

MINUTES

ORDINARY MEETING OF COUNCIL

TUESDAY, 28 JANUARY 2020

7.00PM

COUNCIL CONFERENCE AND RECEPTION CENTRE
CITY HALL
LITTLE MALOP STREET, GEELONG

COUNCIL:

Cr S Asher (Bellarine Ward)

Mayor

Cr K Grzybek (Windermere Ward)

Deputy Mayor

Cr J Mason (Bellarine Ward)

Cr T Sullivan (Bellarine Ward)

Cr E Kontelj (Brownbill Ward)

Cr S Mansfield (Brownbill Ward)

Cr P Murrphy (Brownbill Ward)

Cr B Harwood (Kardinia Ward)

Cr P Murnane (Kardinia Ward)

Cr R Nelson (Kardinia Ward)

Cr A Aitken (Windermere Ward)

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**MINUTES OF THE ORDINARY MEETING
OF THE GREATER GEELONG CITY COUNCIL
HELD AT THE COUNCIL CONFERENCE AND RECEPTION CENTRE
CITY HALL, LITTLE MALOP STREET, GEELONG
TUESDAY, 28 JANUARY 2020
COMMENCING AT 7.00 PM**

PRESENT: Cr S Asher (Mayor), Crs A Aitken, K Grzybek, B Harwood, E Kontelj, J Mason, P Murrihy, P Murnane, R Nelson, T Sullivan

Also present: M Cutter (Chief Executive Officer), B Luxford (Director Planning, Design and Development), G Smith (Director Planning, Design and Development), M Dugina (Director Customer and Corporate Services), R Stevens (Director Community Life), R Leonard (Director Governance, Strategy and Performance), K Phyland (Director People & Culture)

OPENING: The Mayor declared the meeting open at 7.00pm

ACKNOWLEDGEMENT:

Council acknowledged Wadawurrung Traditional Owners of this land and all Aboriginal and Torres Strait Islander People who are part of the Greater Geelong community today.

APOLOGIES: Cr Mansfield (Leave of Absence)

LEAVE OF ABSENCE:

Cr Asher moved, Cr Grzybek seconded –

That Leave of Absence be granted to Cr Kontelj on Tuesday, 11 February 2020.

Carried.

CONFIRMATION OF MINUTES:

Cr Murrihy moved, Cr Mason seconded -

That the Minutes of the Ordinary Meeting held on 10 December 2019 be confirmed.

Carried.

DECLARATIONS OF CONFLICTS OF INTEREST:

Cr Kontelj declared 'A Close Association' in Agenda Item 10 – Tender T2000020 – Anakie Pavement Rehabilitation and Widening, Lovely Banks in that the successful tender applicant is a customer of the company he is a Director of.

PUBLIC QUESTION AND SUBMISSION TIME:

Nancy Donkers asked the following in relation to the Grovedale Community Orchard:

- 1) Grovedale Community Orchard is an open planting of fruit trees and companion plants within a recreation reserve. It has been established and maintained by a small group of volunteers for over 5 years. Our community orchard contributes to food security by provision of free, accessible, seasonal fruit and reduces the need to transport produce from outside the area. It also provides a space for both recreation and education around food production. Last year due to the waste crisis affecting City of Greater Geelong we instigated a community composting system including several in ground worm farms and composting bins to assist all local residents to eliminate food waste (the largest contributor to landfill waste) from red bins. This system is utilised by the community. The community orchard is assisting COGG to meet many sustainability commitments including many of the One Planet Living Principles and we anticipate this work will be an important part of COGGS upcoming Sustainability Framework in addressing food insecurity resulting from climate change. Currently we are required to pay a yearly lease to COGG in order to work on this site for the community. We don't believe we should be paying a lease to council. We would like COGG to view the orchard as part of its sustainability work within the community. Why are we being required to pay a lease as a group of volunteers simply growing and maintaining food within a public space for the community?

Michael Dugina commended the work done by the community volunteers to keep the garden maintained and operational. The license agreement is held with Transition South Barwon, in June 2014 Transition South Barwon were approved for a grant \$3123) to set up an open space community orchard, the grant request was for site preparation, irrigation, water tank and signage. The City also provided some seedlings towards the initial set up. The Licence agreement was finalised in September 2014 with the support of Property, Sport & Recreation and Tree Services. The original licence agreement was a 3 year agreement, the annual lease amount is \$183.60 plus GST, the agreement has been placed in over holding whilst we work on the Community Leasing policy. This fee is comparable to other community gardens across the city, where leases range from \$154-\$185 annually. All community gardens are accessible to the community at all times.

- 2) We have unsuccessfully raised this issue a number of times with council. We have been told that all community groups utilising council land are required to pay the same lease. We differ significantly from the other groups and entities who are required to pay a lease to Council in that the site is open and accessible to everyone at all times, all benefits associated with the site (in the form of fruit) are freely available to all, we have no exclusive use of the site, there are no buildings, structures or fences on the site. In the case of the only other orchard at Whittington, council maintains this site and no community members are required to pay a lease. It seems unfair that because we have people who are willing to work on and maintain the orchard we are then required to pay money. The other group whom is most like ours is Friends of the Waurin Ponds Creek who plant and look after native plantings along the Waurin Ponds Creek in a similar way to our group tends the orchard site. This group is also not required to pay any form of lease to Council.

Could we please be acknowledged as a group that does not fit within the current lease system and another agreement be established whereby Transition South Barwon could continue to cover insurance without volunteers being forced to find money to provide this vital food security for the community?

Michael Dugina advised that The Friends of the Waurn Ponds Creek group are maintaining the trees on State Crown Land not Council land, and are directly not comparable. The specified purpose on the license agreement states, 'The planting and maintaining of fruit trees within an open, unfenced area at the premises known as Grovedale Recreation Reserve' this agreement is in line with the business plan of Transition South Barwon to enable an open space orchard for community access. Grovedale Community Garden also received a \$10,000 grant in the 2017/18 Environment and Sustainability grant Program, which included a partnership between Transition South Barwon, Grovedale Community Orchard, Grovedale Neighbourhood House and Grovedale Community Garden for a Grow it, Eat it series of events. During 2020 the City will be undergoing a review of the leasing and licensing policy and it will closely look at the leases such as this. It is requested that Transition South Barwon continue to pay the lease as laid out in the lease agreement.

Jarred Crowe asked the following regarding LED Lighting:

Over summer I spent a fair amount of time at Torquay where I noticed the Surf Coast Shire has almost completely shifted their street light network to new more efficient L.E.D (Light Emitting Diode) lights. When heading back to Geelong it seems that our city is lagging behind our neighbours in implementing this new technology. L.E.D lights emit next to no heat compared to traditional sodium vapour lights that waste around 15% of the energy used to power them due to heat dissipation. Although there are significant upfront installation costs this technology will significantly reduce maintenance and operational costs making widespread installation viable in the long term. Switching to L.E.D will significantly contribute to minimizing Geelong's impact on the environment as we will be using less energy to keep our streets safe at night. L.E.Ds also have a longer lifespan and a more natural colour temperature compared to older technologies It is worth noting that there are a few areas where the city has made leaps with this technology in Portarlington, Fyansford and near St John of God, but it is time for widespread adoption throughout Greater Geelong. So I ask the Council - Do you have a plan to transition our street light network to efficient L.E.D's? Will you review the Street and Public Place Lighting Policy that has not been updated since 2008?

Guy Wilson Browne responded that the Geelong Council has recently (mid 2019) approved funding to proceed with the bulk conversion of all non-efficient legacy lighting to modern LED's with smart control technology. Due to the size and large quantity of lights in the City of Greater Geelong, this process involves significant planning and design, which will also ensure that the new lighting design will provide a higher level of safety to both road users and residents. The design process and procurement process will be completed through 2020, and installation is expected to begin by the start of 2021 and completed over a 3 year period. Lighting specifications and policies will be reviewed and updated during this process. The street light changeover is one of a number of significant projects which will ensure we meet our community and Council emission reduction targets. The streetlight changeover will result in greenhouse emissions (CO2) reduction of 8,664 tonnes per annum.

Steven Cincurak asked questions relating to personnel matters. Because the matters raised related to personal information, the City is unable to publish the contents of the questions. A response will be provided directly by the Chief Executive Officer.

Erica Hunt asked the following questions on behalf of Sanja Van Huet:

- 1) My questions concern the COGG Sustainability Framework Project Brief. I highlight Mayor Asher's September 2019 comment that there is climate related urgency (but COGG is not ready to declare an emergency). In the sustainability framework brief it is stated that there is a 30 year timeline to have the successes itemized in 2016 community led vision; to be completed by 2047. In view of current events, isn't 27 years an overlong time for these achievements – and shouldn't this be accelerated considering there is urgency?
- 2) Wording in the Sustainability Brief is highly ambiguous. The amended Notice of Motion, (highlighted in the brief) requests a practical reference point that focuses only on the COGG strategy, and operations, across the organization... and the key deliverables are focused on this. From this – it appears that Council only is the focus of the Framework – not the municipality as a whole. I would ask for clarification that the Framework brief targets not just Council but also all areas within the Municipal boundaries.
- 3) When is the proposed release of the Framework to the public and also what date will the first steps be implemented regarding the recommended actions?

The Mayor thanked Erica for the questions and took the opportunity to clearly define the Council, the City and the municipality because it can all become very confusing.

- *Council is the collective of all of your elected representatives sitting here tonight;*
- *The City is the organisation that is headed up by its CEO, and delivers services to the community; and*
- *The municipality is the area within which the City operates.*

The purpose of the Sustainability Framework is to guide the City across all of its functions and activities that it delivers for its community.

The Sustainability Framework will be released with the Agenda Papers prior to the 25 February Council Meeting. The report to Council will include key actions and when they will be implemented.

In relation to the reference to the Sustainability Framework brief and its reference to the Clever and Creative Vision, this is a community-created vision and it will evolve over time. The Vision will be reviewed periodically by the community and updated to reflect the communities' views at that time. The section in the Sustainability Framework Brief that you refer to reflects the outcome of the Vision process and provides a background context to work within.

Erica Hunt asked if Council will have a presence of officers and Councillors at the Summit?

The Mayor responded, "yes we will".

Roman Goepfert followed up on the idea to move kerbside collection to one side of the street, where possible. Can the first test project start with the two U-Shape streets Oriondo Way and Sutalo Street in Marshall by the 1 November this year?

Guy Wilson-Browne advised Council is discussing this proposal with its kerbside bin collection contractor Cleanaway.

Also, following up on the container deposit scheme by the 1st April this year, could you please organise a meeting for the Victorian Environment Minister, Lily D'Ambrosio, any other relevant people and myself to plan a retailer container deposit scheme where the deposit containers are inside the retailer outlet to copy Germany's war on waste? Please help to take the recycling burden for plastic bottles and drink cans from the Councils to the retailer with a Victorian state law?

Council supports the introduction of a Container Deposit Scheme and has lobbied the Victorian government to introduce a scheme.

The Victorian government is currently reviewing recycling processes and practices in Victoria and Council will continue to lobby for a scheme through these processes.

Infrastructure Victoria released the Recycling and resource recovery infrastructure Evidence Base Report in October 2019. With respect to the State Container Deposit Scheme the following is an extract from that Report:

"A container deposit scheme (CDS) is a common and popular approach to improving the recyclable quality of beverage packaging, such as glass and plastic. It leads to cleaner material streams and higher recovery rates, by diverting these materials out of co-mingled recycling. Our preliminary view is that a CDS has promise but needs more analysis on how best to design an optimal scheme for Victoria, along with potential changes to kerbside collections"

*The Mayor responded that questions asked by **Ross Carlson** and **Terri Spronken** in relation to Amendment 373 – Hams Road, Waurin Ponds was a matter which will be debated later in the evening. So as not to pre-empt the outcome of the Council's decision this evening, we are unable to provide you with a response.*

PETITIONS: Nil.

1. AMENDMENT C372 – 35 HAMS ROAD AND 69-93 HAMS ROAD, WAURN PONDS – CONSIDERATION OF PANEL REPORT AND ADOPTION

Source: Planning, Design & Development – City Development
Director: Gareth Smith
Portfolio: Planning

Purpose

1. To consider the Panel Report about Amendment C372 and Planning Permits 662/2017 and 663/2017 and adopt Amendment C372.

Background

2. The Amendment primarily rezones land at 35 and 69-93 Hams Road, Waurn Ponds from Farming Zone to General Residential Zone Schedule 1 and applies Design and Development Overlay Schedule 45 to guide residential development of the land. Planning Permit applications 662/2017 and 663/2017 seek to allow subdivision of the land, removal of native vegetation, and removal of a gas easement from the land at 69-93 Hams Road that is no longer required.
3. This Amendment and planning permits implement the recommendations of the Panel to facilitate the rezoning and multi-lot residential subdivision development of the land. **Attachment 2** provides a background summary of the Amendment process, including consideration of the Panel Report.

Key Matters

4. Exhibition of the Amendment and draft planning permits in March/April 2019 resulted in 159 objections primarily addressing issues including traffic and housing density. Other concerns raised in submissions included potential for student housing, socio-economic issues, crime and safety, servicing, environmental impacts, flooding, drainage, noise and air quality, the buffer from the Boral quarry land and the consultation process.
5. The submissions were considered by Council on 25 June 2019 when it was resolved to refer all submissions to an Independent Panel appointed by the Minister for Planning.
6. Following a hearing in August 2019, the Panel's report was received on 28 October 2019. Under Section 27 of the *Planning and Environment Act (Vic) 1987*, the Planning Authority must consider the Panel's report before deciding whether or not to adopt the Amendment.
7. The Panel found the Amendment to be well founded and strategically justified by policy and recommends that both the Amendment and planning permits be adopted with changes.
8. On balance the Panel was satisfied that the development is likely to add a relatively small amount of additional traffic to Ghazeepore Road and the surrounding network, and there are no traffic reasons to not support the proposed development. The Panel supports the proposed roundabout at the intersection with Hams Road, Ghazeepore Road and Sugargum Drive.
9. On the issue of housing density and neighbourhood character, the Panel supports the proposed density reflected in the revised Masterplan and does not consider that it will result in an unacceptable impact on the neighbourhood character.

10. Whilst the Panel's recommendation are generally supported, this report at **Attachment 2** provides the City's response.
11. It is recommended that Amendment C372 and PP662/2017 & PP663/2017 be adopted with changes and sent to the Minister for Planning requesting approval.

Cr Harwood moved, Cr Murnane seconded -

12. **That the report be deferred.**

Carried.

2. AMENDMENT C363 - CENTRAL RD DRYSDALE REZONING - CONSIDERATION OF SUBMISSIONS

Source: Planning, Design & Development – City Development
Director: Gareth Smith
Portfolio: Planning

Purpose

1. To consider submissions to Planning Scheme Amendment C363 and recommend all the submissions be referred to an Independent Planning Panel.

Background

2. On 28 May 2019 Council resolved to prepare and exhibit Amendment C363.
3. The Amendment seeks to rezone 28 Rural Living zoned properties on either side of Central Road, Drysdale, to facilitate residential development. The rezoning is supported by overlay controls to manage orderly planning, subdivision design, connectivity and developer contributions. The area proposed to be rezoned is shown in **Attachment 2**, and a detailed background is provided at **Attachment 3**.

Key Matters

4. Exhibition of Amendment C363 commenced on 5 September and closed on 14 October 2019. Notices were sent to 236 landowners and occupiers and appeared in local newspapers. The Amendment documentation was made available on the Geelong Australia website and at the Drysdale Library.
5. 71 submissions were received. 40 submissions from local residents and Bellarine community groups, as well as two owners whose land is proposed to be rezoned, do not support the Amendment. There were also 21 objections from residents of Marsh Court to the proposed Marsh Court road connection to the new residential estate.
6. Generally supportive submissions were received from six owners whose land is proposed to be rezoned, including the proponent, Bellarine Springs Retirement Village and owners on the east side of Central Road with development interests.
7. Key issues can therefore be summarised as: (1) the Amendment is contrary to the town's character and planning policy; (2) the proposed road connection to Marsh Court should be removed; and (3) a broad range of concerns, objections or support from directly affected landowners.
8. In accordance with the *Planning and Environment Act* Council must now either: change the Amendment in the manner requested by the submitters; refer the submissions to an Independent Panel; or abandon the Amendment.
9. Council officers have considered the submissions and recommend:
 - 9.1 Removal of the proposed road connection to Marsh Court and replacement with a linear reserve for pedestrian, bicycle and stormwater drainage use only.
 - 9.2 Removal of the application of GST costings from the draft Central Road Drysdale Development Contributions Plan.
10. It is recommended that all submissions be referred to an Independent Panel appointed by the Minister for Planning.

Cr Mason moved, Cr Asher seconded -

11. That Council having considered all submissions to Amendment C363 to the Greater Geelong Planning Scheme resolves to:

11.1 Request the Minister for Planning to appoint an Independent Panel under Part 8 of the Planning and Environment Act, 1987;

11.2 Refer all submissions to the Panel; and

11.3 Submit to the Panel its response to the submissions generally as outlined in this report.

Carried.

Attachment 1

Financial Implications

1. The *Central Road Drysdale Draft Development Contributions Plan* (DCP) has been prepared in support of the amendment.
2. The DCP is proposed to become an incorporated document in the planning scheme which would legally tie Council to the provisions of the plan. The DCP identifies \$10m in new infrastructure including the upgrade of Jetty Road and pedestrian signals, local parks, open space trails and drainage basins. Contributions towards the Drysdale Regional Community and Learning Hub will also apply.
3. The DCP will enable the collection of levies to ensure the identified shared infrastructure is funded to enable the City and developers to provide the infrastructure. The City will act as the collecting agency and may deliver infrastructure or enter into agreements with developers to provide land and works in-kind.

Community Engagement

4. Exhibition and notice of the Amendment was conducted in accordance with the *Planning and Environment Act 1987*.
5. Council officers met with the owners of the rural living property on the south-west corner, the proponent and the majority landowner on the east side of Central Road during this time.
6. In accordance with Clause 4(2) of Ministerial Direction No. 15 the following panel hearing dates have been set for this Amendment:
 - 6.1 Directions Hearing: in the week commencing 27 January 2020.
 - 6.2 Panel Hearing: in the week commencing 2 March 2020.
7. Planning Panels Victoria will notify all submitters of the Panel dates and invite requests to be heard at the hearing.

Social Equity Considerations

8. The Amendment has appropriately considered social equity principles. The City has engaged with the affected landowners about the potential future rezoning to facilitate housing development.

Policy/Legal/Statutory Implications

9. There is strong support for the amendment in the planning scheme's Municipal Strategic Statement. Most notably, at Clause 21.14 *Bellarine Peninsula*, the subject land is identified for rezoning to the General Residential Zone. This area is located within the Drysdale Clifton Springs settlement boundary, close to the retail centre, schools and developing housing estates at Jetty Road, Ada Street and the retirement village on Central Road.
10. The adopted 2018 Settlement Strategy recognises Drysdale as a district town on the Bellarine Peninsula capable of accommodating planned population growth. The settlement strategy directs that district town boundaries will be based generally on existing urban areas and areas already identified in policy.

Alignment to Council Plan

11. The Amendment aligns with the Sustainable, Built and Natural Environment and Growing our Economy strategic directions in the *Council Plan 2018-22*.

Conflict of Interest

12. No City officer involved in the preparation of this report has declared any direct or indirect interest.

Risk Assessment

13. Deferral or delay in proceeding to a panel hearing is likely to cause confusion and uncertainty for directly affected landowners.

Environmental Implications

14. The Amendment is supported by technical assessments to address stormwater quantity and quality management, native fauna and vegetation, and public open space. This information has informed the proposed development framework plan.

Attachment 2

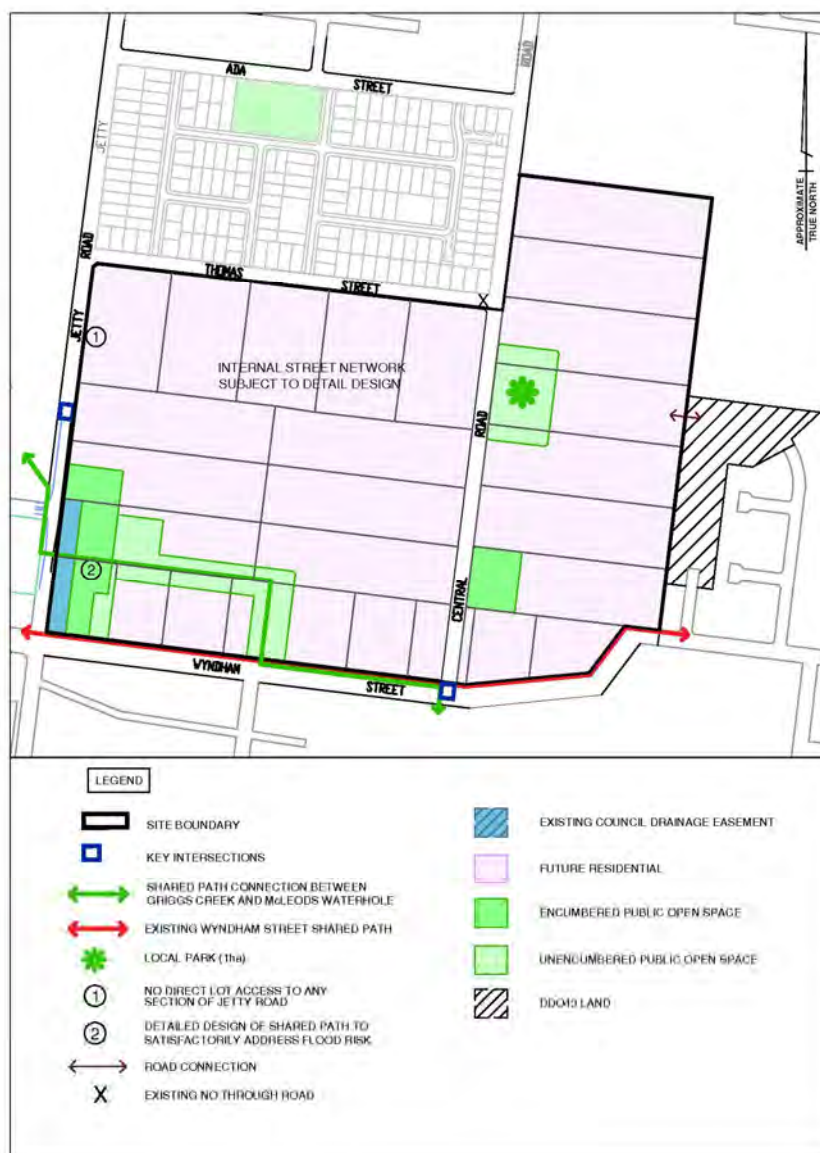
The subject land (within red line) proposed to be rezoned



Attachment 3

Background

1. In July 2017 the consultant acting for McLeods Developments Pty Ltd lodged a planning scheme amendment request to rezone 28 Rural Living Zone properties on either side of Central Road, Drysdale, to facilitate conventional residential development. The land area proposed to be rezoned was presented above in Attachment 2.
2. The Amendment will:
 - 2.1 Rezone the land from Rural Living Zone to General Residential Zone Schedule 1.
 - 2.2 Apply a Development Plan Overlay to the land being rezoned.
 - 2.3 Apply a Development Contributions Plan Overlay to the land being rezoned.
 - 2.4 Apply a Design and Development Overlay to 1-20 Sheileen Court and 23 Marsh Court, Drysdale.
3. The framework plan below is taken from the exhibited Development Plan Overlay Schedule. The plan shows the location of key infrastructure required to support development of approximately 550 dwellings.



4. At its meeting on 28 May 2019 Council resolved to exhibit the Amendment subject to Ministerial authorisation which was granted on 8 August 2019.
5. The Amendment was placed on public exhibition between 5 September and 14 October 2019.

Summary of Submissions

6. A total of 71 submissions were received to the exhibited Amendment C363. The submissions can be generally categorised as follows:
 - 6.1 8 submissions from directly affected landowners (i.e. it is their land proposed to be rezoned and applied with overlays). Of the eight, two object to the Amendment.
 - 6.2 Barwon Water submitted that future development can be supplied with water and sewerage services.
 - 6.3 40 submissions were received from local residents, the Geelong Environment Council and Bellarine community groups objecting to the Amendment.
 - 6.4 21 submissions were received from Marsh Court and connecting court residents objecting to the proposed road connection to the new estate.
7. A summary of all the submissions in table format is presented in **Attachment 4**.
8. The key issues raised have been grouped under the following themes: (1) strategic planning policy and town character; (2) Marsh Court; and (3) directly affected landowners. The next section of this report provides a Council officer response to the submissions.
9. Issues or objections that do not fit within the themes have been responded to in Attachment 4.

Submission Themes and Council Officer Response

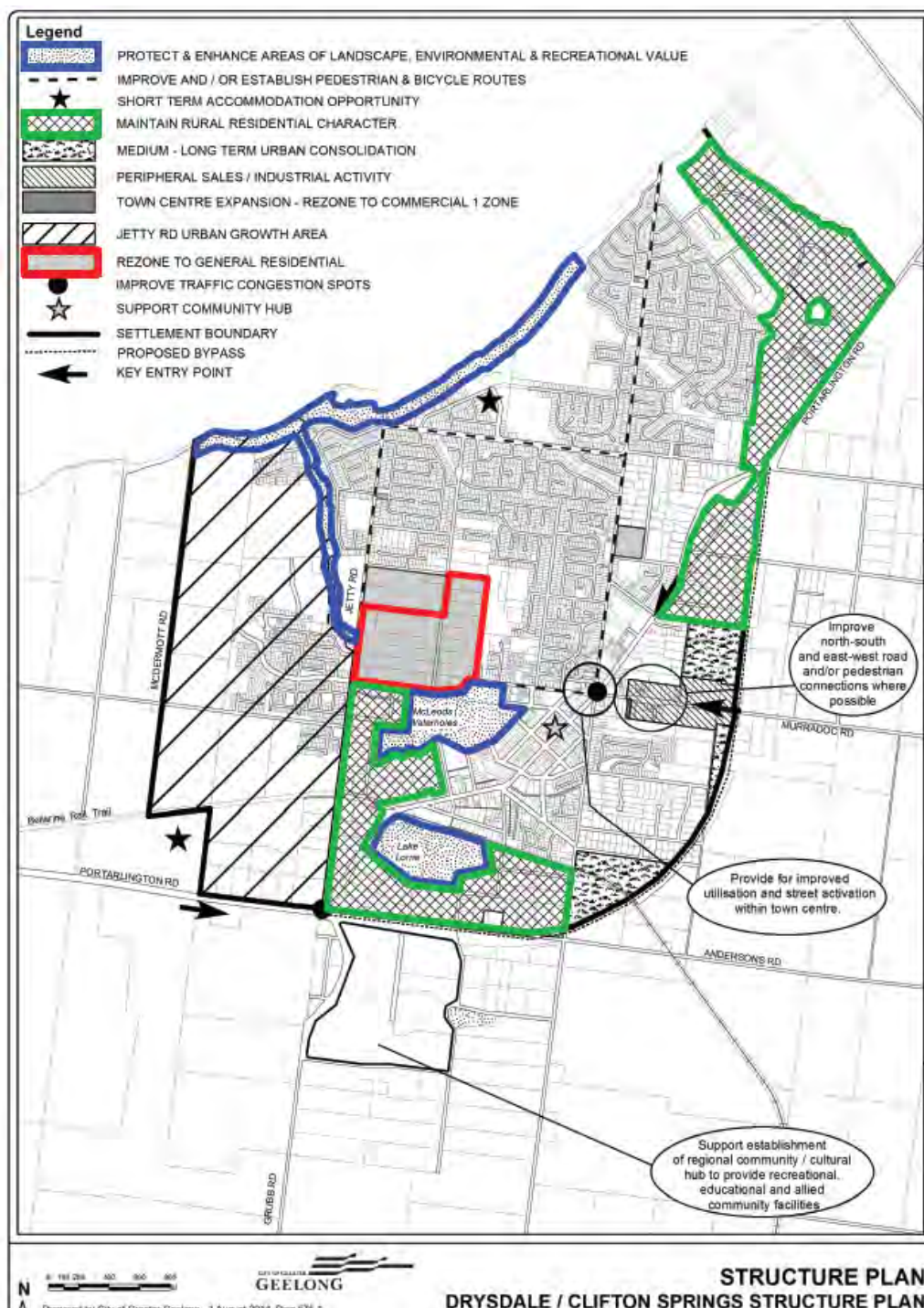
Strategic planning policy and town character

10. 40 submissions object to the rezoning of the Amendment land. This included submissions from a number of groups including the Geelong Environment Council, the Combined Bellarine Community Association and the associations of Drysdale Clifton Springs, Barwon Heads, Breamlea, Point Lonsdale, Portarlington and Queenscliffe.
11. There is general concern at the loss of the town's rural lifestyle character in favour of urban intensification, population growth and the consequential increases in traffic, pollution and congestion. There is also the further loss of environmental features and impacts on native animals.
12. The community groups and a number of individual submitters state that the Amendment disregards and is contrary to the Drysdale Clifton Springs Structure Plan, the Council adopted 2018 Settlement Strategy and the State Government Distinctive Areas and Landscapes process.

Officer response

13. As evidenced by the number of submissions and the passion expressed in the submissions, the proposed rezoning has generated considerable opposition. This includes submissions from many of the Bellarine community associations.
14. Responding to this issue provides an opportunity to clarify the purpose of the Settlement Strategy and the Distinctive Areas and Landscapes process, and how these proposed policies will impact on the Greater Geelong Planning Scheme strategies for Drysdale.

15. In simplest terms Amendment C363 is entirely consistent with the planning scheme and entirely consistent with both the adopted 2018 Settlement Strategy and the Distinctive Areas and Landscapes process.
16. One of the most relevant policies is found at Clause 21.14 *Bellarine Peninsula*. Here, specific strategies for Drysdale include to contain urban development within the defined settlement boundary and to ‘rezone to general residential’ the Amendment C363 land. It is of note that this area was first considered suitable for residential development in the 1992 Structure Plan.
17. The current Structure Plan map for Drysdale/Clifton Springs is presented below. The map has been manipulated to highlight the Amendment C363 land identified for rezoning but also, importantly, to show other areas within the town’s settlement boundary set aside for rural residential character and landscape, environmental and recreational values.



18. The proposed development will provide a public link between McLeods Waterholes and Griggs Creek. This land will be revegetated with locally indigenous plant species and improve connectivity of the town's open space network. The land is presently in private ownership with no ability to achieve these outcomes.
19. The development will also provide opportunities to improve the stormwater drainage network by reducing flood risk and improving water quality treatment. The area drains to Griggs Creek and ultimately out to Port Phillip Bay.
20. At a regional level, Drysdale is identified in state policy as a district town where growth and new housing is supported within the existing settlement boundary.
21. How these provisions relate to the 2018 Settlement Strategy is best explained in the Settlement Strategy introduction on page 15:

'The settlement strategy did not start with a 'blank canvas'. Our existing policies and strategic directions have been developed over many years, through detailed investigation and consultative processes. They are a solid foundation from which to build and have shaped community expectations regarding the management of Geelong's future growth.'
22. The land proposed to be rezoned is not a new growth front in the context of the Strategy nor does it sit outside the town's settlement boundary. Being rebranded as a 'district' town does not mean that population and housing growth is to cease. Drysdale is a service hub for the northern Bellarine and will continue to attract new residents.
23. The City's population statistics provider (.id) forecasts the Drysdale population to increase from 4,573 in 2016 to 7,476 in 2036. Clifton Spring will increase from 7,586 (2016) to 9,922 in 2036 and Curlewis will increase from 1,602 (2016) to 8,126 in 2036. The large increase in Curlewis is due to the development of the Jetty Road Urban Growth Area. This means that the total population of the township will increase from 13,761 in 2016 to approximately 25,521 in 2036. This is an increase of 11,760 people or an additional 588 people per year.
24. Where these new residents will live within the town boundary has been planned in full consultation with the community via structure planning processes (that is, the Drysdale Clifton Springs Structure Plan) and planning scheme amendment processes to implement the various iterations of the Structure Plan into the planning scheme. The increase in supply will also assist housing affordability objectives.
25. The purpose of the Settlement Strategy is not to wind back this substantial amount of strategic work and community engagement but confirm existing town boundaries and redirect the overall share of Greater Geelong's population growth away from the Bellarine Peninsula. The Settlement Strategy continues to support planned infill and new housing development within all Bellarine towns.
26. The Department of Environment, Land, Water and Planning is managing the Distinctive Areas and Landscapes (DAL) process. The City of Greater Geelong is a stakeholder. In 2018 the State Government made an election commitment to protect the Bellarine Peninsula from overdevelopment by declaring the area a DAL and preparing a Statement of Planning Policy.
27. The Bellarine Peninsula was declared a DAL on 22 October 2019 and over the next 12 months the Statement of Planning Policy will be prepared and approved.

28. The Government brochure for the Bellarine Peninsula provides the following information:
- ‘The Statement will consider height controls and identify long-term protected settlement boundaries. This will ensure development does not inappropriately encroach into valued natural and rural landscapes. These will be subject to the same strong protections in place for Melbourne’s permanent Urban Growth Boundary, requiring parliamentary approval to amend them. Implementing these boundaries will safeguard valuable landscapes and protect them from overdevelopment and encroachment.’*
29. There is a clear focus to protect valued rural landscapes between towns and prevent the expansion of urban development on land outside settlement boundaries.
30. As noted, the Statement will review the residential zone heights currently applied within all the towns. At the time of writing this report there is no clarification of this process. What is clear however is the review is not intended to override a direction in a township structure plan to rezone an area to a residential zone.
31. Submitters are concerned about the direction Drysdale is headed. For many of them, the reason they moved to Drysdale was to escape urban congestion and enjoy the special character of the town.
32. The policy settings for the town are known and have been established in consultation with the community over a lengthy period of time. Drysdale fulfils an important district town role on the Bellarine, balanced with the preservation of areas of environmental and landscape character within its boundary and protection of the surrounding rural land.

Marsh Court

33. Twenty one objecting submissions were received regarding the proposed future road connection from the new Central Road housing estate to Marsh Court and Sheileen Court. The owner of 1-20 Sheileen Court and 23 Marsh Court, whose land is proposed to be applied with the Design and Development Overlay, also objected.
34. Submissions were mainly from residents of Marsh Court and the two courts that access off Marsh Court. Concerns included increased traffic, dangerous driving, poor sightlines, drainage constraints, decrease in property values and amenity impacts. Marsh Court residents were aggrieved that having purchased in a court, the proposal would result in the road no longer functioning as a court.
35. Submitters put forward an alternative to provide for a pedestrian link only to Marsh Court.
- Officer response*
36. Council officers have reviewed the proposed connection and now recommend to remove reference to creating a future road link from Marsh Court to the new Central Road estate. In its place land will be set aside to provide non-vehicle links from Marsh Court and Sheileen Court to the proposed estate. The reserve will be used for pedestrian, bicycle and stormwater drainage connectivity.
37. To give statutory effect to this change, the provisions in the exhibited Development Plan Overlay Schedule 37 *Central Road Drysdale* and the Design and Development Overlay 1 *Sheileen Court, 2-20 Sheileen Court and 23 Marsh Court* will be amended.
38. From a traffic management perspective it is considered a road connection to Marsh Court would lead to a convenient short cut to avoid using the Central Road and Wyndham Street intersection. This intersection is to be upgraded as part of the development contributions applying to the rezoned land. The increase in traffic levels would have an unacceptable impact on the amenity of Marsh Court.

39. The ultimate road design of 1 Sheileen Court, 2-20 Sheileen Court and 23 Marsh Court will be subject to future planning permit applications. However the designs will need to incorporate a pedestrian and drainage link to the land to the west.
40. Topographic and drainage constraints have historically prevented development of the northernmost lots of both Marsh Court and Sheileen Court. Connections are required between Marsh Court, Sheileen Court and the Amendment land road network to convey overland flows to the planned retarding basin abutting Central Road. This can be achieved by providing a municipal reserve link.

