



S7 Instrument of Delegation

Sub-delegation from CEO to Council Staff

Preamble

Instrument of Sub-Delegation

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 47(1) of the *Local Government Act 2020*, I, Simon McMillan as Chief Executive Officer of Whitehorse City Council –

1. Delegate each duty and/or function and/or power respectively described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position respectively described in column 3 of the Schedule;
2. Record that on the coming into force of this Instrument of Sub-Delegation each delegation under the Instrument of Sub-Delegation dated **10 September 2025** and executed by Simon McMillan is revoked;
3. Declare that this Instrument of Sub-Delegation –
 - a) comes into force immediately upon its execution;
 - b) remains in force until varied or revoked;
 - c) is subject to any conditions and limitations set out in paragraph 5, and in the Schedule; and
 - d) must be read in accordance with any guidelines or policies which Council from time to time adopts; and
4. Declare that the delegate must not determine the issue, take the action or do the act or thing if:
 - a) the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
 - b) if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with
 - i. policy; or
 - ii. strategy adopted by Council; or
 - c) if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of ss 11(2)(a) – (n) and 47(2) (inclusive) of the Act or otherwise.

This Instrument of Sub-Delegation is dated **4 February 2026** and is made by the Chief Executive Officer under authority of an instrument of delegation authorised by Resolution of Council made on **8 September 2025**.



SIMON MCMILLAN

Chief Executive Officer
Whitehorse City Council

Date 4 February 2026

In the presence of



Witness

Instruments of Delegation in this Document

- Financial Authorisations - Financial Issues (Other Internal)
- S7 Instrument of Sub-Delegation from CEO to Council staff

Delegation Sources

- Unclaimed Money Act 2008
- Aboriginal Heritage Act 2006
- Associations Incorporation Reform Act 2012
- Audit Act 1994
- Building Act 1993
- Child Wellbeing and Safety Act 2005
- Children Youth and Families Act 2005
- Children's Services Act 1996
- Circular Economy (Waste Reduction and Recycling) Act 2021
- Climate Change Act 2017
- Cultural and Recreational Lands Act 1963
- Community Local Law (Whitehorse) 2024
- Dangerous Goods Act 1985
- Development Victoria Act 2003
- Disability Act 2006
- Domestic Animals Act 1994
- Domestic Building Contracts Act 1995
- Education and Care Services National Law Act 2010
- Education and Training Reform Act 2006
- Electoral Act 2002
- Electricity Safety Act 1998
- Emergency Management Act 2013
- Environment Protection Act 2017
- Environment Protection Regulations 2021
- Estate Agents Act 1980
- Family Violence Protection Act 2008
- Fences Act 1968
- Filming Approval Act 2014
- Fines Reform Act 2014
- Fire Rescue Victoria Act 1958
- Fire Services Property Levy Act 2012
- Flora and Fauna Guarantee Act 1988
- Food Act 1984
- Freedom of Information Act 1982
- Gambling Regulation Act 2003
- Gender Equality Act 2020
- Graffiti Prevention Act 2007
- Health Records Act 2001
- Heavy Vehicle National Law 2012
- Heavy Vehicle National Law Application Act 2013
- Heritage Act 2017

- Housing Act 1983
- Impounding of Livestock Act 1994
- Independent Broad-Based Anti-Corruption Commission Act 2011
- Infringements Act 2006
- Land Act 1958
- Land Acquisition and Compensation Act 1986
- Livestock Disease Control Act 1994
- Liquor Control Reform Act 1998
- Local Government Act 2020
- Local Government Act 1989
- Magistrates' Court Act 1989
- Major Transport Projects Facilitation Act 2009
- Privacy and Data Protection Act 2014
- Public Interest Disclosures Act 2012
- Public Health and Wellbeing Act 2008
- Public Records Act 1973
- Residential Tenancies Act 1997
- Road Management Act 2004
- Road Safety Act 1986
- Rooming House Operators Act 2016
- Second Hand Dealers and Pawnbrokers Act 1989
- Service Victoria Act 2018
- Sheriff Act 2009
- Sport and Recreation Act 1972
- Subdivision Act 1988
- Summary Offences Act 1966
- Suburban Rail Loop Act 2021
- Taxation Administration Act 1997
- Transfer of Land Act 1958
- Transport Integration Act 2010
- Valuation of Land Act 1960
- Victorian Environmental Assessment Council Act 2001
- Victorian Local Government Grants Commission Act 1976
- Victoria State Emergency Service Act 2005
- Victorian Data Sharing Act 2017
- Victorian Inspectorate Act 2011
- Victorian Planning Authority Act 2017
- Water Act 1989
- Building Regulations 2018
- Dangerous Goods (Explosives) Regulations 2022
- Drugs, Poisons and Controlled Substances Regulations 2017
- Electricity Safety (Electric Line Clearance) Regulations 2020
- Infringements Regulations 2016
- Land Acquisition and Compensation Regulations 2021
- Local Government (General) Regulations 2015

- Local Government (Land Information) Regulations 2021
- Local Government (Long Service Leave) Regulations 2021
- Local Government (Planning and Reporting) Regulations 2020
- Occupational Health and Safety Regulations 2017
- Public Health and Wellbeing Regulations 2019
- Public Health and Wellbeing (Prescribed Accommodation) Regulations 2020
- Road Safety Road Rules 2017
- Road Safety (General) Regulations 2019
- Road Safety (Traffic Management) Regulations 2019
- Road Safety (Vehicles) Regulations 2021
- Subdivision (Fees) Regulations 2016
- Subdivision (Procedures) Regulations 2021
- Miscellaneous and Administrative Powers

Positions Groups

Group	Positions
Executive Leadership Group	Chief Executive Officer, Directors, Executive Manager Transformation, Executive Manager Corporate Services
Maternal & Child Health Group	Maternal & Child Health Nurse, Team Leader Maternal & Child Health, Coordinator Maternal & Child Health, Manager Child & Family Services, Maternal Child Health Administration Officer, Health and Family Services Administration Officer
Planning Officers Group	Senior Planner, Team Leader Statutory Planning, Principal Planner, Urban Planner

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Financial Authorisations - Financial Issues (Internal)

Whitehorse Community Local Law 2024 (Internal)

S7 Instrument of Sub-Delegation from CEO to Council Staff

Financial Authorisations - Financial Issues (Other Internal)

Financial Authorisations			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Financial Authorisations - Finance Issues	Power to authorise the waiver of the interest payable on a rate or charge pursuant to Council's Rates Hardship Assistance Policy. Up to \$50.....Senior Rates Administration Officer, Senior Rates Waste Officer and Rates Officer Up to \$200.....Rates Quality and Systems Officer Up to \$300.....Coordinator Revenue & Rates Up to \$400.....Manager Finance Up to \$500.....Director Corporate Services Authorise the refund of overpaid fees for service or incorrect payment to fees for service assessments. Up to \$500.....Coordinator Revenue & Rates and Senior Rates Waste Officer Power to exempt or waive fees for service charges for organic green bins and additional garbage bins due to incorrect charges or properties affected by a subdivision. Up to \$5,000.....Director Corporate Services Up to \$3,000.....Manager Finance Up to \$1,000.....Coordinator Revenue & Rates Power to authorise the refund of overpaid rates or incorrect payment to rate assessments. Up to \$1,500.....Rates Quality and Systems Officer and Senior Rates Administration Officer Up to \$5,000.....Coordinator Revenue & Rates Up to \$15,000.....Manager Finance Up to \$25,000.....Director Corporate Services	Coordinator Financial Accounting, Coordinator Revenue & Rates, Manager Finance, Director Corporate Services, Senior Rates Administration Officer, Rates Quality and Systems Officer, Senior Rates Waste Officer	

Financial Authorisations			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Power to authorise the waiver of legal costs. Up to \$1,000.....Rates Quality and Systems Officer Up to \$3,000.....Coordinator Revenue & Rates Up to \$5,000.....Manager Finance Up to \$10,000.....Director Corporate Services		

Whitehorse Community Local Law 2024 (Internal)

Financial Authorisations			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Whitehorse Community Local Law 2024 (Internal)	Powers, discretions, authorities and considerations of Council under this Local law including (but not limited to) the powers, discretions and authority to issue or refuse permits, fix conditions and durations relevant to such permits, cancel permits, require additional information, apply standards or guidelines or policies of Council, consider appeals and waive the need for any permit or waive or reduce any fee or charge or to do any act, matter or thing necessary or incidental to the performance or exercise of any function or power by the Council.	Senior Arts Officer, Cultural Services Coordinator, Manager Arts & Cultural Services, Coordinator Community Safety Support, Manager Community Safety, Director City Development	*Delegation limited to section 2.1.1(b) and (d) only for Manager Arts & Cultural Services, Cultural Services Lead, Festivals Coordinator

S7 Instrument of Sub-Delegation from CEO to Council staff

Unclaimed Money Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 11(1)(a)	Duty to established a business register of unclaimed money	Not applicable	Where Council is operating as a business.
s 11(1)(b)	Duty to by 31 March each year enter in the business register the prescribed details in relation to unclaimed money held as at 1 March in that year.	Not applicable	Where Council is operating as a business.
s 11(3)	Power to deduct out of unclaimed money payable to an owner an amount in respect of the reasonable expenses of a business in holding unclaimed money and locating the owner.	Not applicable	Where Council is operating as a business.
s 12(1)(a)	Duty to pay to the Registrar an amount equal to all amounts of unclaimed money held on that 1 March less any amounts that have been paid to the owner and any amounts deducted under subsection (3) or section 11(3)	Not applicable	Where Council is operating as a business.
s 12(1)(b)	Duty to lodge a return with the Registrar.	Not applicable	Where Council is operating as a business.
s 29(1)	Power to apply to the Registrar for repayment of an overpayment of unclaimed money.	Not applicable	Where Council is operating as a business Application must be made within 5 years after the payment of unclaimed money to the Registrar. Application under this section cannot be made for money paid to the Registrar under s 12 or 14 of this Act if the Registrar has previously served a notice of assessment or reassessment on the business or trustee that relates to the payment that would be the subject of the application.
s 43	Function of being liable to pay interest on the amount payable that remains unpaid if a default occurs	Not applicable	Where Council is operating as a business.
s 48	Function of being liable to pay a penalty in addition to the amount payable that remains unpaid.	Not applicable	Where Council is operating as a business.

Unclaimed Money Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 53	Duty to pay the penalty within the period specified for that purpose in a notice of assessment or reassessment.	Not applicable	Where Council is operating as a business.
s 56(1)	Power to lodge a written objection with the Registrar.	Not applicable	Where Council is operating as a business.

Aboriginal Heritage Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Parts 4, 6 and 8	Powers, functions and duties of a sponsor of a cultural heritage management plan under Parts 4, 6 and 8 of the Aboriginal Heritage Act 2006.	Assistant Manager Statutory Planning, Manager City Planning & Development, Director City Development	
s 74A(1)	Power to enter into an Aboriginal cultural heritage land management agreement with a registered Aboriginal party	Not delegated	
s 74E(1)	Duty to give copy of Aboriginal cultural heritage land management agreement to Secretary of the Department of Premier and Cabinet	Property & Leasing Specialist	

Associations Incorporation Reform Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 132	Power to nominate a body to which assets should be returned	Not delegated	Where a wound up incorporated association has assets consisting of property supplied by Council (which includes the unexpended portion of a grant)

Audit Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 13(1)	Duty to pay, to the Consolidated Fund, an amount determined by the Auditor-General to defray the reasonable costs and expenses incurred by or on behalf of the Auditor-General in conducting an audit of the financial statements of the public body and expressing an audit opinion on Council under s 11	Directors	
s 13(4)	Power to dispute the reasonableness of an amount to be paid	Directors	
s 17(1)	Function of being consulted by the Auditor-General	Directors	
s 18(1)	Function of receiving a final specification of a performance audit	Directors	
s 18(4)(a)	Function of receiving an amended specification	Directors	
s 18(4)(b)	Function of being consulted by the Auditor-General	Directors	
s 23(1)	Power to enter into an agreement with the Auditor-General for the provision of other auditing services	Directors	
s 44	Function of receiving a written notice and power to give consent to entry	Directors	
s 45	Power to consent to earlier entry	Directors	
s 46(1)	Power to request that the Auditor-General, or authorised person, produce proof of identity	Directors	
s 47	Duty to provide all reasonable assistance necessary to each of the people listed in s 47(a) – (c) who attends for the purposes of the Auditor-General, or authorised person, exercising the power to enter and inspect Council's premises	Directors	
s 48	Power to request that the Auditor-General or authorised person serve an information gathering notice	Directors	
s 58(2)(a)(i) & (ii)	Duty to give Council's officer or employee a reasonable opportunity to respond in relation to the adverse material	Directors	
s 65(2)	Duty to give Council's officer or employee a reasonable opportunity to respond in relation to the adverse material	Directors	
s 68(1)	Function of receiving information acquired by the Auditor General	Directors	Where Council is a specified entity

Building Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 3(1)	Power to appoint municipal building surveyor	Not delegated	The person must be a registered building surveyor (unlimited) as required by s 213
s 11(2)	Duty to publish notice in a newspaper if regulation under Part 2 ceases to have effect	Municipal Building Surveyor	
s 25AD(1)	Function of receiving written notice of the occurrence of each prescribed event and the prescribed information relating to that event	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	
s 25BE	Function of receiving the building permit number and the information given to the Victorian Building Authority (Authority) by the relevant building surveyor under s 18AA in relation to the application for the building permit number	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	
s 29A	Function of giving consent to building permit for demolition in its capacity as responsible authority under the Planning and Environment Act 1987	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Deputy Municipal Building Surveyor, Manager City Planning & Development, Municipal Building Surveyor Development Contributions Officer	
s 29B(1)	Duty to give notice where amendment of planning scheme sought in its capacity as responsible authority under the Planning and Environment Act 1987	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Deputy Municipal Building Surveyor, Manager City Planning & Development, Municipal Building Surveyor	
s 29B(3)	Duty to give notice where request for amendment withdrawn, refused etc. in its capacity as responsible authority under the Planning and Environment Act 1987	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner,	

Building Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Deputy Municipal Building Surveyor, Manager City Planning & Development, Municipal Building Surveyor	
s 30	Function of receiving copy permit, plans and other documents	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	
s 30B	Function of receiving checklist confirming all relevant documents to be provided by building surveyor	Building Inspector, Assistant Building Surveyor, Deputy Municipal Building Surveyor, Senior Building Control Officer, Municipal Building Surveyor, Coordinator Information Management	
s 31(1)	Duty to keep register of building permits	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 31(2)	Duty to make register available for inspection	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 32	Duty to keep documents	Municipal Building Surveyor, Coordinator Information Management	
s 32A(2)	Duty to provide Development Victoria notice setting out information in s 32A(3) and a copy of any relevant planning permit within 14 days after being given a copy of building permit under s 30(1), in certain circumstances where s 32A(1) applies	Assistant Manager Statutory Planning, Manager City Planning & Development, Municipal Building Surveyor	
s 66(b)(i)	Function of determining fees	Not delegated	
s 73	Function of receiving copy permit, plans and other documents	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	

Building Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 74(1)	Duty to keep register of occupancy permits, temporary approvals and amendments	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 74(2)	Duty to make register available for inspection	City Planning and Development Administration Officer, Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator City Planning and Development Administration	
s 75	Duty to keep documents	Municipal Building Surveyor, Coordinator Information Management	
s 80	Function of receiving notification of appointment	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	
s 80A(3)(a)	Function of receiving written notice of designated building surveyor referred to in s 80A(2)	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	
s 80A(4)(a)	Function of receiving notice of the new designated building surveyor	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	
s 80C(4A)	Function of receiving notification of the transfer under 80C(1)	Municipal Building Surveyor, Coordinator Information Management	
s 80D(6)(b)	Function of receiving notification of functions being transferred from an employee building surveyor or a designated building surveyor in accordance with a direction under s 80D(1) or (2)	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	
s 81(2)	Function of receiving notification for work terminated	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	

Building Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 83F	Function of receiving notice of appointment of manager for private building surveyor's business from the Authority	Municipal Building Surveyor, Coordinator Information Management	
s 84A(2)	Function of receiving a written request from an owner for the name and address of the owner of the adjoining property	Coordinator Information Management	Provision comes into operation on a day to be proclaimed, or on 13 August 2025 if it does not come into operation prior.
s 84B	Power to disclose the name and address of the owner of an adjoining property to the person who have the request if satisfied that the person will use the name and address for the purpose serving a notice of proposed building work under s 84(1)	Coordinator Information Management	Provision comes into operation on a day to be proclaimed, or on 13 August 2025 if it does not come into operation prior.
s 101(2)	Function of receiving copy documents	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	
s 120(2)(a)	Function of receiving notification that an order is complied with	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	
s 123(1)	Power to determine whether to recover from the owner the costs of work carried out or action taken under Part 8 Division 3 of the Act by the municipal building surveyor as a debt due to Council pursuant to s 123(1) of the Act	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 123(2)	Power to determine whether to apply any sum or part of any sum for which a bond or undertaking is deposited with Council under a condition imposed on a permit under s 22 of the Act towards the costs of carrying out work or taking action pursuant to s 123(2) of the Act	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 125(1)	Function of receiving copy notice or order	Deputy Municipal Building Surveyor, Municipal Building Surveyor	

Building Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 125(2)	Function of receiving written notice of the compliance, amendment or cancellation	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 126(1)	Duty to keep register of emergency orders, building notices and building orders	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 126(2)	Duty to make register available for inspection	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 138(5)	Power to appeal to the Building Appeals Board	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is a 'prescribed reporting authority'
s 160(3)(d)	Power to make application to the Building Appeals Board	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 162(1)(a)(i)	Function of being consulted by the Building Appeals Board	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 162(4)(b)	Function of entering into an agreement when directed by Building Appeals Board	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 164(1)	Power to agree to terminate or vary agreement	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 164(2)	Power to terminate or vary agreement	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 164(4)	Power to apply for approval	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 165(1)(a)	Duty to lodge copy or give notice	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Note: 'register' refers to the Titles Register held by Land Use Victoria
s 165(1)(b)	Duty to apply to agreement made in the Register	Deputy Municipal Building Surveyor, Municipal Building Surveyor	

Building Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 192A(7)	Function of receiving a copy of the map prepared by the Minister	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 192A(8)	Duty to make a copy of the most recent map available for inspection by members of the public without charge, during business hours, at Council's offices	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 214(1)	Power to enter into agreement	Not delegated	
s 215(1)	Power to enter into agreements with a private building surveyor	Not delegated	
s 216A	Power to apply to the Minister for exemption	Not delegated	
s 216C	Power to appoint a municipal building surveyor to carry out certain functions outside of the municipal district	Not delegated	
s 216D(2)	Duty to establish and maintain a register of swimming pools located in Council's municipal district	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 216D(5)(a)	Duty to submit, on request, all or any part of the information, record and document recorded in the register to the Authority	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 216D(5)(b)	Duty to submit, on request, all or any part of the information, record and document recorded in the register to any other prescribed person, agency or body	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 222	Function of receiving order from Minister	Not delegated	
s 230(2)	Duty to keep a register containing the prescribed information relating to the exercise of a power of entry under Subdivision 5 by any of the authorised persons referred to in s 230(2)(a) and (b)	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 230(7)(a)	Duty to keep the prescribed information relating to each exercise of a power of entry under Subdivision 5 for 10 years after the date of the entry	Deputy Municipal Building Surveyor, Municipal Building Surveyor	

Building Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 230(7)(b)	Duty to make the register required under s 230(2) available for inspection by the Authority on request, and at a time agreed to between Council and the Authority	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s. 230(7)(c)	duty to provide an extract under s 230(6), if requested	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 232	Power to receive complaints about the exercise of a power under Part 13 Division 2 by Council's municipal building surveyor, or a person authorised by Council's municipal building surveyor to act on behalf of the municipal building surveyor	Manager City Planning & Development	
s 234A	Duty to consider the complaint and give a written report to the complainant of the person's consideration of the complaint	Manager Customer Service, Customer Advocate Lead, Customer Advocate Support Officer	If the complaint is brought under Part 13 Division 2 of the Act
s 236(7)	Power to consent to remove or deface an order or notice put up under s 236(4) or 236(4A)	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 241(1)&(4)	Power to authorise a person or persons to bring proceedings for a summary offence against Part 3, 4, 5, 7 or 8 of the Act or the building regulations within Council's municipal district pursuant to s 241(1) and 241(4)	Deputy Municipal Building Surveyor, Senior Building Control Officer, Municipal Building Surveyor	
s 242	Function of receiving funds recovered through prosecution	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
s 252(1)	Power to determine whether to apply to the Magistrates' Court for a warrant under s 252 of the Act if a person refuses to vacate a building or land when required to do so by order under the Act pursuant to s 252(1) of the Act	Deputy Municipal Building Surveyor, Senior Building Control Officer, Municipal Building Surveyor	
s 259AB(1)	Function of entering an information sharing arrangement with the Authority	Not delegated	Subject to s 259AB(2) Where Council is a relevant agency

Building Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 259AB(3)	Power to request and receive information held by the Authority, and power to disclose information to the Authority	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Only to the extent that the information is reasonably necessary to assist in the exercise of functions under this Act, or the functions of Council Where Council is a relevant agency
s 259AB(4)(a)	Function of being referred, by the Authority, any matter (including any complaint) with respect to building work, plumbing work or architectural services	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is a building regulator
s 259AB(4)(b)	Function of receiving from the Authority any matter of a type described in s 259AB(4)(a)	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is a building regulator
s 259AB(4)(c)	Function of conducting a joint investigation with the Authority into any matter of a type described in s 259AB(4)(a)	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is a building regulator
s 259AB(5)	Power to, despite any other Act or law of the State, refer a matter referred to in s 259AB(4) to the Authority, or to conduct an investigation into the matter jointly with the Authority	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is a building regulator
sch 2 cl 1(c)(i)	Function of determining fees	Not delegated	
sch 2 cl 4(2)	Function of receiving copy application	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
sch 2 cl 4(3)	Function of receiving fees	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
sch 2 cl 4(4)	Power to fix fees in accordance with cl 4(5)	Not delegated	
sch 2 cl 4A(2)(b)	Duty to give the owner of the allotment an opportunity to make a submission in respect of the possible detriment	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the 'reporting authority'

Child Wellbeing and Safety Act 2005			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
ss 19 & 23A	Duty to comply with the Child Safe Standards	Manager Health & Family Services, Manager People & Culture, Coordinator Health Safety & Wellbeing, Team Leader Early Childhood Services, Managers, Coordinator Maternal & Child Health, Coordinator Youth Services	Where Council is a Schedule 1 entity
s 25	Function of receiving education, information and advice from the Commission for Children and Young People regarding the Child Safe Standards	Coordinator Health Safety & Wellbeing, Child Safe Officer	
s 29A(2)(a)	Function of receiving notice of inspection of the relevant premises by an authorised officer	Manager Health & Family Services, Team Leader Early Childhood Services	
s 30	Duty to comply with notice to provide documents given under s 30(1A)	Manager Health & Family Services, Coordinator Health Safety & Wellbeing, Team Leader Early Childhood Services, Coordinator Maternal & Child Health, Child Safe Officer, Coordinator Youth Services	
s 31	Duty to comply with notice to comply given under s 31(1)	Manager Health & Family Services, Coordinator Health Safety & Wellbeing, Team Leader Early Childhood Services, Team Leader Maternal & Child Health, Coordinator Maternal & Child Health, Child Safe Officer, Coordinator Youth Services	
s 34C	Duty to comply with an adverse publicity order	Manager Health & Family Services, Manager People & Culture	
s 36	Duty to ensure that the Commission, a sector regulator or authorised person is given any assistance reasonably required to perform functions	Manager Health & Family Services, Manager People & Culture, Team Leader Early Childhood Services,	

Child Wellbeing and Safety Act 2005			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Team Leader Maternal & Child Health, Coordinator Youth Services	
s 36A	Function of receiving an official warning from the sector regulator	Manager Health & Family Services, Manager People & Culture, Director Corporate Services, Director Community Services	
s 36B	Function of receiving infringement notice	Manager Health & Family Services	
s 36C(1)	Power to make an enforceable undertaking	Manager Health & Family Services, Manager People & Culture, Director Corporate Services, Director Community Services	
s 36C(3)	Power to withdraw or vary an enforceable undertaking	Manager Health & Family Services, Manager People & Culture, Director Corporate Services, Director Community Services	Must be in writing.
s 41I	Power to seek review by the sector regulator of decision by the Commission to issue a notice to produce or a notice to comply, or to issue an official warning or to publish information	Manager Health & Family Services, Manager People & Culture, Director Corporate Services, Director Community Services	
s 41J	Power to apply to VCAT for a review of the sector regulator to issue a notice to comply or to publish information	Manager Health & Family Services, Manager People & Culture, Director Corporate Services, Director Community Services	Must have first exhausted all available avenues for review under s 41I
s 41M	Function of being given opportunity to comment on adverse comment or opinion to be included in annual report or further report	Manager Health & Family Services, Manager People & Culture, Director Corporate Services, Director Community Services	

Child Wellbeing and Safety Act 2005			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 41V	Power to, on Council's own initiative, disclose confidential information, other than excluded information, to another information sharing entity	Manager Health & Family Services, Manager People & Culture, Team Leader Early Childhood Services, Director Corporate Services, Director Community Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity' and a 'disclosing entity'
s 41V	Function of receiving confidential information, other than excluded information	Manager Health & Family Services, Team Leader Early Childhood Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity' and a 'receiving entity'
s 41W(1)	Power to request another information sharing entity to disclose confidential information, other than excluded information	Manager Health & Family Services, Manager People & Culture, Team Leader Early Childhood Services, Director Corporate Services, Director Community Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity' and a 'requesting entity'
s 41W(1)	Function of receiving confidential information, other than excluded information	Team Leader Early Childhood Services, Coordinator Maternal & Child Health, Child Safe Officer	Where Council is an 'information sharing entity' and a 'requesting entity'
s 41W(1)	Function of receiving a request for confidential information, other than excluded information	Team Leader Early Childhood Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity' and a 'responding entity'
s 41W(2)	Power to disclose to the responding entity any confidential information that may assist the responding entity	Manager Health & Family Services, Manager People & Culture, Team Leader Early Childhood Services, Director Corporate Services, Director Community Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity' and a 'requesting entity'
s 41W(2)	Function of receiving confidential information from an information sharing entity	Team Leader Early Childhood Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity' and a 'responding entity'

Child Wellbeing and Safety Act 2005			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 41W(3)	Duty to comply with a request made under s 41W(1)	Team Leader Early Childhood Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity' and a 'responding entity'
s 41W(4)	Duty to provide reasons, in writing, as to why Council cannot comply with a request made under s 41W(1)	Manager Health & Family Services, Team Leader Early Childhood Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity' and a 'responding entity'
s 41W(4)	Function of receiving reasons from a responding entity as to why it cannot comply with a request made under s 41W(1)	Manager Health & Family Services, Team Leader Early Childhood Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity' and a 'requesting entity'
s 41Y	Power to disclose confidential information, other than excluded information, to any person set out in s 41Y(1)(a) – (c)	Manager Health & Family Services, Team Leader Early Childhood Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity'
s 41Z	Power to collect and use any confidential information disclosed to Council under Part 6A	Manager Health & Family Services, Team Leader Early Childhood Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity'
s 41ZC	Duty to record prescribed information in respect of its collection, use and disclosure of confidential information	Manager Health & Family Services, Team Leader Early Childhood Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity'
s 41ZD(2)	Power to collect, use or disclose confidential information	Manager Health & Family Services, Team Leader Early Childhood Services, Coordinator Maternal & Child Health	Where Council is an 'information sharing entity' within the meaning of Part 5A of the Family Violence Protection Act 2008
s 41ZF	Power to refuse to give an individual access to their confidential information under a relevant privacy law	Manager Health & Family Services, Manager People & Culture, Director Corporate Services, Director Community Services	Where Council is an 'information sharing entity'
s 43(1)(a)	Function of receiving notice of the birth of a child	Maternal & Child Health Group	Where the mother of the child usually resides in Council's municipal district
s 43(1)(b)	Function of receiving notice of the birth of a child	Maternal & Child Health Group	When the municipal district in which the mother usually resides is unknown and

Child Wellbeing and Safety Act 2005

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			the birth occurs in Council's municipal district

Children Youth and Families Act 2005

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 23(1)	Function of being allocated money by the Secretary for the purposes of Part 3.1	Manager Health & Family Services	
s 25	Power to use land or property for the purposes of the Department of Health and Human Services	Not delegated	Where authorised by the Secretary
s 26	Function of entering into an agreement with the Secretary	Manager Health & Family Services	
s 30	Function of having matters referred to it by the Secretary to provide advice, services and support to the child, family of the child or mother of the unborn child	Manager Health & Family Services	Where Council is not registered as a community service but is established to provide services to meet the needs of children requiring care, support, protection or accommodation and of families requiring support
s 192	Power to provide information to the Secretary	Manager Health & Family Services	
s 196	Function of receiving written direction from an authorised officer in relation to disclosure of information	Manager Health & Family Services	
s 197	Duty to comply with written direction from authorised officer	Manager Health & Family Services	

Children's Services Act 1996

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 166(1)	Function of receiving, from the Regulatory Authority, information in respect of a children's service for a purpose listed in s 166(2)	Manager Health & Family Services	

Circular Economy (Waste Reduction and Recycling) Act 2021

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 50(2)	Function and power of sharing information or data with the Head, Recycling Victoria where permitted	Manager City Services, Director Infrastructure	
s 56	Power to enter into an agreement with the Head, Recycling Victoria	Not delegated	
s 57	Function of receiving advice and support from the Head, Recycling Victoria	Manager City Services, Director Infrastructure	
s 58	Duty to have regard to guidelines issued by the Head, Recycling Victoria	Manager City Services, Director Infrastructure	
s 60	Duty to provide municipal residual waste and municipal recycling services	Manager City Services, Director Infrastructure	

Climate Change Act 2017

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46	Power to make statement (a Council pledge) in respect of greenhouse gas emissions reductions	Not delegated	Council must consider factors, and include details prescribed, in s 47

Climate Change Act 2017

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 48	Duty to give copy of Council pledge to Minister as soon as practicable following preparation	Not delegated	
s 49(3)	Duty to have regard to any directions of Minister regarding preparation of an emissions reduction pledge	Manager City Services, Director Infrastructure	
s 82(1)	Function of receiving notice of proposed Carbon Sequestration Agreement	Manager City Services	Where Council is the public land manager

Cultural and Recreational Lands Act 1963

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4	Function of receiving rates	Coordinator Revenue & Rates, Manager Finance	

Dangerous Goods Act 1985

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 29	Function of receiving statement from the Victorian WorkCover Authority about details of dangerous goods on licensed premises	Environmental Health Officer, Coordinator Environmental Health, Municipal Building Surveyor, Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	

Development Victoria Act 2003

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 13(1)	Function of entering into agreement with Development Victoria concerning particular issues	Not delegated	Function of 'public statutory body'

