

MINUTES

ORDINARY MEETING OF COUNCIL

Wednesday, 27 January 2016

Held at the
Council Conference and Reception Centre
City Hall, Little Malop Street, Geelong
commencing at 7.00p.m.

COUNCIL:

Cr. D. Lyons
Mayor

(G21 Geelong Regional Alliance, Finance, Governance, Regional Cities)

Cr. T. Ansett (*Windermere*)

(Heritage, Rural Communities)

Cr. L. Ellis (*Coryule*)

(Coastal Communities, Infrastructure, Parks and Gardens, Climate Change)

Cr. J. Farrell (*Beangala*)

(Community Safety, Youth, Women in Community Life, Finance)

Cr. K. Fisher (*Corio*)

(Community Development, Tourism)

Cr. B. Harwood (*Kardinia*)

(Enterprise Geelong, Primary Industries)

Cr. M. Heagney (*Brownbill*)

(Central Geelong, Planning)

Cr. J. Irvine (*Austin*)

(Sport and Recreation)

Cr. E. Kontelj (*Cowie*)

(Aboriginal Affairs, Multicultural Affairs, Finance)

Cr. R. Macdonald (*Cheetham*)

(Major Projects, Knowledge Economy & Education, Veteran Affairs)

Cr. P. Murrhly (*Kildare*)

Cr. R. Nelson (*Deakin*)

(Major Events)

Cr. A. Richards (*Buckley*)

(Environment & Sustainability, Transport, Arts & Culture, Climate Change)

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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
WEDNESDAY, 27 JANUARY 2016
COMMENCING AT 7.00P.M.**

PRESENT: Crs D Lyons (Mayor), T Ansett, L Ellis, J Farrell, K Fisher, B Harwood, M Heagney, J Irvine, E Kontelj, R Macdonald, P Murrihy, R Nelson, A Richards

Also present: K Spiller (Chief Executive Officer), D Frost (General Manager Strategy & Performance), P Bettess (General Manager Planning and Tourism), W Tieppo (General Manager City Services), L Quinn (General Manager Community Life), P Jane (Acting General Manager Investment and Attraction), R Bourke (Co ordinator Governance and Legal Services)

OPENING: The Mayor declared the meeting open at 7.00pm

ACKNOWLEDGEMENTS:

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

APOLOGIES: Nil

LEAVE OF ABSENCE:

Cr Ansett moved, Cr Ellis seconded –

That Leave of Absence be granted to Cr Nelson from 4 – 9 February 2016, inclusive.

Carried.

CONFIRMATION OF MINUTES:

Cr Irvine moved, Cr Ansett seconded -

That the Minutes of the Ordinary Meeting held on 8 December 2015 be confirmed and signed.

Carried.

DECLARATIONS OF CONFLICTS OF INTEREST:

Cr Eddy Kontelj declared an Indirect Financial Interest in Agenda Item 19 – Tender and Award of Industrial Subdivision, Innovation Drive, Corio in that Drapers Civil are a significant customer of his employer.

QUESTION TIME:

Question Time is an opportunity for questions to be addressed to Council and while the minutes record the general content, they do not purport to be a transcript of what was said by individuals. Likewise Councillor or Officer verbal responses are in summary form only. Views expressed may not be the views of Council.

Council's practice is to provide a separate document on its website setting out questions and responses including any more detailed written responses which may be provided subsequent to the meeting.

Dale Park submitted a question in relation to the Lease to Ocean Grove Golf Club, however as he was not present at the meeting a written response will be forwarded.

Warwick Manderson asked question in relation to the protection of moonah trees and other sensitive native vegetation in Warrenbeen Court Estate, Barwon Heads:

- 1) Why Council no longer applies the written consent policy?
- 2) When the policy changed and by what process?
- 3) What protections has Council put in place to protect the Warrenbeen Court precinct for its "ecological and aesthetic values" which have been recognised in the Structure Plan as "important to the community"?

Cr Richards responded he would ask the Chief Executive Officer to get back to Warwick with a detailed response explaining the situation.

Peter Bettess indicated he would provide a written response within 14 days.