Directly affected landowners

41. Directly affected landowners are described in this report as owners whose land is proposed to be rezoned from Rural Living Zone to General Residential Zone Schedule 1 (see map in Attachment 2) and applied with a Development Plan Overlay and a Development Contributions Plan Overlay.
42. **Submitter no. 27** owns the property on the corner of Jetty Road and Wyndham Street. It is the submitter's principle place of residence. The land is presently burdened by a 25 metre-wide drainage easement running the length of the west boundary to cater for flows from McLeods Waterholes to Griggs Creek. The entire property is identified in the proposed planning provisions for a drainage reserve and co-located public open space.
43. The submission objects to the Development Plan for the following reasons: (1) destruction of their home is not required to construct the required drainage infrastructure; (2) financially discriminates because the land will not be able to be subdivided for a profit; (3) destroys wildlife habitats; (4) fails to replace like for like; and (5) will damage local cultural/artistic projects. On this last objection, the owners home glass art studio business acts as a base for several community projects.
44. The submission then states that despite these objections, support is requested from Council to include the following changes should the Amendment be referred to a panel:
 - 44.1 remove the encumbered open space and encircled number 2 from the land south of the shared path shown in DPO37.
 - 44.2 remove dot point 2 of DPO37 Clause 4.0 *Urban Design Masterplan*; this will unnecessarily constrain the use of land for medium density housing.
 - 44.3 remove dot point 6 of DPO37 Clause 4.0 *Urban Design Masterplan*; this will unnecessarily constrain the use of land for appropriate educational, recreational, religious, community and a limited range of non-residential uses.
 - 44.4 amend dot point 3 of DPO37 Clause 4.0 *Integrated Water Management Plan* to exclude 164-168 Wyndham Street.
 - 44.5 make consequential changes to the draft Development Contributions Plan and valuations to reflect the changes to the public open space area lost as a result maintaining the property.
45. Finally, submission no. 27 objects to the Amendment for the same reasons outlined in the theme 'Strategic planning policy and town character'.
46. **Submitter no. 3** owns the property at 158-162 Wyndham Street and objects because:
 - 46.1 they have no interest in subdividing or selling.
 - 46.2 the home is used to support people with disabilities and new roads would be noisy and dangerous.
 - 46.3 it will reduce local biodiversity by destroying wildlife habitats.

- 46.4 it will destroy a base for local cultural/artistic projects.
47. The submission also objects for the same reasons outlined in the theme ‘Strategic planning policy and town character’.
48. **Submitter no. 37** resides at 138-146 Central Road which is also used as their business premises. The submission concedes that change inevitably occurs over time and seeks confirmation of the following:
- 48.1 our business will be able to continue to operate under existing use rights;
- 48.2 any applications for planning/building permissions for our current operations and home will not be adversely impacted;
- 48.3 any such permissions will not trigger development infrastructure levy charges;
- 48.4 council will advise us in writing via Australia Post of the annual Building Price Index change and its impact on our landholding;
- 48.5 council will advise us in writing via Australia Post in advance of each five-yearly review of Amendment C363;
- 48.6 council will confirm the rates payable will be assessed and levied as they currently are and not take into consideration any impact on the valuation methodology and/or the rate in the dollar levied by council.
49. **Submission no. 42** is from Cardno TGM on behalf of the owners of 148-156 Central Road and 128-132 Wyndham Street. The submission is generally supportive however highlights that past Amendments have resulted in some development being stifled due to the inability to access infrastructure, particularly drainage. The submission says staging of development should allow for flexibility to allow owners who wish to proceed with developing their land to do so.
50. The submission says that retention of existing dwellings should be considered in any subdivision layout and presents alternative plans that allow for development of single parcels. The submission does not specifically identify changes to the proposed planning scheme provisions.
51. **Submission no. 15** is from Context Planning Pty Ltd on behalf of the owner of 91-101 and 103-111 Central Road. The owner is Clifton Springs (Holdings), operator of the existing retirement village. Both properties are zoned Rural Living Zone and 91-101 Central Road is already developed. A permit to extend the retirement village south to 103-111 Central Road is pending.
52. The submission supports the rezoning of 91-101 Central Road to the General Residential Zone.
53. The submission also supports the rezoning of 103-111 Central Road to the General Residential Zone however requests changes to the overlay controls as follows:
- 53.1 The Development Contributions Plan Overlay should not apply where a planning permit has been issued prior to the gazettal of a planning scheme amendment. It should also not apply to subsequent changes to the permit or alterations to a development constructed pursuant to the permit.
- 53.2 Amend Sub-clause 4.0 of the Development Contributions Plan Overlay Schedule 8 to exclude: *‘Development (including any extensions) or subdivision of any retirement village at 103-111 Central Road, Drysdale.’*

- 53.3 In the event that a Development Contributions Plan Overlay applies to the land, amend Section 7.5 of the draft Central Road Development Contributions Plan to confirm that a development contribution does not apply to a subdivision which is in accordance with the approved permit.
- 53.4 There should be no Community Infrastructure Levy for a retirement village or a reduced rate as contemplated by Section 46K(2) of the *Planning and Environment Act*.
- 53.5 In the event that a planning permit for a retirement village is issued prior to approval of Amendment C363, no Development Plan Overlay should apply to the land. Alternatively, a third dot-point should be added to the Development Plan Overlay Schedule 37 Sub-clause 2.0: *'Extensions, additions or amendments to a development for which a planning permit was issued prior to the introduction of this provision'*.
54. **Submitter no.'s. 10 and 61** own properties on the east side of Central Road and support the Amendment. The submissions however raise concerns and questions about how the Development Contributions Plan will be applied. The submissions do not request any specific changes to the proposed Development Contributions Plan Overlay Schedule or the draft Central Road Development Contributions Plan August 2019.
55. **Submission no. 2** is from Ample Investments Group and **Submission no. 45** is from Tract Consultants on behalf of McLeods Developments Pty Ltd. McLeods Developments is the proponent who lodged the Amendment request and has interests in several properties in the precinct. Both submissions support the Amendment.
- Officer response*
56. **Submission no. 27:** we acknowledge that the owners of 164 -168 Wyndham Street have received all the necessary building approvals, invested in the property and maintain an attractive place of residence.
57. The submission refers to the Water Technology Report, May 2019 (p.15): *'careful design of the retarding basin upstream of Jetty Road should permit for the existing dwelling to be maintained'*. The submission also includes recent confirmation from the Water Technology principal engineer that the dwelling may be retained even after the ultimate basin is built. The engineer notes this outcome would be subject to detailed design and implications such as setback requirements, impact on the dwelling foundations and the relocation of the sediment drying area.
58. The Water Technology functional layout plan of the basin shows the dwelling footprint to be approximately 5 metres offset between the top of the batter and the dwelling. For the dwelling to be retained on a subdivided lot an acceptable and desirable distance from the basin embankment to the lot boundary is at least 15 metres.
59. As demonstrated by the Water Technology Report this area is located at the catchment low-point. The concept drainage design, together with the existing 25 metre-wide drainage easement along the length of the property boundary's western edge, has resulted in the land being designated as encumbered.
60. The stormwater management strategy (Water Technology Report) provides for staged development by allowing a substantial area of the precinct to develop and drain to an interim basin. The interim basin is located on the proponents land directly north of 164 - 168 Wyndham Street.

61. In other words, the planning controls are designed to allow development of the precinct without requiring the land at 164 -168 Wyndham Street. It is only when over 80% of the precinct is developed will there be pressure to acquire the property to enable full development of the precinct. The draft Development Contributions Plan binds Council as the development agency to acquire the property and construct the ultimate basin when delivery is triggered under the provisions of the Development Contributions Plan.

62. In order to gain a better understanding of the timeframe for development of the ultimate basin, officers received the following advice from the proponent dated 6 November 2019:

As per Clause 3.3 of the strategy, the interim basin allows for 16ha of land to be developed between Jetty and Central Roads, and Thomas and Wyndham Streets. McLeods intends to develop in an easterly direction commencing on Jetty Road and continuing through to Central Road. This outcome will allow for the connection of services through to the land east of Central Road, opening up a further 25.5ha of land to be developed for residential purposes.

The strategy was prepared on the assumption that the precinct would result in an average residential lot size of 500sqm. Based upon this assumption, the following calculations would apply:

- Interim basin:
 - 16ha = 160 lots,
 - the land east of Central Road = 25.5ha,
 - 25ha = 305 lots,
 - that is, 465 allotments in total.

Sales rates are influenced by the market and are therefore beyond our control. However, if McLeod's adopted a conservative sales rate of 30 lots per annum, there is a 15yr supply associated with the interim basin. In addition, a further 2yrs will likely be required to finalise the Amendment and subsequent development plan and planning permit(s).

Noting the above, it is reasonable to assume that it could be 17yrs before the lack of availability of the ultimate basin would impact the supply of residential land within the precinct. This doesn't consider nearby supply in the Jetty Road precinct or other infill supply to the west of Drysdale.

The ultimate basin provides drainage for the approximate remaining 6ha and if McLeod's assumes a yield of 15 lots per net developable hectare, the ultimate basin would be delaying approximately 90 lots.

63. It is considered in the order of 17 years is a reasonable amount of time for the owners to continue living on the property and plan for the future.

64. It is also considered a good planning outcome to provide for drainage reserve and parkland around the ultimate basin scenario. The landscape and engineering plans that form part of the draft Development Contributions Plan show the area around the basin to include a sediment drying area, wetland planting, scattered native tree planting and shared paths to link into the overall open space network. The reserve will also function in association with the existing 25 metre-wide drainage easement.

65. The submission includes a section about financial discrimination. It is true that, unlike other properties in the precinct, all of 164 -168 Wyndham Street is designated as encumbered land for drainage and open space. The property cannot be subdivided for housing like other properties, noting all owners are subject to a 10% public open space contribution and some are burdened by drainage basins, parks and open space links.

66. The submission says that the proposal "makes it very unlikely that anyone will want to buy our property other than the developer driving the rezoning". It is more than likely that the land will ultimately be purchased by a developer but not necessarily the proponent of Amendment C363. There is also the possibility that it will be purchased by Council under the provisions of the Development Contributions Plan. Either way, the land has significant value as a drainage basin to support development of approximately 90 upstream lots.

67. The submission highlights the use of the property for a home business glass art studio. The use is able to continue if the property is rezoned and overlay controls applied. Should the owner seek a planning permit in the future the proposed new provisions would apply. Likewise, the investment in revegetation and wildlife habitat is likely to be retained, other than land required for the construction of the drainage basin. New native vegetation will be planted as part of establishing the reserve.
68. None of the requested changes to the Development Plan Overlay Schedule 37 or draft Development Contributions Plan are supported.
69. The interim-ultimate basin concept is to be co-located with areas of public open space which includes a small park and shared paths. This area will be planted with native vegetation and become an attractive and functional addition to the town's open space network.
70. Dot point 2 of DPO37 Clause 4.0 *Urban Design Masterplan* does not constrain medium density housing but requires its location to be shown on a Development Plan. Dot point 6 (actually dot point 7) is appropriate to direct non-dwelling uses to main roads. Excluding the property from the provision: 'Identification of all land to be set aside for drainage purposes...' at dot point 3 Clause 4.0 *Integrated Water Management Plan* would be contrary to the Water Technology, Wetland Functional Design Report and the Water Technology Final Report May 2019.
71. Regarding part 3 of the submission which is an objection to the Amendment as a whole, a response is provided under the 'Strategic planning policy and town character' theme.
72. **Submission no. 3:** the owners can continue with the current use of the property, even after the Amendment is approved. The northern land portion of the property is identified in the draft Development Contributions Plan for co-located public open space, and the delivery trigger states: '*As subdivision of each affected property progresses or earlier at the discretion of the responsible authority*'.
73. Development of the property is therefore at the discretion of the owners. The term '*...or earlier at the discretion of the responsible authority*' means should the owners decide to sell, any subsequent subdivision permit issued will include transfer of the land. The Development Contributions Plan applies for a period of 20 years upon which there would be community expectation that the open space is delivered.
74. It is considered development of the immediate area would not result in new roads that are noisy and dangerous. There are no road design changes proposed for Wyndham Street. There is likely to be vegetation removal should the property be developed however the rear located trees would fall within the designated area for open space.
75. The submission also objects to the Amendment as a whole. A response is provided under the 'Strategic planning policy and town character' theme.
76. **Submission no. 37:** the submission makes reference to the owners business without explaining the nature of the business. Aerial imagery shows a dwelling located to the front of the property with a large shed to the rear, earth moving vehicles, stockpiles of various materials, access tracks and multiple entries to Central Road.
77. Council has no records of planning or engineering permits or enforcement proceedings relating to 138-146 Central Road. Should the Amendment be approved the land will be zoned for general residential use and development will be guided by the provisions of the Development Plan Overlay. The owners will need to carefully consider the ramifications of the proposed new planning controls on the operations of their business.

78. Development infrastructure levies would only be captured if planning permit application was made for subdivision or commercial development. There is no five-yearly review of Amendment C363 and Council does not advise in writing of the annual Building Price Index change and its impact on landholdings.
79. A formal review of the Central Road Development Contributions Plan is required every five years during the lifespan of the DCP. Council is also required to annually publish on its website updated Development Contributions Plan levies.
80. Council is not able to confirm that rates will continue to be assessed and levied under current conditions. Properties are independently (of Council) valued on a yearly basis subject to comparable sales in the immediate area. Rezoning the land to a residential zone that permits multi-lot subdivision is likely to increase property values over time.
81. **Submission no. 42:** it is acknowledged that the submission is generally supportive. The submission does not request any specific changes to the Amendment documents. We consider there is sufficient flexibility in the planning provisions, especially the stormwater management strategy which allows for an interim drainage solution to readily accommodate the majority of development in the precinct.
82. Regarding the retention of existing dwellings, the proposed Development Plan Overlay Schedule does not include any conditions or requirements for this issue to be considered in subdivision design. Dwelling retention is generally resolved between the landowner and developer so long as any subdivision permit application is generally in accordance with an approved Development Plan.
83. **Submission no. 15:** it is acknowledged that the submission supports the rezoning of both 91-101 Central Road and 103-111 Central Road. The submission requests changes to the exhibited overlay controls as they apply to 103-111 Central Road. This land parcel is currently vacant and a permit application (PP-565-2019) to allow use and development of a retirement village has been lodged with Council.
84. The recent aerial image below shows the developed part of the retirement village on 91-101 Central Road and the vacant parcel at 103-111 Central Road.



85. As a general principle we consider that there is a nexus between the future residents of the retirement village and the Development Contribution Infrastructure items. The residents will benefit from the upgraded intersections, parklands and shared paths. It is noted the retirement village land does not generate a need for drainage infrastructure in the draft Development Contributions Plan.
86. 91-101 Central Road has been developed in accordance with valid planning permits and the exhibited Development Contributions Plan Overlay Schedule 8 Map does not apply to the parcel.
87. The Development Contributions Plan Overlay Schedule 8 Map is proposed to apply to 103-111 Central Road. We do not agree to exclude this parcel from the levying of developer contributions. Nor do we agree to amend section 7.5 of the draft Central Road Development Contributions Plan to confirm that a development contribution does not apply to a subdivision which is in accordance with the approved permit.
88. Should a permit for Planning Permit Application 565-2019 be issued prior to gazettal of Amendment C363 there will be no conditions for the payment or provision of infrastructure identified in the Development Contributions Plan. However the overlay should still be applied to capture contributions if the permit is amended in the future or a subdivision permit sought.
89. We do not agree that there should be no Community Infrastructure Levy for a retirement village or a reduced rate. The draft Development Contributions Plan imposes a \$1,012.80 levy per dwelling that will go towards the construction of a Regional Community and Learning Hub in Drysdale. While the submission rightly identifies that the retirement village will provide its residents with a variety of services, the Community Infrastructure Levy is specifically for a regional facility. The facility will be used by a broad cross-section of the community including residents of the retirement village.

90. In regards to applying the Development Plan Overlay Schedule 37 Map to 103-111 Central Road, we consider it should remain. We do not agree with the proposed amendment to Clause 2.0 of DPO37. In the event that a permit for Planning Permit Application 565-2019 be issued prior to adoption of Amendment C363 the overlay can be removed.
91. **Submission no. 10 and Submission no. 61:** the submitters own the majority of land parcels on the east side of Central Road and support the Amendment. The submitters are known property developers in the region.
92. Council officers met with the submitters on 31 October 2019 to discuss their concerns about the operation of the Development Contributions Plan.
93. It was agreed that application of GST inclusive costings identified in the draft Central Road Development Contributions Plan should be excluded. This will reduce the Development Infrastructure Levy amount and require an update of the DCP infrastructure items. Other queries were satisfactorily addressed at the 31 October meeting.
94. **Submission no. 2 and Submission no. 45:** the supporting submissions of the proponent are noted. The submissions outline the strategic policy context of the Amendment and summarise the significant amount of technical work undertaken in cooperation with Council officers, particularly in preparing the draft framework plan and Development Contributions Plan.
95. The submissions do not request any specific changes to the Amendment documents. The submissions draw attention to the proposed staged delivery of drainage basins which is essential to allowing development to commence in an orderly manner. It is considered the provisions provide the appropriate degree of flexibility.

Post exhibition changes to the Amendment documents

96. The above responses to submissions will require some changes to the exhibited Amendment C363 documents. The changes are:
 - 96.1 Amend Schedule 37 to Clause 43.04 Development Plan Overlay to remove reference to providing a vehicle link and replace with providing a pedestrian, bicycle and drainage link only.
 - 96.2 Amend Schedule 44 to Clause 43.02 Design and Development Overlay to remove reference to providing a vehicle link and replace with providing a pedestrian, bicycle and drainage link only.
 - 96.3 Amend Schedule 8 to Clause 45.06 Development Contributions Plan Overlay and the draft Central Road Drysdale Development Contributions Plan to remove the application of GST costings.
97. These changes will be prepared in track-changes version and submitted at the panel hearing phase.

Attachment 4

Summary of submissions and council officer response

No.	Type	Summary of Submission	Theme/Response
1	O	<p>The submitter says the report does not state how large land sizes for urban development will be. Locals do not want a simple extension of Curlewis Estate, which has been limited due to town boundaries or extension future plans thwarted. It is immensely concerning that land, only ~5 years ago, is now in some kind of urban competition, using nearby locations as precedence.</p> <p>We want mixed design housing, and importantly, large blocks i.e. 0.5 acres or more, to prevent urban sprawl or copying of the unfortunate growth cancer that is Curlewis Estate and others like it.</p>	<p>Strategic planning policy and town character</p> <p>Lot sizes are likely to be in the range of 450-550 square metres. The City's local planning policies in the Greater Geelong Planning Scheme do not support rezoning for larger lifestyle lots.</p>
2	S	<p>Ample is a Geelong based Project Management company we own land throughout this precinct and represent several land owners.</p> <p>Ample makes the following submissions:</p> <ul style="list-style-type: none"> ▪ The precinct covered by this Amendment is located within the Drysdale Clifton Springs settlement boundary and has since 1992, in various forms, been identified for conventional residential development. With this in mind Ample believes that the Amendment has strong strategic and policy support. ▪ We would encourage a flexible approach throughout the Development Plan and subsequent planning permit process when determining whether or not they are 'generally in accordance with the Framework Plan'. This flexibility would relate to matters such as road and open space alignment, to ensure the best outcomes are achieved. ▪ With respect to the Development Contributions Plan (August 2019), Ample requests that Council seek to ensure that some flexibility in the timing and delivery of the various infrastructure outcomes can be maintained. Specifically we draw attention to the staged delivery of drainage basins which is essential to allowing development to commence in an orderly manner. 	<p>Directly affected landowner</p>
3	O	<p>The key submissions are as follows:</p> <p>We object to the City's proposed Amendment C363 because:</p> <ol style="list-style-type: none"> 1. We have no interest in subdividing or selling portions of our land for 'development'. 2. We use our home to support people with disabilities and do not want roads either side of our property as it would be noisy and dangerous particularly for people with sensory disabilities. 	<p>Directly affected landowner</p> <p>Strategic planning policy and town character</p>

No.	Type	Summary of Submission	Theme/Response
		<p>3. It will reduce local biodiversity by destroying wildlife habitats. 4. It will destroy a base for local cultural/artistic projects.</p> <p>We also object to the proposed Amendment C363 as a whole because:</p> <p>5. The council has no evidence that a majority of landowners affected by Amendment 363 support it. 6. Amendment 363 contradicts the aims of the City's Structure Plan for Drysdale/Clifton Springs. 7. Amendment 363 contradicts the purpose of declaring the Bellarine Peninsula as "a Distinctive Area and Landscape". 8. Amendment 363 takes no account of the implications for the local economy, local transport and the 'general good'.</p> <p>In objecting to the proposed Amendment C363 as a whole, we agree with the objections lodged by the Drysdale, Clifton Springs, Curlewis Association Inc.</p>	
4	O	<p>The Barwon Heads Association Inc. objects to the proposed amendment C363 for the following reasons:</p> <p>1. The amendment C363 is contrary to the principle and purpose of declaring the Bellarine Peninsula as a Distinctive Area and Landscape. 2. The amendment C363 fails to consider or take into account the implications for the local economy, local transport, health and the general amenity. 3. The amendment C363 relates to an area of land which is subject to consideration under the Settlement Strategy which has been referred to an Independent Planning Panel and accordingly no determination should be made until the Panel process is completed.</p>	Strategic planning policy and town character
5	S	Barwon Water raises no objections to the Amendment proceeding. The Authority says the development can be supplied with water and sewerage services and provides specific servicing advice.	Noted
6	O	<p>The local resident strongly to the rezoning saying:</p> <p>I moved here from Melbourne 6 years ago and have tracked the impact and erosion of the country lifestyle I had moved down here to take advantage of. It was the quiet, peaceful atmosphere of Drysdale, Clifton Springs that helped make my choice to live on this side on the Bellarine and not the other side of the bay.</p> <p>The traffic has increased to a ridiculous level, we find it difficult to get into our preferred doctors clinic among other things and crime has increased around the area. Council decisions are allowing our way of life to be eroded to the point the very reasons we moved here no longer exist!!</p>	Strategic planning policy and town character
7	O	The submission objects on the following grounds:	Strategic planning policy and town character

No.	Type	Summary of Submission	Theme/Response
		<ol style="list-style-type: none"> 1. Drysdale/Clifton Springs is the cultural, educational and service hub for the Bellarine. The Victorian Government is working “to declare the Bellarine Peninsula a Distinctive Area and Landscape under the Planning and Environment Act 1987” - “to better protect the unique features of the Bellarine Peninsula for current and future generations”. The Rural Living Zone is such a “unique feature” and needs to be preserved and protected. 2. Tourism Greater Geelong and The Bellarine has a proposal for a “Coastal Scenic Route for The Bellarine” as an extension of the Great Ocean Road to encourage tourism to The Bellarine. McLeod’s Waterholes, the Rural Living Zone and the newly constructed jetty at the end of Jetty Road and the Clifton Springs Boat Harbour will be local features of such a coastal scenic route. This proposed re-zoning of Rural Living Zone land will substantially degrade the attractiveness of this section of this proposed scenic route and reduce this tourism and the associated tourism revenue to our region. 3. The Drysdale – Clifton Springs Structure Plan has the following Vision: - Drysdale Clifton Springs will provide residents with a unique lifestyle offering comfortable and convenient urban living with bay vistas in a peaceful rural setting. Re-zoning this Rural Living Zone to Residential will detract from these peaceful vistas and rural settings and be contrary to this vision. 4. Re-zoning this Rural Living Zone to Residential is not consistent with The City of Greater Geelong’s Community Zero Carbon Action Plan which has the goal for a carbon neutral city-region by 2047. 5. A Google Earth count indicates that this proposal would entail the removal of approximately 1000 mature trees right in the centre of our township. This would completely change the character of Drysdale Clifton Springs for the worse. 6. There would be many detrimental effects as there would be no employment for the additional residents within our township which will become increasingly a “dormitory area” resulting in an increase in traffic on our roads. This would increase pollution and greenhouse gas emissions and increase the risk of injury and congestion on our roads. 7. Increasing the number of dwellings from 28 to 550 would greatly increase the number of vehicles passing through the busy Drysdale western intersection through which school children will be walking to and from school. This will increase the risk of injury occurring to these children. 8. The increase in the number of dwellings from 28 to 550 would also be detrimental to wildlife and contribute to climate change. 9. It is the Rural Living Zone within Clifton Springs that gives our community a wonderful and distinctive unique rural feel which sets it apart from other townships and makes it a nicer place to live. 10. There is no demand for the additional housing. Our township is already a growth area and there is already more than sufficient residential land available in the area to meet the need into the future. 	

No.	Type	Summary of Submission	Theme/Response
		<p>11. There is no benefit to the community and we have not met any local person who is in favour of this rezoning.</p> <p>12. Finally, we believe that the community would fundamentally object to developments such as this being driven by developers for the financial benefit of developers.</p>	
8	O	<p>The submission calls on Council to halt the whittling away of the rural areas on the Bellarine Peninsula by rejecting this Amendment.</p> <p>We acknowledge the part CoGG has been asked to play in the burgeoning Victorian population. It is our opinion the very large contribution done by establishing the massive Armstrong Creek and Lovely Banks developments is sufficient. The tourist attraction of the Bellarine is the way its rural areas provide refreshment, beauty and succour to people travelling between the various 'villages'. If the proportion of these rural areas is allowed to diminish in relationship to the built areas, it will be a tragedy. The Bellarine risks becoming a huge mass of housing, thereby losing its attraction and failing to attract tourist revenue.</p> <p>At the very least, this Amendment and any others of its ilk should be delayed until the Bellarine Peninsula Distinctive Area and Landscape (DAL) is finalised.</p>	Strategic planning policy and town character
9	O	<p>The submission objects to the proposed road connection to Marsh Court for the following reasons:</p> <ul style="list-style-type: none"> ▪ No expectation that the court would be extended ▪ Inability of Marsh Court to handle additional traffic ▪ Unsafe for pedestrians and vehicles ▪ Upgrade Central Rd / Wyndham St instead ▪ Concern about the ability of stormwater and sewerage systems to cope 	Marsh Court
10	S	<p>This submission is in support of the Amendment C363. The submitter raises the following concerns and questions :</p> <ul style="list-style-type: none"> ▪ Is the DIL and CIL cost GST inclusive and will it be invoiced to land owners on development? ▪ Is the open space contribution included in the DIL ? ▪ Will there be a tender process or a secondary assessment of Cardno's cost estimates? ▪ Will the council have a 3rd party supplier check the budgeted / forecasted amounts? ▪ Can the council guarantee transparency and accuracy of the proposed budget? <p>Also;</p> <ul style="list-style-type: none"> • The council is required to consider the valuation of my current home that stands where the proposed 1ha park will be built. Will there be compensation or remuneration offered for the removal of my home? 	<p>Directly affected landowner</p> <p>Marsh Court</p>

No.	Type	Summary of Submission	Theme/Response
		<ul style="list-style-type: none"> Opposed to the proposed roadway that will join March & Sheileen Courts 	
11	O	<p>Objects to the rezoning of this land and would prefer it to be left as a rural living zone. Says it will soon become apparent to the rampaging developers making a mockery of our area's purported green overlays and protections for open space, waterways etc. and the members of CoGG who enable them, that humans cannot eat, drink, or breathe money.</p>	Strategic planning policy and town character
12	O	<p>This is an objecting submission. The submission offers support to a directly affected landowner:</p> <p>I am writing this letter in support of my friends who live at 164 – 168 Wyndham Street Drysdale; who are in very real danger of losing their home if this proposal goes ahead. Ever since I have known this couple, they have put their heart and soul into building their house and turning it into a home, and it is more than a home, it is an icon. Let me tell you why I say that.</p> <p>Their block of land in the early 2000's was a total empty space and was the subject of a strategic plan to have some earthworks done to improve drainage flow from McLeods Waterholes and beyond. Subsequent to that, the land was sold to Patrick and Glenda, who as I mentioned previously, begun to develop this site for their home. As with most homes, an important feature is to have an inbuilt garage, however little did anyone realise what this garage would be turned into. Glenda became enchanted with glass beads and what could be done with them and she set about getting various plans to make up jewellery items. It wasn't long before she was designing her own plans and started buying a range of beads virtually unheard of in Drysdale. Very soon after this, the garage became the workshop which was then commonly called "The Garagio", being a combination of garage and studio. The previously bare slab of land was now an imposing site with landscaped mounds of vegetation, native trees and shrubs, fruit trees and a vegetable garden, all surrounding a beautiful home. Strategically placed art work from Glenda's studio was beginning to find its way into the garden and the whole block was totally transformed. Glenda became fascinated with glass being heated and moulded into more things than beads and following visits to Murano in Venice, where glass blowing is centuries old, Glenda and Patrick "adjusted" the interior of the studio to accommodate a hot glass workshop. This required a costly exercise of gas plumbing, ventilation and electrical work to the area, so that the outcome was a safe and secure place to work.</p> <p>For the past 11 years, I have been the co-ordinator of the Festival of Glass and I have become seriously involved with this couple during our journey into the world of glass. They have taught me so much, not only about glass, but with almost every other aspect of life. They have given me the confidence to continue to build a team to conduct the best Glass Festival in Australia, where the Festival has gone from a one day affair in 2010, to having Glass masters from Murano, teach and demonstrate to vast numbers of people here in Drysdale. Their studio is</p>	Directly affected landowner


No.	Type	Summary of Submission	Theme/Response
		<p>not only open to the Masters from Venice, but to the ordinary community members of Drysdale who are welcome to come and try various methods of glass artistic function. The most recent addition to the Drysdale glass art experience is the construction of 12 mosaic panels which are installed in the Village Walk in Drysdale, came about because of the fact that all of the design work and the construction was done at their home. More than 50 people were involved in this process for a period of over 30 weeks, and none of it would have happened without the facilities available at 164 – 168 Wyndham Street. The list goes on and on about this iconic couple and their home, and I cannot sit idly by without offering my utmost support for them, as they fight to protect their home.</p> <p>When the Festival of Glass began to operate in Drysdale, Glenda was a very active committee member from the very start. Her knowledge and her business acumen was a key component to the success of the Festival, of which she is still a major contributor of today. Both her and Patrick contribute huge amounts of goodwill towards every function of the Festival and it is no exaggeration to say that the Festival of Glass would not be in its current status of being a keystone contributor to the artistic and cultural wellbeing of the Bellarine, if it were not for these two people and their Garagio. It is here that 90% of the activities of the Festival planning is conducted. The amount of work required to have the Festival being presented to the public is huge, but to have the security and support of this couple and their background knowledge is priceless.</p> <p>All of this is now going to be placed in jeopardy if they are evicted from their property and the Garagio is demolished. The Festival of Glass does not have a home base, and relies heavily on the fact that people such as Glenda and Patrick allowing unfettered access to the Festival committee into their home in order to allow the Festival activities come into life. Their home is an icon to us and I have no doubt that the disruption to the Festival activities and the significant loss to the community will be huge if this proposal to demolish their house goes ahead. It is devastating for them as it is for me, and I implore the planners to take into consideration the real life threat that is happening here. There must be a better solution, than to bulldoze a home such as this into the ground.</p>	
13	O	<p>Strong objection to the housing proposal : the subdivision is totally unacceptable as we have enough housing in Drysdale. That area is a beautiful green belt with all the trees and large blocks.</p>	Strategic planning policy and town character
14	O	<p>The Combined Bellarine Community Associations (CBCA) objects to Amendment C363 as follows:</p> <ol style="list-style-type: none"> 1. The council has no evidence that a majority of landowners affected by Amendment 363 support it. 2. Contradicts the aims of the City of Greater Geelong's Structure Plan for Drysdale/Clifton Springs. 3. Contradicts the purpose of declaring the Bellarine Peninsula as "a Distinctive Area and Landscape". 4. Takes no account of the implications for the local economy, local transport and the 'general good'. 	Strategic planning policy and town character


No.	Type	Summary of Submission	Theme/Response
		<p>5. Amendment C395 to the Greater Geelong Settlement Strategy, which is inter-related with C363, has been referred to an Independent Panel.</p> <p>The submission goes on to expand on these objections.</p>	
15	O	<p>The submission is on behalf of Clifton Springs (Holdings) Pty Ltd for the land at 91-101 Central Road and 103-111 Central Road, Drysdale. The owner operates a retirement village on the land.</p> <p>The submission is supportive however requests changes to some of the proposed planning scheme provisions.</p>	Directly affected landowner
16	O	<p>The submission objects to the proposed road connection to Marsh Court for the following reasons:</p> <ul style="list-style-type: none"> ▪ Purchased property in the belief it would remain a court ▪ Will create huge ongoing safety and security risks ▪ Hazardous for traffic and used as a short cut – would require speed humps ▪ Suggests a walkthrough if needed 	Marsh Court
17	O	<p>Insufficient public transport Not in keeping with the Character of the area Will increase traffic and commute times</p>	Strategic planning policy and town character
18	O	<p>The submission objects to the Amendment on the following grounds:</p> <ol style="list-style-type: none"> 1. Contradicts the council's proposed Amendment C395. 2. Contradicts the state government's intention to declare the Bellarine Peninsula a Distinctive Area and Landscape. 3. Contradicts the council's Drysdale-Clifton Springs Structure Plan. 4. Has been advertised inadequately. 5. Will diminish the area's cultural life 	<p>Strategic planning policy and town character</p> <p>Directly affected landowner</p> <p>Exhibition and notice of Amendment C363 was undertaken in accordance with the <i>Planning and Environment Act 1987</i></p>
19	O	<p>As a local resident, the submitter expresses concern for two reasons:</p> <ol style="list-style-type: none"> 1. the proposed Amendment contradicts the state government's forthcoming (end-October 2019) legislation declaring the Bellarine Peninsula as "a Distinctive Area and Landscape". 2. the proposed Amendment will diminish the area's cultural life, because it includes the intention to demolish the house at 164 - 168 Wyndham Street to create a 'retention basin' - despite a CoGG-commissioned hydrological report stating that creating the basin doesn't require demolishing the house. The house includes a specialised glass art studio that has been central to several local cultural/artistic projects. 	<p>Strategic planning policy and town character</p> <p>Directly affected landowner</p>
20	O	The submission objects saying:	Marsh Court