Development Victoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 39(2)	Duty to comply with order from Governor in Council issued under s.39(1) to surrender land in a project area	Manager City Planning & Development, Director City Development	Duty of 'public statutory body'
s 51I(3)(b)	Function of receiving notice of resolution levying a general charge from Development Victoria	Manager City Planning & Development, Director City Development	
s 51Q(3)(b)	Function of receiving notice of resolution levying an infrastructure recovery charge from Development Victoria	Manager City Planning & Development, Director City Development	
s 51ZA	Function of receiving written notice of charge from Development Victoria, where Council has submitted notice to Authority pursuant to s 21(2A) of the Subdivision Act 1988	Manager City Planning & Development, Director City Development	
s 56D(1)	Duty to give relevant Ministers and Treasurer statement allocating the property, rights and liabilities of Council in relation to designated project to Development Victoria	Manager City Planning & Development, Director City Development	Duty of 'nominated agency'
s 56D(4)	Function of complying with request from Treasurer and relevant Minister to amend statement under s 56D(1)	Manager City Planning & Development, Director City Development	Function of 'nominated agency'
s 56E(1)	Function of issuing certificate certifying that property, rights or liabilities of Council have been allocated to Development Victoria	Manager City Planning & Development, Director City Development	Function of 'nominated agency'
s 56E(2)	Duty to revoke certificate given under s 56E(1) and replacing with a new certificate, if directed by Treasurer and relevant Minister	Manager City Planning & Development, Director City Development	Duty of 'nominated agency'
s 56E(3)	Duty to keep register of certificates issues under s 56E, and make reasonably available for inspection	Assistant Manager Statutory Planning, Coordinator Strategic Planning, Team Leader Statutory Planning,	Duty of nominated agency

Development Victoria Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Manager City Planning & Development, Director City Development, Coordinator City Planning and Development Administration	

Disability Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38(4)	Power to prepare a Disability Action Plan, in accordance with s 38	Manager Communities, Engagement & Integrated Planning	
s 38(5)	Duty to report on the implementation of the Disability Action plan in Council's annual report	Manager Communities, Engagement & Integrated Planning	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	Manager Communities, Engagement & Integrated Planning	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			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 10	Function of receiving applications for registration of dogs or cats	Community Laws Officer, Community Safety Support Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Manager Community Safety, Team Leader Community Laws,	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Customer Service Operations, Customer Service Operations Team Leader, Customer Service Officer	
s 10A(4)	Duty to not register or renew the registration of a dangerous dog or a restricted breed dog unless the dog is (a) desexed or (b) a dangerous dog that is not a restricted breed dog and is exempt under s 10B(1)(c), 10B(1)(d) or 10B(1)(e) from the requirement to be desexed or (c) a restricted breed dog that is not a dangerous dog and is exempt under s 10B(1)(e) from the requirement to be desexed	Manager Community Safety	
s 10C(1)	Duty to not register a dog or cat unless the dog or cat (a) has been implanted with prescribed permanent identification device or (b) is of a class of dogs exempt under a resolution made under s 10D(3), from the requirement to be implanted with such a device or (c) is otherwise exempted under the Act from the requirement to be implanted with such a device or (d) subject to s 10C(2), has previously been registered with Council at any time in the 12 month period immediately before the application for registration was lodged	Manager Community Safety	
s 10C(5)	Duty to cause to be published a copy of the resolution	Manager Community Safety	
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	Manager Community Safety	
s 10D(6)	Duty to cause to be published a copy of the resolution	Manager Community Safety	
s 12(1)	Power to appoint an agent for Council in the registration of cats and dogs	Manager Community Safety	
s 13	Function of receiving notification of sale by domestic animal business or foster carer (including where the animal was not registered)	Coordinator Community Laws, Manager Community Safety	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 14(b)	Power to approve form of registration or renewal of registration of dogs and cats	Manager Community Safety	
s 15(2)	Power to permit pro-rata fees for dogs or cats registered for part of a year	Manager Community Safety	
s 15(6)	Duty to waive 50% of a registration fee of dogs or cats if paragraphs (a) or (b) apply	Manager Community Safety	
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	Manager Community Safety	
s 17(1)	Power to register or renew the registration of a dangerous dog and impose conditions upon the registration	Manager Community Safety	
s 17(1A)(a)	Power to register or renew the registration of a restricted breed dog	Manager Community Safety	Under ss 10A(4) and 10C(6), a Council cannot register a restricted breed dog unless the dog is desexed (subject to the exception under s 10B(1)(e)) and the dog has been implanted with a prescribed permanent identification device
s 17(1A)(b)	Power to impose conditions on the registration or the renewal of the registration of a restricted breed dog	Manager Community Safety	Under ss 10A(4) and 10C(6), a Council cannot register a restricted breed dog unless the dog is desexed (subject to the exception under s 10B(1)(e)) and the dog has been implanted with a prescribed permanent identification device

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and 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	Manager Community Safety	
s 17(3)	Duty to consider submissions in relation to the registration or renewal of registrations of a dangerous dog before making decision	Manager Community Safety	
s 17(4)	Duty to serve written notice of decision not to register or renew registration of dangerous dog or restricted breed dog	Manager Community Safety	
s 18(1)	Duty to keep register and allow inspection of register of all registered dogs and cats	Community Laws Officer, Community Safety Support Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Manager Community Safety, Team Leader Community Laws	
s 18(2)(b)	Power to fix fee for inspection of registrations of dogs and cats in the municipality	Manager Community Safety	
s 18(3)	Power to fix fees for making of records or obtaining certificates	Manager Community Safety	
s 19(1)(a)	Duty to allocate a registration number to every dog and cat which is registered	Community Safety Support Officer, Manager Community Safety, Team Leader Community Laws, Customer Service Officer	
s 19(1)(b)	Duty to give or send the owner a registration certificate	Community Laws Officer, Community Safety Support Officer, Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws,	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Customer Service Officer	
s 19(1)(c)	Duty to issue to the owner an identification marker	Community Safety Support Officer, Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 23(6)	Duty to give owner or occupier of the private property a copy of a notice served under s 23(3)	Community Laws Officer, Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 25(3)	Duty to cause to be published any orders made by Council under s 25	Manager Community Safety	
s 26(2A)	Duty to obtain agreement of owner or occupier of private property, where Council proposes to make, by resolution, an order under s 26(2)	Community Laws Officer, Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 26(3)	Duty to cause to be published any orders made by Council under s 26	Manager Community Safety	
s 33A(1)	Duty to accept any dog or cat kept surrendered to Council by the owner of the animal	Community Laws Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 33A(3)	Duty to give Secretary certain information about a dog under its control if dog exhibits aggressive behaviour, may have been involved in a dog attack or may be a restricted breed dog	Community Laws Officer, Community Safety Support Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Manager Community Safety, Team Leader Community Laws	This information must be given to the Secretary in the time specified in s 33A(4)
s 33A(2)(b)	Duty to deal with surrendered dog or cat in accordance with the Act, the regulations and relevant Codes of Practice	Community Laws Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 34(1)	Power to declare a dog dangerous	Manager Community Safety	
s 34(2)	Duty not to declare a dog dangerous in certain circumstances	Manager Community Safety	
s 35(2)	Duty to notify the owner and receive written and oral submissions from the owner if proposing a dog be declared dangerous	Manager Community Safety	
s 35(3)	Duty to consider materials submitted before making a declaration	Manager Community Safety	
s 36	Duty to give written notice of a declaration to owner	Manager Community Safety	
s 37	Function of receiving notification from owners of certain dogs	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 41B(1)	Duty to notify the owner and allow it the opportunity to make submissions to the Council	Coordinator Community Laws, Manager Community Safety,	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Team Leader Community Laws	
s 41C	Duty to give notice of a menacing dog declaration to owner	Manager Community Safety	
s 41D	Function of receiving notification in relation to menacing dog	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 41F	Function of receiving notification from owners of restricted breed dogs	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
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	Manager Community Safety	
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	Manager Community Safety	
s 41J(3)	Power to fix fee for application for permit	Manager Community Safety	
s 44(1)	Power to require restraint of animals	Manager Community Safety	If Council has made a relevant local law prohibiting the keeping of animals in a specified area
s 44(2)	Duty to give written notice of requirement in s 44(1)	Manager Community Safety	
s 44AC(1)(c)	Power to inspect information kept on register of dangerous, menacing and restricted breed dogs, in accordance with the regulations	Community Laws Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 44AE	Duty to provide details of dangerous, menacing or restricted breed dogs to Secretary	Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 44AEA	Duty to provide to the Secretary information relating to a dog destroyed under s 84TA, 84TB, 84TC	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 44AF	Duty to provide to the Secretary information relating to dangerous, menacing or restricted breed dogs	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 44AG	Duty to provide to the Secretary information about owners of dangerous, menacing or restricted breed dogs	Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 44AH	Duty to provide, when requested under s 44H (1) a statement to Secretary confirming that information previously provided by Council is accurate	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 46(1)	Function of receiving applications to register a premises	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 46(2)	Power to approve form of registration of domestic animal businesses and information required	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 46(3)	Function of requiring and receiving any further information relating to an application Council	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 47(1) & (2)	Power to register and impose any terms, conditions, limitations or restrictions on the registration of premises for the purposes of a domestic animal business	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 48(2)	Power to approve form of renewal of registration	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 48(3)	Power to approve form of renewal of registration and information required	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 48(4)	Function of requiring and receiving any further information relating to the application Council	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 49(1)	Power to fix fees for registration or renewal of registration of domestic animal premises	Manager Community Safety	
s 49(2)	Power to refund all or part of application fee	Manager Community Safety	
s 52(1)	Function of receiving an application for transfer of registration to a new premises	Community Safety Support Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Manager Community Safety, Team Leader Community Laws	
s 52(2)(a)	Power to approve form of application to transfer registration	Community Safety Support Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Manager Community Safety, Team Leader Community Laws	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 52(2)(c)	Power to fix fee for transfer of registration and information required	Manager Community Safety	
s 52(3)	Function of requiring and receiving any further information relating to the transfer of registration	Community Safety Support Officer, Coordinator Community Laws, Community Laws Support Officer, Manager Community Safety, Team Leader Community Laws	
s 52(4)	Power to register new (transferred) premises as a domestic animal business and impose any terms, conditions, limitations or restrictions on that registration	Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 54(1)	Power to refuse to register or renew the registration, refuse to transfer registration, suspend registration and revoke registration of premises	Coordinator Community Laws, Manager Community Safety	
s 54(2)	Power to act in accordance with s 54(1) if satisfied that the circumstances of s 54(2)(a) or (b) are in existence	Coordinator Community Laws, Manager Community Safety	
s 54(3)	Duty to refuse to register or renew the registration of a premises in relation to a breeding domestic animal business in certain circumstances	Coordinator Community Laws, Manager Community Safety	
s 54(3A)	Duty to refuse to register, renew the registration of, or transfer the registration of a premises on which a domestic animal business is, or is proposed to be conducted, that is an animal shelter, a pet shop or a pound in certain circumstances	Coordinator Community Laws, Manager Community Safety	
s 54(3B)	Duty to refuse to register, renew the registration of, or transfer the registration of a premises on which a domestic animal business is, or is proposed to be conducted, that is a breeding domestic animal business in certain circumstances	Coordinator Community Laws, Manager Community Safety	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 54A(1)	Duty to refuse to register the premises in respect of which the application is made if s 54A(a), (b) or (c) applies	Coordinator Community Laws, Manager Community Safety	
s 54A(2)	Duty to refuse to register the premises in respect of which the application is made if a breeding domestic animal business or a pet shop is being conducted, or is proposed to be conducted, on the rateable property on which the premises is located	Coordinator Community Laws, Manager Community Safety	
s 54A(3)	Duty to refuse to register the premises in respect of which the application is made if a breeding domestic animal business or an animal shelter is being conducted, or is proposed to be conducted, on the rateable property on which the premises is located	Coordinator Community Laws, Manager Community Safety	
s 54B	Duty to refuse to register the premises on which a breeding domestic animal business is proposed to be conducted	Coordinator Community Laws, Manager Community Safety	
s 54C	Duty to refuse to transfer the registration of premises on which a breeding domestic animal business is being conducted to another premises	Coordinator Community Laws, Manager Community Safety	
s 54D	Duty to refuse to renew the registration of a premises on which a breeding domestic animal business is being conducted	Coordinator Community Laws, Manager Community Safety	
s 55	Duty to give notice if it is proposed that the powers under ss 54, 54A, 54B, 54C or 54D will be exercised	Coordinator Community Laws, Manager Community Safety	
s 56	Duty to receive both oral and written submissions and take into account any submissions	Coordinator Community Laws, Manager Community Safety	
s 57(1) & (2)	Duty to serve notice of decision and give reasons for decision	Coordinator Community Laws, Manager Community Safety	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 58AD(1)(a)	Function of receiving a request from the chief veterinary officer for a report on the premises on which the domestic animal business is conducted	Coordinator Community Laws, Manager Community Safety	
s 58AD(2)	Duty to include a copy of any report from an entry and search of the premises under Part 7 carried out in the 5 years preceding the application for grant or renewal of approval	Coordinator Community Laws, Manager Community Safety	
s 58AI(1)(a)	Power to cancel or not renew a commercial dog breeder approval	Coordinator Community Laws, Manager Community Safety	Where Council is the 'relevant Council'
s 58AI(1)(b)	Power to suspend a commercial dog breeder approval	Coordinator Community Laws, Manager Community Safety	Where Council is the 'relevant Council'
s 58AI(2)	Duty to give the Minister notice of any suspension, cancellation or refusal to renew	Coordinator Community Laws, Manager Community Safety	
s 58AL	Function of receiving notice of the Minister's grant, renewal, refusal to grant or renew, revocation or cancellation of a commercial dog breeder approval as soon as possible after it occurs	Coordinator Community Laws, Manager Community Safety	Where Council is the relevant Council
s 58P	Function of receiving, from the Minister, a copy of the permit (including any conditions imposed on the permit)	Coordinator Community Laws, Manager Community Safety	Where Council is the 'relevant Council'
s 58Q(3)	Function of receiving, from an authorised officer who has given a direction under s 58Q(1), notification of the closure of the sale	Coordinator Community Laws, Manager Community Safety	Where Council is the 'relevant Council'
s 58R(3)	Function of receiving, from the Minister, a copy of a report under s 58R as soon as practicable after receiving the report.	Coordinator Community Laws, Manager Community Safety	
s 68A(1)	Duty to, in consultation with Secretary, prepare a domestic animal management plan	Coordinator Community Laws, Manager Community Safety	Subject to s 68A(1A)

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 68A(1A)	Power to apply to the Secretary for an extension of time within which to prepare a domestic animal management plan	Coordinator Community Laws, Manager Community Safety	
s 68A(3)(a)	Duty to review domestic animal management plan annually and, if appropriate, amend the plan	Manager Community Safety	
s 68A(3)(b)	Duty to provide the Secretary with a copy of the plan and any amendments to the plan	Manager Community Safety	
s 68A(3)(c)	Duty to prepare an evaluation of its implementation of the plan for publication in Council's annual report	Manager Community Safety	
s 68B	Power, on application under s 68C, to register a person to provide foster care on a premises in the municipal district of the Council, if the person provides or intends to provide foster care on that premises	Manager Community Safety	
s 68C	Function of receiving an application for foster carer registration	Coordinator Community Laws, Manager Community Safety	
s 68D(1)	Power to renew registration	Coordinator Community Laws, Manager Community Safety	
s 68D(2)	Function of receiving an application for foster carer registration renewal	Community Safety Support Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Manager Community Safety, Team Leader Community Laws	
s 68E	Duty to have regard to the matters set out in s 68E(a) – (e) when deciding whether or not to grant or renew a foster carer registration	Coordinator Community Laws, Manager Community Safety	
s 68G(a)	Power to approve form of applications under s 68C or 68D(2)	Coordinator Community Laws, Manager Community Safety	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 68G(b)	Power to require information in applications under s 68C or 68D(2)	Coordinator Community Laws, Manager Community Safety	
s 68G(c)	Power to fix fee for applications under s 68C or 68D(2)	Coordinator Community Laws, Manager Community Safety	
s 68H(2)	Power to permit a pro rata fee to be paid where a foster carer registration only applies for part of a year	Coordinator Community Laws, Manager Community Safety	
s 68I(1)(b)	Power to impose conditions on a foster carer registration	Coordinator Community Laws, Manager Community Safety	
s 68J(1)	Power to suspend or cancel a foster carer registration where the criteria in s 68J(1)(a) or (b) apply	Coordinator Community Laws, Manager Community Safety	
s 68J(2)	Duty to notify the registered foster carer of a suspension or cancellation under s 68J(1)	Coordinator Community Laws, Manager Community Safety	
s 68K(1)	Duty to notify the holder of a foster carer, in writing, if the Council proposes to suspend, cancel or not renew a foster carer registration	Coordinator Community Laws, Manager Community Safety	
s 68K(2)	Function of receiving written submissions from the holder of the registration	Coordinator Community Laws, Manager Community Safety	
s 68K(3)	Duty to consider any submission may under s 68K(2) before deciding to suspend, cancel or not renew the registration	Manager Community Safety	
s 68N(1)	Duty to give to the Secretary the information set out in s 68Q(1) and (2) relating to each registration of a premises by the Council under Part 4	Manager Community Safety	
s 68O(1)	Duty to give to the Secretary the information set out in s 68Q(1)(a), (c)(ii) and (iii), (d)(ii), (h), (i) and (j), relating to each registration of a foster carer by the Council under Part 5B	Manager Community Safety	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 68R(1)(a)(i)	Duty to give the information set out in s 68R(2) to the Secretary within 7 days after making a decision under Part 4 to refuse to grant, renew or transfer a registration under that Part	Manager Community Safety	
s 68R(1)(a)(ii)	Duty to give the information set out in s 68R(2) to the Secretary within 7 days after making a decision under Part 4 to suspend or revoke a registration under that Part	Manager Community Safety	
s 68R(1)(b)(i)	Duty to give the information set out in s 68R(3) to the Secretary within 7 days of making a decision under Part 5B not to grant or renew a registration under that Part	Manager Community Safety	
s 68R(1)(b)(ii)	Duty to give the information set out in s 68R(3) to the Secretary within 7 days of making a decision under Part 5B to suspend or cancel a registration under that Part	Manager Community Safety	
s 68Y(3)	Function of receiving, from the Secretary, the source number issued under s 68Y	Manager Community Safety	
s 68Z(3)	Function of receiving, from the Secretary, the source number issued under s 68Z	Manager Community Safety	
s 69(1)	Duty to make payment to the Treasurer of specified amounts in respect of registration of cats, dogs or registered animal business	Manager Community Safety	
s 69(1A)	Duty to make payment to the Treasurer in respect of each registration fee collected by the Council for the registration or renewal of registration of a dog or cat in each financial year	Manager Community Safety	
s 72	Power to appoint, by instrument, employees to be authorised officers	Manager Community Safety	
s 72A(1)	Power to appoint person who is not employee of Council as authorised officer	Manager Community Safety	Person appointed must have qualifications and experience prescribed by Secretary

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 73(1)	Duty to issue identity card to authorised officers	Manager People & Culture, People and Culture Support Centre Officer, Coordinator P&C Support Centre	At the request of the relevant manager
s 84DD(2)	Function of receiving report	Manager Community Safety	
s 84J	Power to retain custody of dog or cat until animal recovered under Division 5 or disposed of under Division 6	Community Laws Officer, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 84L(1)	Power to retain custody of dog the subject of a declaration under s 98A until review of the declaration is determined under Part 7E or the dog is recovered under Division 5 or destroyed under Division 6	Community Laws Officer, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 84L(2)	Power to retain custody of dog before destruction under division 6 where dog is seized under s 80 and officer cannot serve declaration because owner cannot be identified	Coordinator Community Laws, Manager Community Safety	
s 84M(1)	Power to decide not to retain custody of dog or cat seized under ss 23(1), 82, 82B, 83, 84, 84A, 84B or 84C	Coordinator Community Laws, Manager Community Safety	
s 84N(1)(c)	Power to require custody of restricted breed dog until the outcome of prosecution under the Act or Regulations in relation to the dog	Coordinator Community Laws, Manager Community Safety	
s 84N(1)(d)	Power to fix an amount payable for the reasonable costs and expenses incurred by the Council in seizing the dog and retaining custody of it until its recover	Manager Community Safety	
s 84O(1)	Power to destroy a cat seized under Part 7A if cat does not bear an identification marker or device or cat is wild, uncontrollable or diseased	Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety	
s 84O(2)	Duty to destroy dangerous dog or restricted breed dog as soon as possible where owner is entitled to recover dog	Manager Community Safety	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	under Division 5 but does not recover dog in accordance with the time period in that division		
s 84O(3)	Duty to sell or destroy cat or dog (other than dangerous or restricted breed dog) as soon as possible where owner is entitled to recover dog under division 5 but does not recover dog in accordance with the time period in that division	Manager Community Safety	In accordance with any relevant business code of practice or greyhound code of practice
s 84P	Power to destroy dog seized under Part 7A in certain circumstances listed in paragraphs (a), (c), (d), (e) and (f)	Coordinator Community Laws, Manager Community Safety	
s 84Q(1)	Duty to commence prosecution of a person as soon as possible after seizure under Part 7A, if authorised officer reasonably suspects that the person has committed an offence listed in s 84Q(2) with respect to a dog or a cat seized under that part, and power to retain custody of animal seized under section 84B and in any other case, Duty to retain custody until the outcome of the prosecution in s 84Q is known	Community Laws Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 84Q(2A)(a)	Duty to commence prosecution of the owner of the dog or cat as soon as possible after the seizure and after sufficient information is available to enable the commencement of the prosecution	Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 84Q(2A)(b)	Duty to retain custody of the dog or cat and any offspring of the dog or cat until the outcome of the prosecution is known	Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 84Q(3)(a)	Duty to serve declaration on owner	Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 84R	Power to require owner to provide his or her current address to Council in certain circumstances	Community Laws Officer, Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
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,	Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety	
s 84T(1)	Duty to destroy dog seized under s 80 within 8 days after seizure if owner cannot be identified and authorised officer reasonably believes dog is restricted breed dog	Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety	
s84T(2)	Duty to notify the Secretary of certain information after destroying a dog under s 84T(1)	Manager Community Safety	Notice must comply with requirements of s 84T(3)
s 84TA(1)	Power to destroy a dog seized under Part 7A in circumstances listed (a) - (c)	Coordinator Community Laws, Manager Community Safety	84TA (4) & (5) Council must make decision within 48 hours and record the time and date of decision
s 84TC(1)	Power to destroy a dangerous dog if the dog was declared a dangerous dog and it is believed that the owner of the dog is guilty of an offence under s 24 or 26	Coordinator Community Laws, Manager Community Safety	84TC (4) & (5) Council must make decision within 48 hours and record the time and date of decision
s 84U	Duty to ensure seized animal is desexed before selling it	Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety	

Domestic Animals Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 84V(2)	Power to give animal to an approved person or body	Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety	Where Council is authorised under this Act to destroy the animal
s 84VA(1)	Power to recover any reasonable cost incurred by the Council for the care, transport, maintenance and disposal of the dog or cat for the whole or any part of the time from when the dog or cat is seized under Division 2 until the time when the dog or cat is disposed of under s 84TD	Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 84VA(2)	Power to recover costs under s 84VA(1) from the owner, or person in charge of the dog or cat when the dog or cat was seized	Coordinator Community Safety Support, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 84Y	Power to enter written agreement to seize, receive and retain, sell or destroy dogs or cats, as well as the power to give a seized dog or cat to a community foster care network, give a seized dog or cat to an animal shelter and/or charge fees for doing any of the things under the written agreement	Coordinator Community Laws, Manager Community Safety	
s 95	Function of receiving payment of fines	Manager Finance	
s 100A	Duty to notify Secretary where VCAT or Supreme Court sets aside a decision to declare a dog to be a dangerous dog, menacing dog or restricted breed dog	Coordinator Community Laws, Manager Community Safety	Notice must comply with requirements of s 100A(2) & (3)
s 100C	Function of receiving disclosed information from a person who is or was engaged in the administration of Part 5B or 5C	Coordinator Community Laws, Manager Community Safety	
s 100D	Power to disclose information held by Council to another Council, a restricted authorised officer or a Departmental authorised officer for the purpose of the performance of	Coordinator Community Laws, Manager Community Safety	

Domestic Animals Act 1994

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	Functions under Part 4 or Part 4AA or regulations under those Parts by that person		

Domestic Building Contracts Act 1995

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 48R	Function of receiving details of alleged contraventions of building legislation	Municipal Building Surveyor	

Education and Care Services National Law Act 2010

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 271(1)	Function of receiving information from National Authority in respect of education and care services	Manager Health & Family Services, Director Community Services	
s 271(2)	Function of receiving information from Regulatory Authority in respect of education and care services	Manager Health & Family Services, Director Community Services	
s 271(3)	Power to disclose information to authorities or government departments in respect of education and care services	Manager Health & Family Services, Director Community Services	

Education and Training Reform Act 2006

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 2.3.13	Power to enter into and carry out a contract with the school Council	Manager Leisure & Recreation Services, Director Community Services	

Electoral Act 2002

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 108(1)(d)(ii)	Power to enable identification of a person	Coordinator Revenue & Rates	

Electricity Safety Act 1998

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 84C	Duty to keep trees clear of electrical lines on public land managed by Council	Manager Parks & Natural Environment	Applies to public land, managed by Council, which has been declared under s 81 of the <i>Electricity Safety Act 1998</i> for the purposes of Part 8 of the Act
s 86B	Duty to specify certain matters in municipal emergency management plan	Manager Parks & Natural Environment	

Emergency Management Act 2013

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 59	Duty to establish a Municipal Emergency Management Planning Committee	Not delegated	
s 59B(1)(b)	Duty to nominate a member of Council staff to be the chairperson of the Municipal Emergency Management Planning Committee	Not delegated, Coordinator Emergency Management	The person nominated must have first been nominated by the CEO and the delegate cannot nominate themselves
s 59F(b)	Function of, in collaboration with other agencies and by the establishment of a Municipal Emergency Management Planning Committee, enabling community participation in emergency preparedness, including mitigation, response and recovery activities	Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	

Emergency Management Act 2013			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 59G(1)	Duty to appoint one or more municipal emergency management officers	Not delegated	
s 59H(1)	Duty to appoint one or more municipal recovery managers	Not delegated	
s 60AI(1)(ab)	Function of receiving a copy of the plan in a form suitable for publication on the municipal council's Internet site on behalf of the relevant Municipal Emergency Management Planning Committee	Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	
s 69	Duty to comply with an information gathering notice issued by the Inspector-General for Emergency Management	Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	
s 70	Function of receiving draft review or report and providing comment or response to Inspector-General for Emergency Management	Not delegated	
s 70A(2)	Power to consent to entry of vessel, premises or vehicle	Not delegated	
s 70A(3)	Duty to provide the Inspector-General with a written response to a request for consent under s 70A(2)	Not delegated	
s 70B	Function of giving reasonable assistance to the Inspector-General for Emergency Management	Not delegated	

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 50(1)(ii)	Function of receiving application for permission	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 50(2)	Duty of advising applicant that application does not comply with s 50	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	
s 50A(1)	Power to require an applicant to pay a fee	Community Laws Officer, Coordinator Community Laws, Manager Community Safety	
s 50A(3)	Duty to give notice	Community Laws Officer, Coordinator Community Laws, Manager Community Safety	
s 51A	Power to require an applicant to provide information	Community Laws Officer, Coordinator Community Laws, Manager Community Safety	
s 54(1)	Power to issue a permission subject to conditions specified in the permission	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	
s 56(2)(b)	Function of receiving an application for the transfer of permit issued by Council	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 56(4)	Duty to either refuse or transfer the permit subject any conditions within 20 business days after receiving application	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 56(5)	Duty to refuse to transfer permit if Council considers that the applicant is not a fit and proper person to hold a permit	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	Consider s 66

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 56(6)	Duty to, as soon as practicable after making a decision, give applicant and holder of permit written notice	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 57(2)(b)	Function of receiving application for amendment of permit	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 57(4)	Duty to either refuse or amend permit subject to any conditions	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 57(8)	Duty to, as soon as practicable after making a decision, give holder of permit written notice	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 58(1)	Power to amend a permission issued on own initiative	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 58(3)	Duty to, as soon as practicable after making a decision, give the permission holder written notice	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 59(2)(b)	Function of receiving application to surrender or revoke a permit	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	
s 59(4)	Duty to either consent to the surrender application subject to any conditions or refuse to consent to the surrender within 20 business days after receiving an application	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 59(7)	Duty to, as soon as practicable after making a decision, give the permit holder a written notice	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	
s 59(9) & (10)	Duty to revoke the permissions if request received in writing and give the permit holder written notice	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	
s 60(1)	Power to suspend a permission	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 60(2)	Duty to give permit holder written notice if proposing to suspend a permission	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 60(3)	Duty to consider submissions	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 60(4)	Duty to, as soon as practicable after making a decision, give the permit holder with written notice	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 60(6)	Power to remove period of suspension	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 60(7)	Power to extend period of suspension	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 60(8)	Duty to give permit holder written notice of decision to extend period of suspension	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 61(1) & (2)	Power to revoke permission on own initiative	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 61(3)	Duty to give permit holder written notice if proposing to revoke a permission	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 61(4)	Duty to consider submissions	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 61(5) & (6)	Duty to, as soon as practicable, give permission holder written notice	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 81(1)	Duty to issue a permit subject to any conditions or refuse to issue a permit upon receiving an application under s 50	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	
s 81(4)	Duty to refuse to issue a permit in circumstances specified	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	
s 83(1)	Function of receiving application for exemption	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development,	

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Planning Officer	
s 83(3)	Duty to grant the exemption subject to any conditions or refuse to grant the exemption within 10 business days upon receiving application	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	
s 84(1)(b)	Function of receiving renewal application	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 84(4)	Duty to renew or refuse to renew the permit	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 84(8)	Power to renew permit for (a) a period of not more than 5 years or (b) any shorter period prescribed	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 84(9)	Power to renew a permit more than once	Assistant Manager Statutory Planning, Manager City Planning & Development, Planning Officer	
s 114(2)	Power to appoint litter enforcement officer	Not delegated	Where Council is a litter authority
s 118(1)(b)	Function of receiving a written statement	Community Safety Support Officer, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	Where Council is a litter authority
s 121(1)	Power to issue a waste abatement notice	Community Safety Support Officer, Coordinator Community Laws,	Where Council is a litter authority

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 121(6)	Power to direct the occupier of the place or premises to remove or dispose of the waste within the time specified in a waste abatement notice	Community Safety Support Officer, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	Where Council is a litter authority
s 121(8)	Power to vary or revoke a waste abatement notice	Community Safety Support Officer, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety	Where Council is a litter authority
s 122(1)	Power to remove or dispose of waste or object or thing	Community Safety Support Officer, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	Where Council is a litter authority
s 122(2)	Power to recover any reasonable costs incurred in taking action under this section	Community Safety Support Officer, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	Where Council is a litter authority
s 131(1)	Function of receiving signed written report	Community Safety Support Officer, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive),	

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Manager Community Safety, Team Leader Community Laws	
s 131(2)	Power to take further action	Community Safety Support Officer, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 156(1)	Duty to comply with Order of the Governor in Council	Not delegated	
s 171(1)	Power to appoint a residential noise enforcement officer	Not delegated	
s 172(1)	Power to issue a residential noise improvement notice	Community Laws Officer, Environmental Health Officer, Coordinator Community Laws, Community Laws Officer (Proactive), Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws	
s 172(5)(a)	Power to extend time to comply with residential noise improvement notice	Community Laws Officer, Environmental Health Officer, Coordinator Community Laws, Community Laws Officer (Proactive), Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws	
s 172(5)(b)	Power to revoke or amend any requirement specified in a residential noise improvement notice	Community Laws Officer, Environmental Health Officer, Coordinator Community Laws, Community Laws Officer (Proactive), Coordinator Environmental Health, Manager Community Safety,	

