 6, cl 7(2)	duty to forward a copy of any notice under cl 7(1) to the owner of the house concerned		
Sch 6, cl 7(5)	duty to notify occupier if council receives any payment		



IMPOUNDING OF LIVESTOCK ACT 1994			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.9(3)	function of receiving notice from owner or occupier of whereabouts of livestock	LLC, SLLO	
s.10	power to give written permission to owner or occupier of land to impound livestock on their land for longer than 4 days	LLC	
s.14	duty to keep record of impounded livestock	LLC	
s.15	duty to ascertain owner of livestock and serve a notice of seizure on the owner as soon as possible	LLC	
s.16	duty to release livestock	LLC, SLLO	
s.16A(3)	power to approve form of notice to be served under s.16A(1)	CM, LLO	
s.16B(3)	power to approve form of notice to be served under s.16B(1)	CM, LLO	
s.17	duty to hold livestock for seven days, <u>or 3 days after time within which measures must be taken under notice served</u> , prior to disposal	LLC, SLLO	Note: the amendment shown 'underlined' has not yet come into force and will commence 1/7/2013 if not proclaimed earlier
s.17A	duty to hold livestock for 14 days prior to disposal in accordance with Part 2	LLC	where authorised officer of Council has impounded livestock under section 5A of the Act
s.18	power to offer uncollected livestock for sale	LLC	
s.19	duty to give public notice of intention to sell livestock	LLC	
s.20	duty to apply the proceeds of the sale of livestock in the order set out in section 20(1)	CM, LLC	
s.21	power to dispose of livestock including destroying or re-housing	LLC	



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



INDEPENDENT BROAD-BASED ANTI-CORRUPTION COMMISSION ACT 2011			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.29	power to enter into agreements or arrangements for use of services with the Independent Broad-based Anti-Corruption Commission (IBAC)		
s. 39(1)	power to provide the IBAC with information relevant to the carrying out of IBAC's functions		



INFORMATION PRIVACY ACT 2000			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19(1)	power to submit code of practice or variation to the Privacy Commissioner for approval	GMCS, CEM	
s.20(6)	power to notify the Privacy Commissioner that intend to cease to be bound by an approved Code	GMCS, CEM	
s.28	function of receiving notice of a complaint from the Privacy Commissioner	GMCS, CEM	
s.29(1)	function of receiving notice that the Privacy Commissioner has declined to hear a complaint	GMCS, CEM	
s.29(8)	function of receiving notice that the Privacy Commissioner has dismissed a complaint	GMCS, CEM	
s.30(2)	function of receiving notice that the Privacy Commissioner dismissed a stale complaint	GMCS, CEM	
s.32(1)	function of receiving notice that the Privacy Commissioner does not consider conciliation appropriate	GMCS, CEM	
s.32(6)	function of receiving notice that the complainant has not required the Commissioner to refer complaint to the Tribunal, and that complaint has been dismissed	GMCS, CEM	
s.34A	function of receiving notice from the Commissioner of referral of the complaint to the Health Services Commissioner or the Disability Services Commissioner	GMCS, CEM	
s.35(1)(b)	power to sign the record of a conciliation agreement	GM	



INFORMATION PRIVACY ACT 2000			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.35(2)	power to lodge a copy of the record with the Tribunal	GMCS, CEM	
s.37(1)	function of receiving notice that conciliation has failed	GMCS, CEM	
s.37(6)	function of receiving notice that Commission has dismissed the complaint following a failed conciliation	GMCS, CEM	
s.38(1)	power to apply to the Tribunal for an interim order	GMCS, CEM	
s.49(1)	power to apply to the Tribunal for a review of a decision	GM, CEM	



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



INFRINGEMENTS ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	an extension is granted under section 23(4)(b), to review the decision under section 24 without additional information		
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	CM, LLC	
s.24(1)(a) & (b)	duty, if application for review under section 22 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	CM, LLC	
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	CM, LLC	
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	CM, LLC	
s.24(3)(b)	duty to serve on the applicant written notice of outcome of review within 21 days of decision	CM, LLC	
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;  withdraw the infringement notice and serve an official warning;  withdraw the infringement notice;  withdraw the infringement notice and refer the matter to the Court in accordance with Part 2 or, where infringement notice served on a child,	CM, LLC	





INFRINGEMENTS ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	<p>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;</p> <p>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>	CM, LLC	
s.25(3)	<p>duty to:</p> <ul style="list-style-type: none"> <li>refer matter to the Court; or</li> <li>where an infringement notice has been served on a child, withdraw infringement notice and file a charge and summons in the Children's Court</li> </ul>	CM, LLC	
s.29(1) & (2)	power to serve a penalty reminder notice	CM, LLC	
s.37(4)	function of receiving notice of time and place of hearing	CM, LLC	
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	CM, LLC	
s.40(1)(d)	duty to serve details on person who was served with infringement notice,	CM, LLC	



<b>INFRINGEMENTS ACT 2006</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	at least 14 days prior to hearing date		
s.46(1)	function of receiving application for payment plan	CM, LLC	
s.46(3)	duty to offer payment plan in certain circumstances	CM, LLC	
s.46(4)	power to offer payment plan in certain circumstances	CM, LLC	
s.46(5)(a)	power to arrange and manage payment plan	CM, LLC	
s.46(5)(b)	power to refer infringement penalty and costs to the Secretary for management by payment plan	CM, LLC	
s.49(3)(a)	duty, if infringement notice withdrawn, to withdraw infringement penalty and prescribed cost from payment plan	LLC	
s.49(3)(b)	duty, if infringement notice withdrawn, to request the Secretary to remove the infringement penalty and prescribed costs from payment plan	LLC	
s.50(1)	duty to allocate money received under payment plan in order of priority	LLC	
s.50(3)	duty to advise person to whom payment plan applies of overpayment	LLC	
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	LLC	
s.50(3)(b)	power to refund amount of overpayment by appropriating Consolidated Fund or refunding from another fund or account	LLC	



<b>INFRINGEMENTS ACT 2006</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.51(1)	duty to provide Secretary with most up-to-date contact details of person to whom payment plan applies	LLC	
s.51(2)(a)	power to request person to whom payment plan applies to confirm address details	LLC	
s.51(2)(b)	power to supply address to Secretary	LLC	
s.51(4)	function of receiving notification from Secretary	CM, LLC	
s.52(2)	duty to send written notice advising of default on payment plan	LLC	
s.54(1)	power to lodge details of outstanding infringement penalty with an infringements registrar in certain circumstances	LLC	
s.58	power to request an infringements registrar not to make an enforcement order	LLC	
s.63(1)	power to apply for reinstatement of enforcement order	LLC	
s 63A(2)	power to apply for a revocation of an enforcement order	CM, LLC	
s.64(2)	function of receiving notification of revocation of enforcement order	LLC	
s.65(1)(a)	power to apply to infringements registrar for revocation of enforcement order	LLC	
s.66(5)	function of being notified of revocation of enforcement order	LLC	
s.69(1)	power to request infringements registrar not to refer matter to Court, by written notice	LLC	



INFRINGEMENTS ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.75(1)(b)	function of being served notice of intention to apply for rehearing	LLC	
s.123(3)(b)(ii)	power to apply to infringements registrar to make an attachment of earnings order	LLC	
s.129(3)(b)(ii)	power to apply to infringements registrar to make an attachment of debts order	LLC	
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	LLC	Council must be a specified agency (see Schedule 2 of Regulations)



LAND ACT 1958			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.22D(1)	duty to execute an instrument of transfer and surrender		where the Attorney-General has authorised council to surrender land
s.103(1)(d)	power to consent to closure of road which is impossible or useless within municipality	ESM	
s.134A(2)(a)	power to be consulted before Minister grants lease for stratum of Crown land	CEM	
s.138A(3)(a)	power to be consulted before person grants licence for strata of Crown land	CEM	
s.140A(3)(c)	duty to provide report to Minister for grant of licences for jetty landing stages on Crown land	CEM	
s.172(1)	power to approve excise 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	CEM	
s.400	power to give notice to Secretary that road is an unused road	ESM, CEM	Land Regulations 2006, r 9 A notice under section 400 of the Act that a road or part of a road that a municipal council considers is not required for public traffic is an unused road, must be made in the form in Schedule 4 and contain particulars of the road or



LAND ACT 1958			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
			part of the road required by Schedule 4.
s.407(1)	power to inform Minister it is desirable to re-open licensed closed road or water frontage	ESM, CEM	
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		



LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
			certain provisions in this Act apply only to Councils in their capacity as acquiring authorities ("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.6	duty of the authority to serve notice of intention to acquire on persons with an interest in the land	GM	
s.9(1)	duty of the authority to serve copy of notice on certain responsible authorities	GM	
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	



LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.15(1)	power of an authority not to proceed with the acquisition	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	CEM, GC	
s.22	duty of the authority to serve copy notice of acquisition and a statement to persons interested in that land	CEM, GC	
s.23	duty of the authority to publish copy notice of acquisition in local newspaper	CEM, GC	
s.26(1)	duty of the authority to endeavour to obtain agreement with the owner / occupier	GM, CEM, GC	
s.26(5)	power of the authority to enter into possession of the land		
s.26(11)	duty of the authority to serve copy certificate under section 26(4)(a) on occupier	CEM, GC	
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	power of the authority to make an offer, including the power to determine	CEM, GC	





LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
supporting provisions	amount of the offer.		
s.31(5)	duty of the authority to have regard to a valuation of the land in making an offer under section 31	CEM, GC	
s.31(7)	power of the authority to reduce the offer by an amount equal to outstanding interest, rates, taxes, etc.	GM	
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	CEM, GC	
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		
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	CEM, GC	
s.37(4)	duty of the authority to serve reply to notice of claim on claimant, where no offer was made	CEM, GC	



LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.43(2)	power of the authority to give notice of intention		
s.43(3)	duty of the authority to do action specified in notice under section 43(2)		
s.45(1)	power of the authority to grant a loan to claimant		
s.48(2)	duty of the authority to serve reply to notice of claim within 3 months on claimant	GM, CEM	
s.51(8)	power of the authority to advance compensation to assist a person purchasing another interest in land	GM, CEM	
s.63(1)	duty of the authority to prepare all instruments of conveyance	CEM, GC	
s.65(a)	function of the authority to receive interest in land despite any restrictions under other laws	GM, CEM	
s.65(b)	function of the authority to recover compensation where authority acquires an interest under section 65(a)	GM, CEM	
s.67(1)	function of the authority to negotiate with agents	GM, CEM	
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)	GM, CEM	
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	GM, CEM	
s.68(6)	power of the authority to direct where to convey release of mortgagee interest upon payment under section 68(5)	GM, CEM	



LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.69(1)	power of the authority to pay amounts required under sub-ss. (c)-(e) to the credit of the Trust Fund where mortgagee fails to release interest or adduce good title	GM, CEM	
s.69(2)	power of the authority to execute a deed poll	GM, CEM	
s.69(3)	duty to register the deed poll in the office of the Registrar-General	GM, CEM	
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	GM, CEM	
s.70(4)	power of the authority to direct where to convey release of mortgagee interest upon payment under section 70(3)	GM, CEM	
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	GM, CEM	
s.71(3)	power of the authority to execute and register a deed poll	GM, CEM	
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	GM, CEM	
s.72(4)	power of the authority to direct where to convey release of mortgagee's interest	GM, CEM	
s.72(6)	function of the authority to furnish copy memorandum under section 72(5)	GM, CEM	
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	GM, CEM	



LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.73(3)	power of the authority to execute and register a deed poll	GM, CEM	
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 <i>Local Government Act 1989</i>	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	
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)		



LAND ACQUISITION AND COMPENSATION ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.79(1)	duty of the authority to fence land when so required by the owner	GM	
s.80	power of the authority to refer a claim to the Court/Tribunal for determination	GM, CEM	
s.83	duty of the authority to serve a copy of the referral notice on other parties	GM, CEM	
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	GM, CEM	
s.103(1)	power of the authority to inspect documents by notice in writing	GM, CEM	
s.104(3)	power of the authority/authorise a person to accept service on its behalf	GM, CEM	
s.106(1)(c)	power of the authority to extend/abridge time limits under the Act by agreement with concerned party	GM, CEM	
s.109(1)	power of the authority to sell, lease or deal with an interest in land	GM, CEM	
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	GM, CEM	



LANDLORD AND TENANT ACT 1958			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.67(4)	function of providing a completion certificate	GM, CEM	



LIQUOR CONTROL REFORM ACT 1998			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.27(1)	power to apply to Director for a licence or BYO permit	GM, PM	
s.33	function of receiving copy of application	GM, PM, SPC1, SDP, EO, PP, SEO	
s.40(1)	power to object to grant, variation or relocation of a licence	GM, PM, SPC1, SEO	
s.40(1A)	power to object to grant, variation or relocation of packaged liquor licence or late night (packaged liquor) licence	PM, SPC1, SEO	
s.90	power to apply to the Tribunal to conduct an inquiry into a licensee or permittee	PM, SPC1, SEO	
s.91	power to apply to the Commission to conduct an inquiry into whether there are grounds to take disciplinary action	PM, SPC1, SEO	
s.94	power to apply to the Commission to conduct an inquiry into amenity or disuse	PM, SPC1, SEO	
s.95	power to apply to the Tribunal for an order cancelling or suspending a licence or permit	PM, SPC1, SEO	
Sch 3, cl 18(3)	duty to notify Minister of result of poll under clause 18(1)	PM, SPC1, SEO	



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.5	Power to acquire, hold, deal with or dispose of property for the purpose of performing its functions and exercising its powers	GM Planning and Development, GAE	Only in relation to the Toolern Development as described in the Toolern Development Agreement between Melton Shire Council (Council) and Lend Lease Communities (Toolern) Pty Ltd dated 26 August 2011 and the residential development known as 'Atherstone' located off Ferris Road, Melton South, and being all the land formerly described in Certificates of Title Volume 9441 Folio 098 and Volume 9690 Folio 930.
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	GM	
s.80(1)	power to apply to the Minister in writing for exemption of councillors from section 79	GM	
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	GM	





LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	after a general election		
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	GM, CEM	
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	PRC	
s.82A(2)(a)	duty to ensure public notices are published on website	PRC	
s.82A(2)(b)	duty to ensure each local law in force is available on website	CM	
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	CEM	
s.85(7)	function of receiving a copy of order	GM	
s.87(1)	duty to keep register of delegations to special committees	CEM	
s.89(4)	duty to give at least 7 days notice of council and special committee meetings	GM, GC	unless section 89(4A) applies
s.89(4A)	duty to provide such notice as practicable and to specify extraordinary	CEM, GC	



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	circumstances which prevented giving 7 days notice of meeting		
s.93(1)	duty to keep minutes of meetings	CEM	
s.94(6)	duty to make details of proposed remuneration of CEO available for public inspection	ODM	
s.98(4)	duty to keep register of delegations to members of Council staff	CEM ,GC	
s.101(1)	duty to implement long service leave for council staff	ODM, GM	
s.109(3)	function of receiving report from probity auditor		
s.119(2)	duty to give notice in government gazette and a public notice stating certain matters	CEM, GC	
s.119(2A)	duty to ensure proposed law is available for inspection		
s.119(3)	duty to give notice in government gazette and a public notice after local law is made	CEM, GC	
s.119(4)	duty to send copy local law to Minister	CM, GC	
s.120(1)	duty to print copies of local laws	CM, GC	
s.120(2)(a)	duty to make local laws available for inspection	CM, GC	
s.120(2)(b)	duty to make local laws available for purchase		
s.120(3)	duty to make available for inspection all documents incorporated by local laws	CM, GC	
s.125(5)	duty to submit a copy of the Council Plan to the Minister	CPLM, GM	



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.125(10)	duty to advise the Minister of details of adjustment to the Council Plan	CPLM, GM	
s.125(11)	duty to make Council Plan available for inspection	CPLM, GM	
s.126(4)	duty to make copy of Strategic Resource Plan available for inspection	GM, FM	
s.129(1)	duty to provide public notice after preparing a budget or revised budget	MAC, FM	
s.129(4)	duty to display copy of budget and revised budget	MAC, FM	
s.130(2)	duty to give notice of its decision to adopt budget or revised budget	MAC, FM	
s.130(4)	duty to submit a copy of the 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, MAC	
s.131(1)	duty to prepare an annual report	GM	
s.131(6)	duty to submit annual report to the Minister	GM	
s.131(10)	duty to give public notice that the annual report has been prepared and may be inspected at the Council office	GM	
s.131(11)	duty to make annual report available for inspection	GM	
s.131(12)(a)	duty to give public notice of receipt of auditor's report	GM	
s.131(12)(b)	duty to make auditor's report available for inspection	GM	



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.132(1)	duty to prepare Performance Statement	GM	
s.132(5)	duty to submit performance statement to auditor	GM	
s.132(9)	duty to submit Performance Statement to Minister	GM	
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, MAC	
s.140(1)	duty to keep records and accounts	FM	
s.140(2)(a)	duty to ensure moneys due are collected	FM,ASC	
s.140(2)(b)	duty to implement arrangement for security of money received	ASC, FM, GM	
s.140(2)(c)	duty to expend moneys received	FM, GM	
s.140(2)(d)	duty to ensure control over assets	GM	
s.140(2)(e)	duty to ensure liabilities are authorised	GM, FM	
s.140(2)(f)	duty to ensure efficiency of operations	FM, SUMS	
s.140(2)(g)	duty to develop and maintain adequate internal control system	FM, ASC	
s.140(3)	duty to keep accounts and records up to date and ready for inspection	FM, ASC	
s.141	Power to apply money to: <ul style="list-style-type: none"> <li>perform functions and powers under this or any other Act</li> </ul>		Schedules of accounts paid to be submitted to next possible Council meeting for Council approval of reimbursements to Advance Account.