Roger Smith asked :

- 1) In November I asked Council if they would consider raising the stakes in protecting the You Yangs from destructive development through the creation of a You Yangs Protection Zone (YYPZ). Peter Bettess responded that the matter would require State Government approval which is a lengthy process, but Council could certainly help and review the current overlays and zones in the area. In light of my previous question – how will Council assist local residents to approach State Government with the aim of Creating the (YYPZ)?

Peter Bettess advised he did not have the information to answer but would provide a written response.

Re the Barro Group Quarry -

- 2) Is Council monitoring the impact of mining at this quarry?
- 3) Is Council aware that in November 2014 the holders of Work Authority (WA453) were granted rights to quarry hard rock instead of sand at the mine and that this may mean that a) explosives will be used at the mine b) a much larger area of land may be subject to mining – does Council know where water in the dam for this mine comes from?
- 4) Is Council aware that a highly visible 2.4 metre high chain mesh and barbed wire fence is being erected around the Barro property?
- 5) Does Council know how long this fence will be and what its impact will be on the Significant landscape Overlay in the You Yangs?

6) What controls, if any, does Council have over what occurs on WA453?

Peter Bettess responded he did not believe it would be a costly exercise and would do in house and see which overlay would be most appropriate.

Priscilla Pescott asked – since reading the Mayor’s proposal to sell some branch libraries, there has been no comment from any other Councillors.

I ask which Councillors support his proposal?

Cr Richards responded that there is no proposal to sell off or close any libraries. Council is in the business of running libraries not closing them. Officers will obviously look at the effect of the new library, but I am not aware of any decision at the moment to close any libraries.

The Mayor responded that his comments made during the interview were of a general nature around many of Council’s assets. Withholding Council assets is important to this Mayor but at the same time Council needs to tighten its belts as we go forward.

Sandra Gatehouse – President of the Barwon Heads Association addressed Council as follows:

Barwon Heads Association members have reported that, when observing removal of native vegetation on private properties, they are advised by Council there is no protection for the vegetation if it is not in an overlay area. A case of considerable concern is the current activity at 16-17 Warrenbeen Court, Barwon Heads. The titles of all 14 properties in the Warrenbeen Estate are subject to covenants to protect the precious indigenous vegetation. These covenants are formally endorsed by Council. We note that the Greater Geelong Planning Scheme Section 52.17 applies. Section 52.17-2 states “a permit is required to remove, destroy or lop native vegetation”. We therefore believe that such removal requires appropriate permits and that the Planning Scheme puts obligation on the Council to ensure compliance and in the absence of a permit the covenants cannot protect the indigenous vegetation:

- 1) Why does Council inform complainants that it has no role in enforcing the Planning Scheme?
- 2) If it has no role where do residents go to ensure protection of indigenous vegetation?
- 3) How many complaints has Council received on this matter?
- 4) How are such complaints (by phone or mail) registered?
- 5) How many cases of enforcement have Council carried out in the last two years to protect indigenous vegetation?

For the future can we urgently request that Council prepare an overlay to protect this very precious area.

Cr Richards requested the Chief Executive Officer to provide a detailed written response. He added it was timely that the Barwon Heads Association met with Peter Bettess to discuss their concerns further. Cr Richards indicated he was happy to facilitate this meeting.

Judith Brooks addressed Council as follow:

Ten years ago the Barwon Heads community and Council agreed on an excellent streetscape plan. Due to funding difficulties the streetscape was not completed. A decade later Barwon Heads has seen a dramatic increase in the usage and extension of its shopping centre, its markets, and its medical facilities from locals, tourists and visitors from the development at Armstrong Creek:

- 1) What is the status of plans for the completion of our streetscape and in particular funding for our deteriorating and dangerous footpaths?

The Mayor indicated this subject had been discussed at length last year.

Cr Richards responded that one thing that the Structure Plan has produced is more retail in Hitchcock Avenue, and to do that streetscape on the eastern side from where it ends now to Ozone Road didn't make last year's budget, but is the subject of ongoing budget discussions.