Environment Protection Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Team Leader Community Laws	
s 174(1)	Power to apply for injunctions relating to residential noise	Community Laws Officer, Environmental Health Officer, Coordinator Community Laws, Community Laws Officer (Proactive), Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws	
s 242(2)	Power to appoint an employee or class of employee as an authorised officer for the purposes of the power or function delegated to council	Not delegated	
s 242(2A)	Power to appoint a specified person or each member of a specified class of person as an authorised officer for the purposes of the power or function delegated to council	Not delegated	
s 242(2B)	Duty to prepare and give to the Authority a written report	Manager Community Safety	
s 347(3)	Power to take proceedings for an offence against a provision relating to permits under the Environment Protection Regulations 2021	Manager City Planning & Development, Manager Community Safety, Director City Development	
s 347(4)	Power to take proceedings for an offence against a provision of Part 6.3	Community Safety Support Officer, Coordinator Community Laws, Community Laws Support Officer, Manager Community Safety, Team Leader Community Laws	Where Council is a litter authority
s 347(7)	Power to appoint a person who is an employee or an officer of council to take proceedings for offences under ss 25, 27, 286, 287 and 288	Director City Development	

Environment Protection Regulations 2021			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 21(2)	Power to require an applicant to provide additional information	Assistant Manager Statutory Planning, Environmental Health Officer, Coordinator Environmental Health, Manager City Planning & Development, Planning Officer	
r 25	Power to administer prescribed permit activities	Environmental Health Officer, Planning Enforcement Officer, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health	
r 33	Duty to inspect on-site wastewater management system and power to issue a certificate approving the use of the system if satisfied that the system complies with the permit	Environmental Health Officer, Coordinator Environmental Health	
r 100(1)	Duty to provide information	Manager City Services, Director Infrastructure	
r 100(5)	Duty to provide a report under subregulation (1) within 3 months after the end of the financial year to which the report relates	Manager City Services, Director Infrastructure	
r 161	Function of receiving notification	Environmental Health Officer, Coordinator Environmental Health	
r 162(2)	Power to inspect records under subregulation 1	Environmental Health Officer, Coordinator Environmental Health	
r 171	Power to take proceedings for specified offences relating to on-site wastewater management systems	Environmental Health Officer, Coordinator Environmental Health	
r 215	Power to (a) waive the fee, in whole or parts; or (b) refund the fee paid, in whole or part	Not delegated	
r 220(2)	Duty to give a person a reasonable opportunity to provide further information in order to decide a new application	Environmental Health Officer, Coordinator Environmental Health	

Estate Agents Act 1980

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 70E(3)	Duty to comply with request of Director or Inspector under s 70E(1) to provide answers or supply information	Not delegated	

Family Violence Protection Act 2008

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 144D(3)	Duty to only share confidential information to the extent permitted by Part 5A, or the Regulations	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144KA	Power to disclose confidential information to a risk assessment entity for a family violence assessment purpose	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144KB(1)	Function of receiving a request from a risk assessment entity for confidential information for a family violence assessment purpose	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144KB(2)	Function of receiving confidential information from a risk assessment entity to assist with identifying the confidential information that is relevant to the request and determining whether to disclose confidential information	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity' and a 'responding entity'
s 144KB(3)	Duty to provide to the risk assessment entity written reasons for its failure to comply with the request	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity' and a 'responding entity'
s 144KC(1)	Duty to disclose confidential information to a risk assessment entity that has requested the information for a family violence assessment purpose	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144LA	Power to disclose confidential information to another information sharing entity for a family violence protection purpose	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144LB(1)	Power to request confidential information from another information sharing entity for a family violence protection purpose	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity' and a 'requesting entity'

Family Violence Protection Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 144LB(1)	Function of receiving a request for confidential information from another information sharing entity for a family violence protection purpose	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity' and a 'responding entity'
s 144LB(2)	Power to provide the responding entity with any confidential information that may assist the responding entity to identify the confidential information relevant to the request or determine whether to disclose the confidential information	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity' and a 'requesting entity'
s 144LB(2)	Function of receiving confidential information from the requesting entity to assist with identifying the confidential information relevant to the request or determining whether to disclose the confidential information	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity' and a 'responding entity'
s 144LB(3)	Duty to provide to the requesting entity written reasons for Council's failure to comply with the request	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity' and a 'responding entity'
s 144LB(3)	Function of receiving from the responding entity written reasons for failure to comply with the request	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity' and a 'requesting entity'
s 144LC(1)	Duty to disclose confidential information to another information sharing entity that has requested the confidential information for a family violence protection purpose	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity' and a 'responding entity'
s 144LC(1)	Function of receiving a request for confidential information from another information sharing entity where the information is for a family violence protection purpose	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity' and a 'responding entity'
s 144LD	Power to collect or use any confidential information disclosed to it for a family violence protection purpose	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144M(1)	Power to disclose confidential information about a person of concern to a primary person for a family violence protection purpose if the confidential information is not excluded information	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'

Family Violence Protection Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 144M(2)	Power to disclose confidential information about a person of concern to the persons set out in s 144M(2)(a) and (b) if the primary person is a child and the confidential information is not excluded information	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144N	Power to collect, use and disclose confidential information about a relevant person without consent	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144NA	Duty not to collect, use or disclose confidential information about a primary person who is an adult unless s 144NA(a) or (b) applies	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144NB	Duty not to collect, use or disclose confidential information about a linked person unless s 144NB(a) or (b) applies	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144NC(1)	Power to collect, use and disclose confidential information about a primary person who is a child without the consent of any person if s 144NC(1)(a) or (b) applies	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144NC(2)	Power to collect, use and disclose confidential information about a primary person who is an adult or a linked person without the consent of the linked person if the information relates to confidential information set out in s 144NC(1)(a) and (b)	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144ND(1)	Power to obtain consent from the primary or linked person's authorised representatives, unless the authorised representative is a person of concern or is alleged to pose a risk of family violence	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144P(5)	Duty to comply with any guidelines issued under s 144P when handling confidential information in accordance with Part 5A	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144PB	Duty to record the prescribed information in respect of the information sharing entity's collection, use and disclosure of confidential information in accordance with Part 5A, and the Regulations	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'
s 144QA	Power to refuse to give an individual access to their confidential information under a relevant privacy law if s 144QA(1)(a) and (b) apply	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is an 'information sharing entity'

Family Violence Protection Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 190	Duty to ensure that Council's relevant policies, procedures, practice guidance and tools align with the Framework	Manager Health & Family Services, Team Leader Early Childhood Services	Where Council is a 'framework organisation' that provides services relevant to family violence risk assessment and family violence risk management

Fences Act 1968			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 14(2)	Function of providing certain information to assist an owner of land to give a fencing notice	Manager Parks & Natural Environment, Manager City Services	
s 16(1)	Power to agree with adjoining owner of land on a fence line other than common boundary	Manager Parks & Natural Environment, Manager City Services	With respect to land owned by or under the control of Council

Filming Approval Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 1 Principle 1	Duty to not unreasonably withhold the approval of an application for a film permit, subject to this Act and any other Act	Senior Arts Officer, Cultural Services Coordinator, Manager Arts & Cultural Services	
	Power to consider operational requirements such as commercial agreements and the maintenance of any land or facilities, or to consider public amenity, safety and security, and environmental and heritage impacts when approving a permit application	Senior Arts Officer, Cultural Services Coordinator, Manager Arts & Cultural Services	

Filming Approval Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 1 Principle 2	Duty to approve or refuse an application for a film permit in a timely manner and to take reasonable steps to respond to an applicant within 5 business days	Senior Arts Officer, Cultural Services Coordinator, Manager Arts & Cultural Services	
sch 1 Principle 3	Duty to give reasons for refusal of a film permit application.	Senior Arts Officer, Cultural Services Coordinator, Manager Arts & Cultural Services	
sch 1 Principle 4	Duty to take reasonable steps to provide a single point of contact to deal with commercial filming on public land	Senior Arts Officer, Cultural Services Coordinator, Manager Arts & Cultural Services	
sch 1 Principle 5	Duty to ensure that any application forms and other documents required to consider an application for a film permit are consistent with any standard forms or documents issued by Film Victoria	Senior Arts Officer, Cultural Services Coordinator, Manager Arts & Cultural Services	
sch 1 Principle 6	Duty for fees charged for applications for film permits and issuing film permits not exceed cost recovery	Senior Arts Officer, Cultural Services Coordinator, Manager Arts & Cultural Services	
sch 1 Principle 7	Duty to publish information about how a person may apply for a film permit on its website or on a website approved by Film Victoria	Senior Arts Officer, Cultural Services Coordinator, Manager Arts & Cultural Services	
sch 1 Principle 8	Duty to take reasonable steps to ensure that staff responsible for considering and issuing film permits are given appropriate information regarding the film industry	Senior Arts Officer, Cultural Services Coordinator, Manager Arts & Cultural Services	

Fines Reform Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 10F(4)	Function of receiving notice from Director regarding where infringement notice waived	Manager Community Safety	

Fines Reform Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 10S(1)	Function of receiving a direction to suspend any enforcement action	Manager Community Safety	
s 10S(4)	Function of receiving notice of family violence scheme (FVS) applications	Manager Community Safety	
s 10U(1)(c)	Function of receiving a direction to withdraw an infringement notice and take no further action in relation to the relevant offence	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	
s 10U(2)(a)	Duty to withdraw an infringement notice	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	If directed by the Director of Fines Victoria and within 28 days of the direction By issuing a withdrawal notice that complies with s 19(a) and (b)(iii) of the <i>Infringements Act 2006</i>
s 10U(2)(b)	Duty to notify the Director and the FVS eligible person of the withdrawal of the infringement notice	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	
s 10V(4)	Function of receiving a direction to, and a duty to, take no enforcement action during the enforcement suspension period	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	
s 10V(6)	Power to take any action referred to in s 38(1)(a) with respect to the FVS eligible offence	Community Safety Support Officer, Coordinator Parking Services,	if an effective known user statement is cancelled under s 84BF of the <i>Road Safety Act</i>

Fines Reform Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	1986, and the FVS eligible offence is referred to Council
s 10V(7)(c)	Function of receiving a direction to withdraw an infringement notice and take no further action in relation to the relevant offence	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	
s 10V(9)(a)	Duty to withdraw an infringement notice	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	If directed by the Director of Fines Victoria and within 28 days of the direction By issuing a withdrawal notice that complies with s 19(a) and (b)(iii) of the <i>Infringements Act 2006</i>
s 10V(9)(b)	Duty to notify the Director and the FVS eligible person of the withdrawal of the infringement notice	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	
s 10W(1)	Function of receiving a written notice of the Director of Fines Victoria's determination	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	If the Director of Fines Victoria determines that an FVS applicant is not an FVS eligible person in respect of an FVS eligible offence

Fines Reform Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 10W(4)	Power to, 21 days after the Director has notified the FVS applicant of their ineligibility, immediately resume enforcement action	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	If the Director of Fines Victoria determines that an FVS applicant is not an FVS eligible person in respect of the relevant FVS eligible offence under s 10T
s 10X(2)	Function of receiving referred matters from the Director of Fines Victoria	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	
s 10Y(1)(a)	Power to withdraw an infringement notice and take no further action or issue an official warning	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	Where the Director of Fines Victoria refers an infringement offence under s 10X(2) by issuing a withdrawal notice under s 19 of the <i>Infringements Act 2006</i>
s 10Y(1)(b)	Power to file a charge-sheet charging the offence	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer, Team Leader Community Laws	
s 16	Function of registering infringement fines with Director of Fines Victoria and paying the prescribed fee	Coordinator Community Safety Support, Manager Community Safety	
s 20(4)	Function of being advised by Director of Fines Victoria of determination	Coordinator Community Safety Support, Manager Community Safety	

Fines Reform Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 21(1)	Power to withdraw infringement notice, issue official warning or file a charge-sheet upon receipt of notice under s 20	Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety	
s 21A	Duty to notify Director of Fines Victoria of commencement of proceeding by filing a charge-sheet under s 21(1)(c) in writing	Coordinator Community Safety Support, Manager Community Safety	
s 22	Power to request Director of Fines Victoria not to issue or serve notice of final demand	Coordinator Community Safety Support, Manager Community Safety	
s 37(2)	Function of receiving written notice of enforcement cancellation from Director of Fines Victoria	Coordinator Community Safety Support, Manager Community Safety	
s 38	Duty, once served notice of an enforcement cancellation notice, to withdraw notice, withdraw notice and issue a written warning or withdraw notice and commence proceeding	Coordinator Community Safety Support, Manager Community Safety	
s 38A	Duty to notify Director of Fines of commencement of proceeding by filing a charge-sheet under s 38(1)(a)(iii) in writing	Coordinator Community Safety Support, Manager Community Safety	
s 43	Power to refer infringement fine to Director of Fines Victoria for management by payment arrangement upon request	Coordinator Community Safety Support, Manager Community Safety	
s 44	Function of receiving notice of notification of refusal of application under s 43	Coordinator Community Safety Support, Manager Community Safety	
s 48(2)	Duty to request Director of Fines Victoria to remove infringement fine if infringement notice withdrawn	Coordinator Community Safety Support, Manager Community Safety	
s 54(1)	Duty to provide Director of Fines Victoria with most up-to-date contact details of persons where referring infringement fine	Coordinator Community Safety Support, Manager Community Safety	

Fines Reform Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 54(5)	Function of receiving notice from Director of Fines Victoria where fine recipient makes certain requests or the payment arrangement that applies to that person is cancelled under s 56	Coordinator Community Safety Support, Manager Community Safety	
s 174	Function of receiving request from the Director of Fines Victoria or the sheriff	Coordinator Community Safety Support, Manager Community Safety	Where Council is a 'specified body'
s 175	Duty to comply with a request from the Director of Fines Victoria or the Sheriff for the supply of information for the purpose of enforcing registered fines	Coordinator Community Safety Support, Manager Community Safety	Where Council is a 'specified body' Unless the CEO of the Council certifies in writing that exceptional circumstances apply

Fire Rescue Victoria Act 1958			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4J(4)	Function of consulting with Fire District Review Panel	Manager Community Safety, Director City Development	
s 5	Duty to take all practicable steps to prevent fire and minimise spread of fires	Manager Community Safety, Municipal Emergency Management Officer, Municipal Fire Prevention Officer, Deputy Municipal Emergency Management Officer	
s 5(2)	Power to acquire equipment and do anything necessary to fulfil duty under s 5(1) and pay for it from municipal fund	Manager Community Safety, Municipal Emergency Management Officer, Municipal Fire Prevention Officer, Deputy Municipal Emergency Management Officer	
s 5A(1)(a)	Duty to appoint fire prevention officer	Not delegated	
s 5A(1)(b)	Power to appoint assistant fire prevention officer	Manager Community Safety, Municipal Emergency Management Officer, Municipal Fire Prevention Officer,	

Fire Rescue Victoria Act 1958			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Deputy Municipal Emergency Management Officer	
s 72(1)	Power to request the Board to carry out fire prevention works	Manager Community Safety, Municipal Emergency Management Officer, Municipal Fire Prevention Officer, Deputy Municipal Emergency Management Officer	
s 72(2)	Duty to pay for any fire prevention work carried out	Director City Development	
s 72(3)	Power to consent to carrying out fire prevention work	Director City Development	
s 77(3)	Function of receiving penalties recovered for offences committed against s 91	Manager Community Safety, Director City Development	If fire prevention notice was issued by a fire prevention officer

Fire Services Property Levy Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 9(9)	Power to apportion any levy amount	Coordinator Revenue & Rates, Senior Rates Administration Officer	For 2 or more parcels of land which have a combined valuation and are owned separately
s 19 and 20	Duty to pay levy amount in respect of leviable land owned by Council	Director Corporate Services	Note: Council is only liable to pay the relevant fixed charge in respect of land described in s 20(1)
s 21(3)(a)	Function of assessing the amount of levy payable	Coordinator Revenue & Rates, Manager Finance	
s 21(3)(b)	Function of collecting the levy payable	Coordinator Revenue & Rates, Manager Finance	
s 21(4)(a)	Function of assessing the amount of levy payable	Coordinator Revenue & Rates, Manager Finance	If Council has been directed to be a collection agency in respect of non-

Fire Services Property Levy Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			rateable leviable land not located within its municipal district boundaries
s 21(4)(b)	Function of collecting the levy payable	Coordinator Revenue & Rates, Manager Finance	If Council has been directed to be a collection agency in respect of non-rateable leviable land not located within its municipal district boundaries
s 22	Power to exercise powers and functions under s 121 of the Local Government Act 2020 (land information certificates) and s 313 of the Local Government Act 2020 (institute proceedings)	Coordinator Revenue & Rates, Manager Finance	
s 24	Duty to keep levy records in accordance with s 24	Coordinator Revenue & Rates, Manager Finance	
s 25(1)	Duty to give a written notice to the owner of leviable land or to another specified person if requested by owner	Coordinator Revenue & Rates, Manager Finance	
s 25(6)	Duty to transfer the amount of levy collected to the Commissioner	Coordinator Financial Planning & Analysis, Coordinator Revenue & Rates, Manager Finance	
s 27(1)	Power to defer payment of levy in respect of rateable leviable land where applicant shows hardship	Coordinator Revenue & Rates, Manager Finance	s 170 of the <i>Local Government Act 1989</i> 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 1989</i> 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	Coordinator Revenue & Rates, Manager Finance	s 170 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 27

Fire Services Property Levy Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 27(1)	Power to waive levy in respect of rateable leviable land	Coordinator Revenue & Rates, Manager Finance	s 171 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 171 of the <i>Local Government Act 1989</i> 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 1989</i> , in respect of rateable leviable land	Coordinator Revenue & Rates, Manager Finance, Director Corporate Services	s 171 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 171 of the <i>Local Government Act 1989</i> for that land
s 27(1)	Power to decide to treat a person to whom a waiver is granted as having made a continuing application or waiver in respect of rateable leviable land, in accordance with s 171(4)(f) of the <i>Local Government Act 1989</i>	Coordinator Revenue & Rates	s 171 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 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	Coordinator Revenue & Rates	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	Coordinator Revenue & Rates	s 171A of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 27(4)

Fire Services Property Levy Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			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	Coordinator Revenue & Rates, Manager Finance, Director Corporate Services	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	Coordinator Revenue & Rates, Manager Finance	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	Coordinator Revenue & Rates, Manager Finance	s 170 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 28
s 28(1)	Power to waive levy in respect of non-rateable leviable land	Coordinator Revenue & Rates, Manager Finance, Director Corporate Services	s 171 of the <i>Local Government Act 1989</i> 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 1989</i> , in respect of non-rateable leviable land	Coordinator Revenue & Rates, Manager Finance	s 171 of the <i>Local Government Act 1989</i> 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 1989</i>	Coordinator Revenue & Rates, Manager Finance	s 171 of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 28(4)

Fire Services Property Levy Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 28(1)	Function of receiving application for waiver of levy in respect of non- rateable leviable land	Coordinator Revenue & Rates, Manager Finance	s 171A of the <i>Local Government Act 1989</i> 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	Coordinator Revenue & Rates, Manager Finance	s 171A of the <i>Local Government Act 1989</i> 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	Coordinator Revenue & Rates, Manager Finance	s 171A of the <i>Local Government Act 1989</i> applies, subject to modifications set out in s 28(4)
s 29(1)	Duty to give concession	Coordinator Revenue & Rates, Manager Finance	
s 30(1)	Duty to require a person to pay levy interest	Coordinator Revenue & Rates, Manager Finance	
s 30(3)	Power to obtain court order requiring payment of levy	Coordinator Revenue & Rates	
s 30(4)	Power to waive levy interest where court order obtained under s 30(3)	Coordinator Revenue & Rates, Director Corporate Services	
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)	Coordinator Revenue & Rates, Manager Finance, Director Corporate Services	
s 30(6)	Power to recover levy interest due in the same way as Council recovers the levy amount	Coordinator Revenue & Rates	
s 31(1)	Power to recover the whole of the levy from either all, any or one persons jointly liable to pay levy	Coordinator Revenue & Rates	Where 2 or more persons jointly liable to pay levy
s 31A(2)(a)	Duty to refund amount of levy proportionate to the part of levy year remaining where land ceases to be leviable land and levy payment has already been made	Coordinator Revenue & Rates	

Fire Services Property Levy Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 31A(2)(b)	Duty to only require proportionate amount of levy to be paid where land ceases to be leviable land and levy payment has not already been made	Coordinator Revenue & Rates	
s 32(7)	Power to recover amount in arrears, in accordance with s 32(7)	Coordinator Revenue & Rates	
s 33(1)	Power to send notice where levy due and unpaid	Coordinator Revenue & Rates	
s 33(5)	Power to recover unpaid amount due	Coordinator Revenue & Rates	
s 34	Duty to make adjustment and apply or refund overpayment in accordance with s.34 and give a revised assessment notice to the owner or specified person	Coordinator Revenue & Rates, Manager Finance	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	Coordinator Revenue & Rates, Manager Finance	
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	Coordinator Revenue & Rates	
s 36(1)	Function of receiving application for refund of amounts overpaid	Coordinator Revenue & Rates, Rates Quality and Systems Officer	
s 36(4)	Duty to refund overpayment, if determined that the payment was in excess of amount owed	Coordinator Revenue & Rates, Manager Finance, Director Corporate Services	
s 36(5)	Power to refund overpayment, if determined that the payment was in excess of amount owed	Coordinator Revenue & Rates, Manager Finance, Director Corporate Services	
s 37(1)	Duty to separately account for levy amounts and levy interest collected	Manager Finance	

Fire Services Property Levy Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 37(3)	Power to retain any interest earned on levy amounts and levy interest	Manager Finance	
s 37(5)	Duty to refund over payment	Coordinator Revenue & Rates, Manager Finance, Director Corporate Services	
s 38(1)	Power to cancel assessment of person's liability to pay levy if satisfied that an assessment has been made in error	Coordinator Revenue & Rates, Manager Finance	
s 38(2)	Duty to comply with requirements in s 38(2) where Council has made an assessment in error	Coordinator Revenue & Rates, Manager Finance	
s 39(2)	Duty to conduct another assessment of the levy amount and, if applicable, give the owner or specified person a revised assessment notice, in accordance with s 39(2)	Coordinator Revenue & Rates, Manager Finance	
s 39(3)	Duty to refund payment in excess of amount owed and any interest accrued	Coordinator Revenue & Rates, Manager Finance, Director Corporate Services	
s 40	Duty to submit a return to the Commissioner	Coordinator Revenue & Rates, Manager Finance	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	Coordinator Revenue & Rates, Manager Finance	
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	Manager Finance, Director Corporate Services	
s 71(1)	Function of receiving application for alteration of levy records	Manager Finance, Director Corporate Services	

Fire Services Property Levy Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 71(2)	Power to specify the manner and form of applications under s 71(1)	Manager Finance, Director Corporate Services	
s 72	Duty to comply with any Ministerial directions issued under s 72	Director Corporate Services	

Flora and Fauna Guarantee Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4C(1)	Function of receiving a request for information from the Minister	Manager Parks & Natural Environment, Director Infrastructure	Where Council is a public authority
s 4C(2)	Duty to comply with a Minister's request for information under s 4C(1)	Manager Parks & Natural Environment, Director Infrastructure	Where Council is a public authority
s 7(2)	Function of consulting with the Secretary either before the action starts or, if the action has already started, within 15 days of the request being made	Manager Parks & Natural Environment, Director Infrastructure	Where Council is a public authority If the Secretary is of the opinion that an action taken or to be taken by Council is likely to threaten the survival of a listed taxon or community of flora or fauna or a critical habitat
s 20B(1)(a)	Function of receiving written notice from the Secretary	Manager Parks & Natural Environment, Director Infrastructure	Where Council is a landholder of any land that is within the area of the proposed determination
s 20B(1)(b)	Function of receiving written notice from the Secretary	Manager Parks & Natural Environment, Director Infrastructure	Where Council is a public authority that performs a function or exercises a power in the area of the proposed determination
s 20B(5)	Power to request that the information set out in s 20B(3) be withheld	Manager Parks & Natural Environment, Director Infrastructure	Where Council is a landholder
s 25(1)	Function of being party to an agreement for management of flora and fauna	Director Infrastructure	

Flora and Fauna Guarantee Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 29(1)(a)	Function of receiving notice of the making of a habitat conservation order from the Minister in relation to land within the critical habitat	Manager Parks & Natural Environment, Director Infrastructure	Where Council is a landholder
s 29(1)(b)	Function of receiving notice of the making of a habitat conservation order from the Minister	Manager Parks & Natural Environment, Director Infrastructure	Where Council is a public authority that performs a function or exercises a power in the critical habitat
s 57(2)(h)	Function of giving, to an authorised officer, samples of any thing in respect of which the authorised officer suspects that there has been a contravention of the Flora and Fauna Guarantee Act 1988 (Vic) or an instrument referred to in s 57(1) that is found at the land, building or vehicle	Manager Parks & Natural Environment, Director Infrastructure	Where Council is the landholder of the land or is apparently in charge of the building or vehicle (as the case requires)
s 57(2)(k)	Function of receiving notice from an authorised officer	Manager Parks & Natural Environment, Director Infrastructure	Where Council is the landholder of the land

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 7D(3)	Duty to comply with a declaration made by the Secretary under s 7D(1)	Coordinator Environmental Health	
s 7E(6)	Duty to publish a copy of a direction given by the Minister under s 7E(1) in the annual report	Manager Health & Family Services	
s 19(4)(b)	Duty to notify the Secretary of the making of the order	Manager Health & Family Services, Coordinator Environmental Health	If s 19(1) applies
s 19(4)(c)	Duty to notify the registration authority of the making of the order and any appeal and the outcome of the appeal	Manager Health & Family Services, Coordinator Environmental Health	If s 19(1) applies and if Council is not the registration authority
s 19A(4)(b)	Function of receiving notice from authorised officer	Environmental Health Officer, Coordinator Environmental Health,	Where Council is the registration authority

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Technical Officer	
s 19BA(3)	Duty to give notice of the variation or revocation of the order to the general public in the same manner as the original notice	Coordinator Environmental Health, Director Community Services	Must be done by the same person as gave the original notice
s 19EA(3)	Function of receiving a copy of any significant revision made to the food safety program	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 19H(5)(a) & (5)(b)	Duty to take into account (a) the food safety performance of the food business; and (b) any guidelines issued by the Secretary in determining the frequency and intervals of the assessments and audits	Manager Health & Family Services, Coordinator Environmental Health	Where Council is the registration authority
s 19I	Duty to conduct a food safety assessment as required under s 19H	Environmental Health Officer, Coordinator Environmental Health	Subject to s 19J Where Council is the registration authority
s 19IA(2)	Duty to give written notice to proprietor if food safety requirements or s 19DC(2) have not been complied with unless s 19IA(3) applies.	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 19N	Function of receiving information from a food safety auditor	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 19U(4)	Duty to ensure that information relating to costs of a food safety audit are available for inspection by the public	Not delegated	
s 19UA(4)	Duty to consider proprietor's history of compliance in deciding whether to charge the fee	Manager Health & Family Services, Coordinator Environmental Health	
s 19UA(5)	Duty to ensure that the method of determining a fee under s 19UA(3)(a) and the considerations that apply under s 19UA(4) are available for inspection by the public	Manager Health & Family Services, Coordinator Environmental Health	
s 20(1C)	Duty to ensure authorised officers are suitably qualified or trained	Manager Health & Family Services, Coordinator Environmental Health	

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 20(2)	Power to limit or impose conditions on the authority granted to an authorised officer	Manager Health & Family Services, Coordinator Environmental Health	
s 26(5)	Duty to destroy or dispose of article	Environmental Health Officer, Coordinator Environmental Health	
s 32(1)	Duty to submit samples of food for analysis	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Technical Officer	
s 32(3)	Function of receiving report by analyst	Environmental Health Officer, Coordinator Environmental Health	
s 35A(2)	Function of receiving notice of operation from the proprietor of a food premises	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 37	Function of receiving application, information and documents required under s 36 from the proprietor of a food business	Environmental Health Officer, Coordinator Environmental Health	
s 38(3)	Duty to consult with the Secretary about the proposed exemption under s 38(2)	Manager Health & Family Services, Coordinator Environmental Health	
s 38AA(2)	Function of being notified of operation	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 38AA(4)	Duty to determine whether the food premises are exempt from the requirement of registration	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 38A(5) & (6)	Function of receiving a food safety audit certificate from a proprietor	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 38B(1)(c)	Duty to inspect premises	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Technical Officer	Where Council is the registration authority

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38E(1)(c)	Function of assessing the requirement for a food safety program	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 38E(3)(a)	Function of receiving certificates	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 38F(3)(a)	Duty to note the change to the classification of the food premises on the certificate of registration	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 39(2)	Duty to inspect within 12 months before renewal of registration	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Technical Officer	Where Council is the registration authority
s 39(3)	Duty to inspect within 3 months before renewal of registration if circumstances in s 39(3)(a)-(d) apply	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Technical Officer	Where Council is the registration authority
s 39A(6)	Duty to comply with direction of Secretary.	Manager Health & Family Services, Coordinator Environmental Health	
s 40(1)	Duty to issue a certificate of registration in the prescribed form	Coordinator Environmental Health	Where Council is the registration authority
s 40D(2)	Duty to specify how long a suspension is to last under s 40D(1)	Manager Health & Family Services, Coordinator Environmental Health	Where Council is the registration authority
s 40E(4)	Duty to comply with direction of Secretary	Manager Health & Family Services, Coordinator Environmental Health	
s 43(1) and (2)	Duty to maintain records of the prescribed particulars and orders in force under Part III	Manager Health & Family Services, Coordinator Environmental Health	Where Council is the registration authority
s 43(3)	Duty to make available information held in records, free of charge, on request	Manager Health & Family Services, Coordinator Environmental Health	Where Council is the registration authority

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 43I	Function of receiving a statement of trade of a proprietor of a food business	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Administration Officer, Environmental Health Technical Officer	
s 45AA	Power to act in proceedings against the Crown	Coordinator Environmental Health	Power of the responsible agency
s 45AC	Power to bring proceedings for an offence under the Act	Environmental Health Officer, Coordinator Environmental Health	
s 53G(1)	Duty to provide information in s 53G(1) to the Secretary as soon as practicable after a person is convicted by a court for an offence under this Act	Environmental Health Officer, Coordinator Environmental Health	Where Council is the 'relevant Council' under s 53G(6)
s 53G(2)	Duty to advise the Secretary that a person has not appealed a conviction within the time allowed	Environmental Health Officer, Coordinator Environmental Health	Where Council is the 'relevant Council' under s 53G(6)
s.53G(3)	duty to inform the Secretary of the fact that an appeal or application for leave is lodged against the conviction and of other matters in this subsection	Environmental Health Officer, Coordinator Environmental Health	where Council is the relevant Council under subsection (6)
s 53G(4)	Duty to inform the Secretary of the outcome of the appeal or application	Environmental Health Officer, Coordinator Environmental Health	Where Council is the 'relevant Council' under s 53G(6)
s 58(1)	Duty to notify the Victorian Liquor Commission where an order is made under s 19 of the Act and a licence/permit under the Liquor Control Reform Act 1998 is in force	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority
s 58(2)	Duty to notify the Victorian Liquor Commission when a holder of a permit/licence under the Liquor Control Reform Act 1998 is found guilty or pleads guilty and in respect of which no conviction is recorded	Environmental Health Officer, Coordinator Environmental Health	Where Council is the registration authority

Food Act 1984			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 58B(1)	Power to take action in relation to a thing done or omitted at the food premises	Environmental Health Officer, Coordinator Environmental Health	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	Environmental Health Officer, Coordinator Environmental Health	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 Part III or Part VII	Environmental Health Officer, Coordinator Environmental Health	
s 59C(7)(b)	Power to recover costs incurred under s 59C(2) or (3)	Environmental Health Officer, Coordinator Environmental Health	
s 71(a)	Power to revoke or suspend of the registration of the food premises under Part IIIB or s 40D in certain circumstances	Manager Health & Family Services, Coordinator Environmental Health	