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	<ul style="list-style-type: none"> <li>• repay an overpayment</li> <li>• make a refund</li> </ul>		
s.142(1)	power to waive payments		Subject to limits as determined by CEO.
s.142(3)(a)	power to defer payments	FM, ASC	Subject to limits as determined by CEO.
s.142(3)(b)	power to waive payment and interest	FM, ASC	Subject to limits as determined by CEO.
s.142(3)(c)	power to waive interest	GM, FM	Subject to limits as determined by CEO.
s.143(a)	power to invest money in government securities (Commonwealth)	FM, ASC	
s.143(b)	power to invest money in government securities (Victoria)	FM, ASC	
s.143(c)	power to invest money with an authorised deposit-taking institution	FM, ASC	
s.143(d)	power to invest money with a financial institution	FM, ASC, GM	
s.143(e)	power to invest money with eligible money market dealers	FM, ASC, 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	GM, FM	
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	
s.159(5)	power to determine form & time period	GM	



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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	GM, FM, MAC	
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	GM, FM	
s.164(2)	duty to notify of decision under sub-s.(1) to persons liable to pay special rate/charge	GM	Limited to Director or Executive Manager responsible for works or project.
s.165	duty to refund excess money	FM	
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	GM, FM	
s.170(3)(a)	power to require payment where no longer hardship/in occupation	GM, FM	
s.171(1)	power to waive rate/charge to eligible recipient or in accordance with Council determination	GM, FM	
s.171(4)(e)	duty to waive amount which is in accordance with concession order upon receipt of application	GM, FM	
s.171(4)(f)	power to decide to treat person to whom waiver granted as having made continuing application or waiver	GM, FM	requires the approval of the Minister administering the <i>State Concessions Act 2004</i>



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.171(5A)	power to waive rate/charge where person has right to recover it from another (upon application of the eligible recipient)	GM, FM	
s.171A(1)	function of receiving application for waiver	FM	
s.171A(2)	power to require information or verification	FM	
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	GM, FM	
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, ASC	
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	GM, FM	
s.181(5)	power to serve and to give notices before Council sells the land.	GM, FM	



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.181(7)	power to deduct expenses incurred in connection with sale	GM, FM	
s.185C(1)	duty to comply with any direction of the Minister under s.185B	GM, FM	
s.185C(4)	duty to give the Minister information required to determine whether Council has complied with s.185B	GM, FM	
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	GM, FM, PC	
s.186(3)	duty to ensure the public notice for tenders and expression of interest are in the prescribed form	GM, FM, PC	
s.186A(8)	duty to make procurement policy available for public inspection on website and at Council offices	GM	
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	GM,CEM, GC	
s.189(2)(b)	duty to obtain valuation before selling/exchanging land not more than 6 months prior to the sell / exchange	GM,CEM, GC	
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.190(1) applies
s.194	power to compound with certain persons	GM	





LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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	GM, ESM	
s.200(2)	power to carry out works itself where non-compliance with notice	GM, SM	
s.201(1)	duty to construct, manage, etc works under schemes approved under <i>Water Act 1989</i>	GM	
s.201(2)	power to carry out any power under the Act for purpose of 201(1)	GM, ESM	
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	GM, ESM	
s.204(1)	power to publish notice in Government Gazette of road to be declared a public highway	GM, ESM	
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)	GM, ESM	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	GM	



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	public.		
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	GM, CEM	
s.219F(8)	duty to ensure copy of preliminary report is available for inspection	CEM, GC	
s.219F(11)	duty to ensure that the final report is available for inspection and may be purchased	CEM, GC	
s.219P	function of receiving account from Victorian Electoral Commission	CEM	
s.222(1)	duty to make prescribed documents available for inspection at all reasonable times	CEM, GC	
s.222(3)	administrative power to fix reasonable fees for inspection and copying	CEM	
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	



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.223(1)(d)(ii)	duty to notify submitters after made decision	CEM, 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	CEM,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.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	GM, FM	
s.227A(1)	power to require payment of interest	GM, FM	
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			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.232(1)	power to institute proceedings	GM, FM	
s.232(1)	power to authorise a person to institute proceedings	CEO, GM	
s.237A	duty to make available to the Secretary to the DPI any information requested in accordance with s.121A of the <i>Livestock Disease Control Act 1994</i>		Note: this provision has not yet come into operation and will commence 1/7/2013 if not proclaimed earlier
Schedule 3 cl.17(1)(i)	duty to give public notice of the result of the poll	CEM, GC	
Schedule 6 cl.2	duty to commence the development and implementation of an equal employment opportunity programme	ODM, GM	
cl.4	duty to take any action necessary to give effect to its equal employment opportunity programme	ODM, GM	
cl.5	power to determine and use special tests and qualifications to enhance recruitment and promotion of persons in any designated group	ODM, GM	
Schedule 10 cl.1(a)	power to make and maintain and repair roads	ESM, OM, GM	
cl.2	administrative functions necessary to give effect to power to deviate roads	CEM, GC	
cl.3	administrative functions necessary to give effect to power to discontinue roads	CEM, GC	
cl.4	power to enter and take any materials necessary from certain land	OM, GM	
cl.5	power to give, approve, allot and change names and numbers for roads and premises, to erect signs and to require persons to number their premises and	ESM, OM, PM, GM	power in clause 5(1) must be exercised in accordance with the <i>Geographic Names Places Act</i>



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	renew those numbers		1998
cl.6	power to cause standard survey marks to be established in roads	ESM, OM, CPM, GM	
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	ESM, OM, CPM, GM	
cl.8(3)	duty to publish notice in Government Gazette before starting work		
cl.9	power to provide for temporary roads	OM, CPM, 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	GM, OM	
cl.11(a)	power to require/cause the filling up of holes or excavations	GM, OM	
cl.11(b)	power to require/cause the removal of a cause of danger/damage	GM, OM	
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	GM, OM	
cl.12	power to make, maintain, repair or reconstruct a bridge or crossing	ESM, OM, 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	LLC	
cl.3	power to remove abandoned/unregistered vehicles	LLC, SLLO	
cl.4	power to tow away and impound vehicles which are causing an unlawful	LLC, SLLO	



LOCAL GOVERNMENT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	obstruction etc and to charge a fee		
cl.5	power to require or cause the removal of any encroachment or obstruction	LLC, SLLO	
cl.6	power to control traffic to enable works to be carried out on, over, or on land next to a road	OM, CPM, GM	
cl.7	power to close a road, or part of a road for a particular period	OM, GM	
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	ESM, OM, CPM, GM	only to be exercised where report from Roads Corporation has been considered; and if the road is a freeway or arterial road, consent of Roads Corporation is required
cl.10(1)(a) & cl.10(1)(b)	power to block or restrict the passage or access of vehicles on a road by placing a temporary barrier or obstruction on a road	ES, OM, CPM, GM	if the road is a freeway or arterial road, consent of Roads Corporation is required
cl.11	administrative functions necessary to give effect to power to declare a road or part of a road a shopping mall and prohibit or restrict the entry of vehicles	GM	
cl.12	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	only to be exercised where immediate risk of danger to people or damage to property exists and action is immediately reported to Council
cl.13	power to determine speed limits	ESM, GM	
cl.14	power to prohibit or restrict traffic on a road if unsafe	ESM, OM, GM	



MAGISTRATES' COURT ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.99A(4)	power to give persons or bodies making a written request under section 99A(3) access to any information that may be of use in the enforcement of court orders and fines	GM, LLC	



MAJOR TRANSPORT PROJECTS FACILITATION ACT 2009			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.134(4)	duty to comply with requirement to surrender public land under 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			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.5	duty to take all practicable steps to prevent fire and minimise spread of fires	Not Applicable	
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	Not Applicable	
s.5A(1)(a)	duty to appoint fire prevention officer	Not Applicable	
s.5A(1)(b)	power to appoint assistant fire prevention officer	Not Applicable	
s.38(c)	duty to furnish the Board with a return to enable it to determine contribution under section 38	Not Applicable	Note: this provision has been repealed, but remains in operation until 1/7/2014, unless proclaimed earlier.
s.42	function of making available for inspection by the Board any documents	Not Applicable	Note: this provision has been repealed, but remains in operation until 1/7/2014, unless proclaimed earlier.
s.45	function of submitting an amended return when requested by the Board and paying penalty interest	Not Applicable	Note: this provision has been repealed, but remains in operation until 1/7/2014, unless proclaimed earlier.
s.72(1)	power to request the Board to carry out fire prevention works	Not Applicable	



<b>MINERAL RESOURCES (SUSTAINABLE DEVELOPMENT) ACT 1990</b> [##The provisions of this Act reflect those within the repealed Extractive Industries Development Act 1995]			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s.46(1)	function of consulting with Minister		
s.77H(6)	power to consult with Department Head before Department Head approves variation of work plan		
s.77M(3)	power to consult with Minister regarding variation, suspension or revocation		
s.77R(1)(c)	power to act, if specified by the Minister, as a referral authority		
s.80(2)(a)	power to consult with Minister regarding amount of rehabilitation bond or further rehabilitation bond if the land is private land		
s.80(2A)	power to consult with Minister regarding amount of rehabilitation bond in respect to an extractive industry work authority if the land is private land		
s.82(2)	power to consult with Minister before Minister returns bond if rehabilitation is satisfactory and if the land is private land		