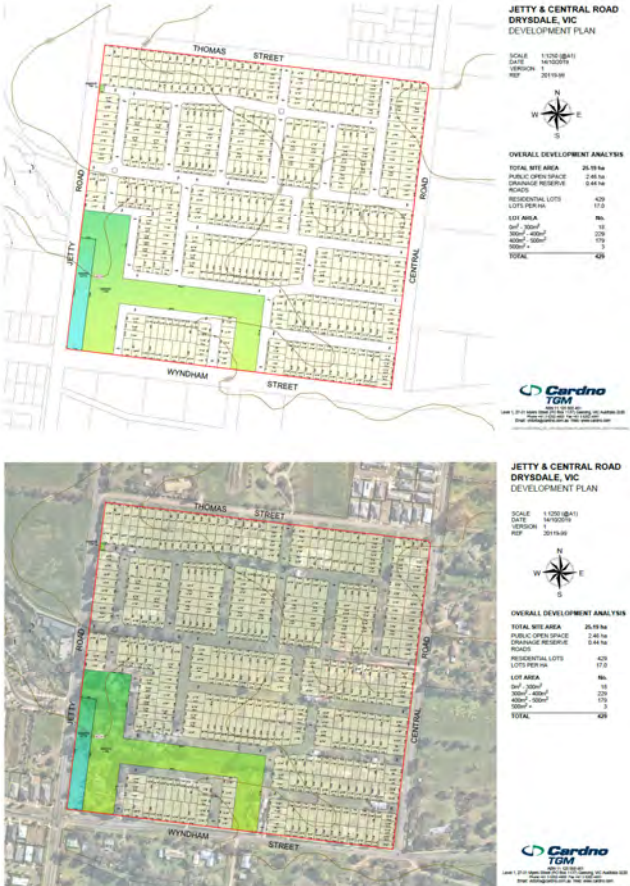
No.	Type	Summary of Submission	Theme/Response
		<p>Connecting Sheileen Court and Central Road to Marsh Court will be to the severe detriment of Marsh Court where my young family and I have lived peacefully for around 7 years. We were not expecting our Court to be turned into a busier street as is sure to be the case if connected to the proposed significant development. We specifically chose this Court address as we wanted to live in a quiet area.</p> <p>Please allow in planning for a “walk through only” from the new DD043 land to Marsh Court. As this area is within walking distance to shops and the reserve, a walk through would be convenient.</p>	
21	O	Objects for the reasons stated in the Drysdale Clifton Springs Curlewis Association submission.	Strategic planning policy and town character
22	O	The submission objects similar to Submission no. 7.	Strategic planning policy and town character
23	O	The submission objects saying there will be destruction of the green belts around Drysdale, old trees and places for children to play. It there is to be development, it should be for bigger blocks for veggie gardens, animals and tree planting.	<p>Strategic planning policy and town character</p> <p>The City’s local planning policies in the Greater Geelong planning Scheme do not support rezoning for larger lifestyle lots.</p>
24	O	<p>The GEC wishes to object to Planning Amendment 363 to rezone the subject area from Rural Living Zone to Residential Zone.</p> <p>It Is Most Disappointing To See That An Apparent Commitment From The COGG To Maintain The Current Planning Zones And Boundaries In The Interim Of The Distinctive Areas And Landscape Planning Process Is Being Totally Disregarded. Drysdale And Clifton Springs Have Been Subject To Extensive Areas Of Housing Development. Rural Living In This Zoned Area Would Add To The Character Of Drysdale And Not Further Reduce Its Role As An Attractive Town On The Bellarine By Increasing The Urban Development.</p> <p>This Amendment Makes A Mockery Of The Settlement Strategy Which Recommended That The Incremental Increase In Housing Should Decrease Over Time And Appears To Be A Most Inappropriate Proposal In Relation To The Timing Of The Decision Making Process Of The DAL.</p>	Strategic planning policy and town character
25	O	<p>The submission objects to the Amendment on the following grounds:</p> <ul style="list-style-type: none"> ▪ loss of green spaces ▪ lots will be too small, expensive and unaffordable 	Strategic planning policy and town character

No.	Type	Summary of Submission	Theme/Response
		<ul style="list-style-type: none"> ▪ additional traffic <p>The submission then suggests the following:</p> <ol style="list-style-type: none"> 1. there needs to be footpaths for the length of Central Rd 2. footpaths are needed to allow easier and more direct access to central Drysdale <p>Nb. The plan you have showing the new development between Ada Street and Thomas Street is incorrect and does not match the current site.</p>	<p>Footpaths will be constructed along Central Road as the land fronting is developed.</p> <p>The new estate and pedestrian connections through Marsh Court will improve permeability. The retirement village presents a challenge to provide better east-west connectivity.</p> <p>The subdivision layout shown on the DPO concept plan north of Thomas St will be corrected.</p>
26	O	<p>Extreme strong objection to the proposed road connection to Marsh Court for the following reasons</p> <ul style="list-style-type: none"> ▪ safety concerns due to increased traffic and on-street parking ▪ increased risk of a child or pet being killed ▪ poor visibility ▪ reduce property values ▪ breach of faith given purchase in a court (not road) <p>Suggests a potential walking path connection and use for drainage easement.</p>	Marsh Court
27	O	The submission objects to the Amendment and also requests changes to the planning provisions.	<p>Directly affected landowner</p> <p>Strategic planning policy and town character</p>
28	O	Objection – will ruin the town, there is already enough houses.	Strategic planning policy and town character
29	O	Objection similar to Submission no. 12	Directly affected landowner
30	O	<p>The submission objects to the proposed road connection to Marsh Court for the following reasons:</p> <ul style="list-style-type: none"> ▪ No expectation that the court would be extended ▪ Inability of Marsh Court to handle additional traffic ▪ Unsafe for pedestrians and vehicles ▪ Upgrade Central Rd / Wyndham St instead 	Marsh Court
31	O	Objection similar to Submission no. 26	Marsh Court

No.	Type	Summary of Submission	Theme/Response
32	O	Objection similar to Submission no. 26	Marsh Court
33	O	Requests that the exhibition period be extended due to a significant lack of publicity. Objects on the following grounds: 1. Severely strain the traffic on Central Rd, Jetty Rd & Wyndham Street. 2. Threat to lifestyle. 3. Lack of infrastructure 4. Keep a combination of residential and rural	Strategic planning policy and town character Exhibition and notice of Amendment C363 was undertaken in accordance with the <i>Planning and Environment Act 1987</i>
34	O	Objection similar to Submission no. 30	Marsh Court
35	O	Objection similar to Submission no. 30	Marsh Court
36	O	Objection similar to Submission no. 26	Marsh Court
37	S	The submitter is a landowner within the area proposed to be rezoned. The submission does not object to the Amendment but seeks a number of assurances about the existing business operating on the land and other requests.	Directly affected landowner
38	O	Residential zoning will destroy the beauty and uniqueness of this area.	Strategic planning policy and town character
39	O	The submission object for the following reasons: <ul style="list-style-type: none"> ▪ No supporting infrastructure ▪ Greater pollution ▪ Loss of green areas and wildlife 	Strategic planning policy and town character
40	O	Prefers a walk-through instead of vehicle access from marsh Court.	Marsh Court
41	O	Objection similar to Submission no. 30	Marsh Court
42	S	The submission is on behalf of the land owners of 148-156 Central Road and 128-132 Wyndham Street, Drysdale in support of the above Planning Scheme Amendment. The submission says:	Directly affected landowner

No.	Type	Summary of Submission	Theme/Response
		<p>Our Clients' generally support the proposed amendment, however, feel there is a need to ensure all landowners within the amendment area will have access to infrastructure services, such as stormwater, in an equitable manner. Past amendments have resulted in some development being stifled due to the inability to access infrastructure, particularly drainage, which has led to significant delays in the orderly development of an area.</p> <p>Staging of the development should allow for flexibility and opportunity to amend staging if need to allow those owners who wish to proceed with developing their land to do so. We note that a requirement of the Urban Design Masterplan as exhibited in the Schedule to the Development Plan Overlay states that "A general subdivision layout that includes the location and general distribution of lots showing a variety of lot sizes and densities to encourage a variety of housing types". This is supported, however, provision for a degree of flexibility should be made to allow for changes in market driven requirements for variations in lot sizes over the duration of the development. Further, the retention of existing dwellings should also be considered in any subdivision layout and density requirements. It is noted that the Subdivision Layout Concept Plan and Road Network Concept Plan are not conducive for development of individual parcels as indicated in Figure 4-1 below.</p> 	

No.	Type	Summary of Submission	Theme/Response
		<p>Figure 4-1 Subdivision Layout Concept – Traffic & Transport Assessment, Cardno, January 2019</p> <p>It is therefore suggested that alternative layouts be considered that allow for the development of single parcels of land such as in the attached alternate layout.</p> <p>Overall, our Clients’ support the amendment with some minor adjustment and further consideration as detailed above and wish to reserve the right to address any future panel or committee considering this amendment.</p> 	

No.	Type	Summary of Submission	Theme/Response																																												
		 <p>JETTY & CENTRAL ROAD DRYSDALE, VIC DEVELOPMENT PLAN</p> <p>SCALE 1:1000 (B41) DATE 14/02/2018 VERSION 1 REF 2018/06</p> <p>OVERALL DEVELOPMENT ANALYSIS</p> <table border="1"> <tr> <td>TOTAL SITE AREA</td> <td>25.93 ha</td> </tr> <tr> <td>PUBLIC OPEN SPACE</td> <td>2.46 ha</td> </tr> <tr> <td>DRIVEWAY RESERVE</td> <td>2.64 ha</td> </tr> <tr> <td>ROADS</td> <td>429</td> </tr> <tr> <td>RESIDENTIAL LOTS</td> <td>172</td> </tr> <tr> <td>LOTS PER HA</td> <td>6.6</td> </tr> <tr> <td>LOF AREA</td> <td>18</td> </tr> <tr> <td>300sq' - 400sq'</td> <td>228</td> </tr> <tr> <td>400sq' - 500sq'</td> <td>175</td> </tr> <tr> <td>500sq' +</td> <td>3</td> </tr> <tr> <td>TOTAL</td> <td>428</td> </tr> </table> <p>JETTY & CENTRAL ROAD DRYSDALE, VIC DEVELOPMENT PLAN</p> <p>SCALE 1:1000 (B41) DATE 14/02/2018 VERSION 1 REF 2018/06</p> <p>OVERALL DEVELOPMENT ANALYSIS</p> <table border="1"> <tr> <td>TOTAL SITE AREA</td> <td>25.93 ha</td> </tr> <tr> <td>PUBLIC OPEN SPACE</td> <td>2.46 ha</td> </tr> <tr> <td>DRIVEWAY RESERVE</td> <td>2.64 ha</td> </tr> <tr> <td>ROADS</td> <td>429</td> </tr> <tr> <td>RESIDENTIAL LOTS</td> <td>172</td> </tr> <tr> <td>LOTS PER HA</td> <td>6.6</td> </tr> <tr> <td>LOF AREA</td> <td>18</td> </tr> <tr> <td>300sq' - 400sq'</td> <td>228</td> </tr> <tr> <td>400sq' - 500sq'</td> <td>175</td> </tr> <tr> <td>500sq' +</td> <td>3</td> </tr> <tr> <td>TOTAL</td> <td>428</td> </tr> </table>	TOTAL SITE AREA	25.93 ha	PUBLIC OPEN SPACE	2.46 ha	DRIVEWAY RESERVE	2.64 ha	ROADS	429	RESIDENTIAL LOTS	172	LOTS PER HA	6.6	LOF AREA	18	300sq' - 400sq'	228	400sq' - 500sq'	175	500sq' +	3	TOTAL	428	TOTAL SITE AREA	25.93 ha	PUBLIC OPEN SPACE	2.46 ha	DRIVEWAY RESERVE	2.64 ha	ROADS	429	RESIDENTIAL LOTS	172	LOTS PER HA	6.6	LOF AREA	18	300sq' - 400sq'	228	400sq' - 500sq'	175	500sq' +	3	TOTAL	428	
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44	O	Objection similar to Submission no. 7	Strategic planning policy and town character																																												
45	S	Geelong Amendment C363 – Central Road Drysdale	Directly affected landowner																																												

No.	Type	Summary of Submission	Theme/Response
		<p>Tract Consultants Pty Ltd (Tract) acts on behalf of McLeods Developments Pty Ltd (McLeods) in this matter and is pleased to make the following submissions in relation to Geelong Amendment C363 (the Amendment). McLeods is the proponent in relation to the Amendment and has interests in several properties within the precinct.</p> <p>The Amendment</p> <p>The Amendment applies to the rural living zoned properties bounded by Jetty Road, Thomas Street, Wyndham Street and to the rear boundary of Central Road properties, Drysdale. The Amendment also applies to the residential zoned land at 1 Sheileen Court, 2-20 Sheileen Court and 23 Marsh Court, Drysdale.</p> <p>The Amendment proposes to rezone the Rural Living Zone land to General Residential Zone Schedule 1 and apply a Development Plan Overlay and Development Contributions Plan Overlay to guide future residential development. A Design and Development Overlay is proposed to apply to adjoining land at Sheileen Court and Marsh Court to provide for future road and drainage connections.</p> <p>Submissions</p> <p>McLeods strongly supports the Amendment and maintains that the Amendment has robust strategic and policy support due to the precinct being located within the Drysdale Clifton Springs settlement boundary and being already identified for conventional residential development.</p> <p>As noted in the officer report that was tabled at the Council Meeting of 28 May 2019, the precinct was identified as early as 1992 in the Drysdale Clifton Springs Structure Plan (now superseded) as being suitable for conventional residential development. Accordingly, stakeholders have already been provided with multiple opportunities to consider the strategic merits of the redevelopment of the precinct for conventional residential purposes.</p> <p>McLeods and its appointed specialist project team have worked closely with Council and various referral agencies in the preparation of the Framework Plan that forms part of the Amendment. It is important for Council to ensure that a flexible approach is taken at the time in which the Development Plan and subsequent planning permit applications are prepared when determining whether or not they are 'generally in accordance with the Framework Plan'. Whilst the Framework Plan has been informed by a body of work, further details will need to be resolved at the time in which a Development Plan and subsequent planning permit applications are prepared which may result in variations to the Framework Plan in order to achieve a better outcome for McLeods and future residents. This flexibility would relate to matters such as the general alignment and form of</p>	

No.	Type	Summary of Submission	Theme/Response
		<p>the linear open space, whilst ensuring on the other hand that the land use budget contained within the Development Contributions Plan (August 2019) remains consistent.</p> <p>With respect to the Development Contributions Plan (August 2019), McLeods acknowledges and supports the intention of Council to provide flexibility in the timing and delivery of the various infrastructure outcomes.</p>	
46	O	Objects to the proposed road connection through to Marsh Court.	Marsh Court
47	O	The submission says: "please don't turn this sanctuary I call home into a soulless hell hole like Point Cook".	Strategic planning policy and town character
48	O	Objection similar to Submission no. 26	Marsh Court
49	O	The submission objects to the rezoning providing a brief history of development in the town and the importance of maintaining green spaces. Landowners should be able to continue living on their property.	Strategic planning policy and town character
50	O	<p>Strong objection to this rezoning on the grounds that:</p> <ul style="list-style-type: none"> ▪ Will affect Clifton Springs and Curlewis ▪ Impacts on amenity ▪ Too much high density ▪ Environmental and social affects ▪ Contrary to planning and environmental policies 	Strategic planning policy and town character
51	O	<p>Objects because:</p> <ul style="list-style-type: none"> ▪ Too much population growth ▪ Traffic issues ▪ Lack of amenity and infrastructure 	Strategic planning policy and town character
52	O	Objection similar to Submission no. 14	Strategic planning policy and town character
53	O	Objection similar to Submission no. 14	Strategic planning policy and town character
54	O	Objection similar to Submission no. 14	Strategic planning policy and town character
55	O	Objection on the basis that it further impacts on the loss of rural land and the intensification of population.	Strategic planning policy and town character

No.	Type	Summary of Submission	Theme/Response
56	O	There is too much development – must protect the rural nature of the Bellarine	Strategic planning policy and town character
57	O	Concerned about traffic congestion and Drysdale needs more walk-throughs.	Marsh Court
58	O	Concerned about traffic congestion and Drysdale needs more walk-throughs.	Marsh Court
59	O	Raises objections similar to Submissions 12 & 14.	Strategic planning policy and town character Directly affected landowner
60	O	Objects to the rezoning of this land and would prefer it to be left as a rural living zone. Says it will soon become apparent to the rampaging developers making a mockery of our area's purported green overlays and protections for open space, waterways etc. and the members of CoGG who enable them, that humans cannot eat, drink, or breathe money.	Strategic planning policy and town character
61	S	Same as Submission no. 10.	Directly affected landowner
62	O	Prefers a walk through instead of vehicle access from marsh Court.	Marsh Court
63	O	Objection similar to Submission no. 30	Marsh Court
64	O	Objection similar to Submission no. 30	Marsh Court
65	O	Objects on the following grounds; - Loss Of Rural Free To Local Area - Over Populated - Lack Of Jobs To Sustain Increase Population - Loss Of Bushland/Trees - Loss Of Habitats/Native Animals Displaced - Increase Of Carbon Emissions - Decrease Tourist Appeal	Strategic planning policy and town character
66	O	The submission objects saying there will be destruction of the green belts around Drysdale, old trees and places for children to play. No more housing.	Strategic planning policy and town character
67	O	Landowners in Marsh Court raising the following objections and reasons: 1. The amount of traffic it will cause during both construction and occupancy phases. 2. The negative impact upon the amenity and character of the area.	Marsh Court

No.	Type	Summary of Submission	Theme/Response
		<p>3. The prospect of dangerous car, truck, and service vehicle traffic flows constantly navigating Marsh Court, the proposed interconnecting roadway to Central Road, Sheileen Court and Central Road.</p> <p>4. The negative impact that is occurring, and that will continue, on the well-being of those members of your community that is Marsh Court.</p> <p>States the following preferences:</p> <ol style="list-style-type: none"> 1. The maintenance of Marsh Court as a closed Court. 2. That the development of the proposed land at 1 Sheileen Court, 2-20 Sheileen Court and 23 Marsh Court ("The Sheileen Land") should be allowed to proceed on the basis that the road accesses to this development be: <ol style="list-style-type: none"> a. entry into Sheileen Court at Wyndham Street, b. entry from the new (DD044) proposed road from Central Road {to the west of 2-20 Sheileen Court} to connect up with Sheileen Court. 3. Access from Marsh Court to the Sheileen land would be via a walk though. 	
68	O	Raises objections similar to Submissions 14.	Strategic planning policy and town character
69	O	Objection similar to Submission no. 30	Marsh Court
70	O	Raises objections similar to Submissions 12 & 14.	<p>Strategic planning policy and town character</p> <p>Directly affected landowner</p>
71	O	Raises objections similar to Submissions 14.	Strategic planning policy and town character

3. CLIFTON SPRINGS GOLF CLUB INC APPLICATION TO INCREASE NUMBER OF ELECTRONIC GAMING MACHINES

Source: Community Life – Healthy Communities
Director: Robyn Stevens
Portfolio: Community Health and Safety

Purpose

1. To seek Council endorsement of the proposed response to the Clifton Springs Golf Club Inc. application to the Victorian Commission for Gambling and Liquor Regulation (VCGLR) to increase their electronic gaming machines (EGMs) from 40 to 50, and to seek funding for representation to attend the VCGLR.

Background

2. The City of Greater Geelong has the highest number of EGMs, commonly referred to as pokies, of any Victorian municipality (1274), with the next highest being in the City of Greater Dandenong (957). Greater Geelong recorded losses to EGMs of \$119.1 million in 2018/2019; the fourth highest in the state.
3. All gaming venue operators who want to increase their allocation of EGMs must apply for approval from the VCGLR.
4. Following the application by the Clifton Springs Golf Club Inc., the options available to Council are to make no comment or to submit a response within 60 calendar days of notification from the VCGLR, either supporting or objecting to the application. The deadline to lodge a response is 10 February 2020. Additionally, the City can be represented at the VCGLR.
5. Council supported responses that objected to the two most recent EGM applications and was represented at the VCGLR for both; the Belmont RSL application was subsequently approved by the VCGLR subject to conditions, and the Geelong Polish Association application was not approved by the VCGLR.

Key Matters

6. The City has considered the application, made by the Clifton Springs Golf Club Inc., including its Social and Economic Impact Assessment (SEIA). The assessment concludes there will be net community detriment should the application to increase EGMs by 25% at this venue be approved.
7. The preliminary report (**Attachment 2**) outlines the proposed content of the submission to the VCGLR in response to this application, and does not support the increase to the number of EGM's at the Clifton Springs Golf Club.

Cr Murnane moved, Cr Aitken seconded -

8. That Council:

- 8.1 endorse the proposed response to the VCGLR, which does not support an increase to the number of EGMs at the Clifton Springs Golf Club Inc. and that this response be forwarded to the VCGLR by 10 February 2020; and**
- 8.2 approve a budget allocation of up to \$30,000 to represent the City and present the submission to the VCGLR.**

Carried.

Division Requested:

For: Crs Aitken, Murrihy, Asher, Grzybek, Mason, Harwood, Murnane

Against: Crs Kontelj, Nelson, Sullivan

Attachment 1

Financial Implications

1. There is a financial cost to the City to prepare and argue the proposed response at the VCGLR. This requires engaging legal counsel and an expert consultant to represent the City and present the submission to the VCGLR.
2. Barrister's fees for preparation for the hearing are estimated at \$7,000 and appearance fees estimated at \$8,000 (for a two-day hearing). In addition to legal counsel fees, up to \$15,000 is required to engage an expert consultant to analyse data, prepare a report and appear at the hearing. There is no budget currently allocated for this expense. Total project costs \$30,000.

Community Engagement

3. The application for increased machine numbers was advertised by the VCGLR in December 2019. However, the timing of this application over the Christmas and new year holiday period has limited the opportunity to further engage the community and more fully reflect community attitudes toward this application.

Social Equity Considerations

4. The application has been considered against the City's social equity principles including; effective partnerships and engagement with priority population groups and places; the emerging information on social and health equity outcomes; and, when planning services, infrastructure and communications, considering the needs and obstacles faced by priority population groups and places.
5. Council's *Electronic Gaming Policy* argues against the introduction of EGMs in areas where density is above that of the municipality. This would be the case for Clifton Springs were the application successful.

Policy/Legal/Statutory Implications

6. Council has an *Electronic Gaming Policy (Attachment 3)* adopted in 2017, which provides guidance in responding to applications seeking to increase allocation of EGMs. Developed within the legislative frameworks and policy contexts for Victoria, the policy requires the City to facilitate the implementation of ongoing licensing and management of gaming as a legal activity, in addition to promoting health and wellbeing within the municipality. The policy also sets out criteria against which the City assesses applications to determine whether they can be supported.

Alignment to Council Plan

7. This report aligns with the *Council Plan 2018-2022* strategic priority area 1 – Improved Health and Safety of our Community. Additionally, the *Municipal Public Health and Wellbeing Plan 2018 – 2021* goal 1 supports social connection to improve health and wellbeing and achievement of health protection by responding to EGM applications.

Conflict of Interest

8. No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Risk Assessment

9. Council has a stated role in reducing harm in the community by applying its adopted policies. The guiding policy in this case is its *Electronic Gaming Policy (2017)*.

Environmental Implications

10. There are no environmental implications for the recommendation.

Social/Planning Policy Assessment - January 2020

Clifton Springs Golf Club Inc. Application for an additional 10 electronic gaming machines

The City of Greater Geelong Planning Scheme was amended in 2010 to include Council's *Gaming Policy*. This policy was developed to avoid the risk of exacerbating problem gambling and ensure the installation or use of electronic gaming machines will not have a detrimental impact on the amenity, culture or character of a community.

The below table outlines City officers' assessment of Council's *Electronic Gaming Policy* key criteria and outcomes for the Clifton Springs Golf Club application for 10 additional electronic gaming machines.

	General Assessment Criteria	Assessment outcomes
1.	The impact of gaming should not be unevenly distributed in particular communities or populations.	<p>At present City of Greater Geelong / Queenscliffe region has a total of 1,305 electronic gaming machines. An additional 10 machines at the Clifton Springs Golf Club will take the total to 1,315 machines which is still below the regional cap of 1,410.</p> <p>The 2016 census identifies the Clifton Springs, Curlewis and Drysdale-Bellarine districts have a combined adult population of 10,612. For the purpose of this report this is identified as the 5km radius catchment area. The Victorian Commission for Liquor Licensing and Gaming (VCGLR) identifies the 2019 ratio of EGMs per 1,000 people as six for the City of Greater Geelong / Queenscliffe region and five for the state. The Clifton Springs Golf Club is the only venue with EGMs in the 5km catchment area. While it is usual to assess on a 2.5km radius as the catchment, the location of the Clifton Springs Golf Club is by the sea and the size ABS data collection areas make 5km a fairer catchment area to base the assessment on.</p> <p>The current ratio of machines per 1,000 adults in the 5km catchment area of the Clifton Springs Golf Club is 3.7. The introduction of an additional 10 machines will take the ratio of EGMs per 1000 adults to 4.7; under the ratio of six for the municipality.</p> <p>Criteria met.</p>
2.	While there is an uneven spread of EGMs in the municipality, Council will discourage an increase in the number of machines in areas where disadvantage (SEIFA levels)	<p>All the townships in the 5km catchment area have a SEIFA index above the City's SEIFA score of 994. The Clifton Springs community, closest to the venue, has a SEIFA of 997.</p> <p>Criteria met.</p>

	General Assessment Criteria	Assessment outcomes
	and EGMs density per 1000 adults is higher than the state average.	
3.	Locating EGMs within 400 metres of any ABS collection district that is in the bottom 20 per cent of the most disadvantaged collection districts in Victoria, as identified in the latest SEIFA, will be discouraged.	<p>The EGMs are not located within 400 metres of an ABS statistical area (SA1) that is in the bottom 20 per cent of the most disadvantaged areas.</p> <p>Criteria met.</p>
4.	EGMs should be located proximate to activity centres that serve more than the local catchment and minimise the likelihood that people will pass by venues with EGMs in the course of their usual business.	<p>The Clifton Springs Golf Club is not located in the main town centre (Drysdale) where residents are participating in everyday activities such as shopping, paying bills, attending appointments etc.</p> <p>However, given that the venue is imbedded in a residential community and has one of the few eating and recreational centres for the township of Clifton Springs it increases the likelihood of convenience gambling.</p> <p>Criteria partially met.</p>
5.	Gaming is carried out in an environment that develops and reinforces a commitment to responsible service of gambling.	<p>Currently the venue provides visual access to the gaming room from the entrance and the bistro. The venue application indicates an intention to screen the gaming room from public view.</p> <p>Criteria met, subject to conditions.</p>
6.	Community attitudes towards the effects of increasing EGMs should be surveyed by the applicant when making application.	<p>The applicant has not surveyed community attitudes towards this application.</p> <p>Criteria not met.</p>
7.	The applicant will provide a thorough SEIA when making application for the establishment of a new gaming venue or for an increase in the number of EGMs in an existing venue.	<p>The applicant has provided a SEIA prepared in November 2019 by ratio:consultants.</p> <p>Criteria met.</p>

Gaming machines should be located in areas		
8.	Where they will contribute to a redistribution of gaming machines away from disadvantaged areas as defined by the SEIFA (Socio Economic Indicators for Areas) index of Relative Disadvantage.	<p>The catchment is comprised of townships with SEIFA above the Greater Geelong figure of 994. That is, Clifton Springs 997, Curlewis 1,036 and Drysdale-Bellarine 1,022.8.</p> <p>Criteria met.</p>
9.	Where the community has a choice of non-gaming entertainment and recreation activities and established social infrastructure, some of which operate during the times that the proposed gaming machines will operate in the local area.	<p>In addition to the golf course the catchment area has access to informal recreation options such boating, fishing, beach activities, walking, bike riding. In Drysdale there is access to lawn bowls, a gym, sporting facilities along with a range of clubs including Senior Citizens and a Neighbourhood House. Evening options include the Potato Shed arts centre. Additionally, there some restaurants and a hotel in Drysdale.</p> <p>For residents within a 400-metre walking distance, the Clifton Springs Golf Club provides the only evening entertainment. 45 per cent of the Club social members and 10.73 per cent of golf members live in Clifton Springs.</p> <p>Criteria partially met.</p>
10.	Where socio-economic disadvantage is relatively lower.	<p>Townships within the catchment compare favourably in terms of SEIFA with the municipality (Clifton Springs 997, Curlewis 1,036, and Drysdale-Bellarine 1,022.8). The venue is immediately located in Clifton Springs area where socio-economic disadvantage is of a similar level to that of the municipality (994) a closer analysis of the data indicates there are pockets of vulnerability within the area including rental and mortgage stress, high number of lone persons over 65, low income households above the state average and unemployment (March 2019) above the state average.</p> <p>Criteria partially met.</p>

Gaming machines should be located in areas		
11.	Where the electronic gaming machine density of the locality and its catchment is equal to or below the overall municipal average.	The introduction of 10 additional machines will take the ratio of EGMs per 1000 adults to 4.7. Criteria met.
12.	Where the population is growing or expected to grow. In these areas gaming machines should not be established ahead of the provision of non-gambling entertainment, recreation activities and social infrastructure.	The catchment is characterised as being in a growth area. For residents within a 400-metre walking distance the Clifton Springs Golf Club provides the only evening entertainment with limited formal recreation and social infrastructure. Drysdale within the 5km catchment is well serviced with non-gambling options. Criteria partially met.
Gaming machines should <u>not</u> be located in areas		
13.	Where socio-economic disadvantage is high, as defined by the SEIFA index of Relative Disadvantage.	Townships within the catchment compare favourably in terms of SEIFA with the municipality, (Clifton Springs 997, Curlewis 1,036, and Drysdale-Bellarine 1,022.8). The venue is immediately located in Clifton Springs area where socio-economic disadvantage is of a similar level to that of the municipality (994) a closer analysis of the data indicates there are pockets of vulnerability within the area including rental and mortgage stress, high number of lone persons over 65, low income households above the state average and unemployment (March 2019) above the state average. Criteria partially met.
14.	Identified for growth where the density of machines exceeds 10 gaming machines per 1,000 adults in the relevant postcode.	The catchment is identified for growth. Catchment density is below 10 EGMs per 1000 adults. Criteria met.

Gaming machines should be located on sites		
15.	That minimise the likelihood of people passing the venue in the course of their usual business or every day activities.	The venue is located away from the major activity centre for the catchment. It is located on a minor road. The closest bus stop is 480 metres from the venue. Criteria met.
16.	Near activity centres, or at a sports or recreation club with a land holding of more than two hectares.	The venue is part of the Clifton Springs Golf Club which has a land holding greater than two hectares. With regard to other clubs the venue is located 3.3km from the Clifton Springs Neighbourhood Activity Centre and 2kms from the Drysdale Neighbourhood Activity Centre. Criteria not met.
Gaming machines <u>near activity centres</u> should be located on sites		
17.	Close to an activity centre that serves more than a local catchment.	The venue is located 3.3km from the Clifton Springs Neighbourhood Activity Centre and 2kms from the Drysdale Neighbourhood Activity Centre. Criteria not met.
18.	At the periphery of the activity centres, outside of the main transport, shopping, community and civic functions of the centre.	The venue located outside the activity centre and on the periphery of Clifton Springs township. Criteria met.

Appropriate venues - Gaming machines should be located in venues that		
19.	Promote non-gaming activities that increase net community benefit.	The venue offers non-gaming recreational activities including golf and a bistro. Criteria met.
20.	Offer social, entertainment or recreational opportunities other than gaming as the primary purpose of the venue.	The venue includes golf and a bistro as an alternative to gaming activities. Criteria met.
21.	Have a range of entertainment and leisure options.	The venue includes golf and a bistro. Criteria met.
22.	Promote responsible gaming practices.	Should the application be successful the applicant proposes the following: “the existing access point from the car park to the gaming deck is proposed to be closed and converted to an emergency exit only. The proposed works prior to the installation of the additional EGMs includes the provision of 'push button' screened entry to the gaming room/s as the only remaining access. This will ensure that the previously open entry is screened, removing direct visibility to the gaming room from the main corridor. As result of the existing layout of the venue, there are not views from the bistro area to the gaming room.” Criteria met.
Gaming machines should not be located in venues that		
23.	Have gaming floor area of more than 25 per cent of the total floor area of the venue.	The additional machines will not increase the floor area of the gaming area to more than 25 per cent of the total floor area of the venue Criteria met.
24.	Have 24 hour-a-day operation	The venue is not 24 hours and does not seek to change operational hours. The venue is currently closed for 10.5 hours per day on weekdays and 9.5 hours per day on weekends, this is greater than the recommended shut down period of six hours. Criteria met.

Gaming machines should not be located in venues that		
25.	Are located within a prohibited area identified in Clause 52.28	The venue is not located in a prohibited area. Criteria met.
Application requirements. It is policy to require applications to include the following information		
26.	Details about the existing and proposed distribution of electronic gaming machines in the municipality, and where appropriate adjoining municipalities.	Information provided in the SEIA prepared in November 2019 by ratio :consultants
27.	A robust assessment of the social and economic benefits and dis-benefits of the proposed electronic gaming machines.	Information provided in the SEIA prepared in November 2019 by ratio :consultants pages 60 – 61.
28.	Details of the nature and extent of community benefits expected from the proposal and how the benefits are to be secured and distributed to the local community.	Information provided in the SEIA prepared in November 2019 by ratio :consultants section 3.5 page 13.
29.	If relevant, details of existing gaming expenditure at the venue (over a three year period prior to the application) and a forecast of the anticipated expenditure at the venue if the proposal was to be approved.	Information provided in the SEIA prepared in November 2019 by ratio :consultants
30.	Details of existing and proposed gambling and non-gambling related entertainment and recreation facilities at the venue and within the local area	Venue information provided, however local area information not provided.
31.	If electronic gaming machines are to be relocated from other venues, the likely social and economic impact of the proposal on those venues and the local area within which those venues are located.	Not applicable.

If the Applicant contends that gaming expenditure is likely to be transferred from other venues, the Applicant is to provide		
32.	Particulars as to how the level of transfer has been calculated (including, but not limited to, comparison per machine expenditure at the venue prior to and then after the additional machines, current usage levels of machines at the venue, projected usage level of machines at the venue after the additional machines).	Information provided in the SEIA prepared in November 2019 by ratio :consultants.
33.	The amount of transfer expenditure anticipated.	Information provided in the SEIA prepared in November 2019 by ratio :consultants.
34.	The resulting impact on revenue of the venue from where the expenditure is transferred.	Information not provided.
35.	The resulting impact on the venue from where the expenditure is transferred (such as loss of employment, loss of complementary expenditures, loss of customers, impact on ability to provide services etc.).	Information not provided.
36.	If it is proposed to move electronic gaming machines from one part of the municipality to another, details of the relative social and economic differences between the two suburbs or small towns.	Not applicable.
37.	An explanation as to why the electronic gaming machines are being transferred is to be provided.	Not applicable.

If the Applicant contends that gaming expenditure is likely to be transferred from other venues, the Applicant is to provide		
38.	The relative socio-economic disadvantage of the local suburb or neighbourhood and the broader catchment of the venue in comparison to the Melbourne and Victorian average in the SEIFA index of Relative Disadvantage.	Information provided in the SEIA prepared in November 2019 by ratio :consultants.
39.	A venue management plan identifying strategies to manage patron behaviour and minimise problem gambling in relation to the design and management of the venue, including the applicant's responsible gaming practices.	Information provided in the SEIA prepared in November 2019 by ratio :consultants.
40.	Details of the design and layout of the premises including all proposed signage and evidence of compliance with the relevant gaming regulations for premises layout and design	Design and layout of premises provided but proposed signage etc. not provided. Information contained within the SEIA prepared in November 2019 by ratio :consultants.
41.	Details of what gaming and non-gaming entertainment and recreation venues and social infrastructure exist within 5km of the venue.	Information not provided.
42.	The distance to shopping complexes and strip shopping centres, community facilities, counselling services and public transport.	Information not provided.
43.	Pedestrian counts outside the proposed venue on different days and at a variety of times.	Not provided but given the location of the venue, this issue is not relevant.

Before deciding on an application the responsible authority must consider as appropriate		
44.	Whether the proposal will cause a redistribution of gaming machines away from areas of relatively high socio-economic disadvantage within the capped region.	The application will contribute to securing EGMs away from areas of relatively high socio-economic disadvantage within the capped region Criteria met.
45.	The net community benefit to be derived from the application.	The EGMs were in operation in the municipality and therefore available for purchase within the municipality. Whilst the net detriment to the municipality as whole may not change, there is the potential for an increase in problem gambling in the local community. The application does allow for an increase in services to the local community through the building renovations. Criteria partially met.
46.	Whether approval is likely to increase the socio-economic disadvantage of the local community.	The application has the potential to increase the level of socio-economic disadvantage of the local community because of the increased availability of EGMs and the associated gambling related harm. Criteria partially met.
47.	Whether the location of the gaming machines or gaming premises will facilitate or discourage convenience gaming.	The venue does not appear to be a convenience gaming venue although it is proximate to residential dwellings. Criteria met.
48.	Whether the venue is accessible by a variety of transport modes.	The venue is accessible by a variety of transport modes. Criteria met.