Freedom of Information Act 1982			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 7	Duty to publish information	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 49D(3)	Power to request a copy of the application from the Information Commissioner	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 49G(3)	Function of receiving notice from the Information Commissioner	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	

Freedom of Information Act 1982			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 49I	Duty to assist the Information Commissioner to undertake a review	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 49K	Function of consulting with the Information Commissioner	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 49KA(2)(a)	Function of processing or identifying a reasonable sample of the documents upon notice from the Information Commissioner	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	If the Information Commissioner reasonably believes that an agency or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of a review under Division 1
s 49KA(2)(b)	Function to undertake a further search, or to cause a further search to be undertaken, for documents in the possession, custody or control of the agency or Minister, upon notice from the Information Commissioner	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	If the Information Commissioner reasonably believes that an agency or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of a review under Division 1
s 49KA(3)	Duty to comply with requests under s 49KA(2) within the reasonable time stated in the Information Commissioner's notice, being not less than 10 business days	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	If the Information Commissioner reasonably believes that an agency or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of a review under Division 1
s 49KA(4)	Power to apply for extension	Manager Governance & Integrity, Coordinator Information Management,	

Freedom of Information Act 1982			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Freedom of Information & Privacy Specialist Officer	
s 49KA(7)	Duty to notify the Information Commissioner within 3 business days after the end of the period referred to in s 49KA(2) or (3) of the information contained in s 49KA(7)(a)-(b)	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	If the Information Commissioner reasonably believes that an agency or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of a review under Division 1
s 49KA(8)	Function to have the matter referred from the Information Commissioner in accordance with s 49L	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	If the Information Commissioner reasonably believes that an agency or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of a review under Division 1
s 49L(1A)	Duty to make a fresh decision where a matter is referred back to Council by the Information Commissioner	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	Decision must be made within 28 days of referral, unless other time period agreed under s 49L(2)
s 49L(2)	Power to agree with the Information Commissioner to another time period for making the fresh decision under s 49L(1)	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 49L(4)	Duty to notify the Information Commissioner that a fresh decision has been made or has not been made	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	

Freedom of Information Act 1982			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 49L(5)	Duty to revoke the earlier decision where a fresh decision has been made and to inform the applicant of the requirements of s 49L(6) and the effect of s 49(7)	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 49M(1)	Power to exercise a choice to reconsider the subject matter of an application for review and make a fresh decision	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	Must advise the Information Commissioner and the applicant in writing Decision must be made within 28 days of referral, unless other time period agreed under s 49M(2) May make a fresh decision only once during a review under this part s 49M(8)
s 49M(2)	Power to agree with Information Commissioner to another time period for making a fresh decision	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 49M(4)	Duty to notify the Information Commissioner in writing of a whether a fresh decision has or has not been made	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 49M(5)	Duty to revoke the earlier decision where a fresh decision has been made and to inform the applicant of the requirements of s 49M(6) and the effect of s 49M(7)	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 49N	Function of liaising with the Information Commissioner to informally resolve a matter that is the subject of a review	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	

Freedom of Information Act 1982			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 50(3D)	Power to apply to the Tribunal for review of a decision of the Information Commissioner under s 49P	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 50(3F)	Duty to notify the Information Commissioner of an application for review under s 50(3D)	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 50(3FA)	Duty to notify the Information Commissioner of an application for review under s 50(3D1) (b), (c), (d) or (g)	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 53(6)	Power to make an application to the Tribunal for an extension of time	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 53A(1)	Duty to, if practicable, give written notice in accordance with s 53A(2)	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 61E	Duty to co-operate with Information Commissioner where a complaint relates to the agency	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 61G	Function of consulting with the Information Commissioner	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	

Freedom of Information Act 1982			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 61GA(1)(a)	Function of processing or identifying a reasonable sample of the documents upon notice from the Information Commissioner	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	Where the Information Commissioner believes that an agency, principal officer or Minister has failed to undertake an adequate search for documents that relate to a decision that is the subject of the complaint under s 25A(1) or s 25A(5)
s 61GA(1)(b)	Function to undertake a further search, or to cause a further search to be undertaken, for documents in the possession, custody or control of the agency or Minister, upon notice from the Information Commissioner	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	Where the Information Commissioner believes that an agency, principal officer or Minister has failed to undertake an adequate search for documents that relate to a decision
s 61GA(2)	Duty to comply with requests under s 61GA(1) within the reasonable time stated in Information Commissioner's notice, being not less than 10 business days	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s.61GA(3)	power to apply for extension	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 61H	Power to reach an agreement with a complainant	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 61I(2)	Power to make submissions to the Information Commissioner in relation to a complaint	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	

Freedom of Information Act 1982			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.61L(5)	Power to comment on, and respond to, a draft recommendation	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 63BA(1)	Power to apply to the Supreme Court to determine whether the Information Commissioner, or the Public Access Deputy Commissioner, has jurisdiction to serve a notice to produce or attend	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 64B	Duty to provide the Information Commissioner any information referred to in s 64(2)	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 65AB	Duty to notify the responsible Minister if Council seeks leave to appeal	Manager Governance & Integrity, Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	

Gambling Regulation Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 3.3.5	Function of receiving a copy of proposed applications	Assistant Manager Statutory Planning, Manager City Planning & Development, Manager Communities, Engagement & Integrated Planning	
s 3.3.5AA	Function of receiving notification from the Commission	Manager City Planning & Development, Manager Communities, Engagement & Integrated Planning	

Gambling Regulation Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 3.3.5AB(2)	Function of receiving a copy of the amended application	Assistant Manager Statutory Planning, Manager City Planning & Development, Manager Communities, Engagement & Integrated Planning	
s 3.3.5B	Duty to notify the Commission in writing as to whether it intends to make a submission under s 3.3.6	Manager Communities, Engagement & Integrated Planning	
s 3.3.6	Power to make submission to Commission on application for approval of premises	Manager Communities, Engagement & Integrated Planning, Director Community Services	
s 3.3.8(4)	Function of receiving notification from the Commission of its decision	Assistant Manager Statutory Planning, Manager City Planning & Development, Manager Communities, Engagement & Integrated Planning	
s 3.3.14	Power to apply to Tribunal for review of Commission's decision granting approval of premises	Manager Communities, Engagement & Integrated Planning, Director Community Services	
s 3.4.18(2)	Function of receiving a copy of proposed request	Manager City Planning & Development, Manager Communities, Engagement & Integrated Planning	
s 3.4.18A	Function of receiving notification from the Commission that it has received a request	Assistant Manager Statutory Planning, Manager City Planning & Development, Manager Communities, Engagement & Integrated Planning	
s 3.4.18B(2)	Function of receiving amended copies of proposed request	Assistant Manager Statutory Planning, Manager City Planning & Development, Manager Communities, Engagement & Integrated Planning	

Gambling Regulation Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 3.4.18C	Duty to notify Commission as to whether it intends to make a submission under s 3.4.19	Manager Communities, Engagement & Integrated Planning	
s 3.4.19	Power to make submission to the Commission addressing the economic and social impact of a proposed licence amendment on the wellbeing of the community of the municipal district in which the approved venue (or venue whose approval under Part 3 is suspended) is located; and taking into account the impact of the proposed amendment on surrounding municipal districts	Manager Communities, Engagement & Integrated Planning, Director Community Services	
s 3.4.21(2)	Power to apply to Tribunal for review of Commission's decision relating to amendment increasing number of gaming machines	Manager Communities, Engagement & Integrated Planning, Director Community Services	
s 8.5.3(2)	Function of receiving a copy of application for bingo centre	Assistant Manager Statutory Planning, Manager City Planning & Development	
s 8.5.5	Power to submit report to Commission on application received under s 8.5.3(3)(a)	Assistant Manager Statutory Planning, Manager City Planning & Development	

Gender Equality Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 7(a)	Duty to consider and promote gender equality	Directors, Managers	Where Council is a 'defined entity'
s 7(b)	Duty to take necessary and proportionate action towards achieving gender equality	Directors, Managers	Where Council is a 'defined entity'
s 9(1)	Duty to undertake a gender impact assessment	Directors, Managers, Coordinators	Where Council is a 'defined entity'

Gender Equality Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 10(1)	Duty to prepare a Gender Equality Action Plan	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 10(2)(a)	Duty to take into account the gender equality principles in preparing a Gender Equality Action Plan	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 10(2)(b)	Duty to consult in preparing a Gender Equality Action Plan	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 10(3)	Duty to ensure adequate resources are allocated to developing and implementing the Gender Equality Action Plan	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 11(1)	Duty to undertake a workplace gender audit before developing a Gender Equality Action Plan	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 11(2)(d)	Power to determine any other matters that are relevant	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 12(1)	Duty to submit a Gender Equality Action Plan to the Commissioner	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 12(2)	Power to request an extension of time to submit the Gender Equality Action Plan	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 12(3)(a)	Duty to, within a reasonable time after submitting the Gender Equality Action Plan to the Commissioner, publish the completed Gender Equality Action Plan on Council's website	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'

Gender Equality Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 12(3)(b)	Duty to, within a reasonable time after submitting the Gender Equality Action Plan to the Commissioner, notify the councillors, employees and employee representatives of the publication	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 13(1)	Power to submit to the Commissioner a report or document prepared by Council for another purpose and request that it be taken to be a Gender Equality Action Plan	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 13(3)	Duty to, if a report or other document is taken to be a Gender Equality Action Plan, publish it on Council's website, and notify the councillors, employees and employee representatives of the publication	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 15(1)	Power to amend its Gender Equality Action Plan at any time if considers the amendment is considered necessary	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 15(2)(a)	Duty to submit the amended Gender Equality Action Plan to the Commissioner	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 15(2)(b)	Duty to, within a reasonable time after submitting the amended Gender Equality Action Plan to the Commissioner, publish the amended plan on Council's website, and notify the councillors, employees and employee representatives of the publication	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 16(1)	Duty to make reasonable and material progress in relation to the workplace gender equality indicators	Directors, Manager People & Culture, Coordinator OD and Culture, Executive Leadership Group	Where Council is a 'defined entity'
s 18(1)	Duty to make reasonable and material progress towards meeting gender equality targets prescribed	Directors, Manager People & Culture	Where Council is a 'defined entity'
s 18(2)	Duty to make reasonable and material progress towards meeting gender equality quotas prescribed	Manager People & Culture, Director Corporate Services	Where Council is a 'defined entity'

Gender Equality Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 19(1)	Duty to submit a progress report to the Commissioner	Manager People & Culture, Director Corporate Services	Where Council is a 'defined entity'
s 19(2)	Power to request an extension of time to submit a progress report	Manager People & Culture, Director Corporate Services	Where Council is a 'defined entity'
s 19(4)	Duty not to identify or report on a policy, program or service if it would disclose any of the information set out in s 19(4)(a) – (c)	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 20	Duty to publish Council's progress report on its website as soon as reasonably practicable after it is submitted under s 19(1)	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 22(1)	Function of being issued with a compliance notice from the Commissioner	Manager People & Culture, Director Corporate Services	Where Council is a 'defined entity'
s 22(2)	Duty to comply with the compliance notice	Manager People & Culture, Director Corporate Services	Where Council is a 'defined entity'
s 24(1)	Power to, 14 days after receiving a compliance notice, give a written response to the Commissioner outlining Council's reasons for disagreeing with the compliance notice	Manager People & Culture, Director Corporate Services	Where Council is a 'defined entity'
s 25(1)	Power to apply to the Tribunal for review of the Commissioner's decision to confirm a compliance notice under s 24(2)(c)	Manager People & Culture, Director Corporate Services	Where Council is a 'defined entity'
s 26(a)	Power to provide the Commissioner with a written undertaking	Manager People & Culture, Director Corporate Services	Where Council is a 'defined entity'
s 27(2)	Power to, with the consent of the Commissioner, withdraw or vary the undertaking	Manager People & Culture, Director Corporate Services	Where Council is a 'defined entity'
s 47(2)	Duty to have regard to any guidelines issued under s 47(1)	Manager People & Culture, Director Corporate Services	Where Council is a 'defined entity'

Gender Equality Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 48(2)	Duty to have regard to the guidelines	Directors, Manager People & Culture	Where Council is a 'defined entity' and subject to guidelines issued under s 48(1)
s 49(2)	Duty to have regard to the guidelines	Directors, Manager People & Culture	Where Council is a 'defined entity' and subject to guidelines issued under s 49(1)
s 51(1)	Duty to, before publication, remove any personal information from a Gender Equality Action Plan and progress report	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'
s 51(2)	Duty to, when submitting to the Commissioner material that is likely to be published, advise the Commissioner whether the material contains any personal information	Manager People & Culture, Director Corporate Services, Coordinator OD and Culture	Where Council is a 'defined entity'

Graffiti Prevention Act 2007			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 18(1)	Power to take action necessary to remove or obliterate graffiti from private premises where graffiti is visible from a public place, in accordance with s 18	Manager City Services	
s 18(2)	Power to enter private property for the purpose of s 18(1) if notice provided and owner has given written consent to removal of graffiti and entry	Manager City Services	
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	Community Laws Officer, Coordinator Community Laws, Manager Community Safety,	

Graffiti Prevention Act 2007			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Manager City Services, Team Leader Community Laws	
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)	Community Laws Officer, Coordinator Community Laws, Manager Community Safety, Manager City Services, Team Leader Community Laws	
s 18(3)(b)	Power to remove or obliterate graffiti (where entry not necessary), Where written notice of proposed action given and owner gives consent or does not object in accordance with notice	Manager City Services	
s 18(3A)	Power to take further action to remove or obliterate graffiti	Community Laws Officer, Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	Within 3 months after Council has taken action under subsection (3)
s 18(8)(a)	Duty to take reasonable steps to consult with owner or occupier in relation to manner of taking action to remove or obliterate graffiti	Manager City Services	
s 18(8)(b)	Duty to ensure that work is done by an authorised person, where entry to the property is necessary under s 18(1)	Manager City Services	
s 18(8)(c)	Duty to ensure that work is carried out expeditiously and to avoid unnecessary inconvenience and disruption and with reasonable care and to reasonable standards	Manager City Services	
s 19(1)	Power to authorise a person to carry out Council's functions under s 18.	Coordinator Community Laws, Manager Community Safety, Manager City Services, Team Leader Community Laws	
s 19(2)(c)	Power to determine performance criteria for authorised persons	Coordinator Community Laws, Manager Community Safety, Manager City Services,	

Graffiti Prevention Act 2007

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Team Leader Community Laws	
s 20(1)	Duty to issue an identity card to an authorised person	Manager People & Culture, People and Culture Support Centre Officer, Coordinator P&C Support Centre	At the request of the relevant manager

Health Records Act 2001

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 48	Function of receiving notice of complaint from the Health Complaints Commissioner	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 51(1)	Function of receiving notice that Health Complaints Commissioner has declined to entertain a complaint	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 51(3)	Function of receiving notice that Health Complaints Commissioner referred complaint	Manager Health & Family Services, Manager Home & Community Services, Director Community Services, Coordinator Information Management	
s 52(2)	Function of receiving notice that Health Complaints Commissioner referred complaint to registration board	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 53(2)	Function of receiving notice that Health Complaints Commissioner has dismissed a stale complaint	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 56(3)	Power to indicate wishes with respect to whether conciliation appropriate	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	

Health Records Act 2001			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 56(4)	Function of receiving notice of Health Complaints Commissioner's decision under s 56(1)	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 57(4)	Function of receiving notice that Health Complaints Commissioner has dismissed the complaint after deciding conciliation is inappropriate	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 61(1)(b)	Power to sign the record of a conciliation agreement	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 61(2)	Power to lodge a copy of the record with the Tribunal	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 63(1)	Function of receiving notice that conciliation has failed	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 63(8)	Function of receiving notice that Health Complaints Commissioner has dismissed the complaint following a failed conciliation	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 63(10)	Function of receiving notice that Health Complaints Commissioner is to conduct an investigation of the complaint	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 64(2)	Function of receiving notice of Health Complaints Commissioner's ruling	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 64(7)	Duty to report on action taken following notice of a ruling requiring specified action	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	

Health Records Act 2001			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 65(1)	Power to require the Health Complaints Commissioner to refer the complaint to the Tribunal	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 72	Power to apply to the Tribunal for review of a decision to serve a compliance notice	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	
s 73(1)	Power to apply to the Tribunal for an interim order	Manager Health & Family Services, Manager Home & Community Services, Director Community Services	

Heavy Vehicle National Law 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 118(1)(b)	Duty to give or not give consent to the grant of a mass or dimension exemption notice for a category of heavy vehicles	Manager Engineering, Director City Development	Where Council is the relevant road manager Must comply with requirements of s 156
s 124(1)(b)	Duty to give or not give consent to the grant of a mass or dimension exemption permit for a heavy vehicle	Manager Engineering, Director City Development	Where Council is the relevant road manager Must comply with requirements of s 156
s 139(1)(b)	Duty to give or not give consent to the grant of a class 2 heavy vehicle authorisation notice	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 145(1)(b)	Duty to give or not give consent to the grant of a class 2 heavy vehicle permit	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 156(1)	Duty to give or not give consent	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager

Heavy Vehicle National Law 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 156(2)	Power to request a longer period to decide to give or not give consent under s 156(1)	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 156(3)	Function of giving Regulator a written statement explaining its decision not to give consent	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager Statement must comply with s 172
s 157(2)	Function of receiving notice from the Regulator that an applicant has been notified of the third party consultation requirement	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 158(2)	Duty to, as far as practicable, deal with the request for consent, where consultation with other entity is not yet completed	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 158(4)	Power to decide to give or not give the consent in the circumstances	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 159	Power to notify the Regulator that a route assessment is required and the fee payable for the route assessment	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 159(4)	Power to stop considering whether to give or not to give consent until route assessment fee is paid	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 160(1)	Power to consent to the grant of a mass or dimension authority subject to a road condition listed in (a) or (b)	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 160(2)	Duty to give the Regulator a written statement explaining the decision to consent subject to conditions	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager Statement must comply with s 172

Heavy Vehicle National Law 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 161(1)	Power to consent to the grant of a mass or dimension authority subject to a travel condition	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 161(2)	Duty to give the Regulator a written statement explaining the decision to consent subject to travel conditions	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager Statement must comply with s 172
s 162(1)	Power to request the Regulator to impose a stated vehicle condition on the authority	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 162(2)(b)	Function of being notified of the decision under s 162(2)(a)	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 163(3)	Duty to give or not give consent within 3 months or longer as agreed with Regulator	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 167(2)(b)	Power to give the Regulator a notice of objection to the application of s 167 to the proposed replacement authority	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 167(2)(c)	Function of receiving notice that the Regulator withdraws the proposed replacement authority from the expedited procedure	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 167(3)	Power to give written notice of consent or refusal	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager

Heavy Vehicle National Law 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 169	Power to give consent to the grant of a mass or dimension authority for a trial period	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 170(1)	Function of being notified by the Regulator of renewal of mass or dimension authority for trial period	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 170(3)	Power to give written objection	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 174(2)(a)	Power to request the Regulator to amend the mass or dimension authority, where satisfied of matters in s 174(1)	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 174(2)(b)	Power to request the Regulator to cancel the mass or dimension authority, where satisfied of matters in s 174(1)	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 174(4)(c)	Function of receiving notice from the Regulator that the road authority must not comply with the request	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 176	Duty to give or not give consent to an amendment of a mass or dimension authority	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager The provisions relating to a request for consent under Division 2 of the Act apply to the request for consent under s 176
s 178(2)(a)	Power to request the Regulator to amend the mass or dimension authority, where satisfied of matters in s 178(1)	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 178(2)(b)	Power to request the Regulator to cancel the mass or dimension authority, where satisfied of matters in s 178(1)	Manager Engineering,	Where Council is the relevant road manager

Heavy Vehicle National Law 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Engineering Approvals, Director City Development	
s 178(4)(c)	Function of receiving notice from the Regulator that the road authority must not comply with the request	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 180(2)	Function of receiving notice from the Regulator	Manager Engineering, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant road manager
s 611(2)	Power to apply for a compensation order	Director City Development	
s 612	Function of preparing certificate	Manager Engineering, Director City Development	
s 613(1)	Duty to give a copy of a certificate referred to in s 612 to the defendant at least 28 days before hearing	Manager Engineering, Director City Development	
s 613(3)	Function of receiving notice that defendant intends to challenge the matter	Manager Engineering, Director City Development	
s 643(2)	Function of receiving referral of review application	Manager Engineering, Coordinator Engineering Approvals	
s 644	Duty to conduct internal review of reviewable decision and give applicant a reasonable opportunity to make written or oral representations	Director City Development	Where Council is the relevant road manager
s 645(1)	Duty to either confirm or amend decision or substitute another decision for the reviewable decision	Director City Development	Where Council is the relevant road manager

Heavy Vehicle National Law 2012

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 645(5)	Duty to, as soon as practicable, give the Regulator notice of the review	Director City Development	Where Council is the relevant road manager

Heavy Vehicle National Law Application Act 2013

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 18(2)	Power to enter into an arrangement to transfer a function	Not delegated	In respect of roads where Council is the relevant road manager

Heritage Act 2017

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 29(4)	Function of receiving statement refusing a nomination from Executive-Director	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 30(9)	Function of receiving written notice from Heritage Council of outcome of application for review	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 34(1)	Function of receiving notice of acceptance of nomination from Executive Director	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	

Heritage Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 40(1)	Function of receiving statement from Executive Director of recommendation not to include place or object in Heritage Register	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 53(6)	Function of receiving notice of amendment to heritage register from Executive Director	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 63(2)	Function of receiving notice of expedited amendment of Heritage Register	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 96(5)	Function of receiving copy of amended permit application	Coordinator Strategic Planning, Manager City Planning & Development, Director City Development	
s 100(1)	Function of receiving copy of permit application from Executive Director	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 100(2)	Power to make written submission to Executive Director in relation to application received under s 100(1)	Director City Development	
s 105(4)	Function of receiving notice of receipt of application to amend a permit from Executive Director	Manager City Planning & Development, Director City Development	
s 106(5)	Function of receiving notice of application for review for permit to carry out works from Heritage Council	Manager City Planning & Development, Director City Development	

Heritage Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 108(4)	Power to request a hearing be held by the Heritage Council in relation to an application for review under s 107 of Executive Director's determination	Director City Development	
s 108(5)	Power to appear and be heard or represented at a hearing into review of Executive Director's determination	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 108(9)	Function of receiving written notice from Executive Director of Heritage Council's determination of review	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 110	Function of receiving notice from Minister of referral of a matter to VCAT under s 109(2)(b)	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 112	Function of receiving notice from Executive Director of decision by VCAT under s 111	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 114(2)	Function of receiving notice from Executive Director of decision by Minister in relation to application for review	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 120	Function of receiving written notice of removal of site from Heritage Inventory	Coordinator Strategic Planning, Strategic Planner,	

Heritage Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 131(1)	Function of receiving notice of recommendations made under s 130 by Executive Director	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 133(3)	Function of receiving written notice from Heritage Council of approval of recommendation for a site of archaeological value	Coordinator Strategic Planning, Strategic Planner, Senior Strategic Planner, Manager City Planning & Development, Director City Development	
s 179	Function of receiving notice of approval of World Heritage Strategy Plan	Director City Development	

Housing Act 1983			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 15(1)(d)	Function of consenting to any development, control, etc. of any land	Not delegated	
s 34(1)	Function of entering into arrangements with Homes Victoria whereby Council carries out works	Not delegated	
s 34(3)	Power to enter into arrangements with Homes Victoria for the purposes of this Act	Not delegated	
s 67(1)(a)	Power to do all things to make house comply with regulations or to give effect to direction	Not delegated	
s 67(1)(b)	Power to demolish house (where case so requires)	Not delegated	
s 67(2)	Power to recover expenses	Not delegated	
s 67(3)	Power to sell or dispose of material	Not delegated	

Housing Act 1983			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 68(1)	Power to order that house (a) be and remain unoccupied; or (b) be vacated by the occupier	Not delegated	
s 68A	Power to revoke declaration	Not delegated	
s 71(1)	Power to authorise person for purposes of s 71	Not delegated	
sch 2 cl 3(1)	Power to sell or give to Homes Victoria any land vested in it, other than Crown land	Not delegated	
sch 2 cl 3(2)	Power to lease land, enter into agreements with Homes Victoria concerning land, or apply funds for carrying out such agreement	Not delegated	
sch 6 cl 1	Duty to lodge signed certificate	Not delegated	
sch 6 cl 1	Power to authorise staff member to sign certificate	Not delegated	
sch 6 cl 2	Power to request recording in Register	Not delegated	
sch 6 cl 6	Duty to lodge notice with the Registrar of Titles that the declaration has ceased to operate	Not delegated	
sch 6 cl 7(1)	Power to require occupier to pay to Council any money owing	Not delegated	
sch 6 cl 7(2)	Duty to forward a copy of any notice under cl 7(1) to the owner of the house concerned	Not delegated	
sch 6 cl 7(5)	Duty to notify occupier if Council receives any payment	Not delegated	

Impounding of Livestock Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 9(3)	Function of receiving notice from owner or occupier of whereabouts of livestock	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 10	Power to give written permission to owner or occupier of land to impound livestock on their land for longer than 4 days	Community Laws Officer, Coordinator Community Laws, Team Leader Parking Services, Manager Community Safety, Team Leader Community Laws	
s 14	Duty to keep record of impounded livestock	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 15	Duty to ascertain owner of livestock and serve a notice of seizure on the owner as soon as possible	Community Laws Officer, Coordinator Community Laws, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 16	Duty to release livestock	Community Laws Officer, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 16A(3)	Power to approve form of notice to be served under s 16A(1)	Coordinator Community Laws, Manager Community Safety	
s 16B(3)	Power to approve form of notice to be served under s 16B(1)	Coordinator Community Laws, Manager Community Safety	
s 17	Duty to hold livestock for seven days, or 3 days after time within which measures must be taken under notice served, prior to disposal	Community Laws Officer, Coordinator Community Laws, Community Laws Support Officer,	

Impounding of Livestock Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	
s 17A	Duty to hold livestock for 14 days prior to disposal in accordance with Part 2	Community Laws Officer, Coordinator Community Laws, Community Laws Support Officer, Community Laws Officer (Proactive), Manager Community Safety, Team Leader Community Laws	Where authorised officer of Council has impounded livestock under section 5A of the Act
s 18	Power to offer uncollected livestock for sale	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 19	Duty to give public notice of intention to sell livestock	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 20	Duty to apply the proceeds of the sale of livestock in the order set out in s 20(1)	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 21	Power to dispose of livestock including destroying or re-housing	Coordinator Community Laws, Manager Community Safety	
s 22	Function of posting written notice of the impounding of livestock at the pound where they are held	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 27	Function of receiving notice of proceedings	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 28(1)	Duty to not sell or dispose of impounded livestock until (a) the time limit in s 27(2) has expired or (b) the proceedings have been	Coordinator Community Laws, Manager Community Safety,	

Impounding of Livestock Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	determined or withdrawn, where Council receives notification of proceeding under s 27(1)	Team Leader Community Laws	
s 28(3)	Power to release impounded livestock pending determination of proceedings	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 29(2)	Duty to release impounded livestock and convey it to the owner at Council's expense where Magistrates' Court determines impounding was in contravention of this Act	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 30	Power to recover outstanding amount as a debt	Coordinator Community Laws, Manager Community Safety, Team Leader Community Laws	
s 33A	Power to appoint an authorised officer for the specific purpose of filing charge-sheets in respect of an alleged offence committed in the municipal district	Coordinator Community Laws, Manager Community Safety, Director City Development	

Independent Broad-Based Anti-Corruption Commission Act 2011			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 15(6)	Function of consulting with and receiving information from the Independent Broad-based Anti-Corruption Commission (IBAC)	Not delegated	
s 35(2)	Power to enter into agreements or arrangements for use of services with the Independent Broad-based Anti-Corruption Commission (IBAC)	Not delegated	
s 56	Function of providing information to the Independent Broad-based Anti-Corruption Commission (IBAC)	Not delegated	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 3	Power to appoint an issuing officer	Coordinator Parking Services, Coordinator Community Laws, Manager Community Safety, Director City Development	
s 6	Duty to provide Attorney-General with prescribed information	Assistant Manager Statutory Planning, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Manager City Planning & Development, Municipal Building Surveyor, Manager Community Safety	
s 9	Power to make and publish guidelines and policies in respect of the use of official warnings for infringement offences	Not delegated	
s 11	Duty to withdraw an official warning in certain circumstances	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Planning Enforcement Officer, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 15	Power to accept late payment of infringement penalty	Assistant Manager Statutory Planning, Community Safety Support Officer,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Team Leader Community Laws, Internal Review Officer	
s 17(1)	Power to refer certain matters to the Court	Assistant Manager Statutory Planning, Community Safety Support Officer, Environmental Health Officer, Manager Health & Family Services, Planning Enforcement Officer, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Parking Services Officer, Manager City Planning & Development, Manager Community Safety, Director City Development, Director Corporate Services, Prosecution Support Officer, Team Leader Community Laws, Internal Review Officer	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 17(3)	Power to withdraw infringement notice and file a charge and summons in the Children's Court in some circumstances	Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Manager Community Safety, Director Corporate Services, Prosecution Support Officer, Team Leader Community Laws, Internal Review Officer	
s 18(1) & (2)	Power to withdraw an infringement notice in some circumstances	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Planning Enforcement Officer, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Team Leader Community Laws, Internal Review Officer	
s 22	Function of receiving application for review of decision to serve infringement notice	Assistant Manager Statutory Planning, Community Laws Officer, Manager Health & Family Services, Planning Enforcement Officer, Team Leader Statutory Planning, Coordinator Community Safety Support, Coordinator Community Laws,	Note: An internal review conducted under this Division must be conducted by a person employed by Council and who did not issue the infringement notice

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Parking Services Officer, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Director City Development, Director Corporate Services, Director Community Services, Prosecution Support Officer, Internal Review Officer	
s 23(1)	Power to request additional information required to conduct review	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Planning Enforcement Officer, Team Leader Statutory Planning, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Director City Development, Director Corporate Services, Director Community Services, Prosecution Support Officer	
s 23(2)	Duty to suspend review where request made under s 23(1)	Assistant Manager Statutory Planning, Manager Health & Family Services,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Community Laws Support Officer, Coordinator Environmental Health, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 23(4)	Power to refuse or grant request for extension of time made under s 23(3)(b)	Assistant Manager Statutory Planning, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Community Laws Support Officer, Coordinator Environmental Health, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 23(5)	Duty, if extension of time granted under s 23(4)(b), to inform applicant in writing of the period of the extension	Assistant Manager Statutory Planning, Manager Health & Family Services, Planning Enforcement Officer, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Community Laws Support Officer,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 23(6)(a)	Power, if applicant fails to provide information requested under s 23(1) within time under s 23(3) or, within the period of extension if an extension is granted under s 23(4)(b), to review the decision under s 24 without additional information	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 23(6)(b)(i) & (ii)	Power, if applicant fails to provide information requested under s 23(1) within time under s 23(3) or, within the period of extension if an extension is granted under s 23(4)(b), to accept information provided by the applicant out of time and to review the decision under s 24 with that late information	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.24(1)(a) & (b)	duty, if application for review under section 22(1)(a), (b) or (c) is received, to review decision to serve infringement notice and suspend procedures used for enforcement of infringement penalty until review complete and applicant is sent advice of outcome	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Environmental Health Administration Officer, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 24(1A)	Duty to review whether person unlikely to have been aware of infringement notice, and suspend procedures until review complete and applicant is sent advice of outcome	Manager City Planning & Development, Manager Community Safety, Internal Review Officer	
s 24(2)	Duty to ensure that a review is conducted by a person who was not involved in making the decision to serve the infringement notice	Assistant Manager Statutory Planning, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Environmental Health Administration Officer, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 24(3)(a)	Duty to review decision within prescribed time or, if additional information is requested under s 23, within prescribed period plus 35 days	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Environmental Health Administration Officer, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 24(3)(b)	Duty to serve on the applicant written notice of outcome of review within 21 days of decision	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 25(1)	Power, after reviewing a decision, to take the following actions (or any combination of those actions): (a) confirm the decision to serve an infringement notice;	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	(b) withdraw the infringement notice and serve an official warning; (c) withdraw the infringement notice; (d) withdraw the infringement notice and refer the matter to the Court in accordance with Part 2 or, where infringement notice served on a child, withdraw the infringement notice and file a charge and summons in the Children's Court; (e) in the case of an infringement offence involving additional steps, alter or vary those steps; (f) waive all or any penalty reminder notice fees; or (g) approve a payment plan.	Team Leader Statutory Planning, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Manager Community Safety, Municipal Emergency Management Officer, Prosecution Support Officer, Internal Review Officer, Deputy Municipal Emergency Management Officer	
s 25(2)	Power, in the case of application made under s 22(1)(b), to: (a) confirm the decision; (b) withdraw the notice and serve an official warning; or (c) withdraw the notice.	Assistant Manager Statutory Planning, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Director City Development, Director Community Services, Prosecution Support Officer	
s 25(2A)	Power made under s 22(1)(d), to grant or refuse application	Assistant Manager Statutory Planning, Manager Health & Family Services,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Team Leader Statutory Planning, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Director City Development, Director Community Services, Prosecution Support Officer, Internal Review Officer	
s 25(3)	Function of receiving application for payment plan for infringement notices confirmed under s 25(2)(a)	Community Safety Support Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 25(4)	Duty to serve application with written notice of decision made under s 25(2A)(a)	Community Safety Support Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 25(6)	Duty to serve application with written notice of outcome of review under s 25(2A)(b), and advise that payment is required within 14 days	Community Safety Support Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 29(1) & (2)	Power to serve a penalty reminder notice	Assistant Manager Statutory Planning, City Planning and Development Administration Officer, Community Safety Support Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Environmental Health Administration Officer, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Prosecution Support Officer, Coordinator City Planning and Development Administration, Internal Review Officer	
s 40(1)(a)	Duty to lodge prescribed information with the Court, if person elects an infringement offence matter to be heard by the Court or if matter referred to Court	Assistant Manager Statutory Planning, City Planning and Development Administration Officer, Community Laws Officer, Community Safety Support Officer, Planning Enforcement Officer, Team Leader Statutory Planning, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Parking Services Officer, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Director City Development, Prosecution Support Officer, Coordinator City Planning and Development Administration, Team Leader Community Laws, Internal Review Officer, Prosecution Officer	
s 40(1)(d)	Duty to serve details on person who was served with infringement notice, at least 14 days prior to hearing date	Assistant Manager Statutory Planning, City Planning and Development Administration Officer, Community Laws Officer,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Community Safety Support Officer, Planning Enforcement Officer, Team Leader Statutory Planning, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Parking Services Officer, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Coordinator City Planning and Development Administration, Team Leader Community Laws, Internal Review Officer, Prosecution Officer	
s 46(1)	Function of receiving application for payment plan	Assistant Manager Statutory Planning, City Planning and Development Administration Officer, Community Safety Support Officer, Environmental Health Officer, Manager Health & Family Services, Planning Enforcement Officer, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Environmental Health Administration Officer,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Coordinator City Planning and Development Administration, Internal Review Officer	
s 46(1A)	Function of receiving application for payment plan from body corporate	Assistant Manager Statutory Planning, City Planning and Development Administration Officer, Community Safety Support Officer, Environmental Health Officer, Manager Health & Family Services, Planning Enforcement Officer, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Environmental Health Administration Officer, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Coordinator City Planning and Development Administration, Internal Review Officer	
s.46(3)	duty to offer payment plan in certain circumstances	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Coordinator Community Safety Support,	"Certain circumstances" means pursuant to any Guidelines made by the Attorney- General and published in the Victoria Government Gazette.