NATIONAL PARKS ACT 1975			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19C(1)	power to enter into agreement with Minister for management of land vested in or controlled or managed by Council	ESM, LFM	
s.27(1)	power to exercise powers in relation to a park with the Secretary's consent subject to any conditions he directs	ESM, LFM	



PIPELINES ACT 2005			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.21(1)	power to consent to entry onto Crown Land for purpose of conducting survey		where Crown Land is vested in council
s.102	power to decide construction of the pipeline in relation to roads, bridges and tramways is satisfactory	ESM	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	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	
s.105(1)	power to refer a dispute under Division 2 Part 7 of the Act to the Governor in Council for determination	ESM	
s.105(2)	duty to comply with Governor in Council's determination under section 105(1)	ESM	
s.116	function of receiving notice from licensee of incident	ESM	where council is the 'relevant authority'



PROTECTED DISCLOSURE ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.13	function of receiving disclosure under Part 2	GM	
s.21(2)	duty to notify IBAC of the disclosure within 28 days, if considered that the disclosure may be a protected disclosure	GM	
s.23	power to provide information in respect of the disclosure	GM	
s.24(2)	duty to notify the person who made the disclosure that the disclosure has been notified to IBAC for assessment	GM	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)	GM	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	GM	
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)	GM	
s.58(1)	duty to establish procedures to facilitate the making of disclosures and the handling of those disclosures	GM	



PROTECTED DISCLOSURE ACT 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.58(5)	duty to establish procedures for the protection of persons from detrimental action by the Council, Council officers or Councillors	GM	
s.59(4)	duty to make procedures established under s.58 available to the public and to staff and Councillors	GM	
s.70(1)	duty to include certain items in annual report	GM	
Sch.1 cl.25(2)	duty to complete the investigation of the disclosure under the <i>Whistleblowers Protection Act</i> 2001 and take action listed in Sch.1 cl.25(2)(b)	GM	Note: applies where an investigation has been started but not completed under the <i>Whistleblowers Protection Act</i> 2001
Sch.1 cl.29(2)	duty to notify IBAC within 28 days of a disclosure made after commencement of this Act	GM	



PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
s.25	duty to report to the Secretary when required by notice	CPLM	
s.26(1)	duty to prepare municipal health and wellbeing plan within 12 months after each general election in accordance with subsections (2) & (3)	CPLM	
s.26(4)	duty to review municipal public health and wellbeing plan annually and amend as appropriate	CPLM	unless section 27 applies
s.26(6)	duty to give a copy of the current municipal public health and wellbeing plan to the Secretary	CPLM	unless section 27 applies
s.26(7)	duty to make copy of current municipal public health and wellbeing plan available for public inspection	CPLM	unless section 27 applies
s.27(3)	power to apply to the Secretary for an exemption from complying with section 26	CPLM	
s.27(6)	duty to give a copy of the current Council Plan or Strategic Plan to the Secretary	CPLM	if council has been granted an exception from complying with section 26 and if change relates to matters in section 26(2)
s.28(a)	duty, in a state of emergency, to comply with an order of the Secretary		
s.29(1)	duty to appoint environmental health officer	CEO	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		



PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
s.57(2)	power to disclose certain information to the Secretary, Chief Health Officer or another council	CEO	
s.57(4)	power to disclose certain information to a Government Department, statutory body or other person responsible for administering another Act or regulations	GM, EHSC	
s.60	duty to remedy all nuisances in municipal district	GM, EHSC	
s.62(2)	duty to investigate any notice of a nuisance	EHSC, EHO	
s.62(3)	duty to take action in section 62(3)(a) or (b) where nuisance is found to exist after investigation	EHSC, EHO	
s.62(3)(a)	function of taking action specified in subsection (4) where appropriate	EHSC, EHO	
s.62(3)(b)	function of determining whether matter is better settled privately and, if so, advising of methods for settling matter privately	EHSC, 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)	EHSC	
s.62(4)(b)	power to issue an improvement notice or a prohibition notice for the purposes of section 62(3)(a)	EHSC	
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)	EHSC	
s.64	power to institute proceedings for an offence under section 61	EHSC	
s.65	power to investigate nuisance occurring outside municipal district	EHSC, EHO	





PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
s.66(2)(a)	power to enter and take steps to abate nuisance and do all things necessary for abatement	EHSC, 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)
s.66(2)(b)	power to do all things necessary for abatement of nuisance	EHSC, 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)
s.66(4)	power to recover costs incurred under subsection (2)	EHSC	
s.71	function to receive applications for the issue, renewal or transfer of a registration	EHSC	
s.73(1)(a)	power to give the applicant notice requiring specified information before considering the application under section 71	EHSC, EHO	
s.73(1)(b)	power to inspect prescribed accommodation or premises before considering the application under section 71	EHSC, EHO	
s.73(1)(c)	power to require alterations or improvements to prescribed accommodation or premises before considering the application under section 71	EHSC, EHO	
s.73(2)	power to issue, transfer or renew a registration subject to subsection (1)(c)	EHSC	



PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
s.73A	duty and power to enter information in the Rooming House Register	EHSC	[note: this provision is not yet in operation and will commence 1/7/2014 if not proclaimed earlier]
s.74	power to decide issue, transfer or renew registration	EHSC	
s.76(1)(a)	power to refuse to issue a registration	EHSC	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)	EHSC	subject to section 74
s.76(1)(c)	power to vary a registration	EHSC	
s.76(1)(d)	power to cancel a registration	EHSC	
s.76(1)(e)	power to suspend a registration	EHSC	
s.76(1)(f)	power to refuse to transfer a registration	EHSC	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)	EHSC	subject to section 74
s.76(1)(h)	power to refuse to renew a registration	EHSC	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)	EHSC	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	EHSC	



PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
s.78	power to issue a replacement certificate of registration	EHSC	
ss.147 & 148	power to authorise person to issue an immunisation status certificate	EHSC, EH, ADMIN OFFICER	
s.181(1)	power to take any step in paragraphs (a)-(d) with respect to items seized by an authorised officer appointed by Council	EHSC, EHO	
s.181(2)	duty to notify owner of item forfeited under subsection (1)(c), setting out how to seek review of the decision	EHSC, EHO	
s.182	power to destroy or otherwise dispose of forfeited item	EHSC	
s.185(1)	function of receiving complaints about authorised officers appointed by the council	CM, EHSC	complaint must be in writing or other form approved by council
s.185(2)	power to approve form in which complaint is made	CM	
s.185(4)(a)	duty to investigate any written complaint provided under section 185(2)	CM, EHSC	
s.185(4)(b)	duty to provide written report to the complainant on the results of the investigation under section 185(4)(a)	CM	
s.194(2)(a)	power to issue an improvement notice	EHSC	in accordance with subsection (3)
s.194(2)(b)	power to issue a prohibition notice	EHSC	in accordance with subsection (3)
s.196(1)	power to apply to Magistrates' Court for an injunction (compelling a person to comply or restraining a person from contravening an improvement notice or prohibition notice)	CM, EHSC	



PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
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)	CM, EHSC	
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	EHSC, EHO	
s.197(5)(b)	power to recover costs and expenses incurred	CM, EHSC	
s.197(6)	power to recover costs and expenses in court	CM, EHSC	
s.205(2)	function of receiving applications for review of council decisions	CM, EHSC	
s.205(3)	duty to review decision where application received under subsection (2)	CM, EHSC	
s.205(5)	power to agree a period greater than 28 days for review of a decision with the applicant	CM, EHSC	
s.205(6)(a)	power to make a decision affirming, varying or revoking a decision	CM, EHSC	
s.205(6)(b)	power to make any other decision where original decision is revoked	CM, EHSC	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	CM, EHSC	
s.205(8)	duty to inform applicant for review of right to apply to VCAT for a review under s207	CM, EHSC	
s.209(2)	power to serve infringement notice	EHSC, EHO	



PUBLIC HEALTH AND WELLBEING ACT 2008			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	COMMENTS
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)	CM, EHSC	
s.219(2)(b)	power to bring proceedings for offence relating to an improvement notice or a prohibition notice	CM, EHSC	
s.228(1)	power to seek reimbursement of costs incurred where person is found guilty of an offence	CM, EHSC	
s.228(2)	power to seek payment for cost of work conducted by council where awarded legal costs	CM, EHSC	"work" is defined in subsection (3)
s.229(3)	power to take the actions necessary to ensure compliance with the direction, requirement, improvement notice or prohibition notice	CM, EHSC	where Council is so authorised by Chief Health Officer under subsection (2)
s.230(2)(b)	power to recover, in court, costs incurred under section 229	CM, EHSC	



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



ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.14(7)	power to appeal to the Minister regarding decision of VicRoads	ESM, GM	
s.48M	function of consulting with the Secretary in relation to the development of guidelines for bus stopping points and bus stop infrastructure	ESM,GM	
s.48N	duty to notify Secretary 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	Council must have sustained pecuniary loss or incurred an expense