Before deciding on an application the responsible authority must consider as appropriate		
49.	Whether the venue offers a range of entertainment, leisure or recreation options.	The venue offers alternative leisure options, golf and a bistro. Criteria met.
50.	Whether residents will have a choice between entertainment and recreation venues with and without gambling in the local area, as well as established social infrastructure.	While the catchment area of 5km includes Clifton Springs, Curlewis and Drysdale-Bellarine and there are a range of entertainment and recreation venues in Drysdale 45% of the Club social members and 10.73 per cent of golf members live in Clifton Springs which demonstrated high local engagement with the venue. Criteria partially met.
51.	The impact of the proposal on the amenity of the area and surrounding land uses. References Greater Geelong Gaming Policy Framework, City of Greater Geelong 2007.	Given the improvement to the recreation facility associated with this application it is assumed that there will be an improvement to the amenity for the area. However, this is off-set by the increase in the number of EGMs in the immediate township. Criteria met.
CONCLUSION		
52.		While the Clifton Springs Golf Club application has met a number of the policy criteria the officers assessing the application believe there is adequate concern regarding the impact of a 25 per cent increase in machines along with the vulnerability of the catchment area population, the lack of alternative recreational and venue options in the Clifton Springs township and the high percentage of Club members from Clifton Springs to recommend the City of Greater Geelong opposes this application to increase the number of electronic gaming machines by 10.

Electronic Gaming Policy	Document No:	CPL295.11
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Responsible Officer: Director Community Life	Version No	01
Authorising Officer:		Chief Executive Officer

1. PURPOSE

The purpose of the Electronic Gaming Policy (the Policy) is to guide Council responses to gaming proposals and planning applications within the municipality of Geelong. Problem gambling can exist in many gambling contexts, including Electronic Gaming Machines (EGMs), table games, horse racing and sports betting. While recognising some positive impacts from electronic gaming on the community, a key objective of the Policy is to reduce the negative impacts of problem gambling resulting from EGMs by:

- Influencing the location of EGMs within the City of Greater Geelong municipality;
- Taking an advocacy role in relation to government policies;
- Adopting a community development role in terms of engaging and informing the community on issues relating to problem gambling harm; and
- Facilitating research of the extent and effects of problem gambling in the municipality.

2. SCOPE

When Council receives an application to increase the number of EGMs at a venue a dual assessment processes of social planning and statutory planning is undertaken.

Council's Policy is focused on the social aspects of gaming and complements the Local Planning Policy Framework provisions for gaming. The Policy has been developed within the legislative frameworks and policy contexts of the State of Victoria. These require Council to facilitate the implementation of ongoing licensing and management of Gaming as a legal activity, in addition to promoting health and wellbeing within the municipality.

Council's Policy states that when carrying out a social and economic impact assessment (SEIA) of EGMs on residents, it will consider community expectations and/or concerns regarding problem gambling. Council will work to reduce problem gambling in the municipality by:

- Providing a strategic policy context to assist ongoing implementation and good governance of gaming;

- Providing leadership by establishing strategic objectives for gaming and monitoring their achievement;
- Providing an evidence base for decision making; and
- Improving the quality of life of residents by promoting community wellbeing, applying community development principles of equity and access, and limiting disadvantage via the implementation of the 'no net-detriment test'.

Promoting the economic, social, cultural and environmental viability and sustainability of the municipality; and assisting applicants to understand Council's objectives and decision making processes, and the requirements for the operation of gaming venues within the municipality.

Applications for new gaming venues and increasing the number of EGMs in existing venues, will be considered on the merits of each proposal.

Council will undertake all activities with respect to gaming in accordance with Council's Electronic Gaming Policy; Greater Geelong Planning Scheme (particularly clause 21.07, 22.57 and 52.28) and the Gambling Regulation Act (2003).

3. REFERENCES

- City Plan (2011–2020)
- Greater Geelong Planning Scheme, particularly clauses 21.07, 22.57 and 52.28
- Greater Geelong Gaming Policy Framework (2007)
- Gambling Regulation Act (2003)
- Local Government Act (1989)
- Public Health and Wellbeing Act (2008)
- Planning and Environment Act (1987)
- City of Greater Geelong Municipal Health and Wellbeing Plan (2013–2017)
- Charter of Human Rights and Responsibilities Act (2006)
- Productivity Commission Inquiry Report – Gambling (2010)
- Prevalence of Problem Gambling from a Public Health Perspective – Victorian Responsible Gambling Foundation (2014)

4. DEFINITIONS

This Policy provides Council with a policy position to assess gaming applications and their potential impact across the municipality and in local areas.

The following definitions are used in analysis of data for the purpose of this Policy:

- Application: An application, or a proposed application, for a planning permit and/or approval from the Victorian Commission for Gambling and Liquor Regulation (VCGLR) for: a new gaming venue; an increase in EGMs; extension of opening hours at an existing venue.

- Electronic Gaming Machine (EGM): Any device, whether wholly or partly mechanically or electronically operated for the purpose of playing a game of chance or a game of mixed chance and skill. As a result of making a bet on the device, winnings may become payable.
- Gaming Venue: A hotel or club approved by the VCGLR as a premises suitable for EGM gambling.
- Harm minimisation: Minimising harm to people. The three core elements of harm minimisation are supply reduction, demand reduction and harm reduction:
 - Supply Reduction: Achieving appropriate EGM/1,000 adult population densities;
 - Demand Reduction: Promoting a balance of recreation pursuits, community education (for instance, gambling risks); and
 - Harm Reduction: Promoting gamblers help services; promoting responsible gambling and advocating for inbuilt safety mechanisms in EGMs.
- No disadvantage: A health and wellbeing status which is not significantly different in comparison to other residents on average in the State of Victoria.
- No significant disadvantage: A state whereby there are no significant differences between City of Greater Geelong indicators and those for the State of Victoria. Indicators may include the SEIFA, gaming industry ratios such as EGM per 1,000 head of adult population and EGM expenditure per 1,000 head of adult population.
- Relative Advantage/Disadvantage: Relative ranking (as described by SEIFA), either of small areas as defined in this policy within the municipality of Greater Geelong, or Greater Geelong in comparison to the State of Victoria.
- Public Health: Science and art of preventing disease, promoting a positive state of health through the organised efforts of informed choices of society, organisations (public and private), communities and individuals. In doing so it considers the social, environmental, political and economic conditions that affect population and individual health.
- No Net Detriment Test: A test that requires that the VCGLR be satisfied that the net economic and social impact of an approval to increase the number of EGMs will be either neutral or positive.

5. COUNCIL POLICY

Council's Policy is based on a number of principles:

- Gaming is a legal activity with the State of Victoria that is to be considered within the context of public health and consumer protection.
- Problem gambling is a public health issue affecting the community, not just the individual.
- The impact of gaming should not be unevenly distributed in particular communities or populations.

- Along with the Borough of Queenscliffe, the City of Greater Geelong is currently a capped region, which together cannot have more than 1,421 EGMs. Should there be a review of this cap, Council will argue for no increase in this cap while the municipality remains above the state average for the number of EGMs per adult head of population.
- While there is an uneven spread of EGMs in the municipality, Council will discourage an increase in the number of machines in areas where disadvantage (SEIFA levels) and EGM/adult density is higher than the State average.
- Locating EGMs within 400 metres of any ABS collection district that is in the bottom 20% of the most disadvantaged collection districts in Victoria, as identified in the latest SEIFA, will be discouraged.
- It is preferable that gaming machines are located in areas where the EGM density is equal to or below the municipal average.
- EGMs should be located proximate to activity centres that serve more than the local catchment and minimise the likelihood that people will pass by venues with EGMs in the course of their usual business.
- Gaming is carried out in an environment that develops and reinforces a commitment to responsible gambling.
- Community attitudes towards the effects of increasing EGMs should be surveyed by the applicant when making application.
- The applicant will provide a thorough SEIA when making application for the establishment of a new gaming venue or for an increase in the number of EGMs in an existing venue.

Council will take action by:

- Raising community awareness regarding inherent risks of playing EGMs, the extent of problem gambling and potential harm caused.
- Supporting state-wide initiatives that aim to make EGMs a safer recreational pursuit.
- Undertaking or facilitating research into the extent of problem gambling and measures for reducing the level of problem gambling in the community.
- Developing collaborative mechanisms involving the gambling and problem gambling support sectors, with the aim to reduce potential harm caused by problem gambling.
- Investigating community attitudes towards gambling and its effects.
- Advocating to VCGLR to increase the timeframe for Council to conduct necessary research into the SEIA of a gaming proposal. This is in addition to having adequate time to formally consider such applications in the normal course of Council meetings and procedures.
- Interpreting and applying the VCGLR gaming application requirements to the assessment of gaming applications.
- Advocating to the State Government for a nil increase to the EGM cap for the City of Greater Geelong municipality.

- Notifying the VCGLR that it will be submitting a SEIA (social and economic impact assessment), when an application has been received. This notification is made in the context of tight timelines imposed by the State Government to address applications and the need for Council to have time to formally consider applications at regular Council meetings.

6. QUALITY RECORDS

Quality Records shall be retained for at least the period shown below.

Record	Retention/Disposal Responsibility	Retention Period	Location

7. ATTACHMENTS

- 7.1. Background and strategic context for the Electronic Gaming Policy.
 - 7.1.1. Legislation governing gambling
 - 7.1.2. Municipal caps
 - 7.1.3. Community wellbeing
 - 7.1.4. Catchment
 - 7.1.5. Prevalence of problem gambling
 - 7.1.6. Problem gambling in the City of Greater Geelong.

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7. ATTACHMENT

7.1. Background and strategic context for the Electronic Gaming Policy (the Policy)

7.1.1. Legislation governing gambling

Regulation of the gambling industry and its activities is the responsibility of the Victorian Commission for Gambling and Liquor Regulation (VCGLR). Laws governing the conduct of gambling, licensing of gambling industry participants and the enforcement of Licencees' legal obligations is set out in the following legislation:

- Gambling Regulation Act 2003 re-enacts and consolidates the law relating to various forms of gambling.
- The Casino Control Act 1991 provides authority to the Victorian Commission for Gambling and Liquor Regulation (VCGLR) to issue a casino operator's license as well as enter in an agreement for the development of a casino in Victoria.
- The Casino (Management Agreement) Act 1993 details the agreement entered into between the State of Victoria and Crown Melbourne, in particular the intended management of the casino.
- The Crimes Amendment (Integrity in Sports) Act 2013 amended the Crimes Act 1958 in Victoria to create offences in relation to match fixing, race fixing and cheating at gambling.
- The Gambling Regulations 2015 provide detailed regulations on the operation of different forms of gambling. This includes gambling machines, wagering and betting, trade promotion lotteries, and community and charitable gaming.
- The Casino Control (Fees) Regulations 2015 prescribe the fees to accompany an application for a special employee licence, an application to replace a licence, or an application for the redefinition of the casino boundaries.

7.1.2. Municipal caps

In 2001, the Victorian Government introduced caps on the number of EGMs that can be contained in Local Government Areas (LGA). These were reviewed in 2006 and again in 2012. The caps are set at 10 EGMs per 1000 people or at the gaming machine density in the region at the date the cap was imposed, whichever is lower. The cap for the area in which the City of Greater Geelong is located (includes the Borough of Queenscliffe) is 1,421 EGMs.

Greater Geelong will experience significant population growth over the next ten years, with population predicted to increase by over 71,610. Under section 3.2.4A of the Gambling Regulation Act 2003 the VCGLR can review the regional cap if it deems that the current number is no longer appropriate; otherwise this EGM cap is reviewed every five years.

7.1.3. Community wellbeing

Community wellbeing is a reflection of the measure of health of a community in terms of physical health, happiness, contentment and/or prosperity. Gambling has the potential for significant negative impacts on the health and wellbeing of whole communities.

It is acknowledged that a small but significant number of gamblers identify as problem gamblers and that this can have a considerable adverse impact on the community in terms of its overall wellbeing.

The 2010 report of the Productivity Commission on Gambling notes that 4 per cent of Australian adults play EGMs weekly or more. Of this group, 15 per cent would be classified as problem gamblers with an additional 15 per cent experiencing moderate risks.

A significant finding by the Commission is that people considered as at moderate-risk are still important for public health policy (just as in relation to alcohol use and body weight) in that they involve higher likelihood of harm and potential for progression to more serious problems.

The City of Greater Geelong is a large community with significant disparity between disadvantaged and advantaged communities. The capacity of gambling to impact negatively on the health and wellbeing of vulnerable communities is of particular concern.

Noted cases citing community wellbeing:

The Romsey Hotel decision – Romsey Hotel Pty Ltd v Victorian Commission for Gambling Regulation & Anor [2009] VCAT 2275 (12 November 2009) (440) – gave legal recognition to the value of community wellbeing as being pertinent for all members of the community.

Whittlesea City Council v Victorian Commission for Gambling Regulation and George Adams Pty Ltd [2011] VCAT 534 (7 April 2011) 160a – gives due recognition to instances where there is strong community opposition to the introduction of gaming machines into the community.

7.1.4. Catchment

The Gambling Regulation Act 2003 – S 3.3.4 requires that that the municipal district be considered when assessing applications for gaming venues. However, decisions by the VCGLR and Victorian Civil and Administrative Tribunal (VCAT) have utilised 'venue catchment' in addressing appropriateness of a venue or number of machines at a closer local level than Local Government Area (LGA). These include the following hearings: the Werribee Football Club Ltd (VCGR, 19 May 2009; p12), Pakenham Lakeside Hotel (VCGR, 26 June, 2008, 84); Branbeau ((Branbeau PL v Victorian Commission of Gambling Regulation (Occupational and Business) [2005] VCAT 2606 (16 December 2005)); Lakes Hotel (VCGR 14 December 2011, 14); Royal Hotel (VCGR 11 November 2011); Kingston Club (VCGR 6 December 2011).

7.1.5. Prevalence of problem gambling

Problem gambling is a public health issue affecting the community, not just individuals. The prevailing view in Australia is that problem gambling is not solely an individual problem but can emerge from a combination of factors related to the individual gambler and the wider gambling and social environment.

Australian research has consistently found that unacceptably high levels of problem gambling are often associated with:

- Accessibility (especially to EGMs in casinos, clubs and hotels)
- Environmental factors such as spatial distribution and location of machines
- Industry practices and features of EGM design, such as speed, repetitive and continuous play.
- Advertising and inducements to gamble.

- Government policies and regulation.

The Productivity Commission Report (2010) identified that problem gambling affects a small but significant number of people within the community, and these figures increase dramatically for EGM gambling. Around a third of regular (weekly) EGM gamblers are problem gamblers or moderate risk gamblers.

In 2014, the prevalence of problem gambling in Victoria (VRGF, 2015) was measured using a sample of 15,000 Victorian adults. The study calculated the following estimates for the Victorian population:

Problem gamblers	0.81%	35,563
Moderate-risk gamblers	2.79%	122,493
Low-risk gamblers	8.91%	391,188
Non-problem gamblers	57.59%	2,528,453
Non gamblers	29.90%	1,312,741

The study also found a significantly higher proportion of people of Indigenous backgrounds who are classified as having a gambling problem (8.71%) relative to the proportion of the Victorian adult population (0.81%).

While these percentages and numbers are small, they translate to an even greater number of people (family, friends, work colleagues and members of the community) affected by problem gambling.

Current evidence suggests a 'ripple effect' in addition to the person who develops a gambling problem where five to ten people are adversely affected to varying degrees.

7.1.6. Problem gambling in the City of Greater Geelong

Using Productivity Commission's estimates it can be calculated that within Greater Geelong at any given time there are 7,042 adults who play the EGMs on a weekly basis (4% of the adult population). Of these, 15% or 1,056 who would be classified as problem gamblers with a further 1,056 (15%) experiencing moderate risk, a total of 2,112 individuals. The Commission also found that the knock on effects to family, friends and the workplace reach a further five to ten individuals.

Therefore, it is estimated that some 10,000–20,000 people (including family members and friends of problem gamblers) may be adversely affected by problem gambling in Greater Geelong at the present time. The knock-on effect to the broader community in terms of family disruption, families unable to pay schooling and other costs, family violence, work colleagues bearing the brunt of another colleague's gambling problem and the economic impact to employers and local economies are all impacts not currently quantified for local governments.

4. NAMING – PURNELL ROAD CHILD AND FAMILY CENTRE

Source: Community Life – Connected Communities
Director: Robyn Stevens
Portfolio: Arts, Culture and Heritage

Purpose

1. To seek Council approval to name Purnell Road Child and Family Centre, Korayn Birralee Family Centre, Corio.

Background

2. The Purnell Road Child and Family Centre is a City of Greater Geelong and State Government project which responds to the need to provide new facilities to accommodate current and expected population growth in the north.
3. The new facility, located at 138–150 Purnell Road, Corio (**Attachment 2**), is proposed to accommodate: long day child care, sessional kindergarten, maternal and child health, specialist family support unit, toy library, community meeting room, interview room, consulting rooms, multi-purpose room, community/parent lounge and public playground/open space area.
4. The new facility will commence operation in term one 2020.

Key Matters

5. The proposed name for the Purnell Road Child and Family Centre, Korayn Birralee (*pronounced Ko-rain Birra-lee, with a rolling r on the rr*) Family Centre, Corio, has been created, agreed upon and approved by traditional land owners from Wathaurung Aboriginal Corporation.
6. The proposed name, meaning Corio Children, best reflects the service provided and location of the service without conflict for emergency services or duplication.
7. The proposal was advertised on the Geelong Australia webpage, City News in the Geelong Advertiser and the Geelong Indy newspapers from 18 November 2019 to 18 December 2019.
8. Three online submissions were received, two in support of the naming and one with a concern. This concern was related to the name not reflecting the service.
9. The name meets the criteria under the *Geographical Place Names Act 1998*, and as outlined in the guidelines, *Naming rules for places in Victoria 2016*.

Cr Aitken moved, Cr Grzybek seconded -

10. **That Council approve the official naming of the Purnell Road Child and Family Centre as Korayn Birralee Family Centre, Corio.**

Carried.

Attachment 1

Financial Implications

1. Council is responsible for the cost of the signage to the new building. This cost is accounted for within the capital project budget.

Community Engagement

2. Officers have undertaken a detailed engagement process with the traditional land owners from Wathaurong Aboriginal Corporation, with the name being presented and agreed by the Wathaurong Aboriginal Co-operative Board.
3. The proposed naming of the Centre was advertised on the Geelong Australia webpage, in City News in the Geelong Advertiser and the Geelong Indy newspapers over a four-week period, 18 November to 18 December 2019.
4. Three responses were received, two in support of the naming and one with concerns of the naming (**Attachment 3**). This concern was related to the name not reflecting the service. Officers have contacted the community member with concerns and have outlined steps that will be taken to ensure the correct pronunciation is shared with staff and community as well as education around the history of the name and the meaning of its connection to culture. Officers will collaborate with a traditional land owner and will upload a sound clip of the pronunciation of the name. Detailed information will also be available on the City's website outlining the process in which the name was created and the significance it has to the centre.
5. Subject to Council and Geographical Registrar approval, the relevant authorities and abutting owners and surrounding residents will be notified of the naming.

Social Equity Considerations

6. The proposal promotes and respects Aboriginal culture, helps build relationships between Aboriginal and non-Aboriginal Australians, and promotes education of Aboriginal history and culture within Council and across the community.

Policy/Legal/Statutory Implications

7. All *Geographical Place Names Act 1998* guidelines and Council policies have been followed and met in relation to the naming proposal.

Alignment to Council Plan

8. The proposal aligns to Council Plan, in particular:
 - 8.1 'A more inclusive and diverse community' under the key priority 'advocating for, and helping to achieve, the priorities set by local Aboriginal people'; and
 - 8.2 'Organisational leadership, strategy and governance' under the key priority of 'proactively manage our assets, including land holdings'.

Conflict of Interest

9. No City officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Risk Assessment

10. The naming of the Purnell Road Child and Family Centre, Korayn Birralelee Family Centre, Corio, considers the risk of emergency services not being able to locate the facility. The risk is minimal, as the name is not duplicated elsewhere in the municipality and the naming complies with the *Geographical Place Names Act 1998*. The Emergency Services Telecommunications Authority (ESTA) responsible for responding to 000 calls, will be notified of the name change, if approved.

Environmental Implications

11. There are no environmental issues arising from this report.

Attachment 2

138–150 Purnell Road, Corio to be named Korayn Birralee Family Centre, Corio



Attachment 3

Korayn Birraleee Family Centre, Corio – Feedback received following public consultation 18 Nov – 18 Dec 2019

	Feedback Comment - Supportive	Theme/Response
1.	Fantastic choice! Geelong needs more names from traditional land owners!	Indigenous heritage
2.	Another great choice! The connections that the city are continue to share with the people of Geelong about our traditional owners and custodians is great. now, how do I say it frantically? ????	Indigenous heritage, however worried about pronunciation
	Feedback Comment – Not supportive	Theme/Response
1.	leave the name in english as this reflects the vast majority of the population. What is wrong with the current name which tells people where it is and what services it provides? The proposed new name korayn birraleee family centre doesn't do that.	Language; not reflective of centre's purpose

5. NAMING – DRYSDALE INTEGRATED CHILD AND FAMILY CENTRE

Source: Community Life – Connected Communities
Director: Robyn Stevens
Portfolio: Arts, Culture and Heritage

Purpose

1. To seek Council approval to name the Drysdale Integrated Child and Family Centre, Bella wiyn Birralee Family Centre Drysdale.

Background

2. The Drysdale Integrated Child and Family Centre is a City of Greater Geelong and State Government project which responds to the need to provide new facilities to accommodate current and expected population growth in the northern Bellarine area.
3. The new centre, located at 17–21 Palmerston Street, Drysdale (**Attachment 2**), is proposed to accommodate a range of early years and family services/facilities including child care, sessional kindergarten, maternal and child health, consulting rooms, and a multi-purpose community room.
4. The new facility will commence operations in term one 2020.

Key Matters

5. The proposed name for the Drysdale Integrated Child and Family Centre is Bella wiyn Birralee (pronounced Bella-w'n Birra-lee, with a rolling r) Family Centre, Drysdale, has been created, agreed upon and approved by traditional land owners from Wathaurung Aboriginal Corporation.
6. The proposed name, meaning Bellarine Children, best reflects the service provided and location of the service without conflict for emergency services or duplication.
7. The proposed name was advertised on the Geelong Australia webpage, City News in the Geelong Advertiser, the Geelong Indy and the Bellarine Times newspapers from 18 November 2019 to 18 December 2019.
8. Twelve online submissions were received; five in support of the naming and seven with concerns of the naming. These concerns related to the difficulty in pronouncing the name and the spelling of the name.
9. The name meets the criteria under the *Geographical Place Names Act 1998*, and as outlined in the guidelines, *Naming rules for places in Victoria 2016*.

Cr Sullivan moved, Cr Mason seconded -

10. **That Council approve the official naming of the Drysdale Integrated Child and Family Centre as Bella wiyn Birralee Family Centre, Drysdale.**

Carried.

Attachment 1

Financial Implications

1. Council is responsible for the cost of the signage to the new building. This cost is accounted for within the capital project budget.

Community Engagement

2. Officers have undertaken a detailed engagement process with the traditional land owners from Wathaurong Aboriginal Corporation, with the name being presented and agreed by the Wathaurong Aboriginal Co-operative Board.
3. The proposed naming of the Centre was advertised on the Geelong Australia webpage, in City News in the Geelong Advertiser, the Bellarine Times and the Geelong Indy newspapers over a four-week period, 18 November to 18 December 2019.
4. Twelve responses were received, five in support of the naming and seven with concerns of the naming. These related to the difficulty in pronouncing the name and the spelling of the name (**Attachment 3**). Officers have contacted the community members with concerns and have outlined steps that will be taken to ensure the correct pronunciation is shared with staff and community, as well as education around the history of the name and the meaning of its connection to culture. Officers will collaborate with a traditional land owner and will upload a sound clip of the pronunciation of the name. Detailed information will also be available on the City's website outlining the process in which the name was created and the significance it has to the centre.
5. Subject to Council and Geographical Registrar approval, the relevant authorities and abutting owners and surrounding residents will be notified of the naming.

Social Equity Considerations

6. The proposal promotes and respects Aboriginal culture, helps build relationships between Aboriginal and non-Aboriginal Australians, and promotes education of Aboriginal history and culture within Council and across the community.

Policy/Legal/Statutory Implications

7. All *Geographical Place Names Act 1998* guidelines and Council policies have been followed and met in relation to the naming proposal.

Alignment to Council Plan

8. The proposal aligns to Council Plan, in particular:
 - 8.1 'A more inclusive and diverse community' under the key priority 'advocating for, and helping to achieve, the priorities set by local Aboriginal people'; and
 - 8.2 'Organisational leadership, strategy and governance' under the key priority of 'proactively manage our assets, including land holdings'.

Conflict of Interest

9. No City officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Risk Assessment

10. The naming of the Drysdale Integrated Child and Family Centre, Bella wiyin Birraleee Family Centre, Drysdale, considers the risk of emergency services not being able to locate the facility. The risk is minimal, as the name is not duplicated elsewhere in the municipality and the naming complies with the *Geographical Place Names Act 1998*. The Emergency Services Telecommunications Authority (ESTA) responsible for responding to 000 calls, will be notified of the name change, if approved.

Environmental Implications

11. There are no environmental issues arising from this report.

Attachment 2

17-21 Palmerston Street, Drysdale to be named Bella wiyn Birralee Family Centre Drysdale



Attachment 3

Bella wiyn Birralee Family Centre, Drysdale – Feedback received following public consultation 18 Nov – 18 Dec 2019

	Feedback Comment - Supportive	Theme/Response
1.	Fantastic to be recognizing our indigenous heritage; a great name. Much better than the first round of proposed road name changes for the drysdale bypass	Indigenous heritage
2.	This is a fine choice of name and the council is to be commended for choosing it. It's good to see the council acting on local people's views, rather than just requesting them and then ignoring them.	Local views
3.	Agree, we should have more Indigenous names in the region. I hope the Wathaurong people were consulted and gave approval for this all first.	Indigenous heritage
4.	Great idea for the name of the centre. Well done consulting with Wathaurong. Let's do more of that.	Indigenous heritage
5.	A great name. It is great seeing the city to continue to acknowledge and show respect to our traditional owners. knowing how to say it frenetically would help me ????	Indigenous heritage; however a little worried about pronunciation
	Feedback Comment – Not supportive	Theme/Response
1.	Name is too long	Length
2.	I think the name Bella wiyn sounds like someone is mis-pronouncing "Bellarine" and it may make it confusing for little kids trying to learn how to say words correctly.	Pronunciation
3.	The name sounds like an incorrect way of saying Bellarine. My kids will be confused.	Pronunciation
4.	The proposed "Bella Wiyn" just sounds like a mis-pronunciation of the word "Bellarine". I think this could and will provide confusion. Not only to the adults but also to the small ears who are the life of the centre. Take the word "Wathaurung" for example. Ask the kids to say/sing it. Their pronunciation is more often "WADAWRONG". I totally support the nod to the aboriginal heritage but believe it should be something that provides ease. Take "AMAROO" for example, meaning - lovely place. I suggest "Amaroo Birralee Family Centre" perhaps.	Pronunciation
5.	This is a difficult name for children and adults to articulate pronounce correctly a is there a Wathaurung word for family that can be used? I like Birralee but think Bella Wiyn might be too much. Also, I didn't receive the original email about this it was forwarded by another parent. Thank you	Pronunciation
6.	I want to like this, but please reconsider this name change, while I appreciate the background and sentiment, it is difficult to remember, and maybe difficult to spell correctly. I don't think people will call the centre that as it is a bit wordy.	Length & pronunciation
7.	There is a tendency to over-think these things. Have a name that means something without having to be translated. As it is in Drysdale, this should be part of the name. As it is focussed on children's health, include this also. I suggest: DRYSDALE CHILDREN'S HEALTH CENTRE, or an even shorter version: DRYSDALE CHILD HEALTH CENTRE. It is nonsense to write that 'Bella wiyn Birralee Family Centre; best reflects the service to be provided; it does not! Also, it would be helpful if the person writing this posting had a better command of English grammar and punctuation.	Not reflective of centre's purpose

6. ROAD RENAMING DUE TO DRYSDALE BYPASS STAGE 2

Source: Customer & Corporate Services – Financial Services
Director: Michael Dugina
Portfolio: Finance

Purpose

1. To seek Council approval to rename roads that have been truncated (definition: shortened by; or as if having a part cut off) by the Drysdale Bypass Project.

Background

2. The Drysdale Bypass is a 6km road between Jetty Road and Whitcombes Road, constructed to improve safety and ease congestion on the Bellarine Peninsula. The project is expected to be completed mid-2020.
3. The new bypass has caused nine roads to be truncated and they must be renamed. The suggested names have come from the previously approved ANZAC register (refer attached maps).
4. The Naming Rules for Places in Victoria 2016 require all roadways which become non navigable from point A to point B in a direct manner to be separately named.
5. Stage 1 renamed four roads and was adopted by Council on 10 December 2019.

Key Matters

6. An advertisement was placed in the Geelong Advertiser newspaper on 1 November 2019. The proposed naming was also placed on the City's website for 30 days as per statutory requirement.
7. Affected property owners and residents have been consulted with regards to the renaming(s).
8. Submissions have been reviewed as per the Naming Rules for Places in Victoria 2016.
9. A further four of the nine renamings are supported by the community:

Road Name OLD	Road Name NEW	No. of affected properties	In favour	Against	No response*
Clarendon Road	Waterson Road	5	3	0	2
Drakes Road	Redgum Place	7	6	0	1
Gilles Road	Gilchrist Street	6	3	0	3
Collins Street	Mayall Way	7	2	0	5

*non return of surveys indicate 'in favour' of the preferred option as per the Naming Rules Section 7.2.4

10. Further consultation regarding Whitcombes Road will be held with affected property owners and residents.
11. The Office of Geographic Names supports the approach taken by the City with regard to public consultation.
12. All submissions for the recommended roads have been addressed.

Cr Sullivan moved, Cr Mason seconded -

13. That Council approve the renaming of the:

- 13.1 Section of Clarendon Road from Andersons Road to Buccleugh Street, rename to “Waterson Road, Drysdale”;**
- 13.2 Section of Drakes Road from Portarlington Road to Drysdale Bypass, rename to “Redgum Place, Drysdale”;**
- 13.3 Section of Gillies Road from Andersons Road to Reserve Road, rename to “Gilchrist Street, Drysdale”; and**
- 13.4 Section of Collins Street running north east from Portarlington Road/Collins Street to Drakes Road, rename to “Mayall Way, Drysdale”.**

Amended Motion:

Cr Murrphy moved, Cr Mason seconded -

13. That Council:

- 13.1 Not support the renaming of the section of Clarendon Road from Andersons Road to Buccleugh Street, to “Waterson Road, Drysdale” and request the CEO to further consider the change to Clarendon Road and report back to Council; and**
- 13.2 Support the renaming of the:**
 - 13.2.1 Section of Drakes Road from Portarlington Road to Drysdale Bypass, rename to “Redgum Place, Drysdale”;**
 - 13.2.2 Section of Gillies Road from Andersons Road to Reserve Road, rename to “Gilchrist Street, Drysdale”; and**
 - 13.2.3 Section of Collins Street running north east from Portarlington Road/Collins Street to Drakes Road, rename to “Mayall Way, Drysdale”.**

Carried.

Attachment 1

Financial Implications

1. The approximate cost to the City is \$500 per renaming. This includes advertising, notification to adjoining property owners and residents, notification to authorities and street signage.

Community Engagement

2. Surveys were sent to all affected and adjoining property owners and residents advising of the proposals and seeking feedback.
3. An advertisement was placed in the "Have your say" section of City News in the Geelong Advertiser on 1 November 2019.
4. The proposal was open for comment on the Geelong Australia website for 30 days from the date of the newspaper advertisement.
5. Names from the previously approved ANZAC register and suggested alternatives from responses to the original survey were suggested as the new road names.
6. Submissions were reviewed as per Naming Rules for Places in Victoria 2016.
7. A further four of the proposed nine names are proceeding in this report.
8. Further consultation will be conducted with the residents and property owners of Whitcombes Road.

Social Equity Considerations

9. The City has a responsibility to the community to ensure that all properties are able to be identified in a clear and logical manner for emergency services and visitors to the area. The proposed renaming's will fulfil this responsibility.

Policy/Legal/Statutory Implications

10. The *Local Government Act 1989*, the *Geographic Place Names Act 1998* and The Naming Rules for Places in Victoria 2016 have been followed.

Alignment to Council Plan

11. The proposed road renaming's are consistent with Council Plan strategic priorities for:
 - 11.1 Improved health and safety of our community by enabling emergency services to locate properties on these roadways in a timely manner with minimal confusion.
 - 11.2 A more inclusive and diverse community by respecting the language barrier with different cultures and the way in which words are pronounced.

Conflict of Interest

12. No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Risk Assessment

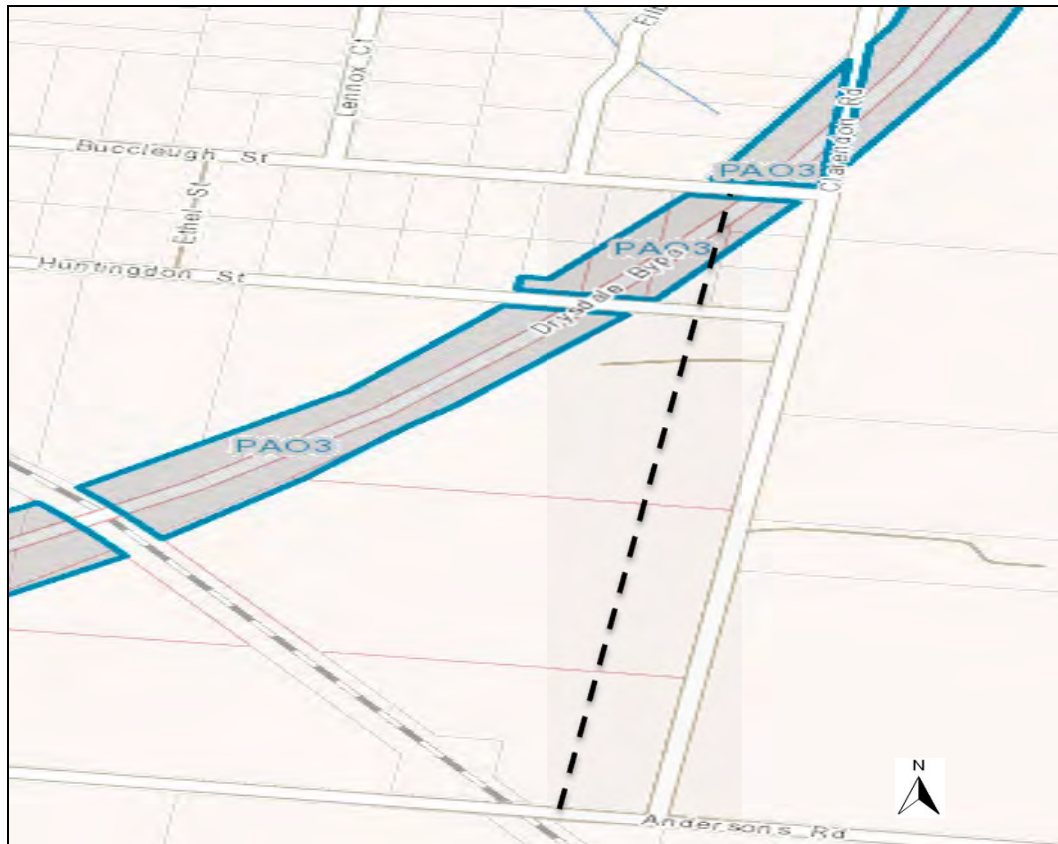
13. If an emergency situation occurred, the City's proposal to rename these sections of roadway could minimise the risk or failure to be able to access a situation in a timely manner.