William Tieppo responded that in terms of the project for 2016/17 which includes footpaths on both east and west side of Hitchcock Avenue have been submitted in the budget. I am aware of the State Government commitment and conversations with VicRoads will be carried out as part of that project.

Dan Cowdell asked questions in relation to Council's street lighting operating with inefficient 80W mercury vapour globes:

- 1) Why has Council not proceeded with street lighting energy efficiency upgrades?
- 2) When will Council review and consider the business case for street lighting efficiency upgrades?

Cr Richards responded this is an idea which has been around for some 6-7 years. Council has considered different versions of what you are proposing and at this point of time unable to afford the cost of doing that kind of project. Officers actively consider this issue each year with the budget.

The Mayor added he has discussed at length with the Environment Minister over the last two months. G21 also does a lot of work around this. Council officers have also been in touch with the Minister's office.

William Tieppo added G21 Councils have met over the last two months in an effort to submit a joint business case depending on a funding model. The other reason why we haven't proceeded with LED is Powercor only approved certain amounts and in order to avoid maintenance issues, the right technology is needed.

Cr Macdonald added it is not just about LED lights here, but a move to smart lighting so we can control lights remotely, resulting in considerable savings.

The Mayor indicated that Councillors are extremely aware.

Anthony Gleeson asked how Council invests its funds, and whether its finances are invested in fossil fuel projects. I am not sure if Council is aware that at least 15 Australian local Councils including City of Melbourne have decided to stop risking their ratepayer funds and reserves by removing any exposure they have to fossil fuel projects, or whether Council is actually aware what exposure the City of Greater Geelong's funds have to fossil fuels?

Has Council started a process of considering doing the same as these fifteen other local Councils and if not, how can local environmental and climate action groups help Council to make this happen?

Cr Richards responded he would be presenting a Notice of Motion in relation to this subject at the next Meeting of Council and will then bring a report back to the Chamber. Residents, ratepayers and activists will then be able to make their views known.

The recent fracking debate took approximately six months to resolve and this will be similar.

Yvonne Adami asked:

In the Geelong Advertiser on January 22 the Mayor proposed to sell of “underutilised suburban libraries”. Given that the Annual Report does not support his claim, will the Mayor provide evidence that in fact libraries within the GRLC are underutilised?

The Mayor responded in 2015 the new Library wasn’t built. Council officers will be taking a holistic approach in relation to all Council assets across the region. An informed recommendation will be made to the City of Greater Geelong Council by officers for the future operation of libraries within the municipality. Recommendations will be presented to Council for a decision once the evidence has been collected and analysed.

Cr Richards added the Library Corporation doesn’t make decisions to sell libraries. Council has no position around closing libraries or selling them off at this point of time.

Alena Kralova asked if Council would help with bus transport times on Route 24 – it affects not only myself but thousands of people – last bus is at 6.50pm.

Cr Richards responded that concerns should be provided in writing so Council may advocate on your behalf in relation to public transport. Cr Richards agreed bus services could be improved.

Cr E Kontelj suggested concerns be lodged in writing and was happy to meet to discuss further.

Cr Ansett further added the need for a light rail service.

Mary Wallace asked:

- 1) My husband Colin and I received a letter dated 28th August 2013 signed by then Acting Mayor Bruce Harwood. It came out of the blue and less than two weeks after Mayor Keith Fagg resigned. This letter is misleading and I believe it was intended to intimidate us, and my question to Deputy Mayor Bruce Harwood is, who composed this letter?

Cr Harwood took the question on notice.

- 2) Did the other Councillors at the time – which included Cr Stretch Kontelj – know about and consent to this letter being composed and sent to us?

The Mayor took the question on notice.

- 3) At the Council Meeting on June 24th 2014, my husband asked Mayor Lyons to consider if an evident breach by Council of a Section 173 Agreement was deliberate and Cr Michelle Heagney intervened, saying my husband had been sent a letter which she did not identify. At the Council Meeting on April 28th 2015, my husband asked Cr Heagney to identify the letter but she refused point-blank.