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	
s 46(4)	Power to offer payment plan in certain circumstances	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	
s 46(5)(a)	Power to offer a payment plan by arrangement and management of a payment plan for the person to whom it applies by that agency	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Community Safety Support, Team Leader Statutory Planning Enforcement,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	
s 46(5)(b)	Power to offer a payment plan by referring the infringement penalty and penalty reminder notice fee to the Secretary for management by payment arrangement under the Fines Reform Act 2014	Assistant Manager Statutory Planning, Manager Health & Family Services, Team Leader Statutory Planning, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Prosecution Officer	
s 46(6)	Duty if Council determines not to offer payment plan to a person who has applied, to serve written notice on person with relevant details	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 46(7)	Duty to cease action taken to collect infringement penalty upon receipt of application under s 46(1) or (1A)	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	
s 47(1)	Power to arrange a payment plan	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 49(3)	Duty, if infringement notice withdrawn, withdraw infringement penalty and penalty reminder notice fee from payment plan	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	
s 49A(2)	Power to vary terms of a payment arrangement	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	
s 49A(4)	Duty to give written notification to applicant of decision regarding payment plan variation	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 50(1)	Duty to allocate money received under payment plan in order of priority	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Coordinator Environmental Health, Manager City Planning & Development, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	
s 50(3)	Duty to advise person to whom payment plan applies of overpayment	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	Assistant Manager Statutory Planning, City Planning and Development Administration Officer, Community Safety Support Officer, Environmental Health Officer, Manager Health & Family Services, Team Leader Statutory Planning, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Environmental Health Administration Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer	
s 50(3)(b)	Power to refund amount of overpayment by appropriating Consolidated Fund or refunding from another fund or account	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	
s.52(2)	duty to send written notice advising of default on payment plan	Assistant Manager Statutory Planning, Community Safety Support Officer, Manager Health & Family Services, Team Leader Statutory Planning,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer, Internal Review Officer, Prosecution Officer	
s 53A(2)	Function of consulting with Secretary	Assistant Manager Statutory Planning, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer	
s. 53B(2)	duty to comply with request by Secretary under s 53B(1)	Assistant Manager Statutory Planning, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement,	

Infringements Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer	
s 53C(2)	Duty to respond give report to Secretary in response to any recommendations made under s 53C(1)	Assistant Manager Statutory Planning, Manager Health & Family Services, Team Leader Statutory Planning, Coordinator Parking Services, Coordinator Community Safety Support, Coordinator Community Laws, Team Leader Statutory Planning Enforcement, Coordinator Environmental Health, Manager City Planning & Development, Infringements Review Officer, Municipal Building Surveyor, Manager Community Safety, Prosecution Support Officer	

Land Act 1958			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 22D(1)	Duty to execute an instrument of transfer and surrender	Not delegated	Where the Attorney-General has authorised Council to surrender land
s 134A(2)(a)	Power to be consulted before Minister grants lease for stratum of Crown land	Not delegated	
s 138A(3)(a)	Power to be consulted before person grants licence for strata of Crown land	Not delegated	

Land Act 1958			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 140A(3)(c)	Duty to provide report to Minister for grant of licences for jetty landing stages on Crown land	Not delegated	
s 172(1)	Power to approve excise of land from certain streets by Governor in Council	Not delegated	
s 183A(1)	Power to raise funds by allowing use of common for the purposes of agriculture	Not delegated	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	Not delegated	Consent of Minister required
s 349	Power to agree to closure of road on land vested in the Crown	Not delegated	
s 400	Power to give notice to Secretary that road is an unused road	Not delegated	Land Regulations 2016, r 10 For the purposes of s 400(2) of the Act, the prescribed form and particulars for a notice that a road or part of a road that a municipal Council considers is not required for public traffic is an unused road is the form and particulars in sch 4.
s 407(1)	Power to inform Minister it is desirable to re-open licensed closed road or water frontage	Not delegated	
s 407(3)(b)	Power to cause any building / hedge/ ditch etc to be taken down / filled up / removed etc	Not delegated	Where a licence under Division 8 of Part I has been cancelled under s 407(1)
s 411	Function of receiving particulars of licence from the land manager	Not delegated	Where the licence is granted in relation to an unused road or water frontage in Council's municipal district

Land Acquisition and Compensation Act 1986			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	-	Not delegated	Certain provisions in this Act apply only to councils in their capacity as acquiring authorities or to councils in their capacity as responsible authority
s 6	Duty of the authority to serve notice of intention to acquire on persons with an interest in the land	Property & Leasing Specialist, Director City Development	
s 7(1)(b)	Power to serve statement on person interested in the land in accordance with s 7(1)(b)	Property & Leasing Specialist, Director City Development	
s 9(1)	Duty of the authority to serve copy of notice on certain responsible authorities	Property & Leasing Specialist, Director City Development	
s 9(2)	Duty of the responsible authority to provide information in writing when required to do so by an authority	Property & Leasing Specialist, Director City Development	Prescribed information listed under rr 11 and 12 of the <i>Land, Acquisition and Compensation Regulations 2021</i>
s 9(3)	Duty of the responsible authority to forward a copy of application for planning permit/building approval to an authority	Property & Leasing Specialist, Director City Development	
s 10(1)	Duty of the authority to lodge notice and prescribed fee with the Registrar of Titles or Registrar-General	Property & Leasing Specialist, Director City Development	
s 10(4)	Duty of the authority to give notice of cancellation/lapse in writing	Property & Leasing Specialist, Director City Development	
s 10(7)	Duty of the authority to pay fees where an owner applies for a new s 32(2) certificate	Property & Leasing Specialist, Director City Development	
s 14(1)	Power of an authority to amend notice upon agreement with persons on whom it was served	Property & Leasing Specialist, Director City Development	
s 15(1)	Power of an authority not to proceed with the acquisition	Property & Leasing Specialist, Director City Development	

Land Acquisition and Compensation Act 1986			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 15(2)	Duty of the authority to serve a statement cancelling the notice of intention to acquire	Property & Leasing Specialist, Director City Development	
s 17	Power of the authority to agree with owner to extend operation of notice	Property & Leasing Specialist, Director City Development	
s 18(1)	Power of the authority to acquire interest in land by agreement	Property & Leasing Specialist, Director City Development	
s 19	Function of the authority publishing a notice declaring the interest to be acquired	Property & Leasing Specialist, Director City Development	
s 22	Duty of the authority to serve copy notice of acquisition and a statement to persons interested in that land	Property & Leasing Specialist, Director City Development	
s 23	Duty of the authority to publish copy notice of acquisition in local newspaper	Property & Leasing Specialist, Director City Development	
s 26(1)	Duty of the authority to endeavour to obtain agreement with the owner / occupier	Property & Leasing Specialist, Director City Development	
s 26(5)	Power of the authority to enter into possession of the land	Property & Leasing Specialist, Director City Development	
s 26(11)	Duty of the authority to serve copy certificate under s 26(4)(a) on occupier	Property & Leasing Specialist, Director City Development	
s 27	Power of the authority to recover any rent due	Property & Leasing Specialist, Director City Development	
s 28(1)	Power of the authority to issue a warrant where refusal to give up possession	Property & Leasing Specialist, Director City Development	
s 31(1) and supporting provisions	Power of the authority to make an offer, including the Power to determine amount of the offer.	Property & Leasing Specialist, Director City Development	

Land Acquisition and Compensation Act 1986			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 31(5)	Duty of the authority to have regard to a valuation of the land in making an offer under s 31	Property & Leasing Specialist	
s 31(7)	Power of the authority to reduce the offer by an amount equal to outstanding interest, rates, taxes, etc.	Property & Leasing Specialist, Director City Development	
s 32(1)	Duty of the authority to set out total amount of compensation where Minister directs information required to be set out by s 31 is inappropriate	Property & Leasing Specialist, Director City Development	
s 32(2)	Duty of the authority to pay the total amount of compensation offered in court	Property & Leasing Specialist, Director City Development	
s 32(4)	Duty of the authority to apply to the court or the Tribunal for determination of the amount payable	Property & Leasing Specialist, Director City Development	
s 33(1)	Function of the authority of receiving notice of acceptance or notice of claim	Property & Leasing Specialist, Director City Development	
s 36(1)	Duty of the authority to serve a reply to the notice of claim	Property & Leasing Specialist, Director City Development	
s 36(2)	Power of the authority to admit/vary/reject the claim under s 36	Property & Leasing Specialist, Director City Development	
s 36(3)	Duty of the authority to provide claimant with method and basis of its valuation	Property & Leasing Specialist, Director City Development	
s 37(4)	Duty of the authority to serve reply to notice of claim on claimant, where no offer was made	Property & Leasing Specialist, Director City Development	
s 43(2)	Power of the authority to give notice of intention	Property & Leasing Specialist, Director City Development	
s 43(3)	Duty of the authority to do action specified in notice under s 43(2)	Property & Leasing Specialist, Director City Development	

Land Acquisition and Compensation Act 1986			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 45(1)	Power of the authority to grant a loan to claimant	Not delegated	
s 48(2)	Duty of the authority to serve reply to notice of claim within 3 months on claimant	Property & Leasing Specialist, Director City Development	
s 51(8)	Power of the authority to advance compensation to assist a person purchasing another interest in land	Property & Leasing Specialist, Director City Development	
s 63(1)	Duty of the authority to prepare all instruments of conveyance	Property & Leasing Specialist, Director City Development	
s 65(a)	Function of the authority to receive interest in land despite any restrictions under other laws	Property & Leasing Specialist, Director City Development	
s 65(b)	Function of the authority to recover compensation where authority acquires an interest under s 65(a)	Property & Leasing Specialist, Director City Development	
s 67(1)	Function of the authority to negotiate with agents	Property & Leasing Specialist, Director City Development	
s 68(1)	Power of the authority to purchase or redeem interest in mortgage	Property & Leasing Specialist, Director City Development	
s 68(4)	Power of the authority to direct where to convey release of mortgagee's interest upon payment under s 68(3)	Property & Leasing Specialist, Director City Development	
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	Property & Leasing Specialist, Director City Development	
s 68(6)	Power of the authority to direct where to convey release of mortgagee interest upon payment under s 68(5)	Property & Leasing Specialist, Director City Development	
s 69(1)	Power of the authority to pay amounts required under s 69(1) (c)-(e) to the credit of the Trust Fund where	Property & Leasing Specialist, Director City Development	

Land Acquisition and Compensation Act 1986			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	mortgagee fails to release interest or adduce good title		
s 69(2)	Power of the authority to execute a deed poll	Property & Leasing Specialist, Director City Development	
s 69(3)	Duty to register the deed poll in the office of the Registrar-General	Property & Leasing Specialist, Director City Development	
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	Property & Leasing Specialist, Director City Development	
s 70(4)	Power of the authority to direct where to convey release of mortgagee interest upon payment under s 70(3)	Property & Leasing Specialist, Director City Development	
s 71(1)	Power of the authority to pay amount required by s 70(3) to the credit of the Trust Fund where mortgagee fails to convey interest or adduce good title	Not delegated	
s 71(3)	Power of the authority to execute and register a deed poll	Not delegated	
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	Not delegated	
s 72(4)	Power of the authority to direct where to convey release of mortgagee's interest	Not delegated	
s 72(6)	Function of the authority to furnish copy memorandum under s 72(5)	Not delegated	

Land Acquisition and Compensation Act 1986			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	Not delegated	
s 73(3)	Power of the authority to execute and register a deed poll	Not delegated	
s 74(1)	Power of the authority to enter land	Not delegated	
s 74(2)	Duty of the authority to serve notice of intention to enter and a statement on occupier and owner	Not delegated	
s 75(1)	Power of the authority occupy land as long as is necessary for the purposes of the Local Government Act 1989	Not delegated	
s 75(2)(a)	Power of the authority or authorised person to dig and take from land any clay, soil, etc.	Not delegated	
s 75(2)(b)	Power of the authority to deposit any material on land	Not delegated	
s 75(2)(c)	Power of the authority to make cuttings or excavations on land	Not delegated	
s 75(2)(d)	Power of the authority to take timber from the land	Not delegated	
s 75(2)(e)	Power of the authority to make and use roads on land	Not delegated	
s 75(2)(f)	Power of the authority to manufacture on the land any materials required	Not delegated	
s 75(2)(g)	Power of the authority to erect workshops, sheds, etc on land	Not delegated	

Land Acquisition and Compensation Act 1986			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 75(3)	Duty of the authority to serve notice in writing on owner/occupier and Soil Conservation Authority if intends to enter land	Not delegated	
s 75(5)	Duty of the authority to give notice in writing of nature and quantity of material taken	Not delegated	
s 76	Duty of the authority to comply with obligations under s 76(a)-(e)	Property & Leasing Specialist	
s 79(1)	Duty of the authority to fence land when so required by the owner	Not delegated	
s 80	Power of the authority to refer a claim to the Court/Tribunal for determination	Not delegated	
s 83	Duty of the authority to serve a copy of the referral notice on other parties	Not delegated	
s 87	Power of the authority in a compulsory conference to increase the amount of an offer	Not delegated	
s 91(4)	Power of the authority to set-off costs of determinations against any compensation award/costs payable to claimant	Not delegated	
s 96(1)	Function of the authority to make application to the court for a valuer	Not delegated	
s 103(1)	Power of the authority to inspect documents by notice in writing	Not delegated	
s 104(3)	Power of the authority/authorise a person to accept service on its behalf	Not delegated	
s 106(1)(c)	Power of the authority to extend/abridge time limits under the Act by agreement with concerned party	Not delegated	

Land Acquisition and Compensation Act 1986

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 109(1)	Power of the authority to sell, lease or deal with an interest in land	Not delegated	
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	Not delegated	

Livestock Disease Control Act 1994

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
107E(1)	Function of receiving a written request for information from the Secretary	Not delegated	Not applicable at Whitehorse City Council
107E(2)	Duty to make available information requested by the Secretary under 107E(1)	Not delegated	Not applicable at Whitehorse City Council

Liquor Control Reform Act 1998

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 27(1)	Power to apply to the Commission for a licence or BYO permit	Not delegated	
s 33	Function of receiving copy of application	Assistant Manager Statutory Planning, Manager City Planning & Development, Director City Development	
s 40(1)	Power to object to grant, variation or relocation of a licence	Assistant Manager Statutory Planning, Coordinator Strategic Planning, Team Leader Statutory Planning, Principal Planner, Manager City Planning & Development,	

Liquor Control Reform Act 1998			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Manager Communities, Engagement & Integrated Planning, Director City Development	
s 40(1A)	Power to object to grant, variation or relocation of packaged liquor licence or late night (packaged liquor) licence	Assistant Manager Statutory Planning, Coordinator Strategic Planning, Team Leader Statutory Planning, Principal Planner, Manager City Planning & Development, Manager Communities, Engagement & Integrated Planning, Director City Development	
s 91	Power to request the Commission to conduct an inquiry into whether there are grounds to take disciplinary action	Manager City Planning & Development, Director City Development	
s 94	Power to request the Commission to conduct an inquiry into amenity or disuse	Manager City Planning & Development, Director City Development	

Local Government Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 11(8)	Duty to keep a public register of delegations under section 11 of this Act	Coordinator Governance, Senior Governance Officer	
s 16(12)	Duty to pay an account received of the reasonable expenses incurred by a person engaged by the Minister to support a review by an electoral representative advisory panel	Manager Governance & Integrity, Coordinator Governance	
s 17(6)	Duty to pay an account received of the reasonable expenses incurred by the Victorian Electoral Commission as a consequence of conducting a ward boundary review	Manager Governance & Integrity, Coordinator Governance	

Local Government Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 40(1)	Duty to reimburse a Councillor or a member of a delegated committee for out-of-pocket expenses in accordance with this section	Manager Governance & Integrity, Coordinator Governance	
s 40(2)	Duty to provide details of all reimbursements of out-of-pocket expenses of Councillors and members of a delegated committee to the Audit and Risk Committee	Coordinator Financial Accounting, Coordinator Governance, Coordinator Audit & Assurance	
s 42	Duty to make available to the Mayor and the Councillors the resources and facilities reasonably necessary to enable them to effectively perform their role	Manager Governance & Integrity	
s 50	Duty to implement appropriate long service leave arrangements for members of Council staff in accordance with the regulations	Manager People & Culture, Coordinator P&C Support Centre	
s 73(4)	Duty to publish a notice regarding a proposed local law in accordance with subsection 73(3)(a) to (d)	Manager Community Safety	
s 73(5)	Duty to ensure that a copy of the proposed local law is available for inspection	Manager Community Safety	
s 74(1)	Duty to obtain a certificate from a qualified person	Manager Community Safety	
s 74(5)	Duty to publish a notice after a local law is made in accordance with subsection 74(4)(a) to (d)	Manager Community Safety	
s 75	Duty to ensure that a copy of a local law made under section 74 is available for inspection	Manager Community Safety	
s 76(3)	Duty to publish a notice of an amendment to a document, code, standard, rule, specification or method which contains matter applied, adopted or incorporated by a local law	Manager Community Safety	

Local Government Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 76(4)	Duty to ensure that a copy of any document, code, standard, rule, specification or method which contains any matter incorporated in a local law is available for inspection	Manager Community Safety	
s 82	Function of receiving any penalty recovered for an offence against a local law	Managers, Coordinators	
s 98	Duty to prepare an annual report in respect of each financial year	Manager Finance, Manager Communities, Engagement & Integrated Planning	Subject to section 99
s 99(1)	Duty to prepare, as soon as practicable after the end of the financial year, the performance statement and financial statements of the Council for the financial year	Manager Finance	
s 103	Power to invest any money in accordance with subsections (a) to (f)	Manager Finance	
s 106	Duty to plan and deliver services to the municipal community in accordance with the service performance principles	Not delegated	
s 109(1)	Duty to comply with Council's Procurement Policy before entering into a contract for the purchase of goods or services or carrying out of works	Directors, Managers, Coordinators	
s 112(1)	Power to purchase or compulsorily acquire any land which is or may be required by the Council for or in connection with, or as incidental to, the performance of its functions or the exercise of its powers.	Not delegated	Must be undertaken in accordance with the Council's community engagement policy and any other relevant legislation.
s 114(2)(a)	Duty to give notice before selling or exchanging land	Property & Leasing Specialist	
s 114(2)(b)	Duty to undertake a community engagement process in accordance with Council's Community Engagement Policy before selling or exchanging land	Property & Leasing Specialist	

Local Government Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 114(2)(c)	Duty to obtain valuation before selling or exchanging land not more than 6 months prior to the sale or exchange	Property & Leasing Specialist	
s 115(1)	Power to lease land	Property & Leasing Specialist	
s 115(3)	Duty to include proposal to lease in the budget	Manager Finance	
s 115(4)	Duty to undertake a community engagement process in accordance with Council's Community Engagement Policy before leasing land	Property & Leasing Specialist	
s 116(1)	Power to transfer, exchange or lease land with or without consideration to an entity described in s 116(1)(a) to (e)	Not delegated	
s 117(1)(a)	Power to approve another person to carry out the work required under s 117(1)	Directors, Managers	Delegation extends only to area of functional responsibility of delegate
s 117(1)(b)	Power to carry out the work required under s 117(1)	Managers	Delegation extends only to area of functional responsibility of delegate
s 117(3)	Power to recover costs of carrying out work	Managers, Coordinators	Note: this provision commences on 1 July 2021
s 119	Power to require payment of all or part of money from present owner or occupier	Coordinator Revenue & Rates, Manager Finance	Subject to section 121
s 120(1)	Power to charge interest on unpaid money (other than rates and charges) in accordance with s 120	Manager Finance, Director Corporate Services	Note: this provision commences on 1 July 2021
s 121	Function of receiving application for land information certificate	Coordinator Revenue & Rates, Senior Rates Administration Officer, Rates Quality and Systems Officer	See prescribed information under r 5 of the Local Government (Land Information) Regulations 2021
s 121(4)	Power to provide a land information certificate, including the power to provide in a land information certificate any	Coordinator Revenue & Rates,	Note, this instrument separately includes the duty to sign a land information certificate

Local Government Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	other information concerning the land as the delegate considers in their absolute discretion to be relevant	Senior Rates Administration Officer, Rates Quality and Systems Officer	under r 5(2) of the <i>Local Government (Land Information) Regulations 2021</i> , which should be delegated to those who sign land information certificates
s 144B	Duty to reimburse the State for the remuneration costs associated with the appointment of an arbiter to hear an application made under s 143	Manager Governance & Integrity, Coordinator Governance	
s 145B	Duty to provide all reasonable assistance to an arbiter that is necessary to enable the arbiter to conduct an internal arbitration process	Manager Governance & Integrity, Coordinator Governance	
s 152	Duty to pay the fees for a Councillor Conduct Panel to the Principal Council Conduct Registrar	Manager Governance & Integrity	
s 159A	Duty to reimburse the State for the remuneration costs associated with the formation of a Council Conduct Panel to hear an application made under s 154	Manager Governance & Integrity, Coordinator Governance	
s 162	Duty to provide all reasonable assistance to the Councillor Conduct Panel which is necessary to enable the Councillor Conduct Panel to conduct the hearing and make a determination	Manager Governance & Integrity	
s 167(8)	Duty to pay any necessary expenses incurred by Councillors in attending mediation, training or counselling directed by a Councillor Conduct Panel	Manager Governance & Integrity	
s 177(1)	Power to apply to the Minister for a compliance exemption from a regulatory requirement under this Act or the regulations specified in the application	Not delegated	Subject to subsection (2)
s 179(3)	Duty to pay a Municipal Monitor the amounts entitled to be paid and the terms of the appointment	Manager Governance & Integrity	

Local Government Act 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 268(2)	Duty to pay for reasonable expenses of the Victorian Electoral Commission as specified in an account sent to the Council under subsection (1)	Manager Governance & Integrity	
s 313(1)	Power to institute proceedings in the corporate name of the Council	Coordinator Revenue & Rates	Subject to subsection (a) – (d)
s 313(1)	Power to authorise a person to institute proceedings in the corporate name of the Council	Director Corporate Services	Subject to subsection (a) - (d)

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 154	Power to determine that land is not rateable land in accordance with s 154	Property & Leasing Specialist	
s 157(2)	Duty to publish notice of change in valuation system	Coordinator Revenue & Rates, Manager Finance	
s 158(3)	Power to levy rates by sending notice to person liable	Coordinator Revenue & Rates	
s 158(3A)	Power to send rate notice to a person specified upon request	Coordinator Revenue & Rates	
s 159(5)	Power to determine form & time period	Coordinator Revenue & Rates	
s.159(6)	power to require applicant to give further particulars or verify particulars	Coordinator Revenue & Rates	
s 161(3)	Duty to make available for inspection certain information	Coordinator Revenue & Rates	
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	Coordinator Revenue & Rates	

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 163(4)	Power to levy special rate/charge by sending notice to person liable	Coordinator Revenue & Rates	
s 164(2)	Duty to notify of decision under s 164(1) to persons liable to pay special rate/charge	Coordinator Revenue & Rates	Limited to Director or Executive Manager responsible for works or project.
s 165	Duty to refund excess money	Coordinator Revenue & Rates	
s 166(2)	Duty to notify persons liable that special rate/charge varied	Coordinator Revenue & Rates	
s 169(2)	Duty to send notice to person who was granted a rebate or concession and not complied with terms	Coordinator Revenue & Rates, Manager Finance	
s 170(1)	Power to defer payment where applicant shows hardship	Coordinator Revenue & Rates, Manager Finance	
s 170(3)(a)	Power to require payment where no longer hardship/in occupation	Coordinator Revenue & Rates, Manager Finance	
s 171(1)	Power to waive rate/charge to eligible recipient or in accordance with Council determination	Coordinator Revenue & Rates, Manager Finance, Director Corporate Services	
s 171(4)(e)	Duty to waive amount which is in accordance with concession order upon receipt of application	Coordinator Revenue & Rates, Manager Finance	
s171(4)(f)	Power to decide to treat person to whom waiver granted as having made continuing application or waiver	Coordinator Revenue & Rates, Manager Finance	Requires the approval of the Minister administering the State Concessions Act 2004
s 171(5A)	Power to waive rate/charge where person has right to recover it from another (upon application of the eligible recipient)	Coordinator Revenue & Rates, Manager Finance	
s 171A(1)	Function of receiving application for waiver	Coordinator Revenue & Rates, Manager Finance	

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 171A(2)	Power to require information or verification	Coordinator Revenue & Rates, Manager Finance	
s 171A(3)	Power to waive rate/charge/interest	Coordinator Revenue & Rates, Manager Finance	Up to \$500...Coordinator Revenue & Rates Up to \$1000..Manager Finance Up to \$2000.. Director Corporate Services
s 171B(1)	Power to enter into a payment plan with a person for the payment of a rate or charge (including interest charged under s 172)	Coordinator Revenue & Rates, Manager Finance	
s 171B(3)	Power to determine terms of the payment plan under subsections (a) to (d)	Coordinator Revenue & Rates, Manager Finance	
s 171B(7)	Power to cancel a payment plan	Coordinator Revenue & Rates, Manager Finance	
s 172(1)	Power to raise interest and require payment from person liable	Coordinator Revenue & Rates, Manager Finance	
s 172(3)	Power to exempt a person from paying interest	Coordinator Revenue & Rates, Manager Finance	
s 172(4)	Power to recover interest due	Coordinator Revenue & Rates, Manager Finance	
s 173(2)(a)	Duty to refund rates/charges where land ceases to be rateable and payment was made	Coordinator Revenue & Rates, Manager Finance	
s 173(2)(b)	Duty to require pro rata payment where land ceases to be rateable	Coordinator Revenue & Rates, Manager Finance	

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 175(2)	Power to require current rates, arrears from person acquiring land	Coordinator Revenue & Rates, Manager Finance	
s 177(1)	Power to require occupier to pay rent upon notice	Coordinator Revenue & Rates, Manager Finance	
s 177(4)	Power to recover unpaid rent as a debt due	Coordinator Revenue & Rates, Manager Finance	
s 180(1)	Power to recover unpaid rate/charge as a debt due	Coordinator Revenue & Rates, Manager Finance	
s 180A	Duty to provide notification prior to commencing proceedings for recovery of unpaid debt in certain circumstances	Coordinator Revenue & Rates, Manager Finance	
s 181(2)	Power to dispose of land where rate/charge unpaid	Director Corporate Services	
s 181(5)	Power to serve and to give notices before Council sells the land.	Manager Finance	
s 181(7)	Power to deduct expenses incurred in connection with sale	Manager Finance	
s 181AA	Duty to comply with Ministerial Guidelines	Not delegated	
s 181C(2)	Power to send notice to person liable to pay environmental upgrade charge	Not delegated	
s 181E(1)	Duty to use best endeavours to recover environmental upgrade charge	Not delegated	
s 181F	Duty to adjust environmental upgrade charge to reflect lower amount advanced to owner and advise any person liable to pay charge in writing of the adjustment	Not delegated	Council must refund any excess amounts paid to owner or occupier as a result of an adjustment being made to an upgrade charge under 181F(1)