ROAD SAFETY ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.59(1)(a) and (d)	power to authorise officer or other person to request or signal driver or person in charge of motor vehicle to do certain things, such as stop the motor vehicle	CM, LLC	
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	LLC, SLLO, LLO	where council is the enforcement official
s.84BE(4), (5) and (5A)	power to decide to accept statements as effective statements for the purposes of this Part	LLC, SLLO, LLO	where council is the enforcement official
s.84BE(6)	duty to cause notice to be served on the statement-giver stating whether the enforcement official accepted the statement as an effective statement	LLC, SLLO, LLO	where council is the enforcement official
s.84BF	power to cancel acceptance of a statement	LLC, SLLO, LLO GM	where council is the enforcement official
s.87(1)	power to serve, or cause to be served, a parking infringement notice	LLC, SLLO, LLO GM	
s.87(1D)	duty to issue an identity card to authorised person council appoints	GM,CM,LLC GM	
s.87(1E)	power to authorise a member of staff to sign identity card	GM,CM,LLC GM	
s.87(8)	power to authorise person for purpose of serving parking infringement notices in accordance with section 87(1C)	CM	
s.90D(1)	power to enter into an agreement with the owner or occupier or land for the provision of parking services	CM, LLC, GM	
s.98(1)	power to request Minister to extend application of Act	GM, CM	
s.99A(4)	power to establish requirements for traffic management plan	ESM	where council is the coordinating road authority under the <i>Road Management Act</i>





ROAD SAFETY ACT 1986			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
			2004
s.99B(1)	power to issue permit to conduct non-road activity (including on conditions specified in section 99B(3))	ESM	where council is the coordinating road authority under the <i>Road Management Act</i> 2004
s.99B(2)	power to authorise closure of highway to traffic	ESM	where council is the coordinating road authority under the <i>Road Management Act</i> 2004



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



SEX WORK ACT 1994			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.35	function of receiving notice of application for a licence	SEO, GM	
s.73	duty to consider various factors before deciding on an application for a permit for use or development as a brothel	SEO GM	
s.74	duty to refuse to grant a permit for a brothel in certain circumstances	SEO 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	SEO 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 <i>Planning and Environment Act 1987</i> as affected by Division 2 Part 4	SEO 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 <i>Planning and Environment Act 1987</i> as if this Act had not been enacted	SEO GM	
s.81(1)(a)	duty to publish notice of making of declaration	SEO GM	
s.81(1)(b)	duty to serve notice of making of declaration personally on owner/occupier/mortgagee of premises	SEO GM	
s.81(1)(c)	duty to post up at or near entrance to premises copy of declaration	SEO GM	must be visible and legible to persons entering
s.89(4)	function of issuing certificate that an officer is authorised	SEO GM	



SHERIFF ACT 2009			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.54(1)	duty to comply with request for information made under section 53(1)	CM, LLC	unless subsections 54(1)(a) and (b) apply



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



SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.3(5)	power to require variation of easement or restriction in compliance with planning scheme or permit	GM, PM, SPC1, SDP, SO, PP, MDC	
s.5(3)(c)	function of receiving application for certification	GM, PM, SO, SPC1, PP, SDP, MDC	
s.5(3)(d)	power to provide statement of compliance	GM, PM, SO, SPC1, PP, SDP, MDC	
s.5(4)	power to accept and consider plans	GM, PM, SO, SPC1, PP, SDP, MDC	
s.5(4A)	power to consider and certify plans before <i>Transfer of Land Act</i> application determined	GM, PM, SO, SPC1, PP, SDP, MDC	
s.6(1)	duty to certify plan within prescribed time in specified circumstances	GM, PM, SO, SPC1, PP, SDP, MDC	
s.6(2)	duty to refuse to certify plan where conditions in section 6(1) not met and give reasons in writing	GM, PM, SO, SPC1, PP, SDP, MDC	
s.8(1)	duty to refer plans to referral authority in certain circumstances	GM, PM, SO, SPC1, PP, SDP, SPSO, PSO, MDC	unless subsections 8(2) -(5) apply form of referral per r.13 and 14 of the <i>Subdivision (Procedures) Regulations 2011</i>
s.8(6)	duty to give referral authority copy of certified plan where not referred to referral authority	GM, PM, SO, SPC1, PP, SDP, SPSO, PSO, MDC	
s.10(1)	Power to require applicant to alter plan	GM, PM, SO, SPC1, PP, SDP, MDC	



SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.10(2)	power to agree to an alteration at request of applicant	GM, PM, SO, SPC1, PP, SDP, MDC	
s.10(5)	duty to send altered plan to referral authority	GM, PM, SO, SPC1, PP, SDP, MDC	must send notice in prescribed Form 4 outlining revised times, r.29 of the <i>Subdivision (Procedures) Regulations 2000</i>
s.10(7)	duty to notify surveyor of alteration required by Council	GM, PM, SO, SPC1, PP, SDP, MDC	
s.11(1)	function of receiving application to amend certified plan	GM, PM, SO, SPC1, PP, SDP, MDC	
s.11(2)	duty to refer application under section 11(1) to referral authority	GM, PM, SO, SPC1, PP, SDP, SPSO, PSO, MDC	
s.11(2A)	power to amend without referral if minor amendment	GM, PM, SO, SPC1, PP, SDP, MDC	
s.11(7)	duty to re-certify plan or advise of refusal in writing with reasons	GM, PM, SO, SPC1, PP, SDP, MDC	
s.11(10)	duty to notify surveyor of an amendment by acquiring authority where plan prepared by surveyor	GM, PM, SO, SPC1, PP, SDP, MDC	
s.11(11)	duty to give copy of re-certified plans to referral authority	GM, PM, SO, SPC1, PP, SDP, MDC	
s.11A(1)	power to require more information	GM, PM, SO, SPC1, PP, SDP, MDC	



SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.15(1)	power to require engineering plan	GM, PM, SO, SPC1, PP, SDP, ESM, MDC	does not apply where section 14 applies
s.15(2)	duty to approve/refuse approval/require alterations of engineering plan	GM, PM, SO, SPC1, PP, SDP, ESM, MDC	does not apply where section 14 applies
s.15(6)	power to charge for engineering plans prepared by it	GM, PM, SO, SPC1, PP, SDP, ESM, MDC	does not apply where section 14 applies
s.17(2)(a)	power to appoint supervisor of works	GM, PM, SPC1, SDP, SO, PP, CPM, MDC	does not apply where section 14 applies
s.17(2)(b)	power to charge for supervision	GM, PM, SPC1, SDP, SO, PP, CPM, MDC	does not apply where section 14 applies
s.17(2)(c)	power to enter into agreement with owner or applicant in anticipation of applicant becoming owner	GM, PM, SPC1, SO, PP, MDC	does not apply where section 14 applies
s.17(2A)	power to request Minister to nominate authority to consider what works are required	GM, PM, EMS, MDC	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	GM, PM, SPC1, MDC	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	GM, PM, SPC1, SDP, SO, PP, MDC	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	GM, PM	
s.18(4)	power to agree with applicant to set aside/pay different percentage	GM, PM	does not apply where section 14 applies





SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.18(7)	power to refund amount paid under s.18(1) where no longer intend to subdivide	GM, PM	does not apply where section 14 applies
s.19(1)	power to obtain valuation where value is not agreed	GM, PM, SPC1, SDP, SO, PP, MDC	does not apply where section 14 applies
s.19(3)	duty to give applicant copy of valuation	GM, PM, SPC1, SDP, SO, PP, MDC	does not apply where section 14 applies
s.19(5)	power to obtain revaluation where public open space contribution not paid	GM, PM, SPC1, SDP, SO, PP, MDC	does not apply where section 14 applies
s.21(1)	duty to issue statement of compliance, subject to section 2C	GM, PM, SPC1, MDC	does not apply where section 14 applies time limits apply (s.21(1)-(2))
s.21(2A)(a)&(b)	duty to, in writing, notify Urban Renewal Authority Victoria of request within 7 days of receiving a request for issue of statement of compliance, and to provide Authority with a copy of planning permit	GM, PM, SPC1, SDP, SO, PP, MDC	
s.21(4)	power to provide in the statement of compliance that agreement pursuant to <i>Planning and Environment Act</i> no longer applies in certain circumstances	GM, PM, SPC1, MDC	does not apply where section 14 applies
s.21(9)	duty to give a notice to the Commissioner of State Revenue that a statement of compliance has been issued	GM, PM, SPC1, SDP, SO, PP, MDC	
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	GM, PM, SPC1, SDP, SO, PP, MDC	
s.24A(2)	power to certify a plan prepared under section 24A(1) where applicant certifies land no longer reserved	GM, PM, SPC1, SDP, SO, PP, MDC	



SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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.	GM, PM, SPC1, SDP, SO, PP, MDC	
s.25(2)	function of being notified by Registrar if plan is withdrawn or refused registration	GM, PM, SPC1, SDP, SO, PP, MDC	
s.25(3)	duty to notify referral authority affected by withdrawal/refusal	GM, PM, SPC1, SDP, SO, PP, MDC	
s.34E	power to apply to VCAT for order compelling an owners corporation to carry out a requirement or perform a duty	GM, PM, SPC1, MDC	
s.34H(5)	function of receiving notice from Registrar of amendment or cancellation of plan on winding up	GM, PM, SPC1, MDC	
s.35(1)	duty of acquiring authority to submit plan for certification and registration where land subdivided	GM, PM, SO, SPC1, SDP, PP, MDC	
s.35(2)	power to require acquiring authority to submit certification new/amended plan	GM, PM, SO, SPC1, SDP, PP, MDC	subsections 35(3)-(5) apply
s.35(6)	duty of an acquiring authority to advise Registrar of vesting date	GM, PM, SO, SPC1, SDP, PP, MDC	
s.35(8)	power of acquiring authority to submit for certification and registration of any land vested/registered in its own name	GM, PM, SO, SPC1, SDP, PP, MDC	section 35(9) applies
s.36(1)	function of stating in writing that it considers that subdivision requires removal/acquisition of easement	GM, PM, SO, SPC1, SDP, PP, MDC	section 35(1AA) applies
s.39(1)	power to refer disputes to VCAT	GM, PM, SPC1, MDC	unless section 39(2) applies



SUBDIVISION ACT 1988			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.39(3)	power to apply to the County Court to order registration of plan be stopped in certain circumstances	GM, PM	
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	GM, PM, SO, SPC1, SDP, PP, MDC	
s.44(4A)	function of consenting to application to amend plan to no longer show land as an accessory lot	GM, PM, SO, SPC1, SDP, PP, MDC	consent must be in writing
s.44(5)	function of consenting to application to amend plan to remove restriction	GM, PM, SO, SPC1, SDP, PP, MDC	consent must be in writing
s.44(5A)	function of consenting to application by body corporate to cancel/alter scheme of development	GM, PM, SO, SPC1, SDP, PP, MDC	consent must be in writing
s.44(5B)	function of consenting to application to cancel/alter scheme of development	GM, PM, SO, SPC1, SDP, PP, MDC	consent must be in writing
Schedule 2 clause 11(1)	power to apply to a court for an order regarding scheme of development	GM, PM	



SUMMARY OFFENCES ACT 1966			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.4	power to give permission or consent to certain things	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	



TRANSFER OF LAND ACT 1958			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.45(3)	power to consent to the creation or surrender of a right of carriageway	GM, CEM , ESM, PM	
s.54	power to make application to be registered proprietor	GM, CEM	applies only where the Council is an 'acquiring authority' as defined in section 53
s.55(3)	duty to take possession of any certificate of title, or other document produced to Council on any claim for compensation and to lodge them immediately with the registrar	GM, CEM	applies only where the Council is an 'acquiring authority' as defined in section 53
s.57(1)	duty to lodge notification with the Registrar upon service of notice of intention	GM, CEM, PM	applies only where the Council is an 'acquiring authority' as defined in section 53
s.57(2)	power to withdraw notice of intention to acquire	GM, CEM	applies only where the Council is an 'acquiring authority' as defined in section 53
s.62(4)	function of receiving notice from Registrar of where land is located		
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.	GM, PM, CEM, ESM	applies only where the Council is an 'acquiring authority' as defined in section 53
s.106(1)(b)	power to consent to the registration of a dealing or plan	GM, CEM, PM, ESM	



TRANSPORT INTEGRATION ACT 2010			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 25(1)	duty to have regard to the transport system objectives when exercising powers and performing functions under interface legislation <sup>1</sup> which are likely to have a significant impact on the transport system		
s 25(2)	duty to have regard to the decision making principles in making decisions under interface legislation* which are likely to have a significant impact on the transport system.		
s 25(3)	duty to have regard to applicable specified policy principles		
s 25(4)	duty to have regard to applicable specified policy principles		
s 26	power to determine the weight to give to each transport system objective under sections 24 and 25		
s 27	power to determine the weight to give to each decision making principle under sections 24 and 25		
s 115F(3)	function of collaborating with the Taxi Services Commissioner		[This provision has not commenced yet and will commence on 1/7/2013 unless proclaimed earlier]
s 197B(2)	function of receiving notice from regulated bodies		where council is the responsible authority and s 197 applies
s 197B(3)	duty to meet with representatives from Director of Transport Safety		where council is the responsible authority and s 197 applies
s 197D	duty to comply with guidelines issued under Act and directions of		

<sup>1</sup> Interface legislation includes the *Local Government Act 1989*, *Land Act 1958*, *Planning and Environment Act 1987* etc (see section 3 of the *Transport and Integration Act 2010*)



TRANSPORT INTEGRATION ACT 2010			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	Secretary or Minister		



URBAN RENEWAL AUTHORITY VICTORIA ACT 2003			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.51I(3)(b)	function of receiving notice of resolution levying a general charge from Urban Renewal Authority Victoria	Not Applicable	
s.51Q(3)(b)	function of receiving notice of resolution levying an infrastructure recovery charge from Urban Renewal Authority Victoria	Not Applicable	
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 <i>Subdivision Act</i> 1988	Not Applicable	



VALUATION OF LAND ACT 1960			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.6(1)	duty to give notice of 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	
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	RC, FM	
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	Council CEO	
s.10(5)	power to revoke nomination under subsection (1) if paragraphs (a)-(c) apply	Council CEO	



VALUATION OF LAND ACT 1960			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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	Council	must hold qualifications specified by Minister
s.13DC(1)	power to require valuation on basis of site value	GM, FM	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	CEO, FM	
s.13DE(1)	power to apply to Minister in respect to extension of period under section 13DD	CEO	
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	
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



VALUATION OF LAND ACT 1960			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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 <i>Fire Services Property Levy Act 2012</i>
s.13L(4)	power to use a supplementary valuation before it is certified by the valuer-general	RC, FM	where council is the collection agency
s.13L(6)	power to adjust the fire services property levy payable retrospectively for any period considered just	RC, FM	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			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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



VICTORIA GRANTS COMMISSION ACT 1976			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.10	duty to supply prescribed information to the commission by certain time	MAC, FM, FA	
s.12(4)	function of receiving determination of allocation of funds by the commission	FM, MAC,FA	
s.15	function of representing Council at commission hearing	CEO GM, FM	



VICTORIA STATE EMERGENCY SERVICE ACT 2005			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.34(1)	power to apply for registration of a group of persons as a unit of the Service	GM	
s.35(2)	power to consult with Director of Operations regarding removal of controller of a registered unit from office	GM	



VICTORIA INSPECTORATE ACT 2011			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.24(2)	power to enter into agreements or arrangements for use of services with the Victorian Inspectorate	GM	



<b>WATER ACT 1989</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
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	EHSC, 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	EHSC, 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	EHSC, EHO	
s.32H	Duty to keep copy of approved management plan available for inspection	EHSC, EHO, ESM	
s36(3)(c)	Function of receiving a copy of an application for the grant of a bulk entitlement if Minister considers the council is directly affected	EHSC	
s67A	Function of receiving a copy of an application under section 67 in respect of a dam		
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	EHSC	
s144(2)(c)	Function of receiving a declaration by an Authority that land will be a	EHSC	





WATER ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	serviced property for the purposes of the Act, if likely to be affected		
s152	Function of receiving notice of intention to affect works	EHSC	
s153	Function of receiving notice to alter or remove works	EHSC	
s.165(1)	Power to require an Authority to fix fire plugs to works	FPO	
s165(2)	Duty to meet costs of providing, installing, marking and maintaining all fire plugs that the council requires		
s.171D(1)	Power to require Melbourne Water Corporation to fix fire plugs to works	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	EHSC, ESM	
s.180(1)	Duty to forward copy application for septic tank permit to Authority	EHSC	
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	EHSC, EHO	
s180(4)	Duty to comply with any requirement of the Authority in regard to the application	EHSC, EHO	
s180(5)	Duty to not make a decision within 21 days after the copy is forwarded to the Authority	EHSC, EHO	
s188(3)	Function of receiving notice of proposed declaration of a waterway if	EHSC, EHO	



WATER ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	the council may have an interest in the waterway		
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	EHSC, EHO	
s205(3)	Function of receiving notice of proposed declaration that an area of land will be liable to flooding or be a floodway area	EHSC, EHO	
s206(1)(b)	Function of receiving notice that an Order has been published in the Government Gazette	EHSC	
s206(3)	Duty to prevent land uses that are inconsistent with any identified flood hazards		
s.208(2)	Duty to notify Authority of intention to undertake works or erect structures referred to in section 208(1)(a) or in a place referred to in section 208(1)(b)	EHSC, ESM	
s214(2)(b)	Duty to be represented on a committee to carry out investigations in relation to water management if the council is affected		
s.217	Power to apply for an order for removal or modification of works	EHSC, ESM	
s218(2)(b)(ii)	Function of receiving notice of proposed declaration that an area of land will be a drainage course	ESM	
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	



<b>WATER ACT 1989</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
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		
s245(8)(b)	Power to consent to community agreement where it involves the construction of a drain across a road reserve		
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		
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	NOT APPLICABLE	
s.281A(3)	Duty to collect money owing to Melbourne Water Corporation under the Act, that relates to Council's municipal district	NOT APPLICABLE	on the terms and conditions agreed with Melbourne Water Corporation or, in default of agreement, determined by the Essential Services Commission



WATER ACT 1989			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s286(1)(a)	Duty to contribute to the revenue of the Authority if requested		conditions set out in s285 and s286
s287(1)(a)	Duty to make a special contribution to the revenue of the Authority if requested		conditions set out in s285 and s287