Environmental Implications

14. There are no environmental implications arising from the subject of this report.

Attachment 2

It is proposed to rename Clarendon Road to Waterson Road, Drysdale. Section to be renamed is highlighted below by the broken line.



Waterson Road

In honour of Mr Horace Waterson. As a young child moved to Drysdale and attended Drysdale State School and the Drysdale Methodist Church. Horace served for the New Zealand Army on the western front and was killed in action on 15 June 1917.

It is proposed to rename Drakes Road to Redgum Place, Drysdale. Section to be renamed is highlighted below by the broken line.



Redgum Place

Redgum Place has been suggested due to the stand of ancient red gums in the area. These trees are believed to be several centuries old and predate the arrival of Europeans in the area.

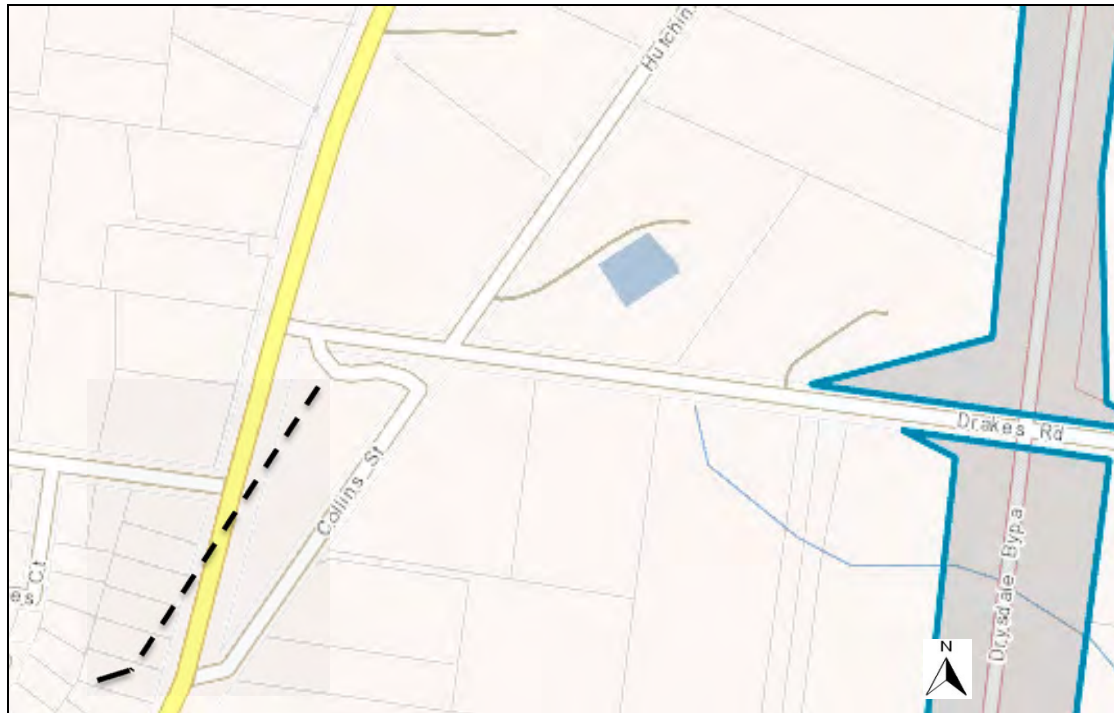
It is proposed to rename Gillies Road to Gilchrist Street, Drysdale. Section to be renamed is highlighted below by the broken line.



Gilchrist Street

In honour of Mr Jack Gilchrist Dunn. Jack served in the 2/2 Australian Pioneer Battalion until January 1949. Jack was the original owner of five acres of land on Gillies Road, Drysdale.

It is proposed to rename Collins Street to Mayall Way, Drysdale. Section to be renamed is highlighted below by the broken line.



Mayall Way, Drysdale

In honour of Mr Edward Harding Mayall, born in Drysdale on 30 January 1908. Enlisted on 15 August 1942. Served as a Captain with the 4 Field Regiment in the Pacific relieving an artillery unit at Lae in Papua New Guinea. Discharged on 2 January 1946.

7. COUNCIL TO STAFF DELEGATIONS

Source: Governance, Strategy & Performance - Governance
Director: Rebecca Leonard
Portfolio: Leadership and Governance

Purpose

1. To review and update the Greater Geelong City Council (Council) instrument of delegation to members of Council staff.

Background

2. The *Local Government Act 1989* (the Act) provides for the delegation of Council's powers, duties and functions under that Act or any other Act.
3. Council delegates its powers, duties and functions, subject to some exceptions and limitations, to the members of Council staff where they cannot be delegated through the CEO.
4. Council last reviewed the delegation to members of Council staff on 9 July 2019.

Key Matters

5. The powers conferred on the Council under some legislative instruments cannot be delegated through the CEO and must be delegated by resolution directly to members of council staff.
6. It is important to ensure that Council has properly delegated powers, duties and functions, in order to avoid any issues arising regarding the legality of a decision or an action purportedly made or taken on behalf of the council.
7. The schedule to the instrument of delegation has been updated under the *Planning and Environment Act 1987* (Vic) to reflect position changes within the Planning, Design and Development Directorate.
8. To improve the timeliness and administration of Section 173 agreements, the Director Planning, Design and Development has recommended that the Manager, City Development and Manager, Planning and Growth be added to these delegations.

Cr Aitken moved, Cr Grzybek seconded -

9. In the exercise of the powers conferred by section 98(1) of the Local Government Act 1989 (the Act) and the other legislation referred to in the attached instrument of delegation, the Greater Geelong City Council (Council) RESOLVES THAT:

- 9.1 There be delegated to the members of Council staff holding, acting in or performing the duties of the offices or positions referred to in the attached Instrument of Delegation to members of Council staff, the powers, duties and functions set out in that instrument, subject to the conditions and limitations specified in that Instrument (Attachment 2);**
- 9.2 The instrument comes into force immediately the common seal of Council is affixed to the instrument;**
- 9.3 On the coming into force of the instrument all previous delegations from Council to members of Council staff (other than the Chief Executive Officer) are revoked; and**
- 9.4 The duties and functions set out in the instrument must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may from time to time adopt.**

Carried.

Attachment 1

Financial Implications

1. There are no financial issues arising from the subject of this report.

Community Engagement

2. The attached instrument of delegation to members of Council staff has been prepared to reflect consultation with relevant Council officers.

Social Equity Considerations

3. There are no social equity issues arising from the subject of this report.

Policy/Legal/Statutory Implications

4. Section 98(1) of the Act allows Council, by instrument of delegation, to delegate to a member of its staff certain powers, duties or functions under the Act or any other Act, other than:
 - 4.1 this power of delegation;
 - 4.2 the power to declare a rate or charge;
 - 4.3 the power to borrow money;
 - 4.4 the power to approve any expenditure not contained in a budget approved by the Council;
 - 4.5 any power, duty or function of the Council under section 223 of the Act; and
 - 4.6 any prescribed power.
5. The powers conferred on the Council under some legislative instruments cannot be delegated through the CEO and must be delegated by resolution directly to Council officers. The Acts and Regulations referred to in Attachment 2 are among those which require direct delegation.

Alignment to Council Plan

6. The recommendation furthers the *Council Plan 2018-22* strategic priority of organisational leadership, strategy and governance by supporting the key priority of making our processes more effective and efficient.
7. There are many Acts and Regulations, which confer a responsibility on councils to take action or determine matters. It is not practical for Council alone to exercise the many statutory powers, duties and functions bestowed on the Council.
8. Given the extensive variety of services provided by local government it would be practically impossible for the council to make all decisions. Local government everywhere use delegations to senior officers to provide an appropriate level of service within acceptable time frames.

Conflict of Interest

9. No Council officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Risk Assessment

10. There are no high or extreme risks associated with the subject of this report.

Environmental Implications

11. There are no environmental implications identified for the subject of this report.

Greater Geelong City Council

Instrument of Delegation

to

Members of Council Staff

Instrument of Delegation

In exercise of the power conferred by section 98(1) of the *Local Government Act* 1989 and the other legislation referred to in the attached Schedule, the Greater Geelong City Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. declares that:
 - 2.1 this Instrument of Delegation is authorised by a resolution of Council passed on <date>; and
 - 2.2 the delegation:
 - 2.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2.2 remains in force until varied or revoked;
 - 2.2.3 is subject to any conditions and limitations set out in sub-paragraph 2.3, and the Schedule; and
 - 2.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 2.3 the delegate must not determine the issue, take the action or do the act or thing:
 - 2.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council; or
 - 2.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - (a) policy; or
 - (b) strategyadopted by Council; or
 - 2.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or
 - 2.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

THE COMMON SEAL of GREATER)

GEELONG CITY COUNCIL was affixed)
hereto in the presence of:)

Mayor

Chief Executive Officer

Date: / /

SCHEDULE

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DOMESTIC ANIMALS ACT 1994

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
DOMESTIC ANIMALS ACT 1994	s.41A(1)	power to declare a dog to be a menacing dog	Manager Health & Local Laws Co-ordinator Parking & Animal Compliance Co-ordinator Amenity Protection.	Council may delegate this power to a Council authorised officer

ENVIRONMENT PROTECTION ACT 1970

ENVIRONMENT PROTECTION ACT 1970				
Column 1	Column 2	Column 3	Column 4	
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ENVIRONMENT PROTECTION ACT 1970	s.53M(3)	power to require further information	Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	Not applicable
ENVIRONMENT PROTECTION ACT 1970	s.53M(4)	duty to advise applicant that application is not to be dealt with	Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	
ENVIRONMENT PROTECTION ACT 1970	s.53M(5)	duty to approve plans, issue permit or refuse permit	Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	
ENVIRONMENT PROTECTION ACT 1970	s.53M(6)	power to refuse to issue septic tank permit	Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	refusal must be ratified by Council or it is of no effect
ENVIRONMENT PROTECTION ACT 1970	s.53M(7)	duty to refuse to issue a permit in circumstances in (a)-(c)	Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	

FOOD ACT 1984

FOOD ACT 1984				
Column 1	Column 2	Column 3	Column 4	
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
FOOD ACT 1984	s.19(2)(a)	power to direct by written order that the food premises be put into a clean and sanitary condition	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	If section 19(1) applies
FOOD ACT 1984	s.19(2)(b)	power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	If section 19(1) applies
FOOD ACT 1984	s.19(3)	power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health	If section 19(1) applies Only in relation to temporary food premises or mobile food premises
FOOD ACT 1984	s.19(4)(a)	power to direct that an order made under section 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	Manager Health & Local Laws Co-ordinator Environmental Health	If section 19(1) applies
FOOD ACT 1984	s.19(6)(a)	duty to revoke any order under section 19 if satisfied that an order has been complied with	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	If section 19(1) applies

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
FOOD ACT 1984	s.19(6)(b)	duty to give written notice of revocation under section 19(6)(a) if satisfied that an order has been complied with	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	If section 19(1) applies
FOOD ACT 1984	s.19AA(2)	power to direct, by written order, that a person must take any of the actions described in (a)-(c).	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority
FOOD ACT 1984	s.19AA(4)(c)	power to direct, in an order made under s.19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	Note: the power to direct the matters under s.19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
FOOD ACT 1984	s.19AA(7)	duty to revoke order issued under s.19AA and give written notice of revocation, if satisfied that that order has been complied with	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority
FOOD ACT 1984	s.19CB(4)(b)	power to request copy of records	Manager Health & Local Laws Co-ordinator Environmental Health	where council is the registration authority
FOOD ACT 1984	s.19E(1)(d)	power to request a copy of the food safety program	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
FOOD ACT 1984	s.19GB	power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority
FOOD ACT 1984	s.19M(4)(a) & (5)	power to conduct a food safety audit and take actions where deficiencies are identified	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	where council is the registration authority
FOOD ACT 1984	s.19NA(1)	power to request food safety audit reports	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority
FOOD ACT 1984	s.19U(3)	power to waive and vary the costs of a food safety audit if there are special circumstances	Manager Health & Local Laws Co-ordinator Environmental Health	
FOOD ACT 1984	s.19UA	power to charge fees for conducting a food safety assessment or inspection	Manager Health & Local Laws Co-ordinator Environmental Health	except for an assessment required by a declaration under section 19C or an inspection under sections 38B(1)(c) or 39.
FOOD ACT 1984	s.19W	power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
FOOD ACT 1984	s.19W(3)(a)	power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority
FOOD ACT 1984	s.19W(3)(b)	power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	where council is the registration authority
FOOD ACT 1984	---	power to register, renew or transfer registration	Manager Health & Local Laws Co-ordinator Environmental Health	where council is the registration authority refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see section 58A(2))
FOOD ACT 1984	s.38AA(5)	power to (a) request further information; or (b) advise the proprietor that the premises must be registered if the premises are not exempt	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	where council is the registration authority
FOOD ACT 1984	s.38AB(4)	power to fix a fee for the receipt of a notification under section 38AA in accordance with a declaration under subsection (1)	Manager Health & Local Laws Co-ordinator Environmental Health	where council is the registration authority
FOOD ACT 1984	s.38A(4)	power to request a copy of a completed food safety program template	Manager Health & Local Laws Co-ordinator Environmental Health	where council is the registration authority
FOOD ACT 1984	s.38B(1)(a)	duty to assess the application and determine which class of food premises under section 19C the food premises belongs	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	where council is the registration authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
FOOD ACT 1984	s.38B(1)(b)	duty to ensure proprietor has complied with requirements of section 38A	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority
FOOD ACT 1984	s.38B(2)	duty to be satisfied of the matters in section 38B(2)(a)-(b)	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority
FOOD ACT 1984	s.38D(1)	duty to ensure compliance with the applicable provisions of section 38C and inspect the premises if required by section 39	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	where council is the registration authority
FOOD ACT 1984	s.38D(2)	duty to be satisfied of the matters in section 38D(2)(a)-(d)	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	where council is the registration authority
FOOD ACT 1984	s.38D(3)	power to request copies of any audit reports	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	where council is the registration authority
FOOD ACT 1984	s.38E(2)	power to register the food premises on a conditional basis	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	where council is the registration authority not exceeding the prescribed time limit defined under subsection (5).
FOOD ACT 1984	s.38E(4)	duty to register the food premises when conditions are satisfied	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	where council is the registration authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
FOOD ACT 1984	s.38F(3)(b)	power to require proprietor to comply with requirements of this Act	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority
FOOD ACT 1984	s.39A	power to register, renew or transfer food premises despite minor defects	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health	where council is the registration authority only if satisfied of matters in subsections (2)(a)-(c)
FOOD ACT 1984	s.40(2)	power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health	
FOOD ACT 1984	s.40C(2)	power to grant or renew the registration of food premises for a period of less than 1 year	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer Environmental Health Technical Officer Food Safety Assessment Officer Food Safety Officer	where council is the registration authority
FOOD ACT 1984	s.40D(1)	power to suspend or revoke the registration of food premises	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health Environmental Health Officer	where council is the registration authority
FOOD ACT 1984	s.43F(6)	duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health	where council is the registration authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
FOOD ACT 1984	s.43F(7)	power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health	where council is the registration authority
FOOD ACT 1984	s.46(5)	power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged	Manager Health & Local Laws Co-ordinator Environmental Health Team Leader Environmental Health	where council is the registration authority

HERITAGE ACT 2017

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
HERITAGE ACT 2017	s.116	power to sub-delegate Executive Director's functions, duties or powers	Not Delegated.	must first obtain Executive Director's written consent Council can only sub-delegate if the instrument of delegation from the Executive Director authorises sub-delegation

LOCAL GOVERNMENT ACT 1989

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
LOCAL GOVERNMENT ACT 1989	s.181H	power to enter into an environmental upgrade agreement on behalf of Council and declare and levy an environmental upgrade charge	CEO ¹	
LOCAL GOVERNMENT ACT 1989	s.185L(4)	power to declare and levy a cladding rectification charge	CEO ²	

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

² The only member of staff who can be a delegate in Column 3 is the CEO.

PLANNING AND ENVIRONMENT ACT 1987

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.4B	power to prepare an amendment to the Victoria Planning Provisions	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation .	if authorised by the Minister
PLANNING AND ENVIRONMENT ACT 1987	s.4G	function of receiving prescribed documents and a copy of the Victoria Planning Provisions from the Minister	Director Planning, Design & Development. Manager City Development Manager Planning and Growth. Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation. Team Leader Statutory Planning Principal Planner Senior Strategic Planner Senior Statutory Planner Subdivision Officer Town Planner Customer Service Town Planner.	
PLANNING AND ENVIRONMENT ACT 1987	s.4H	duty to make amendment to Victoria Planning Provisions available	Director Planning, Design & Development. Manager City Development Manager Planning and Growth. Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation. Team Leader Statutory Planning Principal Planner Senior Strategic Planner Senior Statutory Planner Subdivision Officer Town Planner Customer Service Town Planner.	

Column 1	Column 2	Column 3	Column 4	
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.4I	duty to keep Victorian Planning Provisions and other documents available	Director Planning, Design & Development. Manager City Development Manager Planning and Growth. Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery. Senior Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.8A(2)	power to prepare amendment to the planning scheme where the Minister has given consent under s.8A	Manager City Development Co-ordinator Strategic Implementation Senior Strategic Planner Strategic Planner.	
PLANNING AND ENVIRONMENT ACT 1987	s.8A(3)	power to apply to Minister to prepare an amendment to the planning scheme	Director Planning, Design & Development. Manager City Development Manager Planning and Growth. Co-ordinator Strategic Planning Co-ordinator Strategic Implementation Co-ordinator Planning Delivery. Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Customer Service Town Planner Subdivision Officer.	
PLANNING AND ENVIRONMENT ACT 1987	s.8A(5)	function of receiving notice of the Minister's decision	Director Planning, Design & Development Manager City Development Manager Planning and Growth Manager Urban Design and Heritage. Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Team Leader Statutory Planning Principal Planner Senior Strategic Planner Senior Statutory Planner Subdivision Officer Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.8A(7)	power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation Senior Strategic Planner Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.8B(2)	power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation Senior Strategic Planner Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.12(3)	power to carry out studies and do things to ensure proper use of land in which Council is the planning authority and consult with other persons to ensure co-ordination of planning scheme with these persons	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Strategic Implementation Co-ordinator Planning Delivery. Project Manager Northern and Western Geelong Growth Areas Senior Strategic Planner Strategic Planner.	
PLANNING AND ENVIRONMENT ACT 1987	s.12A(1)	duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s 19 of the Planning and Environment (Planning Schemes) Act 1996)	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Senior Strategic Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.12B(1)	duty to review planning scheme	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Senior Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.12B(2)	Duty to review planning scheme at direction of Minister	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Senior Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Senior Strategic Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.14	duties of a Responsible Authority as set out in subsections (a) to (d)	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation. Team Leader Statutory Planning Principal Planner Senior Statutory Planning Senior Statutory Planner Town Planner Senior Planning Investigations Officer Planning Investigations Officer Customer Service Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.17(1)	duty of giving copy amendment to the planning scheme	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Senior Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.17(2)	duty of giving copy s.173 agreement	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Senior Strategic Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.17(3)	duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	Manager City Development Co-ordinator Strategic Implementation Senior Strategic Planner Snr Strategic Planner/Project Officer Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.18	duty to make amendment etc. available	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Senior Strategic Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.19	power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under section 19 to a planning scheme	Manager Planning and Growth Manager City Development Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.19	function of receiving notice of preparation of an amendment to a planning scheme	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Strategic Implementation Co-ordinator Planning Delivery	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
PLANNING AND ENVIRONMENT ACT 1987	s.20(1)	power to apply to Minister for exemption from the requirements of section 19	Director Planning, Design & Development Manager Planning and Growth Manager City Development Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.21(2)	duty to make submissions available	Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.21A(4)	duty to publish notice in accordance with section	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Co-ordinator Strategic Planning	
PLANNING AND ENVIRONMENT ACT 1987	s.22	duty to consider all submissions	Director Planning, Design & Development Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Team Leader Statutory Planning Principal Planner Senior Statutory Planner Subdivision Officer Town Planner Customer Service Town Planner	except submissions which request a change to the items in s.22(5)(a) and (b)
PLANNING AND ENVIRONMENT ACT 1987	s.23(1)(b)	duty to refer submissions which request a change to the amendment to a panel	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Strategic Implementation Co-ordinator Planning Delivery	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.23(2)	power to refer to a panel submissions which do not require a change to the amendment	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.24	function to represent council and present a submission at a panel hearing (including a hearing referred to in section 96D)	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Subdivision Officer Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.26(1)	power to make report available for inspection	Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.26(2)	duty to keep report of panel available for inspection	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.27(2)	power to apply for exemption if panel's report not received	Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.28	duty to notify the Minister if abandoning an amendment	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.30(4)(a)	duty to say if amendment has lapsed	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.30(4)(b)	duty to provide information in writing upon request	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.32(2)	duty to give more notice if required	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.33(1)	duty to give more notice of changes to an amendment	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.36(2)	duty to give notice of approval of amendment	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.38(5)	duty to give notice of revocation of an amendment	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.39	function of being a party to a proceeding commenced under s.39 and duty to comply with determination by VCAT	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.40(1)	function of lodging copy of approved amendment	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.41	duty to make approved amendment available	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.46AS(ac)	power to request the Victorian Planning Authority to provide advice on any matter relating to land in Victoria or an objective of planning in Victoria	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Strategic Implementation Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.46AW	function of being consulted by the Minister	Director Planning, Design & Development Manager City Development Manager Planning and Growth	where Council is a responsible public entity

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46AX	function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy power to endorse the draft Statement of Planning Policy	Director Planning, Design & Development	where Council is a responsible public entity
PLANNING AND ENVIRONMENT ACT 1987	s.46AZC(2)	duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Senior Strategic Planner Snr Strategic Planner/Project Officer Strategic Planner Project Engineer - Development Contributions	where Council is a responsible public entity
PLANNING AND ENVIRONMENT ACT 1987	s.46AZK	duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Senior Strategic Planner Snr Strategic Planner/Project Officer Strategic Planner Project Engineer - Development Contributions Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Customer Service Town Planner	where Council is a responsible public entity

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GI(2)(b)(i)	power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator.	where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GJ(1)	function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46GK	duty to comply with a Minister's direction that applies to Council as the planning authority	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Senior Strategic Planner Snr Strategic Planner/Project Officer Strategic Planner Development Contributions Accountant Senior Strategic Planner – Planning Delivery Growth Area Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.46GN(1)	duty to arrange for estimates of values of inner public purpose land	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GO(1)	duty to give notice to owners of certain inner public purpose land	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Senior Strategic Planner Snr Strategic Planner/Project Officer Strategic Planner Development Contributions Accountant Senior Strategic Planner – Planning Delivery Growth Area Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.46GP	function of receiving a notice under s.46GO	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Senior Strategic Planner Snr Strategic Planner/Project Officer Strategic Planner Development Contributions Accountant Senior Strategic Planner – Planning Delivery Growth Area Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Customer Service Town Planner	where Council is the collecting agency

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GQ	function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Senior Strategic Planner Snr Strategic Planner/Project Officer Strategic Planner Development Contributions Accountant Senior Strategic Planner – Planning Delivery Growth Area Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Customer Service Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.46GR(1)	duty to consider every submission that is made by the closing date for submissions included in the notice under s.46GO	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Senior Strategic Planner Snr Strategic Planner/Project Officer Strategic Planner Development Contributions Accountant Senior Strategic Planner – Planning Delivery Growth Area Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Customer Service Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GR(2)	power to consider a late submission duty to consider a late submission if directed to do so by the Minister	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Senior Strategic Planner Snr Strategic Planner/Project Officer Strategic Planner Development Contributions Accountant Senior Strategic Planner – Planning Delivery Growth Area Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.46GS(1)	power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s.46GQ	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Senior Strategic Planner Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46GS(2)	duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46GT(2)	duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GT(4)	function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46GT(6)	function of receiving, from the valuer-general, written notice of a determination under s.46GT(5)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46GU	duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s.46GU(1)(a) and (b) are met	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46GV(3)	function of receiving the monetary component and any land equalisation amount of the infrastructure contribution power to specify the manner in which the payment is to be made	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GV(3)(b)	power to enter into an agreement with the applicant	Director Planning, Design and Development Manager Planning and Growth Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator.	where Council is the collecting agency

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GV(4)(a)	power to enter into an agreement with the applicant	. Director Planning, Design and Development Manager Planning and Growth Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinato	where Council is the development agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GV(4)(b)	power to enter into an agreement with the applicant	Director Planning, Design and Development Manager Planning and Growth Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator.	where Council is the collecting agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GV(7)	duty to impose the requirements set out in s.46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Senior Strategic Planner Snr Strategic Planner/Project Officer Strategic Planner Development Contributions Accountant Senior Strategic Planner – Planning Delivery Growth Area Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Customer Service Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.46GV(9)	power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GX(1)	power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	Director Planning, Design and Development	where Council is the collecting agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GX(1)	power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	Manager Planning and Growth	where Council is the collecting agency Limited to instances where the value of works, services, land or facilities do not exceed value of levy payable.
PLANNING AND ENVIRONMENT ACT 1987	s.46GX(2)	duty, before accepting the provision of works, services or facilities by an applicant under s.46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GY(1)	duty to keep proper and separate accounts and records	Manager City Development Manager Planning and Growth Manager Financial Services Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GY(2)	duty to keep the accounts and records in accordance with the Local Government Act 1989	Manager City Development Manager Planning and Growth Manager Financial Services Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GZ(2)(a)	duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan this duty does not apply where Council is that planning authority
PLANNING AND ENVIRONMENT ACT 1987	s.46GZ(2)(a)	function of receiving the monetary component	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions AccountantCo-	where the Council is the planning authority this duty does not apply where Council is also the collecting agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GZ(2)(b)	duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan as responsible for those works, services or facilities	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan this provision does not apply where Council is also the relevant development agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GZ(2)(b)	function of receiving the monetary component	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the development agency under an approved infrastructure contributions plan this provision does not apply where Council is also the collecting agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GZ(4)	duty to use any land equalisation amounts to pay land credit amounts under s.46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s.46GZ(5)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GZ(5)	duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan this provision does not apply where Council is also the relevant development agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GZ(5)	function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant.	where Council is the development agency specified in the approved infrastructure contributions plan this provision does not apply where Council is also the collecting agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GZ(7)	duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s.46GW	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZ(9)	duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	if any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s.46GV(4) where Council is the collecting agency under an approved infrastructure contributions plan this duty does not apply where Council is also the development agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GZ(9)	function of receiving the fee simple in the land	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the development agency under an approved infrastructure contributions plan this duty does not apply where Council is also the collecting agency

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GZA(1)	duty to keep proper and separate accounts and records	Manager City Development Manager Planning and Growth Manager Financial Services Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is a development agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZA(2)	duty to keep the accounts and records in accordance with the Local Government Act 1989	Manager City Development Manager Planning and Growth Manager Financial Services Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is a development agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZB(3)	duty to follow the steps set out in s.46GZB(3)(a) & (c)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is a development agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZB(4)	duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	if the VPA is the collecting agency under an approved infrastructure contributions plan where Council is a development agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZD(2)	duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s.46GZD(2)(a) and (b)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the development agency under an approved infrastructure contributions plan

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GZD(3)	duty to follow the steps set out in s.46GZD(3)(a) and (b)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZD(5)	duty to make payments under s.46GZD(3) in accordance with ss.46GZD(5)(a) and 46GZD(5)(b)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZE(2)	duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the development agency under an approved infrastructure contributions plan this duty does not apply where Council is also the collecting agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GZE(2)	function of receiving the unexpended land equalisation amount	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan this duty does not apply where Council is also the development agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GZE(3)	duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s.46GZE(3)(a) and (b)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GZF(2)	duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the development agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZF(3)	duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the development agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZF(3)	s.46GZF(3)(a) function of receiving proceeds of sale	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collection agency under an approved infrastructure contributions plan this provision does not apply where Council is also the development agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GZF(4)	duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s.46GZF(5)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZF(6)	duty to make the payments under s.46GZF(4) in accordance with s.46GZF(6)(a) and (b)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46GZH	power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Planning Delivery Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Development Contributions Accountant	where Council is the collecting agency under an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.46GZI	duty to prepare and give a report to the Minister at the times required by the Minister	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is a collecting agency or development agency
PLANNING AND ENVIRONMENT ACT 1987	s.46GZK	power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	Director Planning, Design and Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	where Council is a collecting agency or development agency
PLANNING AND ENVIRONMENT ACT 1987	s.46LB(3)	duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s.46LB (2)	Manager Planning and Growth Co-ordinator Planning Delivery Development Contributions Accountant	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46N(1)	duty to include condition in permit regarding payment of development infrastructure levy	Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Development Contributions Accountant Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Customer Service Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.46N(2)(c)	function of determining time and manner for receipt of development contributions levy	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of development infrastructure levy	Director Planning, Design and Development	
PLANNING AND ENVIRONMENT ACT 1987	s.46O(1)(a) & (2)(a)	power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permits	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46O(1)(d) & (2)(d)	power to enter into agreement with the applicant regarding payment of community infrastructure levy	Director Planning, Design and Development Manager City Development Manager Planning Strategy & Urban Growth Co-ordinator Statutory Planning Statutory Planning Projects Co-ordinator Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Co-ordinator Strategic Planning	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46P(1)	power to require payment of amount of levy under section 46N or section 46O to be satisfactorily secured	Director Planning, Design and Development Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46P(2)	power to accept provision of land, works, services or facilities in part or full payment of levy payable	Manager Planning and Growth	Limited to instances where the value of works, services, land or facilities do not exceed value of levy payable
PLANNING AND ENVIRONMENT ACT 1987	s.46P(2)	power to accept provision of land, works, services or facilities in part or full payment of levy payable	Director Planning, Design and Development	
PLANNING AND ENVIRONMENT ACT 1987	s.46Q(1)	duty to keep proper accounts of levies paid	Director Planning, Design and Development Manager City Development Manager Planning and Growth Manager Financial Services Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46Q(1A)	duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency or plan preparation costs incurred by a development agency	Director Planning, Design and Development Manager City Development Manager Planning and Growth Manager Financial Services Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46Q(2)	duty to apply levy only for a purpose relating to the provision of plan preparation costs or the works, services and facilities in respect of which the levy was paid etc.	Director Planning, Design and Development Manager City Development Manager Planning and Growth Manager Financial Services Manager Social Planning and Investment Manager Engineering Services Manager Environment and Waste Manager Property and Procurement Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Strategic Implementation Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46Q(3)	power to refund any amount of levy paid if it is satisfied the development is not to proceed	Director Planning, Design & Development Manager Planning and Growth	only applies when levy is paid to Council as a 'development agency'
PLANNING AND ENVIRONMENT ACT 1987	s.46Q(4)(c)	duty to pay amount to current owners of land in the area if an amount of levy has been paid to a municipal council as a development agency for plan preparation costs incurred by the council or for the provision by the council of works, services or facilities in an area under s.46Q(4)(a)	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Co-ordinator Strategic Planning	must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
PLANNING AND ENVIRONMENT ACT 1987	s.46Q(4)(d)	duty to submit to the Minister an amendment to the approved development contributions plan	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Development Contributions Accountant	must be done in accordance with Part 3

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.46Q(4)(e)	duty to expend that amount on other works etc.	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Development Contributions Accountant	with the consent of, and in the manner approved by, the Minister
PLANNING AND ENVIRONMENT ACT 1987	s.46QC	power to recover any amount of levy payable under Part 3B	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Planning Delivery Development Contributions Accountant	
PLANNING AND ENVIRONMENT ACT 1987	s.46QD	duty to prepare report and give a report to the Minister	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Planning Delivery Development Contributions Accountant	where council is a collecting agency or development agency
PLANNING AND ENVIRONMENT ACT 1987	s.46V(3)	duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Customer Service Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.46Y	duty to carry out works in conformity with the approved strategy plan	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator.	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.47	power to decide that an application for a planning permit does not comply with that Act	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Principal Planner Senior Statutory Planner Team Leader Statutory Planning Customer Service Town Planner Subdivision Officer Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.49(1)	duty to keep a register of all applications for permits and determinations relating to permits	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.49(2)	duty to make register available for inspection	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.50(4)	duty to amend application	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.50(5)	power to refuse to amend application	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.50(6)	duty to make note of amendment to application in register	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.50A(1)	power to make amendment to application	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.50A(3)	power to require applicant to notify owner and make a declaration that notice has been given	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.50A(4)	duty to note amendment to application in register	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.51	duty to make copy of application available for inspection	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.52(1)(a)	duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.52(1)(b)	duty to give notice of the application to other municipal councils where appropriate	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.52(1)(c)	duty to give notice of the application to all persons required by the planning scheme	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.52(1)(ca)	duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.52(1)(cb)	duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.52(1)(d)	duty to give notice of the application to other persons who may be detrimentally effected	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.52(1AA)	duty to give notice of an application to remove or vary a registered restrictive covenant	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.52(3)	power to give any further notice of an application where appropriate	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.53(1)	power to require the applicant to give notice under section 52(1) to persons specified by it	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.53(1A)	power to require the applicant to give the notice under section 52(1AA)	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.54(1)	power to require the applicant to provide more information	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.54(1A)	duty to give notice in writing of information required under section 54(1)	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.54(1B)	duty to specify the lapse date for an application	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.54A(3)	power to decide to extend time or refuse to extend time to give required information	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.54A(4)	duty to give written notice of decision to extend or refuse to extend time under section 54A(3)	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.55(1)	duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.57(2A)	power to reject objections considered made primarily for commercial advantage for the objector	Not Delegated.	
PLANNING AND ENVIRONMENT ACT 1987	s.57(3)	function of receiving name and address of persons to whom notice of decision is to go	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.57(5)	duty to make available for inspection copy of all objections	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.57A(4)	duty to amend application in accordance with applicant's request, subject to s.57A(5)	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.57A(5)	power to refuse to amend application	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.57A(6)	duty to note amendments to application in register	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Senior Administration / Technical Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.57B(1)	duty to determine whether and to whom notice should be given	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.57B(2)	duty to consider certain matters in determining whether notice should be given	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.57C(1)	duty to give copy of amended application to referral authority	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.58	duty to consider every application for a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.58A	power to request advice from the Planning Application Committee	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.60	duty to consider certain matters	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.60(1A)	duty to consider certain matters before deciding on application	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.60(1B)	duty to consider number of objectors in considering whether use or development may have significant social effect	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.61(1)	power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage At 2006
PLANNING AND ENVIRONMENT ACT 1987	s.61(2)	duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.61(2A)	power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.61(3)(a)	duty not to decide to grant a permit to use coastal Crown land without Minister's consent	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.61(3)(b)	duty to refuse to grant the permit without the Minister's consent	Not Delegated.	
PLANNING AND ENVIRONMENT ACT 1987	s.61(4)	duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.62(1)	duty to include certain conditions in deciding to grant a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.62(2)	power to include other conditions	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.62(4)	duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.62(5)(b)	power to include a permit condition that specified works be provided on or to the land or paid for in accordance with section 173 agreement	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.62(5)(c)	power to include a permit condition that specified works be provided or paid for by the applicant	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.62(6)(a)	duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with section 62(5) or section 46N	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.62(6)(b)	duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in section 62(1)(a)	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.63	duty to issue the permit where made a decision in favour of the application (if no one has objected)	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.64(1)	duty to give notice of decision to grant a permit to applicant and objectors	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Team Leader Statutory Planning	Subject to advising all Councillors prior to any delegated decision being made in respect of applications with 6 or more objections with the right for any Councillor to refer an application to the Planning Committee in accordance with the Planning Committee terms of reference

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.64(3)	duty not to issue a permit until after the specified period	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	This provision applies also to a decision to grant an amendment to a permit - see section 75
PLANNING AND ENVIRONMENT ACT 1987	s.64(5)	duty to give each objector a copy of an exempt decision	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.64A	duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	this provision applies also to a decision to grant an amendment to a permit - see section 75A
PLANNING AND ENVIRONMENT ACT 1987	s.65(1)	duty to give notice of refusal to grant permit to applicant and person who objected under section 57	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Senior Administration / Technical Officer	Subject to advising all Councillors prior to any delegated decision being made in respect of refusal of applications with the right for any Councillor to refer an application to the Planning Committee in accordance with the Planning Committee terms of reference