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 185F(1)	Duty to comply with any direction of the Minister under s 185D	Director Corporate Services	
s 181H	Power to enter into an environmental upgrade agreement on behalf of Council and declare and levy an environmental upgrade charge	Not delegated	
s 185I	Power to enter into a cladding rectification agreement in respect of rateable land with an existing building on it	Not delegated	Subject to ss 185I(4), 185J(4) and 185J(5)
s 185J(1)	Function of receiving details in writing of the information set out in s 185J(1)(a)	Not delegated	
s 185J(2)	Duty to give written notice to each owner or, in the case of rateable land managed by an owners corporation, each owner of a lot on the rateable land	Not delegated	
s 185J(8)	Power to enter into a cladding rectification agreement if all the existing mortgagees of the rateable land agree in writing to the proposed cladding rectification charged	Not delegated	If Council is not satisfied of the matters set out in s 185J(4)
s 185J(9)	Power to enter into a cladding rectification agreement if all the existing mortgagees of those lots agree in writing to the cladding rectification charge	Not delegated	If Council is not satisfied of the matters set out in s 185J(5)
s 185K(1)(b)	Function of receiving information from the owners corporation	Not delegated	
s 185N(1)	Duty to use Council's best endeavours to recover a cladding rectification charge in accordance with any requirements imposed on it by the Building Act 1993 and the cladding rectification agreement	Not delegated	Subject to s 185N(2) and (3)
s 199	Duty to give notice of proposed drainage works to persons affected	Manager Project Delivery & Assets	

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 200(1)	Power to give persons notice that must carry out drainage works	Manager Project Delivery & Assets	
s 200(2)	Power to carry out works itself where non-compliance with notice	Manager Project Delivery & Assets	
s 201(1)	Duty to construct, manage, etc works under schemes approved under Water Act 1989	Manager Project Delivery & Assets	
s 201(2)	Power to carry out any power under the Act for purpose of 201(1)	Manager Project Delivery & Assets	
s 203(1)	Power to develop and implement a transport plan	Manager Engineering, Coordinator Transport, Manager City Services	
s 203(2)	Power to prepare a transport plan jointly with one or more other councils	Manager Engineering, Coordinator Transport, Manager City Services	
s 203A	Power to procure, provide or enable transport services within the municipal district	Manager Engineering, Coordinator Transport, Manager City Services	
s 204(1)	Power to publish notice in Government Gazette of road to be declared a public highway	Manager Engineering	
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)	Property & Leasing Specialist	Delegation only extends to matters within the functional responsibility of delegate.
s 223(1)(a)	Duty to publish a public notice	Managers	
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	Managers	

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 223(1)(d)(ii)	Duty to notify submitters after made decision	Managers	
s 223(3)	Power to authorise members of Council staff to carry out administrative procedures	Directors, Managers, Coordinators	
s 224(1)	Power to appoint authorised officer	Not delegated	
s 224(1A)	Duty to maintain register of authorised officers	Coordinator Governance, Senior Governance Officer	
s 224(2)	Duty to supply authorised officers with identity cards	Manager People & Culture, People and Culture Support Centre Officer, Coordinator P&C Support Centre	Authorisation only to be made in respect of areas of responsibility of delegate.
s 224(3)	Power to authorise a person to sign identity cards of authorised officers	Manager People & Culture, People and Culture Support Centre Officer, Coordinator P&C Support Centre	
s 224A(2)	Power to publish a notice in the Government Gazette which authorises police officers to enforce provisions of local law	Manager Community Safety, Director City Development	
s 237A	Duty to make available to the Secretary to the Department any information requested in accordance with s.121A of the Livestock Disease Control Act 1994	Manager Community Safety, Director City Development	
sch 10 cl 1(a)	Power to make, maintain and repair roads	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
sch 10 cl 2	Administrative functions necessary to give effect to power to deviate roads	Manager Engineering, Director City Development	
sch 10 cl 3	Administrative functions necessary to give effect to power to discontinue roads	Manager Engineering	

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 10 cl 4	Power to enter and take any materials necessary from certain land	Director Infrastructure	
sch 10 cl 5(1)(a)	Power to approve, assign or change the name of a road	Not delegated	Power in cl 5(1) must be exercised in accordance with the Geographic Place Names Act 1998
sch 10 cl 5(1)(b)	Power to erect signs on a road	Manager City Services	
sch 10 cl 5(1)(c)	Power to approve, assign and change the number of a road and any premises next to a road	Property & Leasing Specialist	
sch 10 cl 5(1)(d)	Power to require people to number their premises and to renew those numbers	Property & Leasing Specialist	
sch 10 cl 6	Power to cause standard survey marks to be established in roads	Manager City Services	
sch 10 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	Manager Engineering, Manager City Services, Director City Development, Director Infrastructure	
sch 10 cl 8(3)	Duty to publish notice in Government Gazette before starting work	Not delegated	
sch 10 cl 9	Power to provide for temporary roads	Manager Engineering, Manager City Services, Director City Development, Director Infrastructure	
sch 10 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	Manager City Services, Director Infrastructure	

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	revoke the permission and require the removal of the by-pass		
sch 10 cl 11(a)	Power to require/cause the filling up of holes or excavations	Manager Engineering, Manager City Services, Director City Development, Director Infrastructure	
sch 10 cl 11(b)	Power to require/cause the removal of a cause of danger/damage	Manager Engineering, Manager City Services, Director City Development, Director Infrastructure	
sch 10 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	Manager Engineering, Manager City Services, Director City Development, Director Infrastructure	
sch 10 cl 12	Power to make, maintain, repair or reconstruct a bridge or crossing	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
sch 11 cl 1	Power to fix times when vehicles may stand in parking areas and the fees for and manner of standing in parking areas	Manager Engineering, Coordinator Transport, Manager Community Safety, Director City Development	
sch 11 cl 2	Power to issue special parking permits to disabled persons	Manager Community Safety	
sch 11 cl 3	Power to remove abandoned/unregistered vehicles	Community Laws Officer, Coordinator Community Laws, Community Laws Officer (Proactive), Manager Community Safety	

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 11 cl 4	Power to tow away and impound vehicles which are causing an unlawful obstruction etc and to charge a fee	Manager Community Safety	
sch 11 cl 5	Power to require or cause the removal of any encroachment or obstruction	Manager Engineering, Manager Community Safety, Manager City Services, Director City Development, Director Infrastructure	
sch 11 cl 6	Power to control traffic to enable works to be carried out on, over, or on land next to a road	Manager Engineering, Coordinator Transport, Director City Development, Transport Engineer	
sch 11 cl 7	Power to close a road, or part of a road for a particular period	Manager Engineering, Coordinator Transport, Manager Parks & Natural Environment, Manager City Services, Director City Development, Director Infrastructure	
sch 11 cl 8	Power to erect and remove any works or structures to protect passengers, pedestrians and drivers or to regulate traffic on a road	Manager Engineering, Manager Parks & Natural Environment, Manager City Services, Director City Development, Director Infrastructure	
sch 11 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	Manager Engineering, Coordinator Transport, Manager City Services	Only to be exercised where report from Head, Transport for Victoria has been considered; and if the road is a freeway or arterial road, consent of Head, Transport for Victoria is required

Local Government Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 11 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	Manager Engineering, Manager Parks & Natural Environment, Manager City Services, Director City Development, Director Infrastructure	If the road is a freeway or arterial road, consent of Head, Transport for Victoria is required
sch 11 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	Manager Engineering	
sch 11 cl 12(1)	Administrative functions necessary to give effect to power to prohibit the use of a road by a vehicle over a certain size or weight	Manager Engineering, Coordinator Engineering Approvals, Director City Development	
sch 11 cl 12(2)	Power to make decision to prohibit the use of a road by a vehicle over a certain size or weight	Manager Engineering, Director City Development	Only to be exercised where immediate risk of danger to people or damage to property exists and action is immediately reported to Council
sch 11 cl 13	Power to determine speed limits	Manager Engineering, Director City Development	
sch 11 cl 14	Power to prohibit or restrict traffic on a road if unsafe	Manager Engineering, Coordinator Transport, Manager City Services, Director City Development, Director Infrastructure	

Magistrates' Court Act 1989

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 99A(4)	Power to give persons or bodies making a written request under s 99A(3) access to any information that may be of use in the enforcement of court orders and fines	Manager Community Safety	

Major Transport Projects Facilitation Act 2009

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 111C(1)(a)	Power to enter into an agreement with project authority	Manager Engineering, Project Manager - Major Transport Projects, Director City Development, Project Manager - Strategic Advocacy Projects	Council as specified entity Provision inserted under <i>Suburban Rail Loop Act 2021</i>
s 134(4)	Duty to comply with requirement to surrender public land under subs(1)(a)	Not delegated	
s 134(5)	Duty to give written notice to the Project Minister and project authority of any lease, licence or other of interest in land	Not delegated	
s 134(6)	Function of receiving written notice from the Project Minister	Manager Engineering, Project Manager - Major Transport Projects	
s 146(2)	Power to claim compensation for pecuniary loss or expense incurred	Manager City Services	
s 147	Function of agreeing to transfer of building or structure	Manager City Services	
s 167	Function of receiving written notice from the project authority	Manager Engineering	For land owned or vested in Council Provision inserted under <i>Suburban Rail Loop Act 2021</i>

Major Transport Projects Facilitation Act 2009			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 189(2)	Duty to obtain consent of project authority for the purposes of carrying out works or discontinue a road within a project area	Manager Engineering, Project Manager - Major Transport Projects	Provision inserted under <i>Suburban Rail Loop Act 2021</i>
s 189(5)	Function of receiving written consent	Manager Engineering	
s 195(1)(b)	Duty not to declare a road under section 204 of the <i>Local Government Act 1989</i> if Council is not the project authority	Manager Engineering	
s 195(2)	Power to apply to the relevant project authority for the purpose of 195(1)	Manager Engineering	
s 195(4)	Function of receiving written notice of the decision from the relevant project authority	Manager Engineering	

Privacy and Data Protection Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 20(1)	Duty to comply with Information Privacy Principles	Directors, Managers, Coordinators	
s 20(2)	Duty to comply with Information Privacy Principles when administering a public register	Directors, Municipal Building Surveyor, Managers, Coordinators	
s 22(1)	Power to seek approval of a code of practice or an amendment to a code of practice	Not delegated	
s 22(4)	Function of being consulted by the Information Commissioner in relation to a code of practice	Not delegated	

Privacy and Data Protection Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 23(1)(b)	Function of giving written notice to the Information Commissioner that Council intends to be bound by the approved code of practice	Not delegated	
s 23(6)	Function of giving written notice to the Information Commissioner that Council no longer intends to be bound by the approved code of practice	Not delegated	
s 26(4)	Function of being consulted by the Information Commissioner in relation to a code of practice	Not delegated	
s 28(5)	Power to refuse a request by an authorised representative of an individual for access to personal information where it is reasonably believed that access may endanger the individual	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 29(1)	Power to apply to the Commissioner for a public interest determination	Director Corporate Services	
s 29(5)	Function of receiving draft determination	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 29(6)	Function of attending a conference with the Information Commissioner	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 30(1)	Power to request that application be for a temporary public interest determination	Director Corporate Services	
s 34(1)	Power to apply to the Information Commissioner for approval of an amendment to a public interest determination	Director Corporate Services	

Privacy and Data Protection Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 34(2)	Function of receiving draft determination and attending a conference with the Information Commissioner and Power to make a submission	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 35(2)	Function of receiving written notice from the Information Commissioner regarding revocation of a public interest determination	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 36(1)	Duty to report to the Information Commissioner on an annual basis, or at any other agreed time	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 38(1)	Power to apply to the Information Commissioner for a temporary public interest determination and power to make a submission	Director Corporate Services	
s 41(2)	Function of receiving written notice from the Information Commissioner regarding revocation of temporary public interest determination	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 47(1)	Power to apply for approval of an information usage arrangement	Not delegated	Where Council is a lead party to an information usage arrangement
s 47(2)	Duty to consult where required	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	Where Council is a party to an information usage arrangement
s 49(6)	Function of receiving notice of a refusal under s 49(4) or (5) from the Information Commissioner	Not delegated	Where Council is a lead party to an information usage arrangement
s 52(1)	Power to apply for approval of an amendment to an information usage arrangement	Not delegated	Where Council is a lead party to an information usage arrangement

Privacy and Data Protection Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 52(2)	Duty to consult where required	Not delegated	Where Council is a party to an information usage arrangement
s 53(2)	Power to request revocation of an approval of an information usage arrangement	Not delegated	Where Council is a party to an information usage arrangement
s 53(4)	Function of receiving notice from the Information Commissioner regarding ground for revocation of an information usage arrangement	Not delegated	Where Council is a party to an information usage arrangement
s 53(5)	Function of receiving notice from the Minister regarding revocation of an information usage arrangement	Not delegated	Where Council is a party to an information usage arrangement
s 54(1)	Duty to report to the Information Commissioner about the information usage arrangement	Not delegated	Where Council is a lead party to an information usage arrangement
s 56	Power to apply to VCAT for review of a decision to issue a certificate under s 55	Director Corporate Services	Where Council's interests are affected by the decision
s 61	Function of receiving notice of complaint lodged with the Information Commissioner	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 62(1)	Function of receiving notice that complaint is to be declined	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 62(3)	Power to attend before the Information Commissioner and produce documents	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	

Privacy and Data Protection Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 62(7)	Function of receiving notice of dismissal	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 63(2)	Function of receiving notice of complaint being referred by the Information Commissioner	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 64(2)	Function of receiving notice of complaint being dismissed by the Information Commissioner	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 65A	Function of consulting with the Information Commissioner	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 65B	Function of liaising with the Information Commissioner to informally resolve a complaint	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 66(1)	Function of receiving notice that conciliation is inappropriate	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 66(6)	Function of receiving notice of complaint being dismissed by the Information Commissioner	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 67(3)	Power to attend conciliation and settle the matter	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 68	Power to give information or produce a document	Coordinator Information Management	

Privacy and Data Protection Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 69(1)	Power to prepare and sign conciliation agreement	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 69(2)	Power to lodge certified conciliation agreement	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 69(3)	Function of receiving copy of registered record	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 71(1)	Function of receiving notice of unsuccessful conciliation	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 71(6)	Function of receiving notice of complaint being dismissed by the Information Commissioner	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 72	Power to apply to VCAT for an interim order	Director Corporate Services	
s 77(1)	Power to administer/ implement order of VCAT	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 77(3)	Function of receiving VCAT order relating to a public register administered by Council	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 78(1)	Duty to comply with compliance notice served by the Information Commissioner	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	

Privacy and Data Protection Act 2014			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 78(3)	Power to apply for extension in relation to compliance notice	Coordinator Information Management, Freedom of Information & Privacy Specialist Officer	
s 79	Power to give information or produce a document	Coordinator Information Management	
s 83(1)	Power to apply to VCAT for review of a decision of the Information Commission under s 78(1)	Director Corporate Services	

Public Interest Disclosures Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 16(1)	Function of receiving a public interest disclosure that relates to the conduct of Council or of a member, officer or employee of Council	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	Subject to s 16(2)
s 21(2)	Duty to, no later than 28 days after the disclosure is made, notify the disclosure to the appropriate entity for assessment under Part 3	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	Where Council is a receiving entity
s 23	Power to provide information in respect of the disclosure	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	
s 24(2)	Duty to advise the person who made the disclosure that the disclosure has been notified to the IBAC, the Victorian Inspectorate or the Integrity and Oversight Committee (as the case may be) for assessment	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	Where Council is a receiving entity
s 24(3)	Duty to advise the person who made the disclosure of the matters in s 24(3)(a) – (c)	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	Where Council is a receiving entity
s 26(6)	Function of being consulted by IBAC	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	Where Council is a notifying entity

Public Interest Disclosures Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 27	Function of receiving notification of IBAC's determination	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	Where Council is a notifying entry
s 54(1)	Power to disclose information regarding an assessable disclosure or identity of person who has made an assessable disclosure, only in the circumstances listed in s 54(2)	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	
s 58(1)	Duty to establish procedures to facilitate the making of disclosures and the handling of those disclosures	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	
s 58(5)	Duty to establish procedures for the protection of persons from detrimental action by the Council, Council officers or Councillors	Public Interest Disclosure Coordinator	
s 59(4)	Duty to make procedures established under s.58 available to the public and to staff and Councillors	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	
s 61(1)	Function of receiving recommendations from IBAC	Public Interest Disclosure Coordinator, Director Corporate Services	
s 70(1)	Duty to include certain items in annual report	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	
sch.1 cl 25(2)	Duty to complete the investigation of the disclosure under the Whistleblowers Protection Act 2001 and take action listed in sch.1 cl 25(2)(b)	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	Note: applies Where an investigation has been started but not completed under the <i>Whistleblowers Protection Act 2001</i>
sch.1 cl 29(2)	Duty to notify IBAC within 28 days of a disclosure made after commencement of this Act	Public Interest Disclosure Coordinator, Public Interest Disclosure Officer	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 25	Duty to report to the Secretary when required by notice	Director Community Services	
s 26(1)	Duty to prepare municipal health and wellbeing plan within 12 months after each general election in accordance with s 26(2) & (3)	Manager Communities, Engagement & Integrated Planning	
s 26(4)	Duty to review municipal public health and wellbeing plan annually and amend as appropriate	Manager Communities, Engagement & Integrated Planning	Unless s 27 applies
s 26(4A)	Duty to include a review of the measures referred to in s (2)(ba) when annually reviewing the municipal public health and wellbeing plan	Manager Communities, Engagement & Integrated Planning	Unless s 27 applies
s 26(6)	Duty to give a copy of the current municipal public health and wellbeing plan to the Secretary	Manager Communities, Engagement & Integrated Planning	Unless s 27 applies
s 26(6A)	Duty to report, to the Secretary, the measures referred to in s (2)(ba) at the intervals specified	Manager Communities, Engagement & Integrated Planning	Unless s 27 applies
s 26(7)	Duty to make copy of current municipal public health and wellbeing plan available for public inspection	Manager Communities, Engagement & Integrated Planning	Unless s 27 applies
s 27(3)	Power to apply to the Secretary for an exemption from complying with s 26	Not delegated	
s 27(6)	Duty to give a copy of the current Council Plan or Strategic Plan to the Secretary	Not delegated	If Council has been granted an exception from complying with s 26 and if change relates to matters in s 26(2)
s 28(a)	Duty, in a state of emergency or when a pandemic declaration is in force, to comply with an order of the Secretary	Not delegated	
s29(1)	Duty to appoint environmental health officer	Not delegated	Council must appoint at least one environmental health officer

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			Council can only appoint person with the qualifications and experience specified in s 29(2)
s 31(4)	Power to give directions to authorised officers	Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety	
s 57(2)	Power to disclose certain information to the Secretary, Chief Health Officer or another Council	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety, Director Community Services	
s 57(4)	Power to disclose certain information to a Government Department, statutory body or other person responsible for administering another Act or regulations	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety, Director Community Services	
s 60	Duty to remedy all nuisances in municipal district	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws, Environmental Health Technical Officer	
s 62(2)	Duty to investigate any notice of a nuisance	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services,	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws, Environmental Health Technical Officer	
s 62(3)	Duty to take action in s 62(3)(a) or (b) where nuisance is found to exist after investigation	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws, Environmental Health Technical Officer	
s 62(3)(a)	Function of taking action specified in s 62(4) where appropriate	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws, Environmental Health Technical Officer	
s 62(3)(b)	Function of determining whether matter is better settled privately and, if so, advising of methods for settling matter privately	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services,	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws, Environmental Health Technical Officer	
s 62(4)(a)	Power to exercise the powers in section 66 where that section applies, for the purposes of s 62(3)(a)	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws, Environmental Health Technical Officer	
s 62(4)(b)	Power to issue an improvement notice or a prohibition notice for the purposes of s 62(3)(a)	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws, Environmental Health Technical Officer	
s 62(4)(c)	Power to bring proceedings under s 219(2) for an offence against this Act for the purposes of s 62(3)(a)	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services,	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Prosecution Support Officer, Team Leader Community Laws, Environmental Health Technical Officer	
s 64	Power to institute proceedings for an offence under s 61	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Prosecution Support Officer, Team Leader Community Laws, Environmental Health Technical Officer	
s 65	Power to investigate nuisance occurring outside municipal district	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Prosecution Support Officer, Team Leader Community Laws, Environmental Health Technical Officer	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 66(2)(a)	Power to enter and take steps to abate nuisance and do all things necessary for abatement	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Prosecution Support Officer, Team Leader Community Laws, Environmental Health Technical Officer	Where nuisance comes from land for which the occupier and owner are unknown or cannot be found Unless another Council is abating the nuisance under s 66(2)
s 66(2)(b)	Power to do all things necessary for abatement of nuisance	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Prosecution Support Officer, Team Leader Community Laws, Environmental Health Technical Officer	Where nuisance comes from land for which the occupier and owner are unknown or cannot be found Unless another Council is abating the nuisance under s 66(2)
s 66(4)	Power to recover costs incurred under s 66(2)	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Manager Community Safety, Team Leader Community Laws,	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Technical Officer	
s 67	Function of receiving application for registration of prescribed accommodation	Manager Health & Family Services, Director Community Services	
s 67A	Function of receiving application for registration of lower risk prescribed accommodation	Community Laws Officer, Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Environmental Health Administration Officer, Manager Community Safety, Environmental Health Technical Officer	
s 69	Function of receiving application for registration of premises upon which a person conducts business	Manager Health & Family Services, Director Community Services	Applies to higher risk services
s 69A	Function of receiving application for registration of premises upon which a person conducts business	Manager Health & Family Services, Director Community Services	Applies for lower risk services
s 71	Function of receiving applications for the issue, renewal or transfer of a registration	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Technical Officer	
s 73(1)(a)	Power to give the applicant notice requiring specified information before considering the application under s 71	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Environmental Health Technical Officer	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 73(1)(b)	Power to inspect prescribed accommodation or premises before considering the application under s 71	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Environmental Health Technical Officer	
s 73(1)(c)	Power to require alterations or improvements to prescribed accommodation or premises before considering the application under s 71	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Environmental Health Technical Officer	
s 73(2)	Power to issue, transfer or renew a registration subject to s 73(1)(c)	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Environmental Health Administration Officer, Environmental Health Technical Officer	
s 73A	Duty and power to enter information in the Rooming House Register	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Administration Officer	
s.74	power to decide issue, transfer or renew registration	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Environmental Health Administration Officer	
s 76(1)(a)	Power to refuse to issue a registration	Manager Health & Family Services, Coordinator Environmental Health	Decision of delegate only valid where Council later ratifies the refusal
s 76(1)(b)	Power to issue a registration subject to a condition imposed on the registration by the Council under s 73(2)	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health	Subject to s 74

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 76(1)(c)	Power to vary a registration	Manager Health & Family Services, Coordinator Environmental Health	
s 76(1)(d)	Power to cancel a registration	Manager Health & Family Services, Coordinator Environmental Health	
s 76(1)(e)	Power to suspend a registration	Manager Health & Family Services, Coordinator Environmental Health	
s 76(1)(f)	Power to refuse to transfer a registration	Manager Health & Family Services, Coordinator Environmental Health	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 s 73(2)	Manager Health & Family Services, Coordinator Environmental Health	Subject to s 74
s 76(1)(h)	Power to refuse to renew a registration	Manager Health & Family Services, Coordinator Environmental Health	Decision of delegate only valid where Council later ratifies the refusal
s 76(1)(i)	Power to renew a registration subject to a condition imposed on the registration by the Council under s 73(2)	Manager Health & Family Services, Coordinator Environmental Health	Subject to s 74
s 76(3)	Duty to notify applicant or registration holder of decision under s 76 and ground(s) on which it was based	Manager Health & Family Services, Coordinator Environmental Health	
s 78	Power to issue a replacement certificate of registration	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Administration Officer	
s 78A(1)	Power to accept applications for the issue, transfer or renewal of registration in the online portal if accommodation or premises is located in the municipal district	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Administration Officer	
s 78A(2)	Duty to pay the charge for use of the online portal	Manager Health & Family Services, Coordinator Environmental Health	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 181(1)	Power to take any step in paragraphs (a)-(d) with respect to items seized by an authorised officer appointed by Council	Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Parking Services Officer, Manager Community Safety, Environmental Health Technical Officer	
s 181(2)	Duty to notify owner of item forfeited under s 181(1)(c), setting out how to seek review of the decision	Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Parking Services Officer, Manager Community Safety, Environmental Health Technical Officer	
s 182	Power to destroy or otherwise dispose of forfeited item	Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Parking Services Officer, Environmental Health Administration Officer, Manager Community Safety	
s 185(1)	Function of receiving complaints about authorised officers appointed by the Council	Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety	Complaint must be in writing or other form approved by Council
s 185(2)	Power to approve form in which complaint is made	Manager Health & Family Services,	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator Environmental Health, Manager Community Safety	
s185(4)(a)	Duty to investigate any written complaint provided under s 185(2)	Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety	
s185(4)(b)	Duty to provide written report to the complainant on the results of the investigation under s 185(4)(a)	Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety	
s 194(2)(a)	Power to issue an improvement notice	Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Parking Services Officer, Manager Community Safety, Environmental Health Technical Officer	In accordance with s 194(3)
s194(2)(b)	Power to issue a prohibition notice	Environmental Health Officer, Manager Health & Family Services, Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Coordinator Environmental Health, Parking Services Officer, Manager Community Safety, Environmental Health Technical Officer	In accordance with s 194(3)
s 196(1)	Power to apply to Magistrates' Court for an injunction (compelling a person to comply or restraining a person from contravening an improvement notice or prohibition notice)	Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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)	Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety	
s 197(5)(a)	Power, where order issued under s 197(4), to enter land and abate nuisance and do whatever is necessary to execute the order	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety, Environmental Health Technical Officer	
s 197(5)(b)	Power to recover costs and expenses incurred	Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety	
s 197(6)	Power to recover costs and expenses in court	Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety	
s 205(2)	Function of receiving applications for review of Council decisions	Manager Health & Family Services	
s 205(3)	Duty to review decision where application received under s 205(2)	Manager Health & Family Services	
s 205(5)	Power to agree a period greater than 28 days for review of a decision with the applicant	Manager Health & Family Services	
s 205(6)(a)	Power to make a decision affirming, varying or revoking a decision	Manager Health & Family Services	
s 205(6)(b)	Power to make any other decision where original decision is revoked	Manager Health & Family Services	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	Manager Health & Family Services	

Public Health and Wellbeing Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 205(8)	Duty to inform applicant for review of right to apply to VCAT for a review under s207	Manager Health & Family Services	
s 209(2)	Power to serve infringement notice	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Environmental Health Technical Officer	
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)	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety, Environmental Health Technical Officer	
s 219(2)(b)	Power to bring proceedings for offence relating to an improvement notice or a prohibition notice	Environmental Health Officer, Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety, Environmental Health Technical Officer	
s 228(1)	Power to seek reimbursement of costs incurred where person is found guilty of an offence	Manager Health & Family Services, Coordinator Environmental Health, Manager Community Safety	
s 228(2)	Power to seek payment for cost of work conducted by Council where awarded legal costs	Manager Health & Family Services, Director Community Services	'work' is defined in s 228(3)
s 229(3)	Power to take the actions necessary to ensure compliance with the direction, requirement, improvement notice or prohibition notice	Manager Health & Family Services, Director Community Services	Where Council is so authorised by Chief Health Officer under s 229(2)
s 230(2)(b)	Power to recover, in court, costs incurred under s 229	Manager Health & Family Services, Director Community Services	

Public Records Act 1973

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 8A	Duty to cause records to be transferred to custody of Public Records Office	Coordinator Information Management	

Residential Tenancies Act 1997

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 91ZU(1)	Power to give a renter a notice to vacate rented premises	Property & Leasing Specialist	Where Council is a public statutory authority engaged in the provision of housing
s 91ZZC(1)	Power to give a renter a notice to vacate rented premises	Property & Leasing Specialist	Where Council is a public statutory authority authorised to acquire land compulsorily for its purposes
s 91ZZE(1)	Power to give a renter a notice to vacate rented premises	Property & Leasing Specialist	Where Council is a public statutory authority engaged in the provision of housing
s 91ZZE(3)	Power to publish Council's criteria for eligibility for the provision of housing	Property & Leasing Specialist	Where Council is a public statutory authority engaged in the provision of housing
s 142D	Function of receiving notice regarding an unregistered rooming house	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Administration Officer, Environmental Health Technical Officer	
s 142G(1)	Duty to enter required information in Rooming House Register for each rooming house in municipal district	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Administration Officer	
s 142G(2)	Power to enter certain information in the Rooming House Register	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Administration Officer	

Residential Tenancies Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 142l(2)	Power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Administration Officer	
s 206AZA(2)	Function of receiving written notification	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Administration Officer	
s 207ZE(2)	Function of receiving written notification	Environmental Health Officer, Coordinator Environmental Health, Environmental Health Administration Officer	

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 14(7)	Power to appeal to the Minister regarding decision of the Head, Transport for Victoria	Not delegated	
s 48M	Function of consulting with the relevant authority in relation to the development of guidelines for bus stopping points and bus stop infrastructure	Manager Engineering, Director City Development	
s 48N	Duty to notify relevant authority within 28 days of installation, removal or relocation of a bus shelter, seat or hardstand located at, or in the immediate vicinity of, a bus stopping point	Manager Engineering, Director City Development	
s 72(1)	Duty to issue an identity card to each authorised officer the entity appoints	Manager Engineering, Manager Project Delivery & Assets, Manager City Services, Director City Development, Director Infrastructure	Where Council is an appointing entity
s 86	Duty to keep a register containing the particulars of all matters reported to Council under s 85	Director City Development, Director Infrastructure	Where Council is the appointing entity

Road Management Act 2004			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 87(1)	Function of receiving complaints about the exercise of a power by an authorised officer under the Road Management Act 2004 (Vic)	Manager Engineering, Manager Project Delivery & Assets, Manager City Services, Director City Development, Director Infrastructure	Where Council is the appointing entity
s 87(2)(a)	Power to investigate complaint	Manager Engineering, Director City Development, Director Infrastructure	Where Council is the appointing entity
s 87(2)(b)	Power to provide written report	Director City Development, Director Infrastructure	Where Council is the appointing entity
s 88(2)	Function of receiving a document or information from a person who provides a document or information in response to a requirement of an authorised officer under the Road Management Act 2004 (Vic)	Director City Development, Director Infrastructure	Where Council is the appointing entity
s 89(2)	Power to provide written authority to an authorised officer to give any information acquired by the authorised officer in carrying out those functions to any other person, whether directly or indirectly	Director City Development, Director Infrastructure	Where Council is the appointing entity
sch 2 cl 4	Power to make submissions on the Head, Transport for Victoria's proposal to act under s 42 and cl 3	Manager City Services	
sch 5A cl 15(3)	Duty to provide a certificate under cl 15(2)(b)(ii) of sch 5A on the written request of the Head, Transport for Victoria	Not delegated	
sch 5A cl 26	Duty to surrender land to the Crown following an order of the Governor in Council	Not delegated	
sch 5A cl 27	Duty to surrender Council's interest in any Crown land to the Crown following an order of the Governor in Council	Not delegated	
sch 5A cl 51	Power to claim from the Head, Transport for Victoria an amount for loss or expense incurred as a result of an order under Division 2 Part 5 of the Act	Not delegated	Council must have sustained pecuniary loss or incurred an expense

Road Safety Act 1986			
Provision	Power and Functions Delegated	Delegate	Conditions and 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	Manager Engineering	
s 77(2)(b)	Power to prosecute and authorise staff member to prosecute	Coordinator Parking Services, Coordinator Community Laws, Team Leader Parking Services, Manager Community Safety, Director City Development, Team Leader Community Laws	
s 77(4)	Power to authorise officer to take proceedings for any offence which relates to the parking or leaving standing of a vehicle if the offence occurs on land or premises which are vested in, or under the control of, Council	Director City Development	
s 84BE(1)	Function of receiving a statement under this section	Not delegated	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	Not delegated	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	Not delegated	Where Council is the enforcement official
s 84BF	Power to cancel acceptance of a statement	Not delegated	Where Council is the enforcement official
s 87(1)	Power to serve, or cause to be served, a parking infringement notice	Not delegated	
s 87(1D)	Duty to issue an identity card to authorised person Council appoints	Manager People & Culture, People and Culture Support Centre Officer, Coordinator P&C Support Centre	At the request of the relevant manager