So I am asking Cr Michelle Heagney, is the letter I have raised tonight the one you refused to identify?

Cr Heagney took the question on notice.

Jennifer Bantow addressed Council as follows:

- 1) Is it correct that planning permit application in Central Geelong are not advertised and no public participation or submissions are considered?
- 2) Which authority determines the future of which developments in Central Geelong and in particular the Old Geelong Gaol. It appears to be in the Central Geelong Marketing Area Plan on page 33 of tonight's agenda? Is it in the Central Geelong Action Plan, in the Geelong Marketing Area Plan or is it part of the Geelong Planning Authority's jurisdiction?

Peter Bettess responded the question probably needs a diagram that shows the different areas. Council is responsible for Central Geelong other than specific developments where Ministerial approval is required.

Re former Cheetham Salt Land:

- 3) Do Sanctuary Living and the Ridley Corporation have sole ownership of the former Cheetham Salt Land, and is any of this land Crown Land or some other kind of definition of public land?

Peter Bettess indicated he would provide a map where private and public land is located. Going through process now and are waiting for submissions to look into it.

The Mayor took the questions on notice for a written response.

Sally Nicholas asked questions in relation to 405-455 Sandy Creek Road and 172-Bacchus Marsh Road, Little River – "Use and Development of the Land for Stone (Sand and Soil) Extraction and Removal of Native Vegetation":

- 1) What is being addressed as far as the traffic impact assessment commissioned by L Bisinella Developments which is dated 18 February 2014. This document is two years old, no surveys were done on the roads stated with being used for traffic distribution to Melbourne. Only the roads moving traffic to the west or south towards Geelong, also these surveys don't tell you what type of traffic were surveyed. Heavy vehicles, cars or cyclists?

Peter Bettess responded that he was unable to answer as its going through a planning permit process.

- 2) Will Council redo the surveys to all affected roads and the damage to the Grant Bridge built in 1867 on You Yangs Road, Little River?

Cr Ansett agreed the historic Grant Bridge built in 1867 is a major issue.

PETITIONS:

Cr Harwood presented a petition containing 375 signatures from residents of Geelong Grove Village in relation to traffic management issues.

1. ADOPTION OF AMENDMENT C334 – INCREMENTAL CHANGE AREA REVIEW 2015

Portfolio:	Planning – Cr Heagney
Source:	Planning and Development – City Development
General Manager:	Peter Bettess
Index Reference:	Application: Amendment C334

Purpose

This report considers the Independent Panel Report and Recommendation on Amendment C334 and recommends adoption of the Amendment.

Summary

- Amendment C334 seeks to implement the Incremental Change Areas Review 2015 by making the following changes to the Greater Geelong Planning Scheme:
 - Rezoning land within identified garden character areas in Bell Post Hill, North Geelong, Newcomb and Point Lonsdale from General Residential Zone – Schedule 1 (GRZ 1) to General Residential Zone – Schedule 2 (GRZ 2).
 - Amending Clause 21.06 by removing the further work requirement to review the implementation of areas identified for incremental change in the Housing Diversity Strategy to consider the application of GRZ 2.
- Council considered the Incremental Change Areas Review and adopted the Review's recommendations at its meeting of 28 April 2015.
- GRZ 2 aims to better protect the existing neighbourhood character by varying requirements relating to private open space, building height, landscaping and subdivision application requirements.
- Amendment C334 was placed on public exhibition between 2 July and 3 August 2015. A total of 27 submissions were received. 11 submissions supported the Amendment, 10 objected to the Amendment and 6 only made comment on the Amendment.
- The majority of the objecting submissions relate to decreased development potential and property values and/or to the justification for the Amendment.
- On 27 August 2015, Council considered the submissions under delegation and resolved to refer the submissions to an Independent Panel appointed by the Minister for Planning. Council officers considered the submissions and did not recommend any modifications to the exhibited Amendment.
- The Panel Hearing was held on 26 October 2015. None of the submitters requested to be heard by the Panel.
- The Panel Report was received on 24 November 2015. The Panel recommended that Amendment C334 be adopted as exhibited.
- The Panel concluded that the Amendment is well founded and that the extensive strategic work undertaken by Council in identifying the subject areas justified the preparation of this Amendment.
- The Panel suggested that the term "suburban garden character" probably better defines the character of the four identified areas.