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.66(1)	duty to give notice under section 64 or section 65 and copy permit to relevant determining referral authorities	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.66(2)	duty to give a recommending referral authority notice of its decision to grant a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	if the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
PLANNING AND ENVIRONMENT ACT 1987	s.66(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	if the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
PLANNING AND ENVIRONMENT ACT 1987	s.66(6)	duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under section 64 or 65	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	if the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit

Column 1	Column 2	Column 3	Column 4	
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.69(1)	function of receiving application for extension of time of permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.69(1A)	function of receiving application for extension of time to complete development	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.69(2)	power to extend time	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.70	duty to make copy permit available for inspection	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.71(1)	power to correct certain mistakes	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.71(2)	duty to note corrections in register	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.73	power to decide to grant amendment subject to conditions	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.74	duty to issue amended permit to applicant if no objectors	Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.76	duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	Manager City Development Co-ordinator Statutory Planning Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.76A(1)	duty to give relevant determining referral authorities copy of amended permit and copy of notice	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.76A(2)	duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	if the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
PLANNING AND ENVIRONMENT ACT 1987	s.76A(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	if the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.76A(6)	duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under section 64 or 76	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	if the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
PLANNING AND ENVIRONMENT ACT 1987	s.76D	duty to comply with direction of Minister to issue amended permit	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator.	
PLANNING AND ENVIRONMENT ACT 1987	s.83	function of being respondent to an appeal	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.83B	duty to give or publish notice of application for review	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Senior Administration / Technical Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.84(1)	power to decide on an application at any time after an appeal is lodged against failure to grant a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.84(2)	duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.84(3)	duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.84(6)	duty to issue permit on receipt of advice within 3 working days	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.84AB	power to agree to confining a review by the Tribunal	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Planning Delivery Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator.	
PLANNING AND ENVIRONMENT ACT 1987	s.86	duty to issue a permit at order of Tribunal within 3 working days	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Senior Planning Investigations Officer Planning Investigations Officer Principal Planner Senior Statutory Planner Team Leader Statutory Planning Customer Service Town Planner Subdivision Officer Town Planner.	
PLANNING AND ENVIRONMENT ACT 1987	s.90(1)	function of being heard at hearing of request for cancellation or amendment of a permit	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Planning Investigations Officer Planning Investigations Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.91(2)	duty to comply with the directions of the VCAT	Manager City Development Co-ordinator Statutory Planning Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Planning Investigations Officer Planning Investigations Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.91(2A)	Duty to issue amended permit to owner if Tribunal so directs	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.92	duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under section 90	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.93(2)	duty to give notice of VCAT order to stop development	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer Senior Planning Investigations Officer Planning Investigations Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.95(3)	function of referring certain applications to the Minister	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.95(4)	duty to comply with an order or direction	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.96(1)	duty to obtain a permit from the Minister to use and develop its land	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.96(2)	function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	Manager Engineering Manager Connected Communities Manager Environment & Waste Services Manager Social Planning & Investment Manager, Property Procurement & Asset Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Town Planner Senior Statutory Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.96A(2)	power to agree to consider an application for permit concurrently with preparation of proposed amendment	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.96C	power to give notice, to decide not to give notice, to publish notice and to exercise any other power under section 96C	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.96F	duty to consider the panel's report under section 96E	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.96G(1)	power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under section 23 of the Planning and Environment (Planning Schemes) Act 1996)	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.96H(3)	power to give notice in compliance with Minister's direction	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.96J	power to issue permit as directed by the Minister	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.96K	duty to comply with direction of the Minister to give notice of refusal	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.96Z	duty to keep levy certificates given to it under ss. 47 or 96A for no less than 5 years from receipt of the certificate	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Town Planner Senior Statutory Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.97C	power to request Minister to decide the application	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.97D(1)	duty to comply with directions of Minister to supply any document or assistance relating to application	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.97G(3)	function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.97G(6)	duty to make a copy of permits issued under section 97F available for inspection	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Senior Administration / Technical Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.97L	duty to include Ministerial decisions in a register kept under section 49	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Senior Administration / Technical Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.97MH	duty to provide information or assistance to the Planning Application Committee	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.97MI	duty to contribute to the costs of the Planning Application Committee or subcommittee	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator.	
PLANNING AND ENVIRONMENT ACT 1987	s.97O	duty to consider application and issue or refuse to issue certificate of compliance	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Town Planner Senior Statutory Planner Senior Planning Investigations Officer Planning Investigations Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.97P(3)	duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Senior Planning Investigations Officer Planning Investigations Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.97Q(2)	function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning Statutory Planning Projects Co-ordinator. Senior Planning Investigations Officer Planning Investigations Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.97Q(4)	duty to comply with directions of VCAT	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Senior Planning Investigations Officer Planning Investigations Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.97R	duty to keep register of all applications for certificate of compliance and related decisions	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Senior Planning Investigations Officer Planning Investigations Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Town Planner Senior Administration / Technical Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.98(1)&(2)	function of receiving claim for compensation in certain circumstances	Director Planning, Design & Development Manager City Development Manager Planning & Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.98(4)	duty to inform any person of the name of the person from whom compensation can be claimed	Director Planning, Design & Development Manager City Development Manager Planning & Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.101	function of receiving claim for expenses in conjunction with claim	Director Planning, Design & Development Manager City Development Manager Planning & Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.103	power to reject a claim for compensation in certain circumstances	Director Planning, Design & Development Manager City Development Manager Planning and Growth	
PLANNING AND ENVIRONMENT ACT 1987	s.107(1)	function of receiving claim for compensation	Director Planning, Design & Development Manager City Development Manager Planning & Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.107(3)	power to agree to extend time for making claim	Director Planning, Design & Development Manager City Development Manager Planning & Growth Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.114(1)	power to apply to the VCAT for an enforcement order	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Senior Planning Investigations Officer Planning Investigations Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.117(1)(a)	function of making a submission to the VCAT where objections are received	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Senior Planning Investigations Officer Planning Investigations Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Town Planner Subdivision Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.120(1)	power to apply for an interim enforcement order where section 114 application has been made	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Senior Planning Investigations Officer Planning Investigations Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.123(1)	power to carry out work required by enforcement order and recover costs	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Senior Planning Investigations Officer Planning Investigations Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.123(2)	power to sell buildings, materials, etc salvaged in carrying out work under section 123(1)	Director Planning, Design & Development Manager City Development Manager Financial Services .	except Crown Land
PLANNING AND ENVIRONMENT ACT 1987	s.129	function of recovering penalties	Director Planning, Design & Development Manager City Development Manager Financial Services Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator.	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.130(5)	power to allow person served with an infringement notice further time	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Senior Planning Investigations Officer Planning Investigations Officer Team Leader Statutory Planning Principal Planner Customer Service Town Planner Town Planner Senior Statutory Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.149A(1)	power to refer a matter to the VCAT for determination	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Senior Planning Investigations Officer Planning Investigations Officer Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery Principal Planner Senior Statutory Planner Team Leader Statutory Planning Customer Service Town Planner Subdivision Officer Town Planner Senior Planning Investigations Officer Planning Investigations Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.156	duty to pay fees and allowances (including a payment to the Crown under subsection (2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under subsection (2B) power to ask for contribution under subsection (3) power to abandon amendment or part of it under subsection (4)	Manager City Development Manager Planning & Growth Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Customer Service Town Planner Principal Planner Senior Strategic Planner Senior Statutory Planner Statutory Planning Project Co-ordinator Strategic Planner Team Leader Statutory Planning Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.171(2)(f)	power to carry out studies and commission reports	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Subdivision Officer Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.171(2)(g)	power to grant and reserve easements	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Subdivision Officer Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.172C	power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	Director Planning, Design & Development. Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery	where Council is a development agency specified in an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.172D(1)	power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s.46GV(4)	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery	
PLANNING AND ENVIRONMENT ACT 1987	s.172D(2)	power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s.46GV(4)	Director Planning, Design & Development. Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery	where Council is the development agency specified in an approved infrastructure contributions plan
PLANNING AND ENVIRONMENT ACT 1987	s.173(1)	power to enter into agreement covering matters set out in section 174	Director Planning, Design & Development Manager City Development Manager Planning & Growth	
PLANNING AND ENVIRONMENT ACT 1987	s.173(1A)	power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	Director Planning, Design & Development Manager City Development Manager Planning & Growth	where council is the relevant responsible authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987		power to decide whether something is to the satisfaction of Council, where an agreement made under section 173 of the Planning and Environment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery Principal Planner Senior Statutory Planner Team Leader Statutory Planning Customer Service Town Planner Subdivision Officer Planning Investigations Officer Senior Planning Investigations Officer Town Planner Principle Development Engineer Senior Development Engineer Development Engineer	
PLANNING AND ENVIRONMENT ACT 1987		power to give consent on behalf of Council, where an agreement made under section 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	Manager City Development Manager Planning and Growth Manager Urban Design and Heritage Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Planning Co-ordinator Planning Delivery Principal Planner Senior Statutory Planner Team Leader Statutory Planning Customer Service Town Planner Subdivision Officer Planning Investigations Officer Senior Planning Investigations Officer Town Planner Principle Development Engineer Senior Development Engineer Development Engineer	
PLANNING AND ENVIRONMENT ACT 1987	s.177(2)	power to end a section 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Planning Delivery	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.178	power to amend a s.173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	Director Planning, Design & Development Manager City Development Manager Planning & Growth	
PLANNING AND ENVIRONMENT ACT 1987	s.178A(1)	function of receiving application to amend or end an agreement	Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.178A(3)	function of notifying the owner as to whether it agrees in principle to the proposal under s.178A(1)	Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.178A(4)	function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.178A(5)	power to propose to amend or end an agreement	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	s.178B(1)	duty to consider certain matters when considering proposal to amend an agreement	Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.178B(2)	duty to consider certain matters when considering proposal to end an agreement	Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.178C(2)	duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.178C(4)	function of determining how to give notice under s.178C(2)	Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	Director Planning, Design & Development Manager City Development Manager Planning & Growth	If no objections are made under s.178D Must consider matters in s.178B
PLANNING AND ENVIRONMENT ACT 1987	s.178E(2)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	Director Planning, Design & Development	If no objections are made under s.178D Must consider matters in s.178B
PLANNING AND ENVIRONMENT ACT 1987	s.178E(2)(c)	power to refuse to amend or end the agreement	Director Planning, Design & Development Manager City Development Manager Planning & Growth	If no objections are made under s.178D Must consider matters in s.178B
PLANNING AND ENVIRONMENT ACT 1987	s.178E(3)(a)	power to amend or end the agreement in accordance with the proposal	Director Planning, Design & Development Manager City Development Manager Planning & Growth	After considering objections, submissions and matters in s.178B
PLANNING AND ENVIRONMENT ACT 1987	s.178E(3)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	Director Planning, Design & Development Manager City Development Manager Planning & Growth	After considering objections, submissions and matters in s.178B
PLANNING AND ENVIRONMENT ACT 1987	s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	Director Planning, Design & Development Manager City Development Manager Planning & Growth	After considering objections, submissions and matters in s.178B
PLANNING AND ENVIRONMENT ACT 1987	s.178E(3)(d)	power to refuse to amend or end the agreement	Director Planning, Design & Development Manager City Development Manager Planning & Growth	After considering objections, submissions and matters in s.178B

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.178F(1)	duty to give notice of its decision under s.178E(3)(a) or (b)	Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.178F(2)	duty to give notice of its decision under s.178E(2)(c) or (3)(d)	Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.178G	duty to sign amended agreement and give copy to each other party to the agreement	Director Planning, Design & Development	
PLANNING AND ENVIRONMENT ACT 1987	s.178H	power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.178I(3)	duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.181	duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	Manager City Development Co-ordinator Strategic Implementation Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.181(1A)(b)	duty to apply to the Registrar of Titles, without delay, to record the agreement	Manager City Development Co-ordinator Strategic Implementation Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.182	power to enforce an agreement	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Planning Investigations Officer Principal Planner Senior Statutory Planner Team Leader Statutory Planning Customer Service Town Planner Senior Planning Investigations Officer Subdivision Officer Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.183	duty to tell Registrar of Titles of ending/amendment of agreement	Manager City Development Co-ordinator Strategic Implementation Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.184F(1)	power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	Director Planning, Design & Development Manager City Development Manager Planning & Growth	
PLANNING AND ENVIRONMENT ACT 1987	s.184F(2)	duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.184F(3)	duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.184F(5)	function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.184G(2)	duty to comply with a direction of the Tribunal	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Senior Planning Investigations Officer Planning Investigations Office	
PLANNING AND ENVIRONMENT ACT 1987	s.184G(3)	duty to give notice as directed by the Tribunal	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.201(1)	function of receiving application for declaration of underlying zoning	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning Statutory Planning Projects Co-ordinator Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.201(3)	duty to make declaration	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning Statutory Planning Projects Co-ordinator Co-ordinator Strategic Implementation Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987		power to decide, in relation to any planning scheme or permit, that a specified thing has or has not been done to the satisfaction of Council	Manager City Development Manager Planning and Growth Manager Urban Design and Heritage Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Development Planning Principal Planner Senior Statutory Planner Team Leader Statutory Planning Customer Service Town Planner Principal Development Engineer Senior Development Engineer Principal Planning Engineer Development Engineer Team Leader Recreation & Open Space Planning Senior Recreation & Open Space Planner Parks Planning Officer Subdivision Officer Town Planner Team Leader Environmental Planning	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987		power, in relation to any planning scheme or permit, to consent or refuse to consent to any matter which requires the consent or approval of Council	Manager City Development Manager Planning and Growth Manager Urban Design and Heritage Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Planning Delivery Co-ordinator Strategic Planning Principal Planner Senior Statutory Planner Team Leader Statutory Planning Customer Service Town Planner Subdivision Officer Planning Investigations Officer Senior Planning Investigations Officer Town Planner	
PLANNING AND ENVIRONMENT ACT 1987		power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	Manager City Development Manager Planning and Growth Manager Urban Design and Heritage Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery Co-ordinator Development Planning Principal Planner Senior Statutory Planner Team Leader Statutory Planning Customer Service Town Planner Principal Development Engineer Senior Development Engineer Principal Planning Engineer Development Engineer Team Leader Recreation & Open Space Planning Senior Recreation & Open Space Planner Parks Planning Officer Subdivision Officer Town Planner Team Leader Environmental Planning	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987		power to give written authorisation in accordance with a provision of a planning scheme	Manager City Development Manager Planning and Growth Manager Urban Design and Heritage Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Town Planner	
PLANNING AND ENVIRONMENT ACT 1987	s.201UAB(1)	function of providing the Victoria Planning Authority with information relating to any land within municipal district	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT ACT 1987	s.201UAB(2)	duty to provide the Victoria Planning Authority with information requested under subsection (1) as soon as possible	Director Planning, Design & Development Manager City Development Manager Planning and Growth Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery Customer Service Town Planner Team Leader Statutory Planning Principal Planner Senior Statutory Planner Town Planner Subdivision Officer	
PLANNING AND ENVIRONMENT ACT 1987	-----	power to determine whether or not a document or series of documents constitute a Development Plan for the purposes of the Greater Geelong Planning Scheme is to the satisfaction of the Responsible Authority	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator.	
PLANNING AND ENVIRONMENT ACT 1987		exercise all the powers, duties and functions of a referral authority under the Planning and Environment Act	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Team Leader Statutory Planning Principal Planner Senior Statutory Planner Customer Service Town Planner Subdivision Officer Town Planner	

PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016	r.19	power to waive or rebate a fee relating to an amendment of a planning scheme	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation	
PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016	r.20	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation	
PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016	r.21	duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.19 or 20	Director Planning, Design & Development Manager City Development Co-ordinator Strategic Implementation	

PLANNING AND ENVIRONMENT REGULATIONS 2015

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT REGULATIONS 2015	r.6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	Manager City Development Manager Planning and Growth Co-ordinator Strategic Planning Co-ordinator Strategic Implementation Co-ordinator Planning Delivery	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority
PLANNING AND ENVIRONMENT REGULATIONS 2015	r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Team Leader Statutory Planning Principal Planner Customer Service Town Planner Subdivision Officer Town Planner	
PLANNING AND ENVIRONMENT REGULATIONS 2015	r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Team Leader Statutory Planning Principal Planner Customer Service Town Planner Subdivision Officer Town Planner	where Council is the responsible authority
PLANNING AND ENVIRONMENT REGULATIONS 2015	r.25(b)	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	Director Planning, Design & Development Manager City Development Co-ordinator Statutory Planning. Statutory Planning Projects Co-ordinator. Co-ordinator Strategic Implementation Team Leader Statutory Planning Principal Planner Customer Service Town Planner Subdivision Officer Town Planner	where Council is not the responsible authority but the relevant land is within Council's municipal district

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
PLANNING AND ENVIRONMENT REGULATIONS 2015	r.42	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a combined application for an amendment to a planning scheme and notice of a permit application	Manager City Development Manager Planning and Growth Co-ordinator Strategic Implementation Co-ordinator Strategic Planning Co-ordinator Planning Delivery	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

RAIL SAFETY (LOCAL OPERATIONS) ACT 2006

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34C(2)	function of entering into safety interface agreements with rail infrastructure manager	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34D(1)	function of working in conjunction with rail infrastructure manager in determining whether risks to safety need to be managed	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34D(2)	function of receiving written notice of opinion	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34D(4)	function of entering into safety interface agreement with infrastructure manager	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34E(1)(a)	duty to identify and assess risks to safety	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34E(1)(b)	duty to determine measures to manage any risks identified and assessed having regard to items set out in section 34E(2)(a)-(c)	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34E(3)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34F(1)(a)	duty to identify and assess risks to safety, if written notice has been received under section 34D(2)(a)	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34F(1)(b)	duty to determine measures to manage any risks identified and assessed, if written notice has been received under section 34D(2)(a)	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34F(2)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34H	power to identify and assess risks to safety as required under sections 34B, 34C, 34D, 34E or 34F in accordance with subsections (a)-(c)	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34I	function of entering into safety interface agreements	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34J(2)	function of receiving notice from Safety Director	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34J(7)	duty to comply with a direction of the Safety Director given under section 34J(5)	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority
RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34K(2)	duty to maintain a register of items set out in subsections (a)-(b)	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the relevant road authority

RESIDENTIAL TENANCIES ACT 1997

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
RESIDENTIAL TENANCIES ACT 1997	s.142G(1)	duty to enter required information in Rooming House Register for each rooming house in municipal district	Manager City Development Co-ordinator Building Services (Municipal Building Surveyor)	
RESIDENTIAL TENANCIES ACT 1997	s.142G(2)	power to enter certain information in the Rooming House Register	Manager City Development Co-ordinator Building Services (Municipal Building Surveyor)	
RESIDENTIAL TENANCIES ACT 1997	s.142I(2)	power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	Manager City Development Co-ordinator Building Services (Municipal Building Surveyor)	
RESIDENTIAL TENANCIES ACT 1997	s.252	power to give tenant a notice to vacate rented premises if subsection (1) applies	Not Delegated	where council is the landlord
RESIDENTIAL TENANCIES ACT 1997	s.262(1)	power to give tenant a notice to vacate rented premises	Not Delegated	where council is the landlord
RESIDENTIAL TENANCIES ACT 1997	s.262(3)	power to publish its criteria for eligibility for the provision of housing by council	Not Delegated	
RESIDENTIAL TENANCIES ACT 1997	s.518F	power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	Manager City Development Co-ordinator Building Services (Municipal Building Surveyor)	
RESIDENTIAL TENANCIES ACT 1997	s.522(1)	power to give a compliance notice to a person	Manager City Development Co-ordinator Building Services (Municipal Building Surveyor)	Not applicable
RESIDENTIAL TENANCIES ACT 1997	s.525(2)	power to authorise an officer to exercise powers in section 526 (either generally or in a particular case)	Manager City Development Co-ordinator Building Services (Municipal Building Surveyor)	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
RESIDENTIAL TENANCIES ACT 1997	s.525(4)	duty to issue identity card to authorised officers	Manager City Development Co-ordinator Building Services (Municipal Building Surveyor)	
RESIDENTIAL TENANCIES ACT 1997	s.526(5)	duty to keep record of entry by authorised officer under section 526	Manager City Development Co-ordinator Building Services (Municipal Building Surveyor)	
RESIDENTIAL TENANCIES ACT 1997	s.526A(3)	function of receiving report of inspection	Manager City Development Co-ordinator Building Services (Municipal Building Surveyor)	
RESIDENTIAL TENANCIES ACT 1997	s.527	power to authorise a person to institute proceedings (either generally or in a particular case)	Director Planning, Design & Development Manager City Development Manager Health & Local Laws Co-ordinator Building Services (Municipal Building Surveyor)	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010

Column 1	Column 2	Column 3	Column 4	
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.7	function of entering into a written agreement with a caravan park owner	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.11	function of receiving applications for registration	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.13(1)	duty to grant the registration if satisfied that the caravan park complies with these regulations	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.13(2)	power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.13(2)	duty to renew the registration if satisfied that the caravan park complies with these regulations	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.13(4) & (5)	duty to issue certificate of registration	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.15(1)	function of receiving notice of transfer of ownership	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.15(3)	power to determine where notice of transfer is displayed	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.16(1)	duty to transfer registration to new caravan park owner	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.16(2)	duty to issue a certificate of transfer of registration	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.17(1)	power to determine the fee to accompany applications for registration or applications for renewal of registration	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.18	duty to keep register of caravan parks	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.19(4)	power to determine where the emergency contact person's details are displayed	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.19(6)	power to determine where certain information is displayed	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.22A(1)	duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.22A(2)	duty to consult with relevant emergency services agencies	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.23	power to determine places in which caravan park owner must display a copy of emergency procedures	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.24	power to determine places in which caravan park owner must display copy of public emergency warnings	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.25(3)	duty to consult with relevant floodplain management authority	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.26	duty to have regard to any report of the relevant fire authority	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.28(c)	power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.39	function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.39(b)	power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.40(4)	function of receiving installation certificate	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	r.42	power to approve use of a non-habitable structure as a dwelling or part of a dwelling	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010	Schedule 3 clause 4(3)	power to approve the removal of wheels and axles from unregistrable movable dwelling	Co-ordinator Building Services (Municipal Building Surveyor) Team Leader Senior Building Surveyor (Governance) Team Leader Senior Building Surveyor/Permits Technical Officer Assistant Building Surveyor Building Surveyor	

ROAD MANAGEMENT ACT 2004

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	s.11(1)	power to declare a road by publishing a notice in the Government Gazette	Manager Financial Services Manager Engineering Services Co-ordinator Revenue Property & Valuations	obtain consent in circumstances specified in section 11(2)
ROAD MANAGEMENT ACT 2004	s.11(8)	power to name a road or change the name of a road by publishing notice in Government Gazette	Manager Engineering Services Property & Valuations Supervisor	Not applicable
ROAD MANAGEMENT ACT 2004	s.11(9)(b)	duty to advise Registrar	Manager Engineering Services Property & Valuations Supervisor	
ROAD MANAGEMENT ACT 2004	s.11(10)	duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	Manager Engineering Services Co-ordinator Revenue Property & Valuations	clause subject to section 11(10A)
ROAD MANAGEMENT ACT 2004	s.11(10A)	duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	Manager Engineering Services	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.12(2)	power to discontinue road or part of a road	Not Delegated	were council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.12(4)	power to publish, and provide copy, notice of proposed discontinuance	Manager Property & Procurement Manager Engineering Services	power of coordinating road authority where it is the discontinuing body unless subsection (11) applies
ROAD MANAGEMENT ACT 2004	s.12(5)	duty to consider written submissions received within 28 days of notice	Manager Property & Procurement Manager Engineering Services	power of coordinating road authority where it is the discontinuing body unless subsection (11) applies
ROAD MANAGEMENT ACT 2004	s.12(6)	function of hearing a person in support of their written submission	Manager Property & Procurement Manager Engineering Services	power of coordinating road authority where it is the discontinuing body unless subsection (11) applies
ROAD MANAGEMENT ACT 2004	s.12(7)	duty to fix day, time and place of meeting under subsection (6) and to give notice	Manager Property & Procurement Manager Engineering Services	power of coordinating road authority where it is the discontinuing body unless subsection (11) applies

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	s.12(10)	duty to notify of decision made	Manager Property & Procurement Manager Engineering Services	duty of coordinating road authority where it is the discontinuing body does not apply where an exemption is specified by the regulations or given by the Minister
ROAD MANAGEMENT ACT 2004	s.13(1)	power to fix a boundary of a road by publishing notice in Government Gazette	Co-ordinator Development Planning Co-ordinator Infrastructure Planning	power of coordinating road authority and obtain consent under section 13(3) and section 13(4) as appropriate
ROAD MANAGEMENT ACT 2004	s.14(4)	function of receiving notice from VicRoads	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.14(7)	power to appeal against decision of VicRoads	Manager Engineering Services	Not applicable
ROAD MANAGEMENT ACT 2004	s.15(1)	power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	Co-ordinator Development Planning Co-ordinator Design & Services Co-ordinator Infrastructure Planning	Not applicable
ROAD MANAGEMENT ACT 2004	s.15(1A)	power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	Co-ordinator Development Planning Co-ordinator Design & Services Co-ordinator Infrastructure Planning	Not applicable
ROAD MANAGEMENT ACT 2004	s.15(2)	duty to include details of arrangement in public roads register	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.16(7)	power to enter into an arrangement under section 15	Manager Engineering Services	Not applicable
ROAD MANAGEMENT ACT 2004	s.16(8)	duty to enter details of determination in public roads register	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Development Planning Co-ordinator Transport	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	s.17(2)	duty to register public road in public roads register	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.17(3)	power to decide that a road is reasonably required for general public use	Not Delegated	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.17(3)	duty to register a road reasonably required for general public use in public roads register	Not Delegated	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.17(4)	power to decide that a road is no longer reasonably required for general public use	Co-ordinator Infrastructure Planning Co-ordinator Development Planning Co-ordinator Transport	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.17(4)	duty to remove road no longer reasonably required for general public use from public roads register	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Development Planning Co-ordinator Transport	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.18(1)	power to designate ancillary area	Co-ordinator Development Planning Co-ordinator Infrastructure Planning	where council is the coordinating road authority, and obtain consent in circumstances specified in section 18(2)
ROAD MANAGEMENT ACT 2004	s.18(3)	duty to record designation in public roads register	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.19(1)	duty to keep register of public roads in respect of which it is the coordinating road authority	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.19(4)	duty to specify details of discontinuance in public roads register	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Development Planning Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.19(5)	duty to ensure public roads register is available for public inspection	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	s.21	function of replying to request for information or advice	Manager Engineering Services Co-ordinator Design & Services Co-ordinator Development Planning Co-ordinator Infrastructure Planning Co-ordinator Transport	obtain consent in circumstances specified in section 11(2)
ROAD MANAGEMENT ACT 2004	s.22(2)	function of commenting on proposed direction	Manager Engineering Services Co-ordinator Design & Services Co-ordinator Development Planning Co-ordinator Infrastructure Planning Co-ordinator Program Delivery Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.22(4)	duty to publish a copy or summary of any direction made under section 22 by the Minister in its annual report	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.22(5)	duty to give effect to a direction under this section.	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.40(1)	duty to inspect, maintain and repair a public road.	Manager Engineering Services Co-ordinator Design & Services Co-ordinator Development Planning Co-ordinator Infrastructure Planning Co-ordinator Program Delivery Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.40(5)	power to inspect, maintain and repair a road which is not a public road	Co-ordinator Design & Services Co-ordinator Development Planning Co-ordinator Infrastructure Planning Co-ordinator Program Delivery Co-ordinator Transport	Not applicable
ROAD MANAGEMENT ACT 2004	s.41(1)	power to determine the standard of construction, inspection, maintenance and repair	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.42(1)	power to declare a public road as a controlled access road	Co-ordinator Development Planning Co-ordinator Infrastructure Planning	power of coordinating road authority and Schedule 2 also applies

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	s.42(2)	power to amend or revoke declaration by notice published in Government Gazette	Co-ordinator Development Planning Co-ordinator Infrastructure Planning	power of coordinating road authority and Schedule 2 also applies
ROAD MANAGEMENT ACT 2004	s.42A(3)	duty to consult with VicRoads before road is specified	Manager Engineering Services	where council is the coordinating road authority if road is a municipal road or part thereof
ROAD MANAGEMENT ACT 2004	s.42A(4)	power to approve Minister's decision to specify a road as a specified freight road	Manager Engineering Services	where council is the coordinating road authority if road is a municipal road or part thereof and where road is to be specified a freight road
ROAD MANAGEMENT ACT 2004	s.48M(3)	function of consulting with the relevant authority for purposes of developing guidelines under section 48M	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.49	power to develop and publish a road management plan	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.51	power to determine standards by incorporating the standards in a road management plan	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.53(2)	power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	Co-ordinator Transport Co-ordinator Infrastructure Planning	Not applicable
ROAD MANAGEMENT ACT 2004	s.54(2)	duty to give notice of proposal to make a road management plan	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.54(5)	duty to conduct a review of road management plan at prescribed intervals	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.54(6)	power to amend road management plan	Co-ordinator Infrastructure Planning Co-ordinator Transport	Not applicable

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	s.54(7)	duty to incorporate the amendments into the road management plan	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.55(1)	duty to cause notice of road management plan to be published in Government Gazette and newspaper	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.63(1)	power to consent to conduct of works on road	Manager City Works	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.63(2)(e)	power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	Manager City Works	where council is the infrastructure manager
ROAD MANAGEMENT ACT 2004	s.64(1)	duty to comply with clause 13 of Schedule 7	Manager City Works	where council is the infrastructure manager or works manager
ROAD MANAGEMENT ACT 2004	s.66(1)	power to consent to structure etc	Manager Health & Local Laws Co-ordinator Development Planning Co-ordinator Amenity Protection Co-ordinator Parking & Animal Compliance Co-ordinator Infrastructure Planning Legal Support & Prosecutions Officer Health & Amenity Officer Team Leader Parking & Information Services Parking Information Services Officer Team Leader Animal & Information Services Parking & Information Services Lead Officer Animal & Information Services Officer Animal Registration & Patrol Officer Animal Patrol and Safety Officer (pt) Animal Management Officer Project Support & Engagement Officer Parking Information Services Officer Principal Infrastructure Engineer	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.67(2)	function of receiving the name & address of the person responsible for distributing the sign or bill	Manager Engineering Services Co-ordinator Development Planning	where council is the coordinating road authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	s.67(3)	power to request information	Manager Health & Local Laws Co-ordinator Development Planning Co-ordinator Design & Services Co-ordinator Amenity Protection Co-ordinator Parking & Animal Compliance Co-ordinator Infrastructure Planning Co-ordinator Transport Legal Support & Prosecutions Officer Team Leader Parking & Information Services Health & Amenity Officer Parking Information Services Officer Parking & Information Services Lead Officer Animal & Information Services Officer Animal Registration & Patrol Officer Team Leader Animal & Information Services Animal Patrol and Safety Officer (pt) Animal Management Officer Project Support & Engagement Officer Principal Infrastructure Engineer	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.68(2)	power to request information	Co-ordinator Development Planning Co-ordinator Design & Services Co-ordinator Transport Co-ordinator Infrastructure Planning Principal Infrastructure Engineer	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	s.71(3)	power to appoint an authorised officer	Manager Engineering Services	Not applicable
ROAD MANAGEMENT ACT 2004	s.72	duty to issue an identity card to each authorised officer	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.85	function of receiving report from authorised officer	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.86	duty to keep register re section 85 matters	Manager Engineering Services Co-ordinator Development Planning	
ROAD MANAGEMENT ACT 2004	s.87(1)	function of receiving complaints	Manager Engineering Services	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	s.87(2)	duty to investigate complaint and provide report	Manager Engineering Services Co-ordinator Design & Services Co-ordinator Development Planning Co-ordinator Infrastructure Planning Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.112(2)	power to recover damages in court	Manager Engineering Services	Not applicable
ROAD MANAGEMENT ACT 2004	s.116	power to cause or carry out inspection	Co-ordinator Transport Co-ordinator Infrastructure Planning Principal Asset Management Engineer Principal Infrastructure Engineer	Not applicable
ROAD MANAGEMENT ACT 2004	s.119(2)	function of consulting with VicRoads	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.120(1)	power to exercise road management functions on an arterial road (with the consent of VicRoads)	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	s.120(2)	duty to seek consent of VicRoads to exercise road management functions before exercising power in section 120(1)	Manager Engineering Services Co-ordinator Design & Services Co-ordinator Development Planning Co-ordinator Infrastructure Planning Co-ordinator Transport	
ROAD MANAGEMENT ACT 2004	s.121(1)	power to enter into an agreement in respect of works	Co-ordinator Development Planning Co-ordinator Program Delivery Co-ordinator Design & Services Co-ordinator Infrastructure Planning	Not applicable
ROAD MANAGEMENT ACT 2004	s.122(1)	power to charge and recover fees	Manager Engineering Services	Not applicable
ROAD MANAGEMENT ACT 2004	s.123(1)	power to charge for any service	Manager Engineering Services	Not applicable
ROAD MANAGEMENT ACT 2004	Schedule 2 Clause 2(1)	power to make a decision in respect of controlled access roads	Co-ordinator Development Planning Co-ordinator Infrastructure Planning	Not applicable
ROAD MANAGEMENT ACT 2004	Schedule 2 Clause 3(1)	duty to make policy about controlled access roads	Manager Engineering Services	

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	Schedule 2 Clause 3(2)	power to amend, revoke or substitute policy about controlled access roads	Manager Engineering Services	Not applicable
ROAD MANAGEMENT ACT 2004	Schedule 2 Clause 4	function of receiving details of proposal from VicRoads	Manager Engineering Services Co-ordinator Development Planning	
ROAD MANAGEMENT ACT 2004	Schedule 2 Clause 5	duty to publish notice of declaration	Manager Engineering Services	
ROAD MANAGEMENT ACT 2004	Schedule 7, Clause 7(1)	duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	Manager Engineering Services	where council is the infrastructure manager or works manager
ROAD MANAGEMENT ACT 2004	Schedule 7, Clause 8(1)	duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	Manager Engineering Services	where council is the infrastructure manager or works manager
ROAD MANAGEMENT ACT 2004	Schedule 7, Clause 9(1)	duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	Manager Engineering Services	where council is the infrastructure manager or works manager responsible for non-road infrastructure

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	Schedule 7, Clause 9(2)	duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	Manager Engineering Services	where council is the infrastructure manager or works manager
ROAD MANAGEMENT ACT 2004	Schedule 7, Clause 10(2)	where Schedule 7 Clause 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	Manager Engineering Services	where council is the infrastructure manager or works manager
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 12(2)	power to direct infrastructure manager or works manager to conduct reinstatement works	Manager Engineering Services	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 12(3)	power to take measures to ensure reinstatement works are completed	Manager Engineering Services	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 12(4)	duty to ensure that works are conducted by an appropriately qualified person	Manager Engineering Services	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 12(5)	power to recover costs	Manager Engineering Services	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 13(1)	duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Schedule 7, Clause 13(2)	Manager Engineering Services	where council is the works manager
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 13(2)	power to vary notice period	Manager Engineering Services	where council is the coordinating road authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	Schedule 7, Clause 13(3)	duty to ensure works manager has complied with obligation to give notice under Schedule 7, Clause 13(1)	Manager Engineering Services	where council is the infrastructure manager
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 16(1)	power to consent to proposed works	Co-ordinator Development Planning Co-ordinator Infrastructure Planning	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 16(4)	duty to consult	Manager Engineering Services Co-ordinator Development Planning	where council is the coordinating road authority, responsible authority or infrastructure manager
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 16(5)	power to consent to proposed works	Co-ordinator Development Planning Co-ordinator Infrastructure Planning Principal Infrastructure Engineer	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 16(6)	power to set reasonable conditions on consent	Co-ordinator Development Planning Co-ordinator Infrastructure Planning Principal Infrastructure Engineer	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 16(8)	power to include consents and conditions	Co-ordinator Development Planning Co-ordinator Infrastructure Planning Principal Infrastructure Engineer	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 17(2)	power to refuse to give consent and duty to give reasons for refusal	Co-ordinator Development Planning Co-ordinator Infrastructure Planning	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 18(1)	power to enter into an agreement	Co-ordinator Development Planning	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 19(1)	power to give notice requiring rectification of works	Co-ordinator Development Planning Co-ordinator Program Delivery Co-ordinator Infrastructure Planning	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 19(2) & (3)	power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	Co-ordinator Development Planning Co-ordinator Program Delivery Co-ordinator Infrastructure Planning	where council is the coordinating road authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	Co-ordinator Development Planning Co-ordinator Program Delivery Co-ordinator Design & Services Co-ordinator Infrastructure Planning	where council is the coordinating road authority
ROAD MANAGEMENT ACT 2004	Schedule 7A Clause 2	power to cause street lights to be installed on roads	Manager Engineering Services	power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
ROAD MANAGEMENT ACT 2004	Schedule 7A Clause 3(1)(d)	duty to pay installation and operation costs of street lighting - where road is not an arterial road	Manager Engineering Services	where council is the responsible road authority
ROAD MANAGEMENT ACT 2004	Schedule 7A Clause 3(1)(e)	duty to pay installation and operation costs of street lighting where road is a service road on an arterial road and adjacent areas	Manager Engineering Services	where council is the responsible road authority
ROAD MANAGEMENT ACT 2004	Schedule 7A Clause 3(1)(f)	duty to pay installation and percentage of operation costs of street lighting for arterial roads in accordance with clauses 3(2) and 4	Manager Engineering Services	duty of council as responsible road authority that installed the light (re: installation costs) and where council is relevant municipal council (re: operating costs)

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.8(1)	duty to conduct reviews of road management plan	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Program Delivery Co-ordinator Transport	
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.9(2)	duty to produce written report of review of road management plan and make report available	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Program Delivery Co-ordinator Transport	
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	where council is the coordinating road authority
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.10	duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under section 41 of the Act	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.13(1)	duty to publish notice of amendments to road management plan	Manager Engineering Services Co-ordinator Development Planning	where council is the coordinating road authority
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.13(3)	duty to record on road management plan the substance and date of effect of amendment	Manager Engineering Services Co-ordinator Infrastructure Planning Co-ordinator Transport	
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.16(3)	power to issue permit	Co-ordinator Development Planning Co-ordinator Infrastructure Planning Principal Infrastructure Engineer	where council is the coordinating road authority
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.18(1)	power to give written consent re damage to road	Co-ordinator Development Planning Co-ordinator Infrastructure Planning Principal Infrastructure Engineer	where council is the coordinating road authority

Column 1		Column 2	Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.23(2)	power to make submission to Tribunal	Manager Engineering Services	where council is the coordinating road authority
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.23(4)	power to charge a fee for application under section 66(1) Road Management Act	Co-ordinator Development Planning Co-ordinator Infrastructure Planning	where council is the coordinating road authority
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.25(1)	power to remove objects, refuse, rubbish or other material deposited or left on road	Co-ordinator Development Planning Co-ordinator Program Delivery Co-ordinator Infrastructure Planning.	where council is the coordinating road authority
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.25(2)	power to sell or dispose of things removed from road or part of road (after first complying with r.25(3))	Manager Engineering Services	where council is the coordinating road authority
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016	r.25(5)	power to recover in the Magistrates' Court, expenses from person responsible	Manager Engineering Services	

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015

ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015				
Column 1	Column 2		Column 3	Column 4
Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015	r.15	power to exempt a person from requirement under clause 13(1) of Schedule 7 of the Act to give notice as to the completion of those works	Manager Engineering Services	where council is the coordinating road authority and where consent given under section 63(1) of the Act
ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015	r.22(2)	power to waive whole or part of fee in certain circumstances	Manager Engineering Services	where council is the coordinating road authority

8. AUDIT AND RISK COMMITTEE – REVIEW OF CHARTER

Source: Governance, Strategy & Performance
Director: Rebecca Leonard
Portfolio: Leadership and Governance

Purpose

1. To endorse amendments to the Audit and Risk Committee (ARC) Charter.

Background

2. The ARC is an Advisory Committee of Council established in accordance with section 139 of the *Local Government Act (VIC) 1989*.
3. The ARC Charter requires that the Committee review and assess the adequacy of the Charter every two years or earlier if necessary.
4. The ARC Charter was last endorsed by Council at its meeting on 28 November 2017.
5. At its meeting on 20 November 2019, the ARC reviewed and endorsed the amended Charter.