BUILDING REGULATIONS 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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, 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, 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	
r.409(4)	function of giving report and consent – 'minimum street setbacks'	MBS	
r.410(4)	function of giving report and consent – 'building height'	MBS	
r.411(4)	function of giving report and consent – 'site coverage'	MBS	
r.412(2)	function of giving report and consent – 'permeability'	MBS	
r.413(6)	function of giving report and consent – 'car parking'	MBS	
r.414(6)	function of giving report and consent – 'side and rear setbacks'	MBS	



BUILDING REGULATIONS 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.415(5)	function of giving report and consent – 'walls on boundaries'	MBS	
r.416(6)	function of giving report and consent – 'daylight to existing habitable room windows'	MBS	
r.417(6)	function of giving report and consent – 'solar access to existing north-facing windows'	MBS	
r.418(3)	function of giving report and consent – 'overshadowing of recreational private open space'	MBS	
r.419(9)	function of giving report and consent – 'overlooking'	MBS	
r.420(3)	function of giving report and consent – 'daylight to habitable room windows'	MBS	
r.421(4)	function of giving report and consent – 'private open space'	MBS	
r.422(2)	function of giving report and consent – 'siting of Class 10a buildings'	MBS	
r.424(3)	function of giving report and consent – 'front fence height'	MBS	
r.425(3)	function of giving report and consent – 'fence setbacks from side and rear boundaries'	MBS	
r.426(5)	function of giving report and consent – 'fences on or within 150mm of side or rear boundaries'	MBS	
r.427(1)	function of giving report and consent – 'fences on street alignments'	MBS	
r.428(6)	function of giving report and consent – 'fences and daylight to	MBS	



BUILDING REGULATIONS 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
	windows in existing dwelling'		
r.429(5)	function of giving report and consent – 'fences and solar access to existing north-facing habitable room windows'	MBS	
r.430(3)	function of giving report and consent – 'fences and overshadowing of recreational private open space'	MBS	
r.431	function of giving report and consent – 'masts, poles etc.'	MBS	
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	
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, MBS	
r.801(1)	function of giving report and consent – 'septic tank systems'	EHSC, MBS	
r.802(2)(d)	function of designating land as likely to be flooded		
r.802(3)	function of giving report and consent – 'flood areas'	MBS	
r.802(4)(b)	function of determining flood level	MBS	



BUILDING REGULATIONS 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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	MBS, ESM	
r.807(2)	duty to amend map or prepare a map for new designated special area	ESM	





<b>BUILDING REGULATIONS 2006</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.807(3)	duty to advise the Commission 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 Building Commission 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		
r.810(7)	duty to make a copy of the map given to it under regulation 810(6) available for inspection		
r.1003(2)	function of giving report and consent – occupancy permit re septic tank system	EHSC, 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		
r.1209(b)	Duty to sign annual essential safety measures report.	LFM, LFC	
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			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & 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, EMC	



DANGEROUS GOODS (EXPLOSIVES) REGULATIONS 2011			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.146(3)	function of receiving written notice of intention to discharge fireworks or firecrackers	MFPO	
r.146(6)	function of receiving written notice of intention to discharge fireworks or firecrackers in or near port waters	Not applicable	where Council administers the relevant area of water



DRUGS, POISONS AND CONTROLLED SUBSTANCES REGULATIONS 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.5(1)	Power to have possession of "Schedule 4 poisons" that are necessary for immunisation programs coordinated by council in accordance with <i>Health Act 1958</i>	EHSC	



GEOTHERMAL ENERGY RESOURCES REGULATIONS 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.13(3)(b)(ii)	power to prepare emergency plan in conjunction with the operator of a geothermal energy operation	MERO	



INFRINGEMENTS (GENERAL) REGULATIONS 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r 25(1)	power to apply to infringements registrar to vary, discharge or suspend an attachment of earnings order	CM, LLC	
r 28(1)	power to apply to infringements registrar to vary, discharge or suspend an attachment of debts order	CM, LLC	



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



LOCAL GOVERNMENT (LONG SERVICE LEAVE) REGULATIONS 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r. 9 (3)	duty to pay prescribed entitlement upon request made under r. 9(2).	ODM	
r. 9 (5) (a)	duty to transfer long service leave entitlement where a staff member intends to commence work with another Council	ODM	
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	ODM	
r. 9 (6)	duty to pay the prescribed entitlement if the member has not taken the whole of their long service leave accrued	ODM	
r.10 (2)	duty to pay long service entitlement upon death of staff member	ODM	
r.11 (3)	duty to pay the prescribed entitlement to a staff member who makes an election under r.11(2)	ODM	
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	ODM	
r. 11 (6)	duty to pay the prescribed entitlement to a member who has completed 7 years and has been terminated for serious or wilful misconduct or poor performance.	ODM	
r. 11 (7)(b)(i)	duty to approve a medical practitioner for the purpose of r.11	ODM	
r. 15 (6)	power to include a period of service when the member was absent from duty as "recognised service"	ODM	
r. 16 (1)	duty to grant a day off if public holiday falls during any period taken as long service leave	ODM	





LOCAL GOVERNMENT (LONG SERVICE LEAVE) REGULATIONS 2012			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r. 17	power to agree with a staff member as to when long service leave may be taken	ODM, SUM	
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	ODM, GM, SUM	
r. 19	power to approve the request of a staff member to engage in other employment during long service leave	ODM, GM	
r. 20	duty to provide other Councils with information upon request	ODM	
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	ODM	
r. 21(1)(b)	duty to pay other Council the prescribed entitlement within 2 months of being informed of employment	ODM	
r. 21 (3)(a)	duty to refund a payment under r.21(1) if the circumstances in (a)-(d) exist	ODM	
r. 22 (1)	power to enter into an agreement with a body referred in r.15 (4) regarding transfer of entitlements	ODM	



LOCAL GOVERNMENT (GENERAL) REGULATIONS 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.9	duty to include in the notice of rates and charges the information prescribed	GM, FM, RC	
r.11	duty to make available for inspection documents containing certain prescribed matters	CEM	
r.13(1) and (2)	duty to include certain prescribed statements in a land information certificate	FM, RC	
r.13(3)	power to sign a land information certificate	FM, RC	



LOCAL GOVERNMENT (FINANCE AND REPORTING) REGULATIONS 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.6	duty to prepare standard statements on specified accounting bases	FM, ASC	
r.7	duty to use in its standard statements specified key categories	GM, FM, ASC	
r.8	duty to include in the budget and any revised budget certain prescribed information	GM, FM, MAC	
r.9	duty to include in the public notice of the preparation of a proposed budget or revised budget the prescribed information	FM, MAC, GM	
r.10	duty to ensure that the report of operations gives an accurate description of the operations during the financial year	GM	
r.11	duty to include in the report of operations certain prescribed information	GM	
r.13	duty to prepare financial statements (to be included in the annual report) in accordance with the specified AAS	FM, ASC	
r.14	duty to include in its financial statements certain prescribed information	FM, ASC	
r.15	duty to include in its financial statements the financial ratios set out in the Schedule	FM, ASC	



OCCUPATIONAL HEALTH AND SAFETY REGULATIONS 2007			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.5.2.9(3)	function of assisting in the preparation of an emergency management plan for a major hazard facility	MERO, MRM, OM, EMC	
r.5.2.12	function of commenting on an emergency management plan in relation to the off-site consequences of a major incident occurring	MERO, MRM, OM, EMC	
r.5.2.24(1)	function of receiving information concerning the safety of the major hazard facility	OM, EMC	
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, EMC	
r.5.3.34	function of assisting in the preparation of an emergency management plan for a prescribed mine	MERO, MRM, OM, EMC	



ROAD SAFETY ROAD RULES 2009			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.200(2)	power to permit drivers of heavy and long vehicles to stop on roads	CM, LLC, ESM	



ROAD SAFETY (GENERAL) REGULATIONS 2009			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.84(c)(ii)	power to authorise staff member to file a charge	GM	



ROAD SAFETY (TRAFFIC MANAGEMENT) REGULATIONS 2009			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.9(2)	function of receiving notice from VicRoads	ESM	
r.9(3)	power to disagree with proposal in writing within 21 days	ESM	
r.10(1)	power to erect, display, place, remove or alter control devices on roads	ESM, OM	applies only if council is the responsible road authority
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	ESM, OM	
r.10(2)(b)	power to erect, display, place, remove or alter a traffic control device for a children's crossing	ESM, OM	
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	ESM, OM	
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	ESM, OM	
r.25	power to grant permission for an organised procession or parade	ESM	applies only if council is the coordinating road authority under the <i>Road Management Act 2004</i>
r.30(3)	power to waive permit application fee wholly or in part	ESM	applies only if council is the coordinating road authority under the <i>Road Management Act 2004</i>



ROAD SAFETY (VEHICLES) REGULATIONS 2009			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.104(3)	power to enter into an agreement with VicRoads to provide for discounted search and extract fees	CM, LLC, ESM	