Road Safety Act 1986			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 87(1E)	Power to authorise a member of staff to sign identity card	Not delegated	
s 87(8)	Power to authorise person for purpose of serving parking infringement notices in accordance with s 87(1C)	Not delegated	
s 90D(1)	Power to enter into an agreement with the owner or occupier or land for the provision of parking services	Coordinator Parking Services, Team Leader Parking Services, Manager Community Safety	
s 90I	Power to issue parking permits to enable vehicles displaying a parking permit for people with disabilities to be parked in accordance with the Road Safety Road Rules 2017 (Vic)	Community Safety Support Officer, Coordinator Community Safety Support, Manager Community Safety	
s 98(1)	Power to request Minister to extend application of Act	Manager Engineering, Coordinator Transport, Director City Development	
s 99A(4)	Power to establish requirements for traffic management plan	Manager Engineering, Coordinator Transport, Director City Development	Where Council is the coordinating road authority under the <i>Road Management Act 2004</i>
s 99B(1)	Power to issue permit to conduct non-road activity (including on conditions specified in s 99B(3))	Manager Engineering, Coordinator Transport, Director City Development	Where Council is the coordinating road authority under the <i>Road Management Act 2004</i>
s 99B(2)	Power to authorise closure of highway to traffic	Manager Engineering, Coordinator Transport, Director City Development	Where Council is the coordinating road authority under the <i>Road Management Act 2004</i>

Rooming House Operators Act 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 49(3)	Duty to comply with request under s 49(1) to answer any questions	Coordinator Environmental Health	

Second Hand Dealers and Pawnbrokers Act 1989

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 26F	Duty to comply with Director's or inspector's request to answer questions or provide information regarding endorsed pawnbroker's business as pawnbroker	Directors, Managers	This relates to pawnbrokers' businesses

Service Victoria Act 2018

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 7(1)	Function of receiving a previously transferred customer service function	Not delegated	
s 7(5)	Power to perform a customer service function in accordance with the enactment that confers the function on the service agency	Not delegated	
s 12	Function of receiving a previously transferred identity verification function	Not delegated	
s 12(5)	Power to perform an identity verification function in accordance with the enactment that confers the function on the service agency	Not delegated	
s 47E	Power to make changes to information in database	Not delegated	
s 54A(2)	Power to disclose regulated information in certain circumstances in (a) – (g)	Not delegated	
s 58(3)	Power to provide agreement to Minister	Not delegated	

Sheriff Act 2009

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 54(1)	Duty to comply with request for information made under s 53(1)	Manager Community Safety	Unless s 54(1)(a) and (b) apply

Sport and Recreation Act 1972			
Provision	Power and Functions Delegated	Delegate	Conditions and 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	Manager Leisure & Recreation Services, Director Community Services	
s 14(3)	Function of receiving funds for works for provision of sport and recreation	Coordinator Active Communities, Manager Leisure & Recreation Services, Coordinator Recreation & Open Space Development, Director Community Services, Active Communities Strategic Projects Coordinator, Leisure Centre Manager, Leisure and Recreation Program Coordinator	

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 3(5)	Power to require variation of easement or restriction in compliance with planning scheme or permit	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 5(3)(c)	Function of receiving application for certification	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 5(3)(d)	Power to provide statement of compliance	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 5(4)	Power to accept and consider plans	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 5(4A)	Power to consider and certify plans before Transfer of Land Act 1958 application determined	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 6(1)	Duty to certify plan within prescribed time in specified circumstances	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 6(2)	Duty to refuse to certify plan where conditions in s 6(1) not met and give reasons in writing	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 7A(2)	Duty to, within 7 days after certifying the plan, give the Secretary to the Department of Environment, Land, Water and Planning written notice of that certification, a copy of the application for certification and the certified plan	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 8(1)	Duty to refer plans to referral authority in certain circumstances	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	Unless sub s 8(2)-(5) apply Form of referral per r 13 and 14 of the Subdivision (Procedures) Regulations 2021

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 8(6)	Duty to give referral authority copy of certified plan where not referred to referral authority	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
s 10(1)	Power to require applicant to alter plan	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 10(2)	Power to agree to an alteration at request of applicant	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 10(5)	Duty to send altered plan to referral authority	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	Must send notice in prescribed Form 7 in Schedule 1 outlining revised times, r 19 of the Subdivision (Procedures) Regulations 2021
s 10(7)	Duty to notify surveyor of alteration required by Council	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
s 11(1)	Function of receiving application to amend certified plan	Assistant Manager Statutory Planning, Team Leader Statutory Planning,	

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
s 11(2)	Duty to refer application under s 11(1) to referral authority	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
s 11(2A)	Power to amend without referral if minor amendment	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 11(7)	Duty to re-certify plan or advise of refusal in writing with reasons	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 11(10)	Duty to notify surveyor of an amendment by acquiring authority where plan prepared by surveyor	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
s 11(11)	Duty to give copy of re-certified plans to referral authority	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer,	

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Planning Officer	
s 11A(1)	Power to require more information	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
s 15(1)	Power to require engineering plan	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	Does not apply where s 14 applies
s 15(2)	Duty to approve/refuse approval/require alterations of engineering plan	Development & Approvals Engineer, Manager Engineering, Manager City Planning & Development, Coordinator Engineering Approvals, Director City Development	Does not apply where s 14 applies
s 15(6)	Power to charge for engineering plans prepared by it	Development & Approvals Engineer, Manager Engineering, Manager City Planning & Development, Coordinator Engineering Approvals, Director City Development	Does not apply where s 14 applies
s 17(2)(a)	Power to appoint supervisor of works	Development & Approvals Engineer, Manager Engineering, Manager City Planning & Development, Coordinator Engineering Approvals, Director City Development	Does not apply where s 14 applies
s 17(2)(b)	Power to charge for supervision	Development & Approvals Engineer, Manager Engineering,	Does not apply where s 14 applies

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Manager City Planning & Development, Coordinator Engineering Approvals, Director City Development	
s 17(2)(c)	Power to enter into agreement with owner or applicant in anticipation of applicant becoming owner	Manager City Planning & Development, Director City Development	Does not apply where s 14 applies
s 17(2A)	Power to request Minister to nominate authority to consider what works are required	Manager Engineering, Manager City Planning & Development, Coordinator Engineering Approvals, Director City Development, Subdivision Officer	Does not apply where s 14 applies
s 17(2D)	Power to transfer works/interest in land relating to the works by agreement from Council to a relevant authority	Manager Engineering, Manager City Planning & Development, Coordinator Engineering Approvals, Director City Development, Subdivision Officer	Does not apply where s 14 applies
s 18(1)	Power to require applicant to set aside land for public open space and/or pay a percentage	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	Does not apply where ss 14 and 18(8) apply Must have regard to matters in s 18(1A)-2
s 18(1B)	Power to vary time of payment by agreement with applicant	Manager City Planning & Development, Director City Development	
s 18(4)	Power to agree with applicant to set aside/pay different percentage	Manager City Planning & Development, Director City Development	Does not apply where s 14 applies
s 18(7)	Power to refund amount paid under s 18(1) where no longer intend to subdivide	Manager City Planning & Development, Director City Development	Does not apply where s 14 applies

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 18(8)	Power to consider it unlikely that each lot will be further subdivided.	Assistant Manager Statutory Planning, Manager City Planning & Development, Director City Development	
s 18A(6)	Power to decide to refund the amount paid to it, if satisfied that it is no longer intended to subdivide the land	Manager City Planning & Development, Director City Development	
s 19(1)	Power to obtain valuation where value is not agreed	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	Does not apply where s 14 applies
s 19(3)	Duty to give applicant copy of valuation	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	Does not apply where s 14 applies
s 19(5)	Power to obtain revaluation on each anniversary of the making of the public open space requirement and vary the requirement accordingly, where the public open space requirement has not been complied with	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	Does not apply where s 14 applies
s 21(1)	Duty to issue statement of compliance, subject to s 21(2C) and (2CA)	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	Does not apply where s 14 applies Time limits apply (s 21(1)-(2))

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 21(2A)(a)&(b)	Duty to, in writing, notify Development Victoria of request within 7 days of receiving a request for issue of statement of compliance, and to provide Authority with a copy of planning permit	Assistant Manager Statutory Planning, City Planning and Development Administration Officer, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
s 21(4)	Power to provide in the statement of compliance that agreement pursuant to Planning and Environment Act 1987 no longer applies in certain circumstances	Manager City Planning & Development, Director City Development	Does not apply where s 14 applies
s 21(10)(a)	Duty to, within 7 days after issuing a statement of compliance for a plan of subdivision relating to land in respect of which there is a levy recording (within the meaning of the Melbourne Strategic Assessment (Environment Mitigation Levy) Act 2020 (Vic)), give the Secretary to the Department of Environment, Land, Water and Planning written notice that the statement has been issued	Manager City Planning & Development, Director City Development	
s 21(10)(b)	Duty to, within 7 days after issuing a statement of compliance for a plan of subdivision relating to land in respect of which there is a levy recording (within the meaning of the Melbourne Strategic Assessment (Environment Mitigation Levy) Act 2020 (Vic)), give the Secretary to the Department of Environment, Land, Water and Planning a copy of the statement	Manager City Planning & Development, Director City Development	
s 21(10)(c)	Duty to, within 7 days after issuing a statement of compliance for a plan of subdivision relating to land in respect of which there is a levy recording (within the meaning of the Melbourne Strategic Assessment (Environment Mitigation Levy) Act 2020 (Vic)), give the Secretary to the Department of Environment, Land, Water and Planning a copy of the plan of subdivision	Manager City Planning & Development, Director City Development	

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 24A(1)	Duty to do any of the things listed in the table in this s 24A where so required by planning scheme with respect to reserves, etc	Assistant Manager Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
s 24A(2)	Power to certify a plan prepared under s 24A(1) where applicant certifies land no longer reserved	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
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.	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 25(2)	Function of being notified by Registrar if plan is withdrawn or refused registration	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 25(3)	Duty to notify referral authority affected by withdrawal/refusal	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 34E	Power to apply to VCAT for order compelling an owners corporation to carry out a requirement or perform a duty	Manager City Planning & Development, Director City Development	
s 34H(5)	Function of receiving notice from Registrar of amendment or cancellation of plan on winding up	Assistant Manager Statutory Planning, Team Leader Statutory Planning,	

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Manager City Planning & Development, Director City Development, Subdivision Officer	
s 35(1)	Duty of acquiring authority to submit plan for certification and registration where land subdivided	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 35(2)	Power to require acquiring authority to submit certification new/amended plan	Assistant Manager Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	s 35(3)-(5) apply
s 35(6)	Duty of an acquiring authority to advise Registrar of vesting date	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
s 35(8)	Power of acquiring authority to submit for certification and registration of any land vested/registered in its own name	Director City Development	s 35(9) applies
s 35(11)	Duty to give notice to the Commissioner of State Revenue that the plan has been certified	Manager City Planning & Development	Provision commenced 5 June 2024
s 36(1)	Function of stating in writing that it considers that subdivision requires removal/acquisition of easement	Assistant Manager Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	s 35(1AA) applies
s 38	Power to provide written consent	Manager City Planning & Development, Director City Development	

Subdivision Act 1988			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 38A(1)	Power to provide written consent	Manager City Planning & Development, Director City Development	
s 38B	Power to provide written consent	Manager City Planning & Development, Director City Development	
s 38C	Power to provide written consent	Manager City Planning & Development, Director City Development	
s 39(1)	Power to refer disputes to VCAT	Manager City Planning & Development, Director City Development	Unless s 39(2) applies
s 39(3)	Power to apply to the County Court to order registration of plan be stopped in certain circumstances	Manager City Planning & Development, Director City Development	
sch 2 cl 11(1)	Power to apply to a court for an order regarding scheme of development	Not delegated	

Summary Offences Act 1966			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 4	Power to give permission or consent to certain things	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
s 6A(1)	Duty to consult with Victoria Police before granting an application for a permit for the use of Council land, a road closure or anything else that the Council believes will facilitate a public protest being held by the applicant	Manager Project Delivery & Assets, Manager Leisure & Recreation Services, Manager Parks & Natural Environment, Director Infrastructure	Subject to s 6A(2)(b)

Suburban Rail Loop Act 2021

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 12(2)(o)	Function of receiving advice from the Authority	Manager Engineering, Project Manager - Major Transport Projects, Manager City Planning & Development, Director City Development	
s 63	Power to enter into an agreement or arrangement with the Authority concerning the matters outlined at s 63(1) and (2)	Manager Engineering, Director City Development	Council as public authority and reciprocal entity
s 71(1)	Function of receiving a copy of Suburban Rail Loop planning area declaration and statement containing prescribed information	Manager Engineering, Manager City Planning & Development, Director City Development	
s 90(3)	Duty to comply with requirement under subsection (1)	Manager Engineering, Director City Development	

Taxation Administration Act 1997

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 92(1)(e)(vfa)	Function of receiving information from a tax officer under or in relation to the administration of a taxation law	Director Corporate Services	
s 92(1)(h)	Function of receiving information from a tax officer under or in relation to the administration of a taxation law, being in relation to the Short Stay Levy Act 2024	Not delegated	

Transfer of Land Act 1958

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 26X(1)	Function of receiving enquiries, from the Registrar, for personal information that identifies ratepayers and mortgagors of land, for the purpose of comparing that information with information	Coordinator Revenue & Rates	

Transfer of Land Act 1958			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	retained by the Registrar or the Registrar-General in relation to land that is to be brought under the Act		
s 26X(2)	Function of disclosing personal information that identifies who is a ratepayer or mortgagor of the land	Coordinator Revenue & Rates	
s 45(1)	Power to sign a transfer of land in respect of which a decision to acquire or dispose of land has been made under the Local Government Act 2020	Property & Leasing Specialist	Where Council is the landowner Note: Where Council receives a request for consent to the creation or surrender of an easement (right of carriageway) in a s 45 transfer of land that Council is not a party to, see s 73B
s 54	Power to make application to be registered proprietor	Property & Leasing Specialist	Applies only where the Council is an 'acquiring authority' as defined in s 53
s 55(3)	Duty to take possession of any certificate of title, or other document produced to Council on any claim for compensation and to lodge them immediately with the registrar	Property & Leasing Specialist	Applies only where the Council is an 'acquiring authority' as defined in s 53
s 57(1)	Duty to lodge notification with the Registrar upon service of notice of intention	Property & Leasing Specialist	Applies only where the Council is an 'acquiring authority' as defined in s 53
s 57(2)	Power to withdraw notice of intention to acquire	Property & Leasing Specialist	Applies only where the Council is an 'acquiring authority' as defined in s 53
s 62(4)	Function of receiving notice from Registrar of where land is located	Property & Leasing Specialist	
s 73B	Power to consent to the creation or surrender of the right of carriageway	Property & Leasing Specialist, Manager City Planning & Development	Where land is located in Council's municipal district

Transfer of Land Act 1958			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 88(1B)	Power to consent to the varying or releasing of a restrictive covenant	Not delegated	Where land is located in Council's municipal district
s 88(2)	Power to lodge with the Registrar a notification of the acquisition of an easement or any other right over or affecting land	Property & Leasing Specialist	Applies only where the Council is an 'acquiring authority' as defined in s 53
s 106(1)(b)	Power to consent to the registration of a dealing or plan	Property & Leasing Specialist	

Transport Integration Act 2010			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 25(1)	Duty to have regard to the transport system objectives when exercising powers and performing functions under interface legislation which are likely to have a significant impact on the transport system	Manager Engineering, Manager City Planning & Development, Director City Development	
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.	Manager Engineering, Manager City Planning & Development, Director City Development	
s 25(3)	Duty to have regard to applicable specified policy principles	Manager Engineering, Manager City Planning & Development, Director City Development	
s 25(4)	Duty to have regard to applicable specified policy principles	Manager Engineering, Manager City Planning & Development, Director City Development	
s 26	Power to determine the weight to give to each transport system objective under ss 24 and 25	Manager Engineering, Manager City Planning & Development, Director City Development	

Transport Integration Act 2010			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 27	Power to determine the weight to give to each decision making principle under ss 24 and 25	Manager Engineering, Manager City Planning & Development, Director City Development	
s 115F(3)	Function of collaborating with the Commercial Passenger Vehicle Commission	Manager Engineering, Manager City Planning & Development, Director City Development	
s 197B(2)	Function of receiving notice from regulated bodies	Manager Engineering, Manager City Planning & Development, Director City Development	Where Council is the responsible authority and s 197 applies
s 197B(3)	Duty to meet with representatives from Director of Transport Safety	Manager Engineering, Manager City Planning & Development, Director City Development	Where Council is the responsible authority and s 197 applies
s 197D	Duty to comply with guidelines issued under Act and directions of Secretary or Minister	Manager Engineering, Manager City Planning & Development, Director City Development	

Valuation of Land Act 1960			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 6(1)	Duty to give notice of the valuation to be each rating authority interested in the valuation of land in the area for which the valuation is being made	Not delegated	Where Council is the valuation authority
s 6(2)	Power to require the general valuation prepared by the valuation authority to show items in paragraphs (a) - (c)	Not delegated	Where Council is a rating authority
s 6(3)	Duty to give notice to valuer-general	Property & Leasing Specialist	Where Council is the rating authority
s 6(4)	Duty to ensure the valuer-general's request is given effect to	Not delegated	Where the Council is the valuation authority

Valuation of Land Act 1960			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 7AB(2)	Power to adjust the rate or fire services property levy payable retrospectively for any period it considers just	Not delegated	
s 7A(1)	Power to pay valuer subject to the requirements of this section	Not delegated	
s 7AE(2)	Duty to comply with an Order in Council requiring the making of a new valuation	Not delegated	
s 7A(2)	Power to make a payment, irrespective of s 7A(1), if Council satisfies paragraphs (a) and (b)	Not delegated	
s 7B(1)	Duty to provide valuation to valuer-general within 2 months of date on which the valuation was returned to Council	Property & Leasing Specialist	
s 8AA(1B)	Duty to pay the valuer-general in accordance with section where Council has requested a supplementary valuation	Property & Leasing Specialist	
s 8AA(2)(a)	Power to agree the fees in respect of servicing of a valuation	Not delegated	
s 10(1)	Power to make a nomination to have the power to cause a valuation of all land in its municipal district for a specified year	Not delegated	
s 10(6)	Power to revoke nomination made under s 10(1)	Not delegated	
s 11	Duty to cause a general valuation	Not delegated	Where Council is the valuation authority
s 12	Function of causing a valuation of rateable land at the direction of the Minister	Not delegated	Where Council is the valuation authority
s 13DA(1)	Power to appoint people to carry out valuations	Not delegated	Where Council is the valuation authority The person(s) to be appointed must hold the qualifications or experience specified by Minister
s 13DC(2)	Power to use in force valuations in certain circumstances	Not delegated	

Valuation of Land Act 1960			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 13DF(3A)	Power to use supplementary valuation before it is certified to levy or adjust municipal rate or fire services property levy	Property & Leasing Specialist	
s 13DF(5)	Power to adjust rate or fire services property levy payable retrospectively where supplementary valuation made in circumstance referred to in s 13DF(2)(o)	Coordinator Revenue & Rates	
s 13DFA(2)	Function of receiving written certification of supplementary valuation from valuer-general	Property & Leasing Specialist	
s 13DFB(1)	Power to request valuer-general to carry out a supplementary valuation	Not delegated	
s 13DFB(3)	Function of receiving the supplementary valuation within 10 business days after the supplementary valuation is returned to the valuer-general	Property & Leasing Specialist	
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.	Not delegated	Where Council is the valuation authority
s 13G(1)	Power to make a nomination to have the Power to cause a valuation of land specified in s 13G(2) for a specified year	Not delegated	Where Council is the collection agency
s 13G(7)	Power to revoke nomination made under s 13G(1)	Not delegated	Where Council is the collection agency
s 13H	Duty to cause a general valuation of non-rateable leviable land to be made, returned to it and provided to the relevant collection agency	Not delegated	Where Council is the valuation authority
s 13I	Duty to comply with a Ministerial Direction given under s 13I	Not delegated	Where Council is the collection agency and also the valuation authority
s 13J	Power to appoint people to carry out valuation	Not delegated	The person(s) to be appointed must hold qualifications or experience specified by Minister

Valuation of Land Act 1960			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			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	Property & Leasing Specialist	Where Council is the collection agency
s 13L(6)	Power to adjust the fire services property levy payable retrospectively for any period considered just	Coordinator Revenue & Rates	Where Council is the collection agency
s 13M(2)	Function of receiving certification in writing that the valuer-general is satisfied that the supplementary valuation is correct	Not delegated	Where Council is the collection agency
s 13N(1)	Power to request the Valuer-General to make a supplementary valuation	Not delegated	Where Council is the collection agency
s 13N(3)	Function of receiving the supplementary valuation within 10 business days after the supplementary valuation is returned to the valuer-general	Property & Leasing Specialist	Where Council is the collection agency
13Q(4)	Power to adjust a rate or fire services property levy	Coordinator Revenue & Rates	
s 15(3)	Duty to give notices in paragraphs (a) and (b) if information is received from a valuation authority under s 15(1)(b) as to a general valuation	Coordinator Revenue & Rates	Where Council is the rating authority
s 20(3)	Function of receiving objection and written submission where objection is because the value is too low or too high, and the value is not less than the prescribed amount	Not delegated	Where Council is the valuation authority
s 21(2)	Duty to refer an objection received to the valuation authority	Property & Leasing Specialist	Where Council is not the valuation authority which made the valuation
s 21(2A)	Duty to refer objection to valuer	Property & Leasing Specialist	Where Council is the valuation authority

Valuation of Land Act 1960			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 21(5)	Function of receiving written notice from the valuer-general of recommendation	Property & Leasing Specialist	Where Council is the rating authority
s 21(6)	Duty to give effect to the decision of the valuer-general	Property & Leasing Specialist	Where Council is the rating authority
s 22(5)	Function of receiving copy of application to VCAT for review of valuation decision	Property & Leasing Specialist	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)	Property & Leasing Specialist	Where Council is the valuation authority

Victorian Environmental Assessment Council Act 2001			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 26D(1)	Function of conferring with the Victorian Environmental Assessment Council	Manager City Services, Director Infrastructure	If affected by the provision of an assessment or advice requested under s 26B
s 26D(2)	Duty to give practicable assistance to the Victorian Environmental Assessment Council in preparing an assessment or advice	Manager City Services, Director Infrastructure	

Victorian Local Government Grants Commission Act 1976			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 10	Duty to supply prescribed information to the commission by certain time	Manager Finance	

Victoria State Emergency Service Act 2005

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 34(1)	Power to apply for registration of a group of persons as a unit of the Service	Not delegated	
s 35(2)	Power to consult with the Chief Officer of Operations regarding removal of controller of a registered unit from office	Not delegated	

Victorian Data Sharing Act 2017

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 10(a)	Power to provide some, or all, of the specified data to the Chief Data Officer	Coordinator Information Management	If the Chief Data Officer gives a notice under s 8
s 10(b)	Power not to respond to the request	Director Corporate Services	If the Chief Data Officer gives a notice under s 8
s 13(a)	Power to provide some, or all, of the specified data to the Chief Data Officer	Coordinator Information Management	If the Chief Data Officer gives a notice under s 11
s 13(b)	Power not to respond to the request	Director Corporate Services	If the Chief Data Officer gives a notice under s 11
s 24(3)(c)	Function of being informed by the Chief Data Officer, or data analytics body, if the Victorian Data Sharing Act 2017, Privacy and Data Protection Act 2014 or Health Records Act 2001 has been, or is likely to have been, breached in relation to data handled under the Victorian Data Sharing Act while in the control of the Chief Data Officer, or of the data analytics body	Director Corporate Services, Coordinator Information Management	
s 33(4)	Duty to have regard to policies or guidelines issued under s 33(1)	Coordinator Information Management	

Victorian Inspectorate Act 2011

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 28(2)	Power to enter into agreements or arrangements for use of services with the Victorian Inspectorate	Not delegated	

Victorian Planning Authority Act 2017

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 33(2)	Duty to comply with request by Authority under s 33(1) for information or assistance	Manager City Planning & Development, Director City Development	
s 34(1)	Function of consulting with Authority where exercising its Powers likely to affect Council's functions	Manager City Planning & Development, Director City Development	

Water Act 1989

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
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	Manager Project Delivery & Assets, Manager Parks & Natural Environment, Manager City Services, Director Infrastructure	
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	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
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	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
s.36(3)(c)	Function of receiving a copy of an application for the grant of a bulk entitlement if Minister considers the Council is directly affected	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	

Water Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s67A	Function of receiving a copy of an application under s 67 in respect of a dam	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
s 122ZA(2)	Function of consenting to Minister's determination under s 122ZA(1)(b)	Not delegated	
s.122ZC	Power to contribute money to environmental or recreational area for improving or maintaining the area	Not delegated	
s144(2)(c)	Function of receiving a declaration by an Authority that land will be a serviced property for the purposes of the Act, if likely to be affected	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
s152	Function of receiving notice of intention to affect works	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
s153	Function of receiving notice to alter or remove works	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
s.165(1)	Power to require an Authority to fix fire plugs to works	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
s165(2)	Duty to meet costs of providing, installing, marking and maintaining all fire plugs that the Council requires	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
s.171D(1)	Power to require Melbourne Water Corporation to fix fire plugs to works	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
s.171D(2)	Duty to meet costs of providing, installing, marking and maintaining fire plug, where plug is in Council's municipal district	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	

Water Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.180(1)	Duty to forward copy application for septic tank permit to Authority	Coordinator Environmental Health	
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	Environmental Health Officer	
s180(4)	Duty to comply with any requirement of the Authority in regard to the application	Environmental Health Officer	
s180(5)	Duty to not make a decision within 21 days after the copy is forwarded to the Authority	Environmental Health Officer	
s188(3)	Function of receiving notice of proposed declaration of a waterway if the Council may have an interest in the waterway	Manager City Planning & Development, Manager City Services, Director Infrastructure	
s205(3)	Function of receiving notice of proposed declaration that an area of land will be liable to flooding or be a floodway area	Manager City Planning & Development, Manager City Services, Director Infrastructure	
s206(1)(b)	Function of receiving notice that an Order has been published in the Government Gazette	Manager City Planning & Development, Manager City Services, Director Infrastructure	
s206(3)	Duty to prevent land uses that are inconsistent with any identified flood hazards	Manager City Planning & Development, Director City Development	
s 208(2)	Duty to notify Authority of intention to undertake or erect any regulated works or structure before undertaking or erecting the works or structure	Not delegated	
s214(2)(b)	Duty to be represented on a committee to carry out investigations in relation to water management if the Council is affected	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	

Water Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s.217	Power to apply for an order for removal or modification of works	Not delegated	
s218(2)(b)(ii)	Function of receiving notice of proposed declaration that an area of land will be a drainage course	Manager Project Delivery & Assets, Manager City Planning & Development, Director City Development, Director Infrastructure	
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	Manager Project Delivery & Assets, Manager Parks & Natural Environment, Manager City Services, Director Infrastructure	
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	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	Subject to the limitations set out in 218
s218(10)	Duty to comply with any request by another public statutory body within 1 month	Director City Development, Director Infrastructure	
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	Manager Project Delivery & Assets, Manager City Services, Director Infrastructure	
s244(7)	Function of receiving a copy of a community agreement, if land in the area is affected	Director City Development, Director Infrastructure	
s244(8)(b)	Power to consent to community agreement where it involves the construction of a drain across a road reserve	Director City Development, Director Infrastructure	
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	Director City Development, Director Infrastructure	

Water Act 1989			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s263(2)	Function of receiving a request to arrange for a supplementary valuation to be made	Property & Leasing Specialist	
s 281A(1)	Power to enter into agreement with Melbourne Water Corporation to collect money owing to Melbourne Water Corporation under the Act	Not delegated	
s 281A(3)	Duty to collect money owing to Melbourne Water Corporation under the Act, that relates to Council's municipal district	Not delegated	On the terms and conditions agreed with Melbourne Water Corporation or, in default of agreement, determined by the Essential Services Commission
s286(1)(a)	Duty to contribute to the revenue of the Authority if requested	Director City Development, Director Infrastructure	Conditions set out in s285 and s286
s287(1)(a)	Duty to make a special contribution to the revenue of the Authority if requested	Director City Development, Director Infrastructure	Conditions set out in s285 and s287

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 5(2)	Power to designate an area liable to flooding	Asset Engineer, Manager Project Delivery & Assets, Coordinator Engineering Approvals, Director Infrastructure	Where Council is the relevant council
r 44	Function of receiving documents	City Planning and Development Administration Officer, Deputy Municipal Building Surveyor, Municipal Building Surveyor,	Where Council is the relevant council

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Coordinator City Planning and Development Administration, Coordinator Information Management	
r 49	Duty to keep documents in any manner specified by the Keeper of Public Records until the building is demolished or removed from the allotment	Deputy Municipal Building Surveyor, Coordinator Information Management	Where Council is the relevant council
r 50	Duty to make documents available on request	City Planning and Development Administration Officer, Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator City Planning and Development Administration, Coordinator Information Management	Where Council is the relevant council
r 51	Function of providing information	City Planning and Development Administration Officer, Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator City Planning and Development Administration, Coordinator Information Management	Where Council is the relevant council
r 73(2)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 74(4)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 75(4)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Senior Building Control Officer Assistant Building Surveyor	
r 76(4)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 77(3)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 78(6)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 79(6)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 80(6)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 81(6)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 82(5)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer	Where Council is the relevant council

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Assistant Building Surveyor	
r 83(3)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 84(9)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 85(3)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 86(3)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 87(2)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 89(3)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 90(2)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 91(5)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 92(2)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 94(6)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant Council
r 95(3)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 96(3)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 97(2)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer Assistant Building Surveyor	Where Council is the relevant council
r 109(1)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer	Where Council is the relevant council
r 109(2)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Senior Building Control Officer Assistant Building Surveyor	
r 109(3)	Power to give consent under rr 109(1) or 109(2)	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer	Where Council is the relevant council if it considers that the projection of the part of the building beyond the street alignment will not be detrimental to the safety of the public
r 116(4)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer	Where Council is the relevant council
r 130(1)	Power of providing report and consent	Manager Engineering, Asset Engineer, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant service authority
r 132(1)	Power of providing report and consent	Environmental Health Officer, Coordinator Environmental Health	Where Council is the relevant council
r 133(2)	Power of providing report	Manager Engineering, Asset Engineer, Coordinator Engineering Approvals, Director City Development	Where Council is the relevant council
r 134(2)	Power of providing report and consent	Deputy Municipal Building Surveyor, Municipal Building Surveyor Senior Building Control Officer	Where Council is the relevant council
r 147L(2)	Function of receiving an application for registration	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147M(2)	Function of receiving an application for registration	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	Where Council is the relevant council