Key Matters

6. The Charter has been reviewed and the terms of the Charter remain largely relevant to the operation of the Committee.
7. Proposed minor changes to the Charter include:
 - 7.1 Clause 4.2.7 – That the ARC oversee management processes and systems in relation to cyber security;
 - 7.2 Clause 4.1.6 – That the ARC review CEO expense reports; and
 - 7.3 Clause 5.3 – In the event any nominated Councillor member is unable to attend an ARC meeting, then any Councillor may attend an ARC meeting as an alternate Council representative on the Committee.
8. The Charter may require a further review pending adoption of the *Local Government Amendment Bill*.

Cr Asher moved, Cr Grzybek seconded -

9. **That Council endorse the amended Audit and Risk Committee Charter (Attachment 2).**

Carried.

Attachment 1

Financial Implications

1. Fees payable to the independent members of the Audit and Risk Committee are calculated on a per meeting basis and are set by the Chief Executive Officer.

Community Engagement

2. The community will be informed of the changes to the Audit and Risk Committee Charter once approved, in accordance with the Council's Community Engagement Policy.

Social Equity Considerations

3. There are no significant social equity impacts arising from the amendment to the Audit and Risk Committee Charter.

Policy/Legal/Statutory Implications

4. The Council is obliged to establish an Audit Committee in accordance with section 139 of the *Local Government Act (Vic) 1989*.

Alignment to Council Plan

5. The Audit and Risk Committee oversee key operational activities of the Council, including risks associated with the delivery of City Plan and audit of compliance obligations

Conflict of Interest

6. No officer involved in the preparation of this report had a direct or indirect interest.

Risk Assessment

7. There are no significant risks associated with the amendment of the Audit and Risk Committee Charter.

Environmental Implications

8. There are no environmental implications arising from the amendment of the Audit and Risk Committee Charter.

THE CITY OF
GREATER GEELONG

AUDIT AND RISK COMMITTEE CHARTER

VERSION: 1

Approval Date: DRAFT

Approved by: COUNCIL

Review Date: NOV 2021

Responsible Officer: MANAGER INTEGRITY AND RISK

Authorising Officer: DIRECTOR GOVERNANCE STRATEGY
AND PERFORMANCE

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Introduction

PURPOSE

The City of Greater Geelong (Council) has established an Audit & Risk Committee (Committee) pursuant to section 139 of the *Local Government Act (Vic) 1989* (the Act).

The role of the Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to this Charter in order to facilitate decision making by Council in discharging its responsibilities.

Definitions

This section defines the key terms used in this policy.

ACT

The *Local Government Act (Vic) 1989*

CITY

The City of Greater Geelong organisation, led by the CEO.

COMMITTEE

The Audit and Risk Committee

COUNCIL

The City of Greater Geelong Council comprised of elected Councillors and led by the Mayor.

ELT

The Executive Leadership Team of the City, as constituted from time to time.

The Charter

1. AUTHORITY

The Committee is directly responsible to Council for its performance in discharging its responsibilities as set out in this Charter.

The Committee has no delegated authority from Council unless specifically provided by Council from time to time. Any delegated authority shall be temporary and may only relate to specific matters as directed by Council.

The Committee has no executive authority to implement actions in areas over which management has responsibility and has no delegated financial responsibilities.

The Committee has no management functions and is therefore independent of management.

2. SUPPORT

The Committee will have access to appropriate management support to enable it to discharge its responsibilities effectively, including:

- 2.1 Appropriate support for development of meeting agendas and papers, minute taking during meetings and follow up actions arising from meetings;
- 2.2 Attendance of management and other relevant employees at meetings as appropriate; and
- 2.3 Access to independent experts where it considers that necessary to execute its duties, subject to prior agreement with the Chief Executive Officer.

3. OBJECTIVE

The Committee's objective is to oversee the matters detailed in clause 3 below as well as:

- 3.1 The integrity of external reporting, including both periodic management financial reports and external financial reports;
- 3.2 The scopes of work, objectivity, performance and independence of the external and internal auditors;
- 3.3 The maintenance of effective systems and controls to safeguard Council's financial and physical resources;
- 3.4 The maintenance of policies, systems and procedures designed to ensure that Council complies with relevant statutory and regulatory requirements and best practice guidelines;
- 3.5 The maintenance of frameworks, systems, etc. that enable effective recognition of risks arising from Council's strategies and operations and actions taken to manage those risks; and
- 3.6 The maintenance of IT systems and processes which protect Council against fraudulent activity and irregularities, including those related to the Protected Disclosures Act.

In carrying out its work, the Committee must promote appropriate ethical and governance standards and practices across Council's activities.

4. OVERSIGHT

The Committee will oversee a number of governance and operational areas as detailed below.

4.1 Financial Reporting

The Committee will:

- 4.1.1 Review significant accounting and external reporting issues, including complex or unusual transactions and highly judgemental areas, changes to accounting policies, recent accounting, professional and regulatory pronouncements and legislative changes, and understand their effect on the annual financial report;
- 4.1.2 Review the annual financial report and performance statement and consider whether they are complete, consistent with information known to Committee members and reflects appropriate accounting treatments;
- 4.1.3 Review with management and the external auditors the results of the audit, including any difficulties encountered by the auditors;
- 4.1.4 Recommend the adoption of the annual financial report and performance statement to Council;
- 4.1.5 Review the appropriateness of the framework and content of periodic management financial reporting to Council; and
- 4.1.6 Review CEO expense reports.

4.2 Risk Management and Business Continuity

The Committee will:

- 4.2.1 Review the risk management framework, strategy and action plan twice-yearly;
- 4.2.2 Review annually the business continuity frameworks of the City;
- 4.2.3 Review management's assessment of the risk profile of the City;
- 4.2.4 Review management's programme of business risks assessment to ensure that key risks for both strategic and operational areas are identified and managed effectively to mitigate exposures of the City;
- 4.2.5 Review the insurance programme annually prior to renewal;
- 4.2.6 Review the approach to business continuity planning arrangements, including whether business continuity and disaster recovery plans have been regularly updated and tested; and
- 4.2.7 Oversees management process and systems in relation to cyber security, including strategy, assets protection, testing and recovery.

4.3 Systems and controls to safeguard the City's resources

The Committee will:

- 4.3.1 Review the adequacy and effectiveness of systems and controls for providing a sound internal control framework;
- 4.3.2 Consider management processes for identification of the need to revise systems and controls;

- 4.3.3 Determine whether systems and controls are reviewed regularly and updated where required;
- 4.3.4 Ensure that a programme is in place to test, at least annually, compliance with systems and controls;
- 4.3.5 Review policies and procedures in place for the setting and management of delegations of authority;
- 4.3.6 Keep informed of any actual or suspected instances of fraud or corruption within the City.

4.4 External Audit

The Committee will:

- 4.4.1 Annually review the audit scope and approach proposed by the external auditor, including the extent of reliance on internal audit activity;
- 4.4.2 Discuss with the external auditor any audit issues encountered in the normal course of audit work, including any restriction on scope or access to information;
- 4.4.3 Ensure that significant findings and recommendations made by the external auditor, and management's responses to them, are appropriate and acted upon in a timely manner;
- 4.4.4 Consider the findings and results of any relevant performance audits undertaken by the external auditor and monitor implementation of recommendations by Council; and
- 4.4.5 Meet with the external auditor at least annually in the absence of management.

4.5 Internal Audit

The Committee will:

- 4.5.1 Review with management the Charter, activities, resourcing and organisational structure supporting the internal audit function;
- 4.5.2 Review the provision of internal audit services and the performance of the Internal Auditor annually;
- 4.5.3 Review proposed internal audit plans to ensure appropriate linkage with the City's material business risks;
- 4.5.4 Review and recommend to the Council for approval the three-year rolling Strategic Internal Audit Plan, the annual internal audit plan and any major changes to them;
- 4.5.5 Review and approve proposed scopes for each review in the annual internal audit plan;
- 4.5.6 Review all reports and provide advice to Council on significant issues identified in audit reports and action being taken on issues raised, including identification and dissemination of good practice;
- 4.5.7 Monitor action by management on significant internal audit findings and recommendations;
- 4.5.8 Meet with the Internal Auditor at least twice per year in the absence of management;

- 4.5.9 Review the effectiveness of the internal audit function and ensure that it has appropriate authority within the business and no unjustified limitations on its work;
- 4.5.10 Monitor processes and practices to ensure that the independence of the internal audit function is maintained; and
- 4.5.11 Will be consulted during any procurement process for the Internal Auditor.

4.6 Compliance Management

The Committee will:

- 4.6.1 Review the systems and processes implemented by management for monitoring compliance with legislation and regulations and the results of management's follow up of any instances of non-compliance; and
- 4.6.2 Keep informed of the findings of any examinations by regulatory or integrity agencies (whether related to investigations at Council or other agencies) and monitor management's response to the findings.

4.7 Other Matters Referred by Council

The Committee will undertake any other activities as requested by the Council from time to time.

5. MEMBERSHIP AND TENURE

- 5.1 The Committee will be comprised of five voting members, being three independent members, and two Councillor members being the Mayor and one Councillor.
- 5.2 Committee members will be appointed by the Council.
- 5.3 If a Councillor member is unable to attend a Committee meeting, any Councillor may attend the Committee meeting at which the Councillor member is unable to attend.
- 5.4 The Chairperson will be an independent member and will be elected by the Committee annually.
- 5.5 If the Chairperson is unable to attend a meeting, the Committee shall appoint an acting Chairperson for the meeting at which the Chairperson is absent.
- 5.6 Independent members will have appropriate broad-based senior business or financial management and reporting skills and experience. At least one independent member will have appropriate expertise in financial reporting and auditing.
- 5.7 The terms of appointment for independent members will be for a period of three years and should be structured to ensure orderly rotation and continuity of membership. Independent members can serve a maximum of two, three- year terms;
- 5.8 Remuneration will be paid to independent members. Fees will be based on a fee per meeting, set by the Chief Executive Officer, which will be indexed by 2% each 1 July; and
- 5.9 All other Councillors may attend as observers.

6. MEETINGS

- 6.1 The Committee should meet as required but will hold at least four regular meetings per annum plus a meeting to consider the annual financial accounts.

- 6.2 The Committee may meet at other times at the request of any Committee member, the Mayor, Council or the external or internal auditors.
- 6.3 A quorum of the Committee will be at least two independent members and one Councillor.
- 6.4 The Committee may invite any person to attend its meetings and arrange such presentations as appropriate. The Chief Executive Officer will be expected to attend on an ex-officio basis and will not have voting rights.
- 6.5 Meeting agendas and papers should be available to Committee members at least five days prior to meetings.
- 6.6 The CEO will be responsible for keeping the minutes of each meeting and after approval by the Committee Chairperson, circulating them to Committee members on a timely basis.
- 6.7 A schedule of meetings will be determined on an annual basis.

7. REPORTING TO THE COUNCIL

- 7.1 The Committee Chairperson shall within one week of Committee meetings report to Council in writing on any matters of importance arising from its meetings.
- 7.2 All minutes of Committee meetings will be submitted to Council for noting.
- 7.3 Before the Annual Report is approved each year, the Committee shall report in writing to the Council on its activities for the year.
- 7.4 The Committee Chairperson will attend Council meetings as required by the Council to brief Councillors on the Committee's activities.

8. INDUCTION AND TRAINING

- 8.1 Council will provide newly appointed members with appropriate induction information to assist them in gaining an understanding of the business.
- 8.2 The Chief Executive Officer will consider opportunities to involve the independent members in relevant Council briefing sessions, site visits, industry conferences, regulatory briefings, etc.

9. PERFORMANCE EVALUATION

The Committee shall undertake a process to evaluate its performance annually and report the outcomes of the evaluation process to the Council.

10. CONFLICTS OF INTEREST AND REGISTER OF INTERESTS

Members of the Committee must be fully aware of their responsibilities with regard to the management of interests in relation to the discharge of their duties as a member of the Committee. Management of interests includes the proper management of any conflicts of interest as and when they may arise.

Members of the Committee must also be fully aware of the statutory definitions of direct and indirect interests which may give rise to a conflict of interest. These are set out in Division 1A of the Act.

Members of the Committee are required to comply with sections 76D, 79 and 81 of the Act, which includes, among other things, the following requirements:

- 10.1 Submission of pecuniary interest returns on the form specified by Council in accordance with the Act; and
- 10.2 Declaration and management of any conflicts of interest which arise in accordance with the Act.

In addition, members of the Committee shall comply with Council's Code of Conduct in carrying out their duties as a member of the Committee.

In broad terms, and for guidance to members of the Committee:

- 10.3 Committee members must disclose any conflicts or perceived conflicts of interest at the commencement of each meeting; and
- 10.4 Where members are deemed to have a conflict of interest, they will be excused from discussions and deliberations on the matter.

Failure to comply with the provisions of the Act regarding conflicts of interest may result in prosecution and the member's appointment being terminated by Council.

11. CONFIDENTIALITY

All information received by Committee members in the course of their work as Committee members is confidential and must not be shared with any party outside Council. Members must comply with the requirements of section 77 of the Act in this regard.

Failure to comply with the provisions of the Act with regard to confidential information may result in prosecution and the member's appointment being terminated by Council.

Implementation of this Charter

MONITORING AND REPORTING

The Director Governance Strategy and Performance is responsible for monitoring and reporting against this charter.

ADVICE AND ASSISTANCE

The Director Governance Strategy and Performance manages the provision of advice to the organisation regarding this charter.

A person who is uncertain how to comply with this charter should seek advice from this person or from their Manager.

RECORDS

The City must retain records associated with this policy and its implementation for at least the period shown below.

Record	Retention / Disposal Authority	Retention Period	Location
Agendas	Director, Governance Strategy and Performance	Permanent	REX
Minutes	Director, Governance Strategy and Performance	Permanent	REX
Correspondence	Director, Governance Strategy and Performance	7 years	REX
Letters of Appointment	Director, Governance Strategy and Performance	Permanent	REX

REVIEW

The Committee shall review and assess the adequacy of the Charter every two years or earlier if necessary and submit requests for revisions and improvements to the Council for approval.

References

- *Local Government Act (Vic) 1989*
- Internal Audit Charter
- Internal Audit Policy
- Risk Management Policy
- Risk Management Strategy and Action Plan

9. TRANSFORMATION PROGRAM 2.0 PROGRESS REPORT – DECEMBER 2019

Source: Governance, Strategy & Performance
Director: Rebecca Leonard
Portfolio: Leadership and Governance

Purpose

1. To provide an update on the progress of the Transformation Program 2.0 as at the end of December 2019.

Background

2. Transformation Program 2.0 continues the great work undertaken during the first phase of the transformation program and now focuses on six critical areas of change with 10 active projects being monitored under these.
3. The six focus areas are Civic Accommodation, Digital Modernisation, Asset Management, Advocacy and Stakeholder Management, People and Culture, and Service Planning and Review.

Key Matters

4. Key achievements for the last quarter include:
 - 4.1 Quintessential Equity was awarded the contract for the construction of the new Civic Accommodation at 137 Mercer Street, and the design for the new central administration office was unveiled to staff and the community on Friday 11 October 2019 and features an innovative and sustainable timber design;
 - 4.2 The digital modernisation project is progressing, with a draft applications map being developed by the Enterprise Architect and the commencement of the online bookings project;
 - 4.3 The Asset Management Transformation Resource Proposal has been developed and the Asset Management Policy approved by Policy Review Committee;
 - 4.4 Council approved the release of the draft Social Infrastructure Planning and Investment Policy for community consultation on 30 July 2019;
 - 4.5 Organisational-wide focus groups (Working Better Together) held with more than 900 employees attending 68 focus group sessions. Feedback sessions have also taken place; and
 - 4.6 A five-year Service Planning Framework has been set.
5. A detailed progress update on the Transformation Program 2.0 is provided in **Attachment 2 – Transformation Program 2.0 – December 2019 Update**.

Cr Grzybek moved, Cr Asher seconded -

6. **That Council note the Transformation Program 2.0 – December 2019 update report.**

Carried.

Attachment 1

Financial Implications

1. A number of projects such as civic accommodation, digital modernisation, asset management, social infrastructure plan, workforce planning and leadership development are subject to current and future budget funding and are allocated in the strategic resource plan.

Community Engagement

2. Progress on the Transformation Program 2.0 is reported to the Executive Leadership Team, Council, Municipal Monitors and to the Local Government Minister on a quarterly basis and is available publicly after it has been to Council.

Social Equity Considerations

3. The social infrastructure plan review is one of the current 10 projects in the Transformation Program 2.0. The delivery of the diversity and inclusion and gender equity plans was delivered during phase one of the Transformation Program.

Policy/Legal/Statutory Implications

4. The Transformation Program was originally developed in response to the 2016 Commission of Inquiry report. In that report there were 12 key recommendations and 25 secondary recommendations to be addressed. The Primary Municipal Monitor continues to review the progress of the Transformation Program 2.0 and reports this to the Minister for Local Government.

Alignment to Council Plan

5. This report aligns to the Council Plan strategic priority Organisational Leadership, Strategy and Governance.

Conflict of Interest

6. No officer involved in the preparation of this report has a direct or indirect interest.

Risk Assessment

7. Transformation Program is managed by the Coordinator Transformation, Program Integration and Development and progress on the Transformation Program is monitored by the Chief Executive Officer, Primary Municipal Monitor and Council.
8. The program is also monitored via the organisations enterprise risk update and reported to the Audit and Risk Committee.

Environmental Implications

9. There are no environmental implications arising from this report.

CITY OF
GREATER GEELONG

TRANSFORMATION PROGRAM 2.0

DECEMBER 2019 UPDATE

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Executive summary

The Transformation Program was primarily developed to ensure that the 12 key recommendations and 25 secondary recommendations of the Commission of Inquiry report are carried out.

It was organised into four inter-related streams of Leadership, Governance, Management and Relationships.

In November 2017 the program was reviewed with eight focus areas created, with a total of 28 projects under these. The focus areas were:

1. Governance
2. Strategy, Planning and Monitoring
3. Culture and People Management
4. Financial Management
5. Asset Management
6. Information management
7. Risk Management
8. Relationship & Reputational Management.

TRANSFORMATION PROGRAM 2.0

The Transformation Program has progressed to the point where 18 of the 28 projects are complete or substantially complete. These projects are now operating under business as usual. This is a great achievement considering this was developed as four-year program in response to the Commission of Inquiry Report.

At the Council Meeting held on 30 July 2019 the achievements of the Transformation Program were noted and the next phase of transformation was adopted, and also supported by the Principal Municipal Monitor.

Phase two, to be known as “Transformation Program 2.0”, will address the critical projects that are still progressing, supporting our continued transformation to a high performing organisation, and be fully owned by the current Council. It will also allow for projects that reflect key areas of change to be added at the discretion of the Executive Leadership Team.

Transformation projects will continue to be included in the CEO’s key performance indicators (KPIs) and cascaded down into each Directors’ KPIs to be monitored regularly by the CEO.

Transformation Program 2.0 will focus on the following areas of change:

- 1. Civic Accommodation**
Track the progress of the tender, design, construction, fit out and occupancy. This will also include change management updates.
- 2. Digital Modernisation**
All stages of the Digital Transformation program and how it will lead to efficient ways of working.
- 3. Asset Management**
Review and development of the asset management framework and supporting systems including the integration of the Social Infrastructure Plan.
- 4. Advocacy and stakeholder management**
Vision Partner program, advocacy and the delivery of the Council Plan will be reinforced with a stakeholder engagement plan. A growth advocacy plan to be considered to better position Council amongst key stakeholders and with the Geelong Authority and State and Federal Governments.
- 5. People and Culture**
Workforce planning for the future, continued leadership development and a sustainable culture program for all council staff.
- 6. Service planning and review**
Using the findings of service planning and further analytics to assist with reviewing our services and continued business improvements efforts throughout the organisation.

Implementation of the program will continue to occur progressively; with some initiatives able to be implemented relatively quickly, whereas others taking longer and in some instances over a number of years.

This will continue our transformation to the most efficient and effective organisation possible and fulfil our purpose of **working together for a thriving community**.

The table below lists the focus areas and current projects that continue to be critical to the ongoing transformation of the organisation:

Project	Role
CIVIC ACCOMMODATION	
Civic Accommodation	Project Director – Civic Accommodation
DIGITAL MODERNISATION	
Digital Transformation	Manager Digital Information & Technology
ASSET MANAGEMENT	
Asset Management	Manager Property, Procurement & Asset
Social Infrastructure Plan	Manager Social Planning & Investment
ADVOCACY AND STAKEHOLDER MANAGEMENT	
Stakeholder matrix	Manager Strategy, Engagement & Performance
Corporate affairs review	Manager Corporate Communications & Marketing
PEOPLE AND CULTURE	
Working Better Together	Executive Manager People & Culture
Workforce Plan	Executive Manager People & Culture
SERVICE PLANNING AND REVIEW	
Service planning / review	Manager Strategy, Engagement & Performance
Business analytics & reporting	Manager Strategy, Engagement & Performance

ACHIEVEMENTS FOR THE LAST QUARTER

Major achievements for the last quarter include:

- ✓ Quintessential Equity was awarded the contract for the construction of the new Civic Accommodation at 137 Mercer Street
- ✓ The design for the new central administration office was unveiled to staff and the community on Friday 11 October 2019 and features an innovative and sustainable timber design
- ✓ Draft applications map developed by Enterprise Architect
- ✓ Online bookings project has commenced
- ✓ Asset Management Transformation Resource Proposal developed
- ✓ Asset Management Policy approved by Policy Review Committee
- ✓ Council approved the release of the draft Social Infrastructure Planning and Investment Policy for community consultation on 30 July 2019
- ✓ Centralising corporate affairs functions to include community engagement, advocacy, communications, marketing and stakeholder management
- ✓ Organisational-wide focus groups (Working Better Together) held with more than 900 employees attending 68 focus group sessions. Feedback sessions have also taken place
- ✓ Five-year Service Planning Framework set
- ✓ Data and analytics maturity assessment completed and draft organisation results (outcomes) map also completed






Project updates

This section contains updates on all projects within the Transformation Program 2.0.





Project leads have provided updates on all projects and this forms the basis of this report.

Transformation Program 2.0 is reported to the Executive Leadership Team, Council and the Minister for Local Government.

Key to symbols in this section:

	Not commenced
	On track
	Watch
	Needs attention
	Complete / Substantially Complete

1. CIVIC ACCOMMODATION

Project	Status	Update
Civic accommodation construction		<i>April 2022 completion</i>
Developer announced / construction project planning	20% 	Completed
Employee experience		<i>June 2020 completion</i>
Workplace strategy and engagement planning	20% 	Not commenced
Civic digital fit-out		<i>March 2022 completion</i>
Digital solutions for the new Civic building		Not commenced
Mercer Ready		<i>December 2022 completion</i>
Project currently being scoped		Just commenced

Achievements

- ✓ Contract Awarded to Quintessential Equity
- ✓ Design unveiled to staff and community 11 October 2019
- ✓ Development Agreement is in progress
- ✓ Construction Project Planning has commenced
- ✓ Workspace design strategy drafted and preliminary work undertaken
- ✓ Workspace design engagement plan completed
- ✓ Workspace fit-out and design principles endorsed
- ✓ Preliminary discussion with the Art Gallery for consideration of future Town Hall use
- ✓ Delivery of Clever Together briefings across all Directorates and managers
- ✓ Customer workshops being undertaken to inform the Civic Precinct customer entrance design





Key priorities for the next quarter

- Staff, community and key stakeholder engagement continues
- Meeting with Cox Architecture to discuss and define fit out design scope, integrated workshop approach and timelines
- Change champion nomination process underway and to be finalised in December 2019
- Design prototype neighbourhood plan to be road tested with ELT
- 'Mercer Ready' (formerly PaperLite project) to continue to scope the deliverables for that project including visit to WorkSafe
- Customer insights and feedback report, to inform the Civic Precinct entrance and customer service area design work
- Planning Permit Application to be lodged
- Detailed building design and drawings to be prepared

**CIVIC
ACCOMMODATION**

10% complete

2. DIGITAL MODERNISATION

Project	Status	Update
Business Systems Refresh		
<i>April 2023 completion</i>		
Professional services vendor contract negotiations underway	20% 	Commenced
Online Bookings		
<i>December 2020 completion</i>		
Discovery and requirements gathering	23% 	Commenced
Customer Experience		
<i>June 2023 completion</i>		
Customer engagement and input into building design	15% 	Commenced
* Workplace Mobility		
<i>December 2022 completion</i>		
Follow me printing, Surface Pro rollout and Citrix decommissioning	50% 	Commenced

* **Workplace Mobility** currently includes individual ICT projects that enable the Clever Together project. The progress update for this stream will change the ICT Project Management Pipeline, and will report on those individual projects once that program is established.

Achievements

- ✓ Draft applications map completed by Enterprise Architect
- ✓ Stage 1 of Business Systems Refresh SMEs identified for participation
- ✓ Business Systems Refresh team engaged with all Directorates to inform and establish a working group
- ✓ Qualitative data and quantitative data now collected to inform the services to be focussing on for the Business Systems refresh and wider program
- ✓ Online Bookings Project Control Board kick off meeting completed
- ✓ Key stakeholders engaged with the Online bookings project with requirements being gathered
- ✓ Customers engaged to understand their current experiences with the City
- ✓ People connect video to increase awareness across the organisation regarding the online bookings project
- ✓ Professional services vendor appointed

Key priorities for the next quarter






- Business Systems Refresh will commence in December 2019 / January 2020
- Online bookings project will continue to gather data and requirements and map out the current state
- Facilitated workshops to be held with customers and staff to inform the design of the Civic Precinct 'customer service' area and experience
- Recruitment to commence to allocate a Workplace Mobility Project Manager
- Mapping of 'As is' current state to gain valuable data and understanding across the business for online bookings
- Further planning and scope for the Customer Experience stream in regard to website, online transactions and billing and payments







DIGITAL MODERNISATION



19% complete

3. ASSET MANAGEMENT

Project	Status	Update
Asset Management		
Governance & Management	40%	 Under review
<ul style="list-style-type: none"> Asset Management Policy Asset Management Framework Asset Management Strategy Asset Management Plans 		
Financial Sustainability / Asset Accounting	20%	 Under review
<ul style="list-style-type: none"> Organisational Renewal Gap Report Asset Valuation Review Asset Inputs – Long term financial plan 		
System Development	20%	 Under review
<ul style="list-style-type: none"> Asset Register Restructure Asset Data Collection Strategy GIS Strategy Maintenance Management 		
Service Driven Asset Management	5%	 Under review
<ul style="list-style-type: none"> Strategic Asset Management Models Interface with service planning 		
Capabilities, Culture & Communications	15%	 Under review
<ul style="list-style-type: none"> Communications Strategy Asset Management Steering Committee Councillor Communications Capability gap assessment / training 		

Project	Status	Update
Social Infrastructure Plan (SIP)		
Release SIP and complete Part A review	100%	 Completed
SIP strategy review and revision	100%	 Completed
Data collection and analysis	100%	 Completed
Community engagement – Part B and Part C	100%	 Completed
Complete SIP digital platforms	75%	 December 2019
Release revised SIP	0%	 Not commenced

Achievements

Asset Management

- ✓ Asset Management Transformation Resource Proposal developed
- ✓ Asset Management Policy approved by Policy Review Committee
- ✓ Initiated development of strategic asset management models for building and open space assets, roads and footpaths. Aim to model renewal gap and sustainability ratios across asset portfolio by June 2020
- ✓ Maintenance Management System Development project established as Business Improvement Project
- ✓ Asset Handover Business Process Improvement Project underway
- ✓ Building data reconciled and uploaded into Corporate Asset Management System
- ✓ Initiated development of Asset Accounting Policy
- ✓ Building valuation initiated to incorporate condition data at component level and move towards compliance with AASB 116

Social Infrastructure Plan

- ✓ Council approved the release of the draft Social Infrastructure Planning and Investment Policy for community consultation on 30 July 2019
- ✓ A series of cross-organisational workshops and meetings were completed
- ✓ Continued work on key integration links between Social Infrastructure transformation and Strategic Asset Management transformation
- ✓ Multi-mode travel accessibility mapping tool goes beyond pilot to full build out
- ✓ Draft Social Infrastructure Plan priorities and propositions have been used to inform 2020/21 budget process



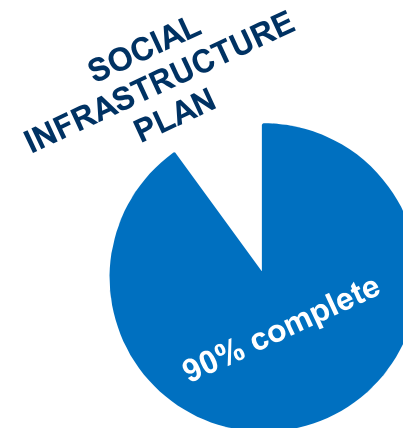
Key priorities for the next quarter

Asset Management



- Asset Management presentation to Councillors
- Continue development of strategic asset management modelling
- Initiate draft Asset Management Strategy

Social Infrastructure Plan

- Formalise integration points with Strategic Asset Management transformation in "Phase 2"
- Finalise Social Infrastructure Planning and Investment Policy
- Engage Councillors on Social Infrastructure Plan working draft
- Release Draft Social Infrastructure Plan for public exhibition in line with budget engagement
- Complete public facing / interactive mapping tool and other products– "What's planned in the place you live?"