<b>SUBDIVISION (FEES) INTERIM REGULATIONS 2013</b> <b>Note: these Regulations are due to expire on 20 October 2013</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r.9	power to fix a fee for considering an engineering plan submitted under s.15 of the <i>Subdivision Act</i> 1988	ESM	
r.10	power to waive or rebate the payment of a fee payable under the <i>Subdivision Act</i> 1988	ESM	



SUBDIVISION (PROCEDURES) REGULATIONS 2011			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.11	duty to give the applicant the address and lot location of each lot on the plan	GM, PM, SO, MDC, SPC1	
r.14(a)	duty to provide the referral authority with a copy of the application and certain details	GM, PM, SO, MDC, SPC1	
r.14(b)	duty to provide the applicant with a copy of the application and certain details	GM, PM, SO, MDC, SPC1	
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 <i>Subdivision Act 1988</i>	GM, PM, SO, MDC, SPC1	
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 <i>Subdivision Act 1988</i>	GM, PM, SO, MDC, SPC1	
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 <i>Subdivision Act 1988</i>	GM, PM, SO, MDC, SPC1	
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 <i>Subdivision Act 1988</i>	GM, PM, SO, MDC, SPC1	
r.29	duty to provide the applicant with the amended street address and lot location of each lot on amended plan or new plan	GM, PM, SO, MDC, SPC1	in circumstances described in r.29
r.33(1)	duty to maintain a register of applications	GM, PM, SO, MDC, SPC1	
r.33(4)	duty to make the register available for inspection	GM, PM, SO, MDC, SPC1	



SUBDIVISION (PROCEDURES) REGULATIONS 2011			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.36(4)	duty to send notice of refusal where Council refuses to issue a statement of compliance under section 21 of <i>Subdivision Act</i> 1988	GM, PM, SO, MDC, SPC1	



SUBDIVISION (REGISTRAR'S REQUIREMENTS) REGULATIONS 2011			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.20	function of being advised by Registrar of any amendments made to any certified plan under section 22(2)(a) of <i>Subdivision Act</i> 1988	GM, PM, SO, MDC, SPC1	



<b>MISCELLANEOUS AND ADMINISTRATIVE POWERS</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>THING DELEGATED</b>		<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
<b>Section A – Human Resource Issues</b>			
Power to approve the filling of vacancies or the creation, reclassification, or abolition of positions within budget.		GM	
Power to fix salaries for vacant positions		ODM, GM	
Power to approve the appointment, engagement or promotion of full time, part time and casual staff.		GM	
Power to approve position descriptions.		GM, MANAGERS	
Power to create or approve creation of new positions		GM	
Power to conduct of disciplinary action under relevant awards and policies.		ODM, GM, MANAGERS	
Power to terminate or suspend the employment of, or to suspend from duty, a member of Council staff.		ODM	
Power to conduct interviews for staff annual review.		GM, MANAGERS, SUC	
Power to authorise sick, annual and family leave.		MANAGERS, SUC	
Power to approve long service leave and compassionate leave		GM, MANAGERS	
Power to authorise all forms of study and training leave and educational assistance.		GM, MANAGERS	
Power to approve leave without pay.		ODM, GM, MANAGERS	



<b>MISCELLANEOUS AND ADMINISTRATIVE POWERS</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>THING DELEGATED</b>		<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
Power to authorise time sheets, higher duties, time-in-lieu, overtime and travel expense claims.		GM, MANAGERS, SUC	
Power to approve attendance at conferences and seminars.		GM, MANAGERS	
Power to approve attendance at training programs.		GM, MANAGERS	
Power to give approval for officers to travel		GM, MANAGERS	
Power to approve travel accommodation		GM, MANAGERS	
Power to sign Notice of Injury and Work Injury Form.		MANAGERS	
Power to approve claims under WorkCover excess		R2WO, ODM, GM	
Power to approve expenses relating to an approved course of study.		ODM, GM, MANAGERS	
Power to approve staff engaging in other employment.		GM, MANAGERS	
Power to determine acceptance or denial of liability in the event of a WorkCover claim.		ODM, R2WO, GM	
Power to sign Letter of Acceptance of Resignation		ODM	
Power to provide references on Council letterhead		GM, MANAGERS, SUC	
Power to authorise access to staff member's personal file		ODM, GM, MANAGERS	



MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
THING DELEGATED		DELEGATE	CONDITIONS & LIMITATIONS
<b>Section B – Finance Issues</b>			
Power to sign and issue Council order forms for purchase of goods and services, and to enter into contracts for provision of goods and services to the Council		MANAGERS, PC	
Power to authorise payment of wages, salaries, related payments.		ODM, GM	
Power to approve invoices and accounts for payment. Budget items - e.g. super.		MANAGERS, SUC	
Power to authorise enforcement of overdue debts		GM, FM	
Power to appoint collection agency			Council
Power to approve contract variations		GM, CONTRACT MANAGER, CPM,CPC, CPC1	
Power to sign cheques		GM,FM,MAC,ASC	
Power to authorise Petty Cash		SUM	
Power to approve calling of invitations for expressions of interest or tenders for works, services and equipment.		GM, MANAGERS, PC	
Power to give approval to sign contracts of sale and vendor statements for land approved for sale.		GM	
Power to sign contracts of sale for the approved acquisition of Real Estate (see 2A).		GM	



MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
THING DELEGATED		DELEGATE	CONDITIONS & LIMITATIONS
Power to authorise the order, release, refund, or return of securities, bank guarantees and bonds, relating to property transactions only.		GM	
Power to authorise progress payments.		SUM'S	
Power to authorise payment of contract variations.		SUM'S	
Power to determine fees and charges.		GM, SUM'S	
Power to approve the sale or disposal of assets other than land.		GM	
Power to write off bad debts		GM, FM	
<b>Section C – Building Issues</b>			
Power to determine fees required under clause 1(c)(i) of Schedule 2 and sections 18, 42 and 54 of the <i>Building Act</i> 1993 for building permit, application for an occupancy permit (building work) and application for an occupancy permit (places of public entertainment).		GM, MBS	
Power to determine fees payable, person responsible for payment of fees and method of payment and recovery of fees for any application, approval, permit, consent, referral, request, information, inspection, consultation, advice, report, the keeping of documents and records or other function, service or work performed or provided under the <i>Building Act</i> 1993, <i>Building Regulations</i> 2006 or for the purposes of any other building control or related function of the Council by the Council or its		GM, MBS	





MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
THING DELEGATED		DELEGATE	CONDITIONS & LIMITATIONS
delegate or any member of staff of the Council.			
<b>Section D – Miscellaneous Issues</b>			
power to appoint agent, and enter into agency agreement, for the purposes of s186 of the Local Government Act 1989		SUM, CO	
Power to obtain legal opinions and instruct external legal providers		GM, SUM'S, CPM, CPC, CPC1	
Power to approve legal costs		GM, LO	
Power to make "ex gratia" settlement of insurance claims.		GM, LO	
Power to manage processing of insurance claims.		SAO, FM	
Power to execute funding and service agreements with other levels of government.		GM	
Power to execute applications for government grants.		SUM's	
Power to determine suitability and value of "in kind" local contributions toward \$ for \$ capital works.		GM	
Power to assess and determine applications for HACC services.		GM	
Power to grant approval for storage or sale of liquor on Council premises.		GM	



MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
THING DELEGATED		DELEGATE	CONDITIONS & LIMITATIONS
Power to make seasonal and casual allocation of sporting grounds.		GM	
Power to enter into agreements for voluntary or not-for-profit organisation to use Council facilities		GM	
Power to make statements to the press			
Power to give authority to make statements to the press		GM	
Power to authorise the issue of press releases		GM, CEM	
Power to authorise access to Council files and documents		GM, CEM	
Power to sign correspondence		SUM's	
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		PM, CEM, GM	Where Council is a party to a proceeding at the Victorian Civil and Administrative Tribunal
Power to make a decision relating to the conduct of a proceeding before Court, including a decision to settle the proceeding		GM	
Power to approve litigation settlement amounts		GM	up to <b>## insert amount##</b>
Power to appeal a decision of the Victorian Civil and Administrative Tribunal or Court		GM	
Duty to administer a trade practices compliance program		GM	



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



MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
THING DELEGATED		DELEGATE	CONDITIONS & LIMITATIONS
owned or managed by Council			

MISCELLANEOUS AND ADMINISTRATIVE POWERS			
Column 1	Column 2	Column 3	Column 4
PROVISION	THINK DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.3F s.5 s.189	Power to sign transfers of land for the Toolern Development as described in the Toolern Development Agreement between Melton Shire Council (Council) and Lend Lease Communities (Toolern) Pty Ltd dated 26 August 2011 and the residential development known as 'Atherstone' located off Ferris Road, Melton South, and being all the land formerly described in Certificates of Title Volume 9441 Folio 098 and Volume 9690 Folio 930.	GM Planning & Development, GAE	Only in relation to the Toolern Development as described in the Toolern Development Agreement between Melton shire Council (Council) and Lend Lease Communities (Toolern) Pty Ltd dated 26 August 2011 and the residential development known as 'Atherstone' located off Ferris Road, Melton South, and being all the land formerly described in Certificates of Title Volume 9441 Folio 098 and Volume 9690 Folio 930.