- The Panel concluded that the areas which are subject of the Amendment have a “suburban garden character” worth protecting. It therefore supported the requirements of the GRZ 2 that will encourage new development that reflects this character.
- The Panel indicated that it was not provided with evidence to support concerns that the Amendment would lead to reduced property values, and that it believes moderate growth will still be possible in providing a range of dwelling types.
- The Panel considered that the boundaries proposed by the Amendment are appropriate and should be adopted as exhibited.
- The Panel’s recommendation is supported and the Amendment can now be adopted as outlined in this report.

Cr Heagney moved, Cr Harwood seconded -

That Council :

- 1) adopt Amendment C334 in the form outlined in Appendix 2 of this report; and**
- 2) submit the adopted Amendment with the prescribed information to the Minister for Planning requesting approval.**

Carried

Background

In 2007 Council adopted a Housing Diversity Strategy (HDS). The HDS identified three development fronts to deliver housing diversity across Geelong: Key Development Areas, Increased Housing Diversity Areas and Incremental Change Areas. Amendment C129, gazetted in January 2010, implemented the Housing Diversity Strategy, applying the former Residential 3 Zone to incremental change areas that had a garden character.

Amendment C300, gazetted in November 2014, applied the new suite of residential zones introduced by the previous State Government. Incremental Change Areas were zoned either GRZ 1 or GRZ 2, generally following the zoning that was introduced by Amendment C129. In considering submissions on Amendment C300, Council supported including a further work requirement in Clause 21.06-6 of the Planning Scheme to *undertake further work to review the implementation of areas identified for incremental change in the Housing Diversity Strategy, to consider the application of General Residential Zone Schedule 2.*

Council officers prepared the Incremental Change Areas Review 2015, undertaking a review of existing GRZ 1 areas to determine if any areas had a garden character. There were two stages in the review process, a desktop assessment using available data, followed by a more detailed assessment involving site visits and qualitative assessment. The review identified four garden character areas and recommended their rezoning from GRZ 1 to GRZ 2. Council adopted this recommendation at its meeting of 28 April 2015.

Amendment C334 seeks to implement the *Incremental Change Area Review 2015* by making the following changes to the Greater Geelong Planning Scheme:

- rezoning land within the identified garden character areas in Bell Post Hill, North Geelong, Newcomb and Point Lonsdale from GRZ 1 to GRZ 2; and
- amending Clause 21.06 by removing the further work requirement to review the implementation of areas identified for incremental change in the Housing Diversity Strategy to consider the application of GRZ 2.

Appendix 1 shows the areas being rezoned.

Discussion

Exhibition details

The Amendment was exhibited from 2 July 2015 to 3 August 2015.

Notice of the Amendment was mailed to all landowners affected by the Amendment. 3727 letters were mailed out; duplicate letters were not sent where a landowner owned multiple properties in the same identified garden character area.

The Amendment was exhibited in local newspapers and on Council's website. The Amendment received over 1200 views on the website. Council staff answered over 150 telephone queries and around 30 front counter queries on the Amendment. A public information session held at the Council's Brougham Street office on the evening of 15 July 2015 was attended by 15 people.

The table below indicates how many letters were mailed out and how many submissions were received from each identified garden character area. For submissions received, this is based on the location of the property owned by the submitter; in some instances the submitter resides elsewhere.

Property	Mailout	Support	Comment	Object	Total
Bell Post Hill	1575	6	2	3	11
North Geelong	440	1	0	3	4
Newcomb	1303	1	1	4	6
Point Lonsdale	409	2	1	0	3
Other	-	1	2	0	3
TOTAL	3727	11	6	10	27

A total of 27 submissions were received, comprising 11 submissions of support, 10 objections and 6 submissions making comment only. The number of objections represents 0.27% of the letters mailed out.