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 147N(2)	Function of receiving an application for registration	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	Where Council is the relevant council
r 147O(1)	Power to give notice	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147Q	Duty to enter information relating to a swimming pool or spa into Council's register	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147R(1)	Duty to give notice of the matters in r 147R(1)(a) – (g)	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147R(4)	Duty to specify a date for the purposes of r 147R(1)(g)	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147R(5)	Power to specify date	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147S(1)	Duty to remove from the register the information about the swimming pool or spa set out in r 147J, as soon as practicable, where satisfied that a registered swimming pool or registered spa no longer exists or is no longer capable of containing water to a depth of greater than 300 mm	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147S(2)	Duty to give a notice in writing after removing the information about the swimming pool or spa from the register	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147T(1)	Duty to determine the date of construction	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147U(1)	Duty to determine the date of construction	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 147V(1)	Duty of receiving a certificate of compliance	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147V(4)	Duty to give notice in writing following lodgement of a certificate of pool and spa barrier compliance by the owner	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147W(1)	Power to exempt an owner from the requirement under r 147V(1) to lodge a certificate of pool and spa barrier compliance	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147W(2)	Duty to give a notice in writing if an owner is exempted under r 147V(1)	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147Z(1)	Power to extend the period for lodgement of a certificate of pool and spa barrier compliance if satisfied of the criteria in r 147Z(1)(a) – (e)	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147Z(3)	Duty to give a notice, in writing, to the owner of the land specifying a new due date for the lodgement of a certificate of pool and spa barrier compliance as soon as practicable after that decision is made	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147ZD	Duty to update the applicable barrier standard on the register to include the applicable barrier standard referred to in the certificate	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147ZE	Duty to give a notice, in writing, to the owner as soon as practicable following lodgement of a certificate of pool and spa barrier compliance under r 147ZC	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147ZJ(3)	Duty to give a notice, in writing, to the owner of the land on which the swimming pool or spa relating to the barrier is located	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 147ZL(1)	Duty to update the register with details of the name of the new owner of the land as soon as practicable	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147ZL(2)	Duty to give a notice, in writing, to the new owner of the land	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 147ZM	Duty to submit the requested information to the Authority in the form approved by the Authority	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council
r 148	Duty to prepare maps	Manager Project Delivery & Assets, Coordinator Engineering Approvals	
r 149(1)	Duty to amend or prepare map for the existing or new designated special area	Manager Project Delivery & Assets, Coordinator Engineering Approvals	Where Council is the relevant council
r 149(2)	Duty to advise the Authority if a designated special area is altered or created	Manager Project Delivery & Assets, Coordinator Engineering Approvals	
r 149(3)	Duty to lodge copies of designated special area maps with the Authority	Manager Project Delivery & Assets, Coordinator Engineering Approvals	Where Council is the relevant council
r 149(4)	Duty to make an up-to-date copy of each designated special area map, applicable to council's municipal district, available to the public for inspection	Manager Organisational Technology, Manager Project Delivery & Assets, Deputy Municipal Building Surveyor, Coordinator Engineering Approvals, Municipal Building Surveyor	
r 150	Power to designate areas within council's municipal district in which buildings are likely to be subject to attack by termites.	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
r 152(1)	Power to designate areas in council's municipal district that are likely to be subject to significant snowfalls	Deputy Municipal Building Surveyor, Municipal Building Surveyor	For the purposes of the BCA

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 153(2)	Power of providing report and consent	Manager Project Delivery & Assets, Coordinator Engineering Approvals, Director Infrastructure	Where Council is the relevant council
r 153(4)	Duty not to give consent under r 153(2) if there is likely to be a danger to the life, health or safety of the occupants of the building due to flooding of the site	Manager Project Delivery & Assets, Coordinator Engineering Approvals, Director Infrastructure	Where Council is the relevant council
r 153(5)	Power to specify, council's report, a level for the surface of the lowest floor of a building on the site	Asset Engineer, Manager Project Delivery & Assets, Coordinator Engineering Approvals, Director Infrastructure	Where Council is the relevant council
r 153(6)	Duty to consult with the floodplain management authority for the site and specify a level in line with r 153(6)(b) requirements	Manager Project Delivery & Assets, Coordinator Engineering Approvals, Director Infrastructure	Where Council is the relevant council
r 153(7)	Duty to, without delay, advise the floodplain management authority and sewerage authority for the site of the floor level (if any) specified under r 153(5)	Manager Project Delivery & Assets, Coordinator Engineering Approvals	Where Council is the relevant council
r 154(1)	Power of providing report and consent	Manager Project Delivery & Assets, Coordinator Engineering Approvals	Where Council is the relevant council
r 154(2)	Power to include, in the report and consent Council provides, recommendations controlling the location and construction of retaining walls and fences in relation to designated land or designated work	Asset Engineer, Manager Project Delivery & Assets, Coordinator Engineering Approvals	Where Council is the relevant council
r 154(3)	Duty to consult with the waterway management authority for the designated land or designated works before giving consent under r 154(1)	Asset Engineer, Manager Project Delivery & Assets, Coordinator Engineering Approvals	
r 166B(c)(ii)	Power to approve floor area size greater than 60m ²	Deputy Municipal Building Surveyor, Municipal Building Surveyor	

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 166C(1)(a)	Function of receiving notification from building owner of intention to commence occupying the building as the owner's principal place of residence	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
r 166C(1)(b)	Function of receiving notification from building owner of the proposed commencement date of that occupation	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
r 166C(2)	Function of receiving notification from building owner of proposed commencement date of occupation	Deputy Municipal Building Surveyor, Municipal Building Surveyor	
r 187(2)	Power of providing report and consent	Environmental Health Officer, Deputy Municipal Building Surveyor, Coordinator Environmental Health, Municipal Building Surveyor	Where Council is the relevant council Subject to r 187(3)
r 202(1)	Duty to keep the documents relating to occupancy permits in any manner specified by the Keeper of Public Records	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	For the purposes of s 75 of the <i>Building Act 1993</i>
r 202(2)	Duty to keep documents relating to a temporary approval for 3 years after the earlier of the two periods set out in rr 202(2)(a) and 202(2)(b)	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	For the purposes of s 75 of the <i>Building Act 1993</i>
r 203	Function of receiving documents	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	
r 205	Function of receiving information	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	Where Council is the relevant council
r 215(3)(c)	Function of receiving a determination and report under s 120(2)(a) of the Building Act 1993	Deputy Municipal Building Surveyor, Municipal Building Surveyor, Coordinator Information Management	Where Council is the relevant council

Building Regulations 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			If the essential safety measure is required under an emergency order or a building order under Part 8 of the <i>Building Act 1993</i>
r 280(1)	Power to exempt a Class 10 building that is to be constructed on farm land and used for farming purposes, from all or any of the requirements of these Regulations	Deputy Municipal Building Surveyor, Municipal Building Surveyor	Where Council is the relevant council

Dangerous Goods (Explosives) Regulations 2022			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 147(3)	Function of receiving written notice of intention to discharge firework, Chinese firecrackers or theatrical fireworks	Municipal Building Surveyor, Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	Does not apply if local law requires a person to give Council greater notice of an intention to discharge fireworks

Drugs, Poisons and Controlled Substances Regulations 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 7(1)	Power to have possession of 'Schedule 4 poisons' that are necessary for immunisation programs coordinated by Council in accordance with the Public Health and Wellbeing Act 2008	Coordinator Environmental Health	

Electricity Safety (Electric Line Clearance) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 1 cl 16	Function of receiving notice before cutting or removing certain trees	Manager Parks & Natural Environment	

Electricity Safety (Electric Line Clearance) Regulations 2020

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
sch 1 cl 19	Function of receiving notice after completion of cutting or removal of the trees	Manager Parks & Natural Environment	
sch 1 cl 20	Power to consult relating to safety of cutting or removal of trees close to an electric line	Manager Parks & Natural Environment	
sch 1 cl 21(1)	Power to consult relating to assisting to determine an additional distance that allows for conductor sag and sway	Manager Parks & Natural Environment	
sch 1 cl 21(3)	Duty to keep record of the additional distance for at least 5 years	Manager Parks & Natural Environment	

Infringements Regulations 2016

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 8	Duty to report listed information to Attorney-General	Coordinator Community Safety Support, Coordinator Community Laws, Parking Services Officer, Manager Community Safety	

Land Acquisition and Compensation Regulations 2021

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 11	Function of providing certain information as set out in (a)-(h) as requested by an Authority	Property & Leasing Specialist	
r 12	Function of providing certain information as set out in (a) - (d) as requested by an Authority	Property & Leasing Specialist	Where Council is responsible authority

Local Government (General) Regulations 2015

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 10	Duty to include in the notice of rates and charges the information prescribed	Coordinator Revenue & Rates	

Local Government (Land Information) Regulations 2021

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 5(2)	Duty to sign a land information certificate	Coordinator Revenue & Rates, Senior Rates Administration Officer, Rates Quality and Systems Officer	Refer also to s 121(4) of the Local Government Act 2020. Signing of a land information certificate must be by the member of staff of the Council to whom the power to sign a land information certificate has been delegated.

Local Government (Long Service Leave) Regulations 2021

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 7(2)	Function of receiving request from member to grant pay instead of long service leave	Coordinator Payroll	
r 7(3)	Duty to pay the member one-tenth of 3 months ordinary pay for each year of completed recognised service	Coordinator Payroll	
r 7(5)(a)	Duty to transfer long service leave entitlement to the other Council with the payment to be transferred under r 19(3)	Coordinator Payroll	
r 7(5)(b)	Duty to pay the public body or special body (as the case requires) an amount equal to one-fortieth of one month's ordinary pay for each completed month of recognised of the member calculated in accordance with these Regulations	Coordinator Payroll	
r 7(6)(b)	Duty to pay the member one-tenth of 3 months ordinary pay for each year of completed recognised service	Coordinator Payroll	If, before the member's termination becomes effective, the member has not taken the whole of the long service leave to

Local Government (Long Service Leave) Regulations 2021			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			which the member is entitled or pay instead of that leave, or deferred the taking of the long service leave entitlement under subregulation (4)
r 8(2)	Power to receive notice in writing from member who ceases employment in any of the circumstances set out under subregulation (1) to elect to take pay instead of all or any part of the long service leave to which the member is entitled	Coordinator Payroll	
r 8(3)	Duty to pay the member one-tenth of 3 months ordinary pay for each year of completed recognised service	Coordinator Payroll	
r 8(4)(b)	Duty to pay member one-tenth of 3 months ordinary pay for each year of completed recognised service	Coordinator Payroll	If a member who ceases employment in any of the circumstances set out under subregulation (1) has not taken the whole of the long service leave to which the member is entitled or pay instead of that leave before their termination or retirement becomes effective
r 8(6)	Duty to pay the member referred to in subregulation (5) one-tenth of 3 months ordinary pay for each year of completed recognised service	Coordinator Payroll	
r 8(7)(b)(i)	Function of approving medical practitioner	Manager People & Culture, Executive Leadership Group	
r 9(2)	Duty to pay the legal personal representative of the member referred to in subregulation (1) (as the case requires) (a) the pay which the member elected to take; and (b) pay instead of any long service leave to which the member was entitled and which the member had not taken, or for which the member has not paid	Coordinator Payroll	

Local Government (Long Service Leave) Regulations 2021			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 13(6)	Power to include, to the extent determined in each particular case by first Council, the whole or any portion of a period of service when the member was absent from duty with the prior or subsequent approval	Coordinator Payroll	
r 14(1)(b)	Duty to grant the member a day off instead of a public holiday	Coordinator Payroll	
r 14(2)	Power to agree on a mutually convenient time with the member	Directors, Managers	
r 15	Power to agree on a mutually convenient time with the member to take all or part of long service leave entitlement	Directors, Managers	
r 16	Power to approve long serve leave entitlement at half the salary for twice the period	Manager People & Culture, Executive Leadership Group	
r 17	Power to approve a member to engage in any employment for hire or reward while the member is on long service leave	Not delegated	
r 18	Duty to provide another Council with any information in its possession which may be required by that other Council for the purposes of these Regulations	Coordinator Payroll	
r 19(2)	Duty to, within 2 months of being informed of the employment, pay to the Council an amount equal to one-fortieth of one month's pay for each completed month of service of the member with Council	Coordinator Payroll	Where Council is the member's former employer
r 19(3)	Duty to, within 2 months of being informed of the employment, pay to the Council an amount equal to one-fortieth of one month's pay for each completed month of service of the member with Council	Coordinator Payroll	Where Council is the member's former employer
r 19(4)	Duty to refund a payment made to it under subregulation (3)	Coordinator Payroll	Where Council is the member's new employer
r 20	Power to enter into an agreement with an authority, person responsible for an office or Authority referred to in regulation 13(4) regarding transfer of entitlements	Not delegated	

Local Government (Planning and Reporting) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 5(1)	Duty to include statements describing the financial resources are in the prescribed form	Manager Finance	
r 5(2)	Duty to include a statement of capital works in the Financial Plan	Manager Finance	
r 6	Duty to include prescribed information in the Financial Plan	Manager Finance	
r 7	Duty to include the prescribed information in the financial statements included in the budget	Manager Finance	
r 8	Duty to include other prescribed information in the budget or revised budget	Manager Finance	
r 9(2)	Duty to include the prescribed information in the report of operations	Manager Finance	
r 10	Duty to include in the report of operations a description of the operations of Council	Manager Finance	
r 11	Duty to include prescribed information relating to performance results in the performance statements	Manager Finance	
r 14	Duty to include the prescribed information in financial statements contained in the annual report	Manager Finance	

Occupational Health and Safety Regulations 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 375(3)(c)(ii)	Function to assist in the preparation of an emergency management plan for a major hazard facility	Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	
r 376(c)	Function to receive a copy of the parts of the emergency plan relating to the off-site consequences of a major incident occurring	Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	

Occupational Health and Safety Regulations 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 379(4)(b)	Function to review and, if necessary, revise the emergency management plan in relation to the off-site consequences of a major incident occurring	Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	
r 394(1)	Function to receive information about the safety of a major hazard facility	Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	
r 396	Function to be consulted on all matters that could affect the health and safety of members of the local community in the event of a major incident occurring	Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	
r 434(b)(ii)	Function to receive a copy of the emergency plan relating to the off-site consequences of a major incident occurring	Municipal Emergency Management Officer, Deputy Municipal Emergency Management Officer	

Public Health and Wellbeing Regulations 2019			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 19(6)	Function of receiving a copy of a disease vector control notice	Environmental Health Officer, Coordinator Environmental Health	
r 59(4)	Function of being notified of test results	Environmental Health Officer, Coordinator Environmental Health	
r 59(7)	Function of receiving written notice	Environmental Health Officer, Coordinator Environmental Health	
r 98	Function of being notified by the Secretary	Environmental Health Officer, Coordinator Environmental Health	
r 112(1)	Power to request information	Environmental Health Officer, Coordinator Environmental Health	

Public Health and Wellbeing (Prescribed Accommodation) Regulations 2020			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 12(2)	Power to determine a building to be of cultural heritage significance if one of the circumstances in (2)(a) - (d) exist	Manager City Planning & Development, Director City Development	

Road Safety Road Rules 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 200(2)	Power to permit drivers of heavy and long vehicles to stop on roads in a built-up area for longer than 1 hour	Manager Engineering, Manager Community Safety	
r 244C	Function of consulting with the Head, Transport for Victoria regarding specification of a route or area under r 244C(1)	Manager Engineering	
r 289(1)(d)	Power to prohibit drivers riding bicycles or animals on the nature strip	Manager Engineering, Coordinator Transport, Manager Community Safety	

Road Safety (General) Regulations 2019			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
79(1)(b)	Power to authorise staff member to file a charge	Manager Community Safety	

Road Safety (Traffic Management) Regulations 2019			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 5	Power to appoint school crossing supervisor	Manager Community Safety	

Road Safety (Traffic Management) Regulations 2019			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 10(1)	Function of receiving notice, in writing, from the Head, Transport for Victoria if the Head, Transport for Victoria proposes to erect, display, place, remove or alter a traffic control device of a kind referred to in r 9(4)(a) to (f) (a proposal) on a road or road related area that is within the municipal district of the Council	Manager Engineering, Coordinator Transport, Director City Development	Unless the road or road related area forms part of a freeway or arterial road
r 10(2)	Power to disagree, in writing, with the proposal	Manager Engineering, Director City Development	
r 11(1)	Power to erect, display, place, remove or alter traffic control devices on roads or road related areas	Manager Engineering, Coordinator Transport, Director City Development	Where Council is a responsible entity
r 11(2)(a)	Power to erect, display, place, remove or alter a minor traffic control device that is for the control of stopping or parking of vehicles in accordance with Part 12 of the Road Safety Road Rules 2017 (Vic)	Manager Engineering, Coordinator Transport, Director City Development	On a road or road related area forming part of an arterial road within Council's municipal district
r 11(2)(b)	Power to erect, display, place, remove or alter a traffic control device that is associated with a children's crossing	Community Laws Officer, Manager Engineering, Coordinator Transport, Parking Services Officer, Director City Development, School Crossing Supervisor, Coordinator School Crossings	
r 11(2)(c)	Power to erect, display, place, remove or alter a traffic control device installed in accordance with r 15	Manager Engineering, Director City Development	
r 11(2)(d)	Power to erect, display, place, remove or alter any other minor traffic control device or a major traffic control device	Manager Engineering, Coordinator Transport, Director City Development	With the authorisation of the Head, Transport for Victoria Subject to r 11(3)
r 11(4)	Duty to alter the minor traffic control device to remove the inconsistency or remove the minor traffic control device	Manager Engineering, Director City Development	If a minor traffic control device referred to in r 11(2)(a) is inconsistent with a major traffic

Road Safety (Traffic Management) Regulations 2019			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			control device located on the same length of road
r 12(1)(d)	Power to authorise an authorised works manager, or a person acting on behalf of an authorised works manager, to erect, display, place, remove or alter any other minor traffic control device	Manager Engineering, Director City Development	Where Council is the coordinating road authority for that road or road related area Note: see r 23(b)
r 13(1)(f)	Power to authorise a person, to whom a coordinating road authority has issued a permit under section 99B of the Road Safety Act 1986 (Vic) to conduct a nonroad activity, to erect, display, place, remove or alter any other minor traffic control device	Manager Engineering, Coordinator Transport, Director City Development, Transport Engineer	Where Council is the coordinating road authority for that road or road related area Note: see r 23(b)
r 18(1)(b)	Power to authorise a person to erect, display, place, remove or alter traffic control devices	Manager Engineering, Coordinator Transport, Director City Development, Transport Engineer	Where Council is the coordinating road authority Note: see r 23(b)
r 27	Power to permit, in writing, a person to drive a vehicle on a road in an organised procession (other than a funeral procession) or a parade	Manager Engineering, Director City Development	Where Council is the coordinating road authority for that road
r 30(4)	Power to approve, in writing, a police-controlled rolling road closure	Manager Engineering, Director City Development	Where Council is the coordinating road authority
r 32(2)(d)(ii)	Power to approve a highway collection being conducted	Manager Engineering, Director City Development	
r 34(1)	Function of receiving an application for a permit under s 99B of the Road Safety Act 1986 (Vic) from a person intending to conduct a non-road activity on a highway	Manager Engineering, Director City Development	Where Council is the coordinating road authority
r 34(4)	Power to reduce, waive or refund the fee for a permit	Manager Engineering, Director City Development	Where Council is a coordinating road authority

Road Safety (Traffic Management) Regulations 2019

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			If there are special circumstances that justify the reduction, waiver or refund of the fee

Road Safety (Vehicles) Regulations 2021

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 122(3)	Power to enter into an agreement with Secretary to provide extracts for fees	Manager Community Safety	

Subdivision (Fees) Regulations 2016

Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 9	Power to fix a fee for considering an engineering plan submitted under s 15 of the Subdivision Act 1988	Assistant Manager Statutory Planning, Manager City Planning & Development	
r 12	Power to waive or rebate the payment of a fee payable under the Subdivision Act 1988	Assistant Manager Statutory Planning, Manager City Planning & Development, Director City Development	
r 13	Duty to record reasons for waiving or rebating payment of a fee under r 12 in writing	Assistant Manager Statutory Planning, Manager City Planning & Development, Director City Development	

Subdivision (Procedures) Regulations 2021			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 11	Duty to give the applicant the street address and lot location of each plot on the plan	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
r 14(a)	Duty to provide the referral authority with a copy of the application and certain details	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
r 14(b)	Duty to provide the applicant with a copy of the application and certain details	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
r 19(1)	Duty to send the referral authority notice of revised time for consideration of the plan, when sending a copy of altered plan under s 10(5) of Subdivision Act 1988	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	
r 19(3)	Duty to send the applicant notice of revised time for consideration of the plan when altered plan is sent to a referral authority under s 10(5) of Subdivision Act 1988	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer, Planning Officer	

Subdivision (Procedures) Regulations 2021			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 23(a)	Duty to provide the referral authority with a copy of the plan and certain details, when referring an application to amend a certified plan under s 11(2) of Subdivision Act 1988	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
r 23(b)	Duty to provide the applicant with a copy of the application and certain details, when referring an application to amend a certified plan under s 11(2) of Subdivision Act 1988	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
r 29	Duty to provide the applicant with the amended street address and lot location of each lot on amended plan or new plan	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	In circumstances described in r 29
r 33(1)	Duty to maintain a register of applications	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	May be kept in conjunction with register of permit applications kept under s 49(1) of the <i>Planning and Environment Act 1987</i>
r 33(4)	Duty to make the register available for inspection	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	
r 36(4)	Duty to send notice of refusal where Council refuses to issue a statement of compliance under s 21 of Subdivision Act 1988	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Director City Development, Subdivision Officer	

Subdivision (Procedures) Regulations 2021			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
r 20	Function of being advised by Registrar of any amendments made to any certified plan under s 22(2)(a) of Subdivision Act 1988	Assistant Manager Statutory Planning, Team Leader Statutory Planning, Manager City Planning & Development, Subdivision Officer	

Miscellaneous and Administrative Powers			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Section A - Finance Issues	Power to sign and issue Council order forms for purchase of goods, services and works and to enter into contracts for provision of goods, services and works to the Council	Directors, Managers, Coordinators	
Section A - Finance Issues	Power to authorise payment of wages, salaries, related payments.	Coordinator Financial Accounting, Coordinator Financial Planning & Analysis, Manager People & Culture, Manager Finance	
Section A - Finance Issues	Power to authorise payment of Councillor and Mayoral allowances	Manager Governance & Integrity, Coordinator Governance	Within the amount of allowance as determined by Council the Victorian Independent Remuneration Tribunal in accordance with s 7439 of the <i>Local Government Act 1989</i> In accordance with s 39(6) of the <i>Local Government Act 2020</i>, s 74 of the <i>Local Government Act 1989</i> continues to apply in respect of allowances payable to Mayors, Deputy Mayors and Councillors until the first Determination made by the

Miscellaneous and Administrative Powers			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			Victorian Independent Remuneration Tribunal in accordance with s 39(6) of the <i>Local Government Act 2020</i>
Section A - Finance Issues	Power to open bank accounts in Council's name	Director Corporate Services	
Section A - Finance Issues	Power to approve invoices and accounts for payment. Budget items - e.g. super.	Directors, Managers, Coordinators	
Section A - Finance Issues	Power to authorise enforcement of overdue debts	Directors	
Section A - Finance Issues	Power to appoint collection agency	Director Corporate Services	
Section A - Finance Issues	Power to approve contract variations	Directors	
Section A - Finance Issues	Power to amend or vary agreements	Directors	
Section A - Finance Issues	Power to sign cheques	Directors, Manager Finance	
Section A - Finance Issues	Power to authorise Petty Cash	Directors, Managers	
Section A - Finance Issues	Power to issue credit cards to staff	Manager Finance, Director Corporate Services	
Section A - Finance Issues	Power to authorise calling of invitations for expressions of interest or tenders for works, services and equipment.	Not delegated	

Miscellaneous and Administrative Powers			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Section A - Finance Issues	Power to authorise to sign contracts of sale and vendor statements for land approved for sale.	Property & Leasing Specialist, Director City Development	Subject to prior Council approval
Section A - Finance Issues	Power to sign contracts of sale for the approved acquisition of Real Estate (see 2A).	Property & Leasing Specialist, Director City Development	Within delegated financial limits
Section A - Finance Issues	Power to authorise the order, release, refund, or return of securities, bank guarantees and bonds, relating to property transactions only.	Property & Leasing Specialist, Manager Finance, Director City Development	
Section A - Finance Issues	Power to authorise progress payments.	Directors, Managers, Coordinators	
Section A - Finance Issues	Power to authorise payment of contract variations.	Directors	
Section A - Finance Issues	Power to determine fees and charges.	Not delegated	
Section A - Finance Issues	Power to authorise the sale or disposal of assets other than land.	Manager City Services, Director City Development, Director Corporate Services, Director Community Services, Director Infrastructure	Director Infrastructure and Manager for plant and equipment. Other - Directors
Section A - Finance Issues	Power to write off bad debts	Manager Finance, Director Corporate Services	Director - up to \$10k Manager - up to \$2.5k
Section A - Finance Issues	Power to approve electronic payments and transfers	Financial Accountant, Coordinator Financial Accounting, Coordinator Financial Planning & Analysis, Manager Organisational Technology, Manager Finance, Financial Planning Analyst, Senior Asset/Financial Accountant	

Miscellaneous and Administrative Powers			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Section B - Building Issues	Power to determine fees required under cl 1(c)(i) of sch 2, ss 18, 42 and 54 of the Building Act 1993 for building permit, application for an occupancy permit (building work), application for an occupancy permit (places of public entertainment) and under rr 147P(3), 147X and 147ZJ of the Building Regulations 2018 in relation to swimming pool or spa barriers.	Not delegated	
Section B - Building Issues	Power to determine fees payable, person responsible for payment of fees and method of payment and recovery of fees for any application, approval, permit, consent, referral, request, information, inspection, consultation, advice, report, the keeping of documents and records or other function, service or work performed or provided under the Building Act 1993, Building Regulations 2018 or for the purposes of any other building control or related function of the Council by the Council or its delegate or any member of staff of the Council.	Not delegated	
Section C - Miscellaneous Issues	Power to appoint agent, and enter into agency agreement, for the purposes of s108 of the Local Government Act 2020	Not delegated	
Section C - Miscellaneous Issues	Power to obtain legal opinions and instruct external legal providers	Directors, Managers, Coordinators	
Section C - Miscellaneous Issues	Power to approve legal costs	Directors, Managers, Coordinators	
Section C - Miscellaneous Issues	Power to make "ex gratia" settlement of insurance claims.	Manager Governance & Integrity, Director Corporate Services, Coordinator Risk and Insurance	

Miscellaneous and Administrative Powers			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Section C - Miscellaneous Issues	Power to manage processing of insurance claims.	Manager Governance & Integrity, Coordinator Risk and Insurance	
Section C - Miscellaneous Issues	Power to execute funding and service agreements with other levels of government.	Directors, Managers	
Section C - Miscellaneous Issues	Power to execute applications for government grants.	Directors, Managers	
Section C - Miscellaneous Issues	Power to determine suitability and value of "in kind" local contributions toward \$ for \$ capital works.	Directors, Managers	
Section C - Miscellaneous Issues	Power to grant approval for storage or sale of liquor on Council premises.	Not delegated	
Section C - Miscellaneous Issues	Power to make seasonal and casual allocation of sporting grounds.	Property & Leasing Specialist, Active Communities Project Officer, Coordinator Active Communities, Manager Leisure & Recreation Services, Recreation Services Officer, Director Community Services, Active Communities Strategic Projects Coordinator, Sports Development and Participation Officer, Leisure and Recreation Program Coordinator, Senior Customer Service & Administration Officer, Customer Service & Administration Officer	
Section C - Miscellaneous Issues	Power to lodge with the Register a caveat, and subsequently seek its withdrawal in accordance with s 89(1) of the Transfer of Land Act 1958	Not delegated	

Miscellaneous and Administrative Powers			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Section C - Miscellaneous Issues	Power to enter into agreements for voluntary or not-for-profit organisation to use Council facilities	Property & Leasing Specialist, Active Communities Project Officer, Coordinator Active Communities, Manager Leisure & Recreation Services, Recreation Services Officer, Director Community Services, Active Communities Strategic Projects Coordinator, Sports Development and Participation Officer, Leisure Centre Manager, Leisure and Recreation Program Coordinator, Senior Customer Service & Administration Officer, Customer Service & Administration Officer	
Section C - Miscellaneous Issues	Power to make statements to the press	Manager Communications, Advocacy and Investment, Deputy Municipal Building Surveyor, Coordinator Information Management	
Section C - Miscellaneous Issues	Power to make a decision relating to the conduct of a proceeding before the Victorian Civil and Administrative Tribunal, including a decision to settle the proceeding	Directors	Where Council is a party to a proceeding at the Victorian Civil and Administrative Tribunal
Section C - Miscellaneous Issues	Power to give authority to make statements to the press	Not delegated	
Section C - Miscellaneous Issues	Power to authorise the issue of media releases	Manager Communications, Advocacy and Investment, Deputy Municipal Building Surveyor, Coordinator Information Management	
Section C - Miscellaneous Issues	Power to authorise access to Council files and documents	Coordinator Information Management	

Miscellaneous and Administrative Powers			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Section C - Miscellaneous Issues	Power to sign correspondence	Directors, Managers, Coordinators	
Section C - Miscellaneous Issues	Power to enter into a licence for the occupation or use of property	Property & Leasing Specialist, Director City Development	
Section C - Miscellaneous Issues	Power to make a decision relating to the conduct of a proceeding before Court, including a decision to settle the proceeding	Not delegated	
Section C - Miscellaneous Issues	Power to approve litigation settlement amounts	Manager People & Culture, Director Corporate Services	For HR/IR matters - up to \$5,000.
Section C - Miscellaneous Issues	Power to appeal a decision of the Victorian Civil and Administrative Tribunal or Court	Not delegated	
Section C - Miscellaneous Issues	Duty to administer a competition and consumer protection compliance program	Not delegated	
Section C - Miscellaneous Issues	Duty to administer a privacy compliance program	Manager Governance & Integrity, Coordinator Information Management	
Section C - Miscellaneous Issues	Power to authorise entertainment expenses	Not delegated	
Section C - Miscellaneous Issues	Power to authorise publication on the internet	Manager Communications, Advocacy and Investment, Coordinator Information Management	

Miscellaneous and Administrative Powers			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Section C - Miscellaneous Issues	Power to authorise publication on the Intranet	Manager People & Culture	For HR/IR matters
Section C - Miscellaneous Issues	Power to make or authorise the making of submissions to external bodies	Directors	
Section C - Miscellaneous Issues	Power to approve arrangements having important public relations aspect (e.g. opening ceremony for new facilities)	Not delegated	
Section C - Miscellaneous Issues	Power to authorise expenditure on advertising and media	Directors, Managers, Coordinators	
Section C - Miscellaneous Issues	Power to give permission to publish any document or publication	Directors, Managers, Coordinators	
Section C - Miscellaneous Issues	Power to authorise allocation or changeover of garbage bins	Manager City Services, Director Infrastructure	
Section C - Miscellaneous Issues	Power to serve statements under the Land Acquisition and Compensation Act 1986	Director City Development	
Section C - Miscellaneous Issues	Power to sign transfer-related documentation under the Duties Act 2000	Director City Development	
Section C - Miscellaneous Issues	Power to authorise the release of deposit moneys under the Sale of Land Act 1962	Director City Development	

Miscellaneous and Administrative Powers			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Section C - Miscellaneous Issues	Power to serve statutory notices in relation to land owned or managed by Council	Director City Development	
Section C - Miscellaneous Issues	Power to request a Minister or Secretary to appoint a Council officer to be an authorised officer or authorised for a particular purpose under an Act	Directors	
Section C - Miscellaneous Issues	Function of lodging claims for Natural Disaster Financial Assistance and liaising with the Department of Treasury and Finance regarding claims	Directors, Managers	
Section C - Miscellaneous Issues	Power to acquire or dispose of an interest in land other than the fee simple	Not delegated	
Section C – Miscellaneous Issues	Power to enter into or vary a lease or licence where Council is the lessor or licensor	Property & Leasing Specialist, Director City Development	
Section C – Miscellaneous Issues	Power to review and determine rents under rent review provisions of leases and licences	Property & Leasing Specialist, Director City Development	