4. ADVOCACY AND STAKEHOLDER MANAGEMENT

Project	Status	Update
Corporate Affairs review	50% 	Corporate affairs action plan to be set
Stakeholder matrix	20% 	Project on hold pending employment of an Advocacy Lead

Achievements

Corporate Affairs review

- ✓ Centralising corporate affairs functions to include community engagement, advocacy, communications, marketing and stakeholder management
- ✓ Vision Partner meeting held in September 2019, and included a fresh team charter
- ✓ The review of the Corporate Communications and Marketing Strategy is underway
- ✓ Recruitment initiative for an Advocacy Lead has commenced

Stakeholder matrix

- ✓ Identified stakeholder databases

Key priorities for the next quarter

Corporate Affairs review

- Finalisation and endorsement of the updated the Corporate Communications and Marketing Strategy
- Implementation of new engagement reporting software
- UNESCO City of Design stakeholder network
- Continue with Vision Partner engagement




Stakeholder matrix

- Consolidate stakeholder management
- Complete recruitment for an Advocacy Lead and set advocacy plan

**ADVOCACY &
STAKEHOLDER
MANAGEMENT**

50% complete

5. PEOPLE AND CULTURE

Project	Status	Update
Working Better Together		<i>Culture Vision and Plan 2019-2024 to be completed during the second quarter of 2020</i>
Internal leadership development	5% 	Underway
Working Better Together focus groups and feedback sessions	25% 	Underway
Workforce resource plan		<i>First workforce planning cycle to be completed December 2020</i>
Actions under development, including integrating this into the organisational strategic planning framework	5% 	Just commenced

Achievements

Working Better Together

- ✓ Organisational-wide focus groups (Working Better Together) held from September 2019 with Executive Leadership Team, Senior Leadership Team, Joint Coordinators Group and general staff. More than 900 employees attended 68 focus group sessions
- ✓ Working Better Together face-to-face feedback sessions held in the last two weeks of November 2019 and it was also live streamed to all staff who couldn't attend
- ✓ The first iteration of the vision and eight pillars was unveiled at the feedback sessions and managers and coordinators will continue to promote this throughout 2020

Workforce resource plan

- ✓ Recruitment has commenced for management positions within People and Culture in the areas of People Shared Services, Policy and Workplace Relations and Talent, Capability and Employee Experience

Key priorities for the next quarter

Working Better Together

- Employee Opinion Survey to be held in February 2020
- Culture Vision and Plan 2019-2024 to be completed during the second quarter of 2020
- First phase of actions will be reviewed in March 2020



Workforce resource plan

- Recruitment and planning
- Work towards the integration of workforce planning into the City's strategic planning framework / calendar
- Workforce plan will incorporate future FTE planning, succession planning, organisation capability assessment and will inform future budgets

PEOPLE & CULTURE
10% complete



6. SERVICE PLANNING AND REVIEW

Project	Status	Update
Service Planning / Review	SP - 90% 	Presentation to Council January 2020
Business analytics / reporting	10% 	June 2020 estimated completion date

Achievements

Service Planning / Review

- ✓ Five-year Service Planning Framework set
- ✓ 2020 Service Planning timeline set
- ✓ Service Review Principles being refined

Business analytics and reporting

- ✓ Draft organisation results (outcomes) map completed
- ✓ The second Data Governance Group meeting was convened
- ✓ Data survey was conducted and analysed:
 - Data and analytics maturity assessment completed in partnership with Gartner
 - Gartner Maturity Assessment for Data and Analytics completed recommendations for key actions:
 - Scoping of Data Strategy to commence in January 2020 and completed by April 2020
 - Pilot projects endorsed for Customer Data and Asset Data
 - Data resourcing flagged in Digital Information Technology Structure (dependency on Data Strategy)

Key priorities for the next quarter

Service Planning / Review

- Summary and key findings from recently completed Service Planning to be presented to Council in the first quarter of 2020
 - Service Review Principles due to be presented at Council in January 2020
 - Detailed design and development of 2020 Service Planning process due to commence

Business analytics and reporting

- Continue work on the development of an organisational results (outcomes) map
- Commence development of an organisational data and analytics strategy and performance framework

**SERVICE PLANNING
AND REVIEW**

50% complete

Report sign-off

Chief Executive Officer's Comments

Significant progress continues to be made in the Transformation Program.

The last quarter has seen significant progress on the Civic Accommodation, Social Infrastructure Plan, People and Culture and Service Planning segments of the Transformation program. I am especially pleased to engage and provide feedback to employees on the Working Better Together program to address cultural matters at the City. This has been enthusiastically received by employees and I look forward to continuing this work over the coming year.



Mr Martin Cutter

Chief Executive Officer
City of Greater Geelong

Date: 20/12/2019

Principal Municipal Monitor's Comments

Over the last quarter the Civic Accommodation Project has leapt forward with the award of contract.

Changing work practices will be the next big challenge and this has commenced.

The Digital Modernisation project will need to keep up its progress as a project to support the long term benefits from office modernisation.

Pleasing to see the work underway on Asset Management however Advocacy management remains problematic.

The Working Better Together project has reached a next promising stage.

The Council will need to grasp opportunities arising from the Service Planning work so that transformational benefits can arise from it, thus avoiding any increase in the cultural divide between indoor based employees who enjoy the Civic Accommodation changes, and externally based employees. The Service Planning work and the Digital Modernisation project should make all community members, customers, and employees experience and work more streamlined, and satisfying.



Ms Jude Munro AO

Primary Municipal Monitor
City of Greater Geelong

Date: 20/12/2019

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Cr Kontelj declared a close association in relation to Tender T2000020 Anakie Road Pavement Rehabilitation and Widening, Lovely Banks in that the successful tender applicant is a customer of the Company which he is a Director, and left the meeting room prior to discussion at 8.45pm.

10. TENDER T2000020 ANAKIE ROAD PAVEMENT REHABILITATION AND WIDENING LOVELY BANKS

Source: Customer & Corporate Services – Property, Procurement and Assets
Director: Michael Dugina
Portfolio: Finance

Purpose

1. To award Contract C2000020 for the Anakie Road Pavement Rehabilitation and Widening, Lovely Banks project to Keystone Civil Holdings Pty Ltd (ABN 11 167 195 619).

Background

2. The City is upgrading this 3.5 kilometre length of road which will provide improved economic and safety conditions to significantly benefit motorists with local destinations to communities, to the north and north-west of Geelong.
3. The improved road will also attract new investment to this region with proximity to the Princes Freeway (Geelong Ring Road); whilst increasing local employment and significantly improving the economy of Lara and the wider region.
4. The road rehabilitation will include widening of running lanes, constructed sealed road shoulders and upgrading drainage to assist with storm water run-off.
5. This project is jointly funded by Regional Roads Victoria – Fixing Country Roads Program and the City of Greater Geelong.

Key Matters

6. Procurement Services managed an open tender process seeking to appoint a suitably qualified and experienced civil contractor to undertake works associated with the Anakie Road Pavement Rehabilitation and Widening, Lovely Banks project.
7. The submissions were evaluated in accordance with the processes detailed in the City's *'Procurement and Contracts Manual'*.
8. Based on the tenderers project experience, expertise and value for money, the Tender Evaluation Panel (TEP) recommend that Keystone Civil Holdings Pty Ltd be awarded the contract for the provision of these works.
9. Subject to Council awarding the Contract, the project will commence February 2020
10. The lump sum price for the delivery of the project is \$3,532,650.41 (excl. GST).

Cr Aitken moved, Cr Mason seconded -

11. That Council:

- 11.1 Awards Contract C2000020 for the Anakie Road Pavement Rehabilitation and Widening, Lovely Banks project to Keystone Civil Holdings Pty Ltd (ABN 11 167 195 619) for the tendered lump sum price of \$3,532,650.41 (excl. GST);**
- 11.2 Authorise the Chief Executive Officer to execute Contract No. C2000020 and any other documents required by or to give effect to the terms of the Contract on behalf of Council;**
- 11.3 Authorise the Manager Engineering Services the authority to approve variations to Contract C2000020 to a maximum of \$200,000 (ex-GST). Where the aggregate of all variations exceeds \$200,000, they must be referred to the Director City Services for authorisation; and**
- 11.4 Authorise the Director City Services the authority to approve variations to Contract C2000020 to a maximum of 10% of the Lump Sum Price (ex-GST). Where the aggregate of all variations exceeds 10%, they must be referred to the Chief Executive Officer for authorisation.**

Carried.

Attachment 1

Financial Implications

1. The project is part funded by Regional Roads Victoria – Fixing Country Roads Program with a committed \$1,500,000.00
2. The City of Greater Geelong approved \$1,500,000.00 under the Fixing Country Roads Stage 2 Project (C20324)
3. The remaining balance of \$532,650.41 will be funded from the 2019/2020 Roads to Recovery Program.

Community Engagement

4. This project has been advertised by the State Government under its Regional Roads Victoria – Fixing Country Roads Program as being a project that has confirmed funding and is to be delivered in the 2019-2020 financial year. The City of Greater Geelong will advertise the project in multiple media forms including residential letter drops and Variable Message Sign (VMS) boards being placed in strategic positions to inform road users of upcoming works.

Social Equity Considerations

5. The project will provide the infrastructure that addresses the needs of the local community while generating economic benefits to local contractors, sub-trades and material suppliers who will be directly engaged during construction.

Policy/Legal/Statutory Implications

6. The tender was publicly advertised in accordance with the requirements of section 186 of the *Local Government Act 1989* and the tender process has been conducted in accordance with the City's Procurement Policy.

Alignment to Council Plan

7. The project aligns with:
 - 7.1 Integrated Transport Connections with Anakie Road being a main entrance for heavy vehicles from the north of the municipality into the Geelong region and has a daily volume count of approximately 1,500 vehicles per day; and
 - 7.2 Improved Health and Safety of our Community with Anakie Road being a Vision Zero project which is a multi-national road traffic safety vision (project) that aims to achieve a highway system with zero fatalities or serious injuries involving road traffic.

Conflict of Interest

8. No Officers or Contractors involved in the preparation of this report have a direct or indirect interest in matters to which this report relates.

Risk Assessment

9. The tender evaluation process involved the assessment of Work, Health and Safety policies, procedures and risk assessment documents. Any other risks associated with the acceptance of this tender will be managed through the contract conditions.

Environmental Implications

10. Any environmental implications associated with this contract that may arise from the execution of the works are considered to be the responsibility of the Contractor and will be managed through the contract documentation.

Attachment 2

Tender Details

Contract Details

1. Contract C2000020 for Anakie Road Pavement Rehabilitation and Widening, Lovely Banks

Invitation to Tender

2. The City issued tender T2000020 seeking to appoint a suitably qualified and experienced Civil Contractor to under works associated with the Anakie Road Pavement Rehabilitation and Widening.

Table 1 Invitations to Tender

Medium	Date Advertised
Geelong Advertiser	26 October 2019
eProcure	26 October 2019
Geelong Australia Website	26 October 2019

Tender Evaluation Panel

3. The Tender Evaluation Panel comprised the following staff.

Table 2 Tender Evaluation Panel

Position Title	Panel role
Procurement Specialist	Chair (non-voting)
Senior Project Engineer	Member (voting)
Manager Engineering Services	Member (voting)
Coordinator Program Delivery	Member (voting)

Tender Submissions

4. The tenderers had to comply with the following mandatory criteria:
 - 4.1 OH&S system – if the tenderers OH&S processes and procedures do not meet a minimum standard determined by the City, the tenderer will not be considered for the Contract
 - 4.2 Tenderer must have a heat and UV radiation exposure management procedure, and if not, must be willing to abide by the City's Heat and UV Radiation Exposure and Outdoor Clothing Procedures (Long/Long).
 - 4.3 Tenderer must demonstrate suitable experience in civil projects of a similar nature as the head contractor valued over \$1m.
5. All tenderers complied with the mandatory criteria.

Table 3 Tender Submissions Received

Tender		Conforming tender
A	Keystone Civil Holdings Pty Ltd	Yes
B	Tender B	Yes
C	Tender C	Yes
D	Tender D	Yes
E	Tender E	Yes

Tender Evaluation

6. The Evaluation Panel used the following qualitative criteria (in order of weighting) to assess the submissions:

Table 4 Comparative Criteria Weighting

Comparative Criteria	Weighting %
Methodology & plan for performing the contract	35%
Capability and experience: past performance by the tenderer for similar works over the past three (3) years	20%
Proposed staffing levels, proposed plant & equipment levels, extent of subcontracting	20%
Quality policy and audit systems	10%
Economic & Local Content contribution (mandatory)	10%
GROW and G21 initiatives (mandatory)	5%

7. The tender was evaluated by the evaluation panel in a two staged process:
- 7.1 Qualitative assessment of a weighted score totalling 100%, and
- 7.2 Evaluation of price against weighted score:
- $VFM = \text{Tendered Price} \div \text{Weighted Score}$ (lowest VFM Score = preferred supplier).
8. Keystone Civil Holdings Pty Ltd were deemed the best value for money tenderer, with the second lowest price and highest ranked tender, demonstrating best value for money for the City, and placing them as the preferred tenderer.

Tender Evaluation Scores

9. At the conclusion of the evaluation the tenders were ranked in the following order.

Table 5 Tender Evaluation Scores

Tender	Rank
A Keystone Civil Holdings Pty Ltd	1
B Tender B	2
C Tender C	3
D Tender D	4

Tender		Rank
E	Tender E	5

Post-Tender Contact

10. The Evaluation Panel sought clarification (in writing) from Keystone Civil Holdings Pty Ltd and Tenderer B regarding their tender program and exclusions stated in their submission. Keystone Civil Holdings Pty Ltd and Tenderer B responses demonstrated satisfied the panel.
11. Keystone Civil Holdings Pty Ltd demonstrated a thorough understanding of the requirements of the specification with a proven record of delivering comparable contracts throughout the region for both the City of Greater Geelong and VicRoads.
12. Keystone Civil Holdings Pty Ltd submission identified all the experienced personnel, plant and subcontractors required for this program.
13. Keystone Civil Holdings Pty Ltd project methodology demonstrated that they have the available resources and expertise to successfully deliver the works and a detailed works program provided evidence of their capability to deliver the project within the City's timeframes.
14. Keystone Civil Holdings Pty Ltd OHS documentation addressed the high risk tasks associated with the works providing examples of SWMS used on a project with a comparable risk profile and all relevant qualifications required.

Probity

15. No probity issues identified

Cr Kontelj re-entered the meeting room at 8.50pm.

11. REVOCATION OF FLOOD-PRONE AREA DESIGNATION OF NEW LOTS AT WARRALILY GRANGE ESTATE, STAGES 1, 2, 3 AND 6

Source: City Services – Engineering Services
Director: Guy Wilson-Browne
Portfolio: Parks, Gardens and City Services

Purpose

1. To revoke Council's designation of 12 December 2006 of flood affected land at Warralily Grange Estate, Stages 1, 2, 3 and 6 as liable to flooding pursuant to regulation 153 of the *Building Regulations 2018*.

Background

2. Council has a statutory obligation under the *Building Regulations 2018* to designate land as liable to flooding where it reasonably knows it to be prone to flooding. Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.
3. The current designated flood mapping (**Attachment 2**) was designated by Council at its meeting of 12 December 2006.
4. This revocation will result in another stage of new lots in Warralily Grange Estate fronting 55 – 75 and 85 Whites Road, Mt Duneed being free of their flood prone status, paving the way for owners to build homes on their land.

Key Matters

5. The flood mapping is subject to a revision due to the subdivision and development at 55 – 75 and 85 Whites Road, Mt Duneed. Prior to subdivision the parent lot was considered to be liable to flooding. This development site, which is also known as Warralily Grange Estate, Stages 1, 2, 3 and 6, achieves flood immunity for newly created lots for flood events up to and including the 100 year Average Recurrence Interval (**ARI**) event due to approved internal earthworks.
6. The recommendation by the City's engineers that the flood prone status can be removed includes assessment of internal drainage, road construction and earthworks to contain potential floodwaters from the 100 year ARI event within road and drainage reserves (**Attachment 3**).
7. It should be noted that designation is separate to the creation of flood overlays within the Planning Scheme, which generally follows designation. In the case of this development, the planning scheme amendment to create post-development flood zones or overlays is proposed after the design of the proposed precincts.

Cr Murnane moved, Cr Nelson seconded -

8. **That Council revoke the Council designation of 12 December 2006 of flood affected land at Warralily Grange Estate, Stages 1, 2, 3 and 6 as liable to flooding pursuant to regulation 153 of the *Building Regulations 2018*.**

Carried.

Attachment 1

Financial Implications

1. There are no financial implications arising from the subject of this report.

Community Engagement

2. A revocation of designation does not warrant public consultation as it constitutes the removal of an encumbrance on land.
3. Relevant City databases and flood maps will be revised and updates sent to the Corangamite Catchment Management Authority and Building Control Commission.

Social Equity Considerations

4. Council have a responsibility to the community to provide the best possible information on areas that are flood prone. The removal of flood prone designation allows owners to build on their land without a special permit from the City, and without raising the floor level of their home. It also reduces the cost of property insurance.

Policy/Legal/Statutory Implications

5. The City has various statutory responsibilities for drainage management and flood management (prevention, response and recovery) as set out in the *Local Government Act 1989*, *Local Government Regulations 1990*, *Planning and Environment Act 1987*, *Building Regulations 2018*, *Water Act 1989*, *Subdivision Act 1988* and *Emergency Management Act 1986*.
6. The works have resulted in the lots being protected from flooding during a major storm event that has a one per cent probability of occurring in any one year, and occurs on average once in 100 years. This is the required standard for new subdivisions.

Alignment to Council Plan

7. The recommendations of this report are consistent with the Council Plan, in relation to planned sustainable development.

Conflict of Interest

8. No City officers or contractors who have provided advice in relation to this report have declared a conflict of interest regarding the matter under consideration.

Risk Assessment

9. Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.
10. The revocation of the designation is the final step in minimising Council's risk.

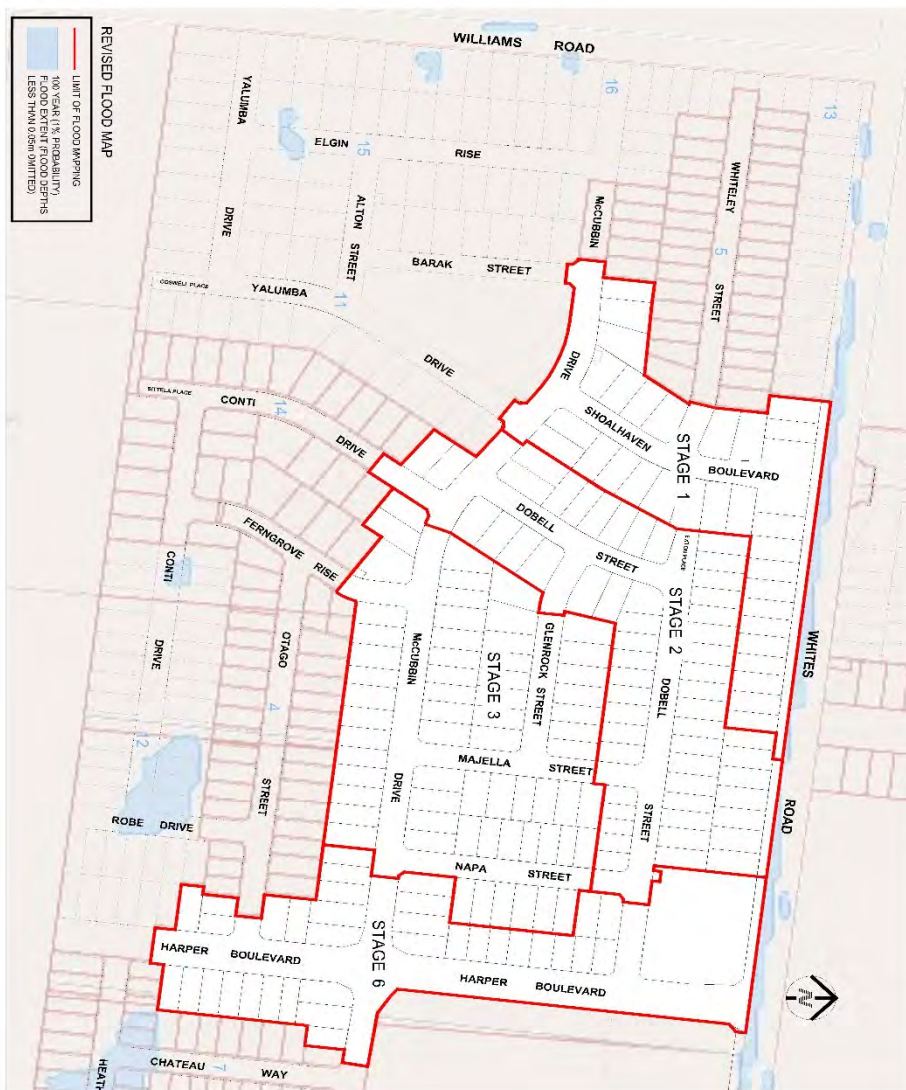
Environmental Implications

11. The revocation of flood-prone areas designation and designation of revised flood data through the design of this stage is considered unlikely to result in any known adverse environmental impacts.

Attachment 2 Current Flood Map



Attachment 3 Revised Flood Map



12. CONTRACTUAL MATTER

Source: Customer and Corporate Services
Director: Michael Dugina
Portfolio: Finance

Cr Sullivan moved, Cr Mason seconded -

That in accordance with Section 89 (2) (d) of the Local Government Act 1989, this contractual matter be considered at the conclusion of all other business at which time the meeting be closed to members of the public.

Carried.

13. CONTRACTUAL MATTER

Source: Chief Executive – Office of the CEO
Chief Executive Officer: Martin Cutter
Portfolio: Leadership and Governance

Cr Harwood moved, Cr Nelson seconded -

That in accordance with Section 89 (2) (d) of the Local Government Act 1989, this contractual matter be considered at the conclusion of all other business at which time the meeting be closed to members of the public.

Carried.

14. AUDIT AND RISK COMMITTEE SUMMARY REPORT

Source: Governance, Strategy & Performance - Governance
Director: Rebecca Leonard
Portfolio: Leadership and Governance

Cr Grzybek moved, Cr Mason seconded -

That in accordance with Section 89 (2) (h) of the Local Government Act 1989, this matter which the Council considers would prejudice the Council or any person, be considered at the conclusion of all other business at which time the meeting be closed to members of the public.

Carried.

NOTICE OF MOTION – Cr Aitken

RAINBOW CROSSINGS IN GEELONG AND ACCESSIBILITY AT THE MOORABOOL STREET CROSSING

Background

Council's Clever and Creative Vision and Disability Access and Inclusion Action Plan 2018-22 both aim to create an inclusive, diverse, healthy and socially connected community and the commitment to working towards full equality for people with a lived experience in disability in the municipality.

The third annual Geelong Rainbow Festival will be held between 4 February 2020 and 9 February 2020. The Festival celebrates our local LGBTQIA community through the provision of events, activities, social connection and support in the Geelong.

As a show of support for this year's festival, there have been calls to install a rainbow crossing in Lt Malop St.

Council's support of rainbow crossings in Geelong is expected to be strongly welcomed by our local LGBTQIA community and is consistent with Council strategies and policies to be an inclusive community for all. The installation of rainbow crossings/rainbow road treatments at a high-profile location such as the Moorabool St pedestrian crossing delivers on Council's strategies and policies. The crossing at Moorabool St is also known to impede disability access.

Accessibility issues with the Moorabool St crossing

In February 2018 Cr Aitken lodged an enquiry about the current pedestrian crossing in Moorabool St between the Lt Malop St Mall and west Lt Malop St following representations from members of the Geelong disabled community whom are wheelchair dependent.

The current crossing is managed through traffic signals. Investigations supported the issue raised that buses and cars were entering the crossing or being caught in the traffic and blocking the pedestrian crossing during traffic signalled times that indicated pedestrians to enter. Able bodied pedestrians could cross by navigating their way around the stationary vehicles in the pedestrian crossing, however, wheel chair dependent pedestrians could not, and evidence showed they sometimes waited for 3 traffic signal cycles before the crossing would be clear of buses and cars and provide a clear path to navigate in a wheel chair.

Cr Aitken and the Director of City Services Guy Wilson-Browne canvassed a number of proposals and suggested solutions over an 18-month period. These included contacting the bus companies to educate the drivers of the impact of entering the crossing during non-signalled access periods and installation of a rainbow crossing. Most were rejected on technical grounds, aesthetic grounds or suggestions that the issue would be addressed in longer term strategic reviews current being undertaken with the Mall Masterplan and the Public Transport Bus review.

As Moorabool St and Central Geelong have significant State Government interest and oversight, Cr Aitken canvassed the personal position of the local State Government member Christine Couzens MP, who has indicated her support for the introduction of rainbow crossings in Central Geelong and under her signature canvassed Regional Roads Victoria views on the issue raised about the current Moorabool St pedestrian crossing.

Christine has advised Cr Aitken that Regional Roads Victoria have indicated their preparedness to work with Council to find a solution.

Cr Aitken moved, Cr Nelson seconded -

That Council:

- 1. Supports the introduction of rainbow crossings/rainbow road pavement treatments within the City of Greater Geelong;**
- 2. Requests that the first rainbow crossing to be introduced be on Council controlled road in Little Malop St precinct; and**
- 3. Requests State Government and Regional Roads Victoria support to install with some urgency a rainbow crossing/rainbow road pavement treatment in Moorabool St between the Little Malop St /Mall Precinct and west Little Malop St Precinct.**

Carried.

NOTICE OF MOTION – Cr Nelson

CROSSING SUPERVISOR FUNDING FOR MIRRIPOA PRIMARY SCHOOL, MOUNT DUNEED

Background

Mirriposa Primary School is a new school located at 80 Unity Drive Mount Duneed (school). The school will open its doors for the first time at the commencement of term one on Wednesday 29 January 2020.

The school has emphasised that the safety of students and families is paramount and believes that a school crossing supervisor is required to ensure their safety.

The City seeks funding contributions for the cost of school crossing supervisors from the state government. For a school crossing supervisor funding to be considered by the state government, pedestrian and vehicle counts are required to be undertaken after the school is opened to verify the need for a school crossing supervisor. Generally, there is no provision in the state government funding model to fund an interim school crossing supervisor while the assessment process takes place.

Cr Nelson moved, Cr Murnane seconded -

That Council:

- 1. Allocate funding from the 2019-2020 budget to fund a crossing supervisor to be located at the current traffic signals on the corner of Unity Drive and Sovereign Drive, Mount Duneed;**
- 2. Ensure the crossing supervisor commences on, or as soon as possible after, the first day of the 2020 school term;**
- 3. Note that the City will undertake further pedestrian and vehicle counts to determine if the threshold is met to place a school crossing supervisor and construct a pedestrian crossing closer to the school near the corner of Armstrong Boulevard and Unity Drive Mount Duneed;**
- 4. Following the completion of pedestrian and vehicle counts, consider a budget allocation of \$115,000 in the 2020/2021 budget for the construction of a school crossing; and**
- 5. Request the Chief Executive Officer make an application to Regional Roads Victoria for a funding contribution for the school crossing supervisor from the commencement of the first term of school 2020.**

Carried.

NOTICE OF MOTION – Cr Kontelj

CHRISTMAS PROGRAM – CREATIVE DIRECTOR

The Christmas in Geelong program aims to:

- Help generate community pride and festive goodwill across the entire Geelong community;
- Stimulate economic activity in central Geelong and across the region;
- Boost the public and media profile of central Geelong, the City of Greater Geelong and our broader region; and
- Offer a range of free celebration activities for all surrounding communities.

A report presented to Council in May 2018 showed that 164,872 people attended to view the floating Christmas tree on the waterfront during the 2017-18 Christmas period.

Overall, the 2017-18 Christmas in Geelong program injected an estimated \$17.3 million into the local economy.

As an indication of the floating Christmas tree's positive impact on the community, face-to-face and online surveys found that 97.3% of visitors rated the tree as important or very important, while 92% agreed or strongly agreed that they felt proud of Central Geelong during the Christmas program.

An independent economic impact and cost benefit analysis from 2016 indicated the tree produced a return on investment of 5.4 to one.

Council approved a total of \$2,303,990 over five budgets for maintenance, storage and installation of the tree. This commenced with \$420,666 in the 2019-20 budget.

In order to gain an understanding of the investment, opportunities and options to build on and enhance the current Christmas program, and expand the activities available to the broader and wider community, there is a need to engage an appropriately qualified and experienced resource.

Cr Kontelj moved, Cr Asher seconded -

That Council:

1. Request the Chief Executive Officer to:

- 1.1 Appoint an appropriately qualified and experienced Creative Director to review existing and potential Christmas activities and initiatives (Review), and present a proposal to Council for consideration to further enhance the Christmas program over the next 4 years; and**
- 1.2 Report to Council on the proposal, including a business case, by no later than March 2020; and**

2. Allocate \$50,000 from the 2019/2020 budget to fund the Review.

Carried.

Division Requested:

For: Crs Murnane, Nelson, Harwood, Sullivan, Mason, Grzybek, Asher, Kontelj, Aitken

Against: Cr Murrhly

ASSEMBLY OF COUNCIL RECORD

Source: Governance, Strategy and Performance
Chief Executive Officer: Martin Cutter
Portfolio: Leadership & Governance

Summary

1. Section 80A (2) of the Local Government Act 1989 requires the record of an Assembly of Council be reported to the next practicable Ordinary Meeting of Council.
2. A record of Assembly of Council meeting(s) is attached as an Appendix to this report.

Cr Sullivan moved, Cr Grzybek seconded -

3. **That the information be received.**

Carried.

**RECORD OF ASSEMBLIES OF COUNCIL
 (Council Meeting 28 January 2020)**

Assembly Details	Councillors	Officer Attendees	Agenda Items	Conflict of Interest Disclosures
<p>Council Briefing 21 January 2020</p>	<p>Crs Asher, Aitken, Grzybek, Kontelj, Mason, Murrihy, Murnane, Nelson, Sullivan</p>	<p>M Cutter (CEO) G Smith (DIR) M Dugina (DIR) R Leonard (DIR) R Stevens (DIR) J Lane (MGR) J Van Slageren (MGR) S Boer (MGR) J Lane (MGR) J Hurse (MGR) P Smith (CO ORD) L Raimondo (ADV TO MAYOR & CEO) M Blampied (COMM OFF MAYOR & CLRS)</p>	<ul style="list-style-type: none"> • Amendment C372 Hams Road, Waurnd Ponds – Consideration of Panel Report and Adoption • Amendment C363 Central Road, Drysdale – Consideration of Submissions • Clifton Springs Golf Club Inc Application to Increase Number of Electronic Gaming Machines • Naming – Purnell Road Child and Family Centre • Naming – Drysdale Integrated Child and Family Centre • Road Renaming Due to Drysdale Bypass – Stage 2 • Council to Staff Delegations • Tender T2000020 – Anakie Road Pavement Rehabilitation and Widening – Lovely Banks • Audit and Risk Committee – Review of Charter • Revocation of Flood Prone Area Designation of New Lots at Warralily Grange Estate Stages 1, 2, 3 and 6 • Transformation Program 2.0 Update • Audit and Risk Summary Report – 20 November 2019 (<i>Confidential</i>) • Contractual Matter (<i>Confidential</i>) • Contractual Matter (<i>Confidential</i>) 	<ul style="list-style-type: none"> • Nil

PLANNING DELEGATIONS – DECEMBER 2019

Source: Planning, Design & Development – City Development
Director: Gareth Smith
Portfolio: Planning

Purpose

1. To provide the schedule of planning permit applications determined under delegation since the last report.

Background

2. Section 98 of the *Local Government Act 1989* and section 188 of the *Planning and Environment Act 1987* empower Council to delegate its powers, duties and functions under relevant legislation to members of Council staff.
3. Sections 86 and 87 of the *Local Government Act 1989* and section 188 of the *Planning and Environment Act 1987* allow Council to establish special committees with delegated powers to determine planning permit applications.
4. At its meeting on 9 July 2019, Council:
 - 4.1 Amended the Council to staff instrument of delegation to allow staff delegates to determine planning permit applications where there are less than 6 objections lodged; and
 - 4.2 Amended the Planning Committee's terms of reference to provide for its determination, if required, of planning permit applications where there are 6 or more objections lodged.
5. The City is required by Council to provide information on planning permit applications determined under delegation.

Key Matters

6. The Schedule attached to this report provides information on the planning permit applications determined under delegation since the last report.

Cr Kontelj moved, Cr Aitken seconded -

7. **That Council receive the information in the Schedule.**

Carried.

Planning Decisions Report - December 2019

App Number	Location	Application Type	Decision Date	Description	Authority Description/ No of objectors
PP-1002-2017	11 Villamanta Street, GEELONG WEST VIC 3218	Demolition of Existing Buildings and Construction of Three (3) Dwellings and a Front Fence and Three (3) Lot Subdivision	11/12/2019	No Appeal Lodged Permit Issued	Decision Making Committee
PP-1099-2003/C	13-15 The Esplanade, GEELONG VIC 3220	Alterations and Additions to the existing Motel including Use and Development of Motel at 7 Stradling Avenue, a Reduction of the statutory car parking requirements and the Relocation of an existing sewer easement	13/12/2019	NOD - Amended	Decision Making Committee
PP-1315-2018	2-4 Gheringhap Street, GEELONG VIC 3220	Buildings and Works Associated with the Existing Building within a Heritage Overlay	20/12/2019	Refusal to Grant a Planning Permit	Decision Making Committee
PP-1421-2014	41-43 Bellerine Street, GEELONG VIC 3220	Construction of two or more dwellings (13 dwellings in a four-storey building), a reduction in the required car parking, a reduction in the required bicycle parking and the subdivision of the land (13) lots.	10/12/2019	Extended Planning Permit	Delegated Authority
PP-184-2019	89 The Avenue, OCEAN GROVE VIC 3226	Construction of Twenty-three (23) Dwellings, and Twenty-three (23) Lot Subdivision	13/12/2019	Refusal to Grant a Planning Permit	Planning Committee
PP-332-2019	22 Bridge Street, LARA VIC 3212	Removal of Restrictive Covenant M991641Q on Lot 2 of PS200470M	5/12/2019	Refusal to Grant a Planning Permit	Decision Making Committee
PP-480-2016	21 Hodgson Street, OCEAN GROVE VIC 3226	Development of the Land for a Three Storey Building Comprising Eight Dwellings, Three Shops, Subdivision of the Land into Eleven (11) Lots, a Reduction in the Standard Carparking Requirements contained in Clause 52.06 and a Waiver of the Loading/Unloading Bay Requirements Contained in Clause 52.07	2/12/2019	Extended Planning Permit	Delegated Authority
PP-782-2019	118-120 High Street, DRYSDALE VIC 3222	Use and Development of the Land for a Child Care Centre, Access to a Road Zone Category 1 and a Three (3) Lot Subdivision	20/12/2019	NOD - Planning Permit	Decision Making Committee

PP-86-2019	257 The Esplanade, INDENTED HEAD VIC 3223	Construction of Second Dwelling, Two (2) Lot Subdivision and Creation of access to a Road Zone, Category 1	11/12/2019	No Appeal Lodged Permit Issued	Decision Making Committee
PP-1071-2019	11 Ozone Crescent, BELL PARK VIC 3215	Buildings and Works associated with Construction	20-Dec-2019	NOD - Delegate	1
PP-1088-2019	133-135 Ballarat Road, BELL PARK VIC 3215	Replace Existing Business Identification Signage w	19-Dec-2019	NOD - Delegate	1
PP-142-2019	2 Aberdeen Street, GEELONG WEST VIC 3218	Demolition of an Existing Dwelling and Buildings ar	18-Dec-2019	NOD - Delegate	1
PP-284-2019	12 Rutland Street, NEWTOWN VIC 3220	Construction of a Two Storey Shop and Office Buil	10-Dec-2019	NOD - Delegate	3
PP-607-2019	12 Rosella Court, OCEAN GROVE VIC 3226	Construction of a Second Dwelling and Two (2) Lo	18-Dec-2019	NOD - Delegate	1
PP-651-2019	PARENT - 36 Western Beach Road, GEELONG VIC 3220	Partial Demolition and Alteration and Additions to a	23-Dec-2019	NOD - Delegate	1
PP-719-2019	4 Huntingdon Street, NEWTOWN VIC 3220	Buildings and Works Associated with Construction	16-Dec-2019	NOD - Delegate	1
PP-751-2018	14A Western Beach Road, GEELONG VIC 3220	Buildings and Works Associated with the Demolitic	19-Dec-2019	NOD - Delegate	5
PP-758-2019	626 Thompson Road, NORLANE VIC 3214	Construction of Three (3) Dwellings and Access to	17-Dec-2019	NOD - Delegate	1
PP-899-2019	29-31 Thomson Street, BELMONT VIC 3216	Constructions of Four (4) Dwellings	18-Dec-2019	NOD - Delegate	1
PP-981-2019	37 West Fyans Street, NEWTOWN VIC 3220	Use and Development for a Car Showroom and As	9-Dec-2019	NOD - Delegate	1
PP-984-2019	97-99 High Street, DRYSDALE VIC 3222	Buildings and Works Associated with the Construc	24-Dec-2019	NOD - Delegate	5

Cr Sullivan moved, Cr Mason seconded -

That the meeting be closed to the public.

Carried.

The Meeting was closed to the public at 9.32pm

A record of the proceedings of this section of the meeting is contained in a Confidential Minute Book.

Cr Sullivan moved, Cr Mason seconded -

That the Meeting be opened to the public.

Carried.

The Meeting was opened to the public at 9.48pm

CLOSE OF MEETING

As there was no further business the meeting closed at 9.48pm Tuesday, 28 January 2020.

Signed: _____

Cr Stephanie Asher (Mayor)

Date: _____