Issues raised in the objections included:

- Amendment decreases development potential and/or property values (7 submissions)
- Amendment is unwarranted (4)
- Amendment will prevent necessary and/or desirable redevelopment (3)
- Oppose the landscaping requirement for a canopy tree per dwelling (2)
- Council should concentrate on planting trees in nature strips (2)
- Area(s) do not have garden character (2)
- Land on Helms Street, Newcomb is near many townhouse/multiple dwelling developments, particularly on the eastern side of Helms Street (2).

Independent Panel

On 27 August 2015, Council considered the submissions under delegated authority and resolved to refer the submissions to an Independent Panel appointed by the Minister for Planning. Council officers considered the submissions and did not recommend any modifications to the exhibited Amendment.

The Panel Hearing was held at Council's Offices on 26 October 2015. None of the submitters requested to be heard by the Panel. A one person Panel, Gaye McKenzie, conducted the Hearing. The Panel submitted its report to Council on 24 November 2015.

Panel Report

The Panel recommended that Amendment C334 be adopted as exhibited.

The Panel Report conveys the following findings and conclusions:

The Amendment is supported by, and implements the relevant sections of the State and Local Planning Policy Frameworks. The Amendment is well founded and is strategically justified.

The extensive strategic work undertaken by Council in identifying the subject areas justifies the preparation of this Amendment.

The Panel suggested that the term “suburban garden character” probably better defines the character of the identified areas.

The areas which are subject of the Amendment have a “suburban garden character” worth protecting. It therefore supports the requirements of the GRZ 2 that will encourage new development that reflects this character. In supporting the application of GRZ 2, and noting the discretionary nature of the open space controls, the Panel believes that there may be instances when consideration may be given to reducing them, based on the merits of an individual proposal.

The issue of how GRZ 2 may affect the value of individual sites is not on the Panel is able to consider. From the broader community perspective, the Amendment may have a positive economic effect, because new single dwellings and multi-dwellings will contribute to the “suburban garden character” of the street and the area they are within.

The Amendment may contribute to greater diversity of dwelling types, including smaller one storey dwellings and double storey dwellings. The Panel was not provided with evidence to support concerns that the Amendment would lead to reduced property values, and believes moderate growth will still be possible in providing a range of dwelling types.

The boundaries proposed by the Amendment are appropriate and should be adopted as exhibited. Specifically, the Panel agrees that Thompson Road is the logical boundary for the North Geelong GRZ 2 area and supports the choice of Helms Street as the eastern boundary of the Newcomb GRZ 2 area.

With respect to a submission indicating Bell Park should be included in GRZ 2, the Panel noted that the area was investigated but rejected for inclusion in GRZ 2, and in any case cannot consider this matter as it is not part of the Amendment.

Officer response

The conclusions and recommendation of the Panel are supported.

The term “garden character” is not defined in the Greater Geelong Planning Scheme. The reference by the Panel to “suburban garden character” rather than “garden character” may better explain the characteristics that the Review sought to identify and GRZ 2 zoning seeks to protect not only the presence of gardens, but a spacious form of development based on site coverage and the setting or space around most dwellings providing opportunity for gardens, as well as the presence of nature strips, footpaths and street trees throughout the majority of an area. In any case, there is no reference to “garden character” in Schedule 2 to the General Residential Zone and hence no need for any further amendment to the Greater Geelong Planning Scheme to introduce the term “suburban garden character”.

Environmental Implications

The Amendment will have positive environmental impacts. Increased private open space requirements for two or more dwellings on a lot may marginally reduce stormwater runoff compared to development under GRZ 1. In addition, GRZ 2 requires planting of one canopy tree per new dwelling for applications for two or more dwellings on a lot.

Financial Implications

There are no budget implications arising from this Amendment.

Policy/Legal/Statutory Implications

The amendment is consistent with State Planning Policy in:

- Clause 11.02-1 (Settlement – Supply of urban land), which indicates that planning for urban growth should consider neighbourhood character and landscape considerations.
- Clause 16.01-4 (Housing diversity), which seeks to provide for a range of housing types to meet increasingly diverse needs and encourages well-designed medium density housing which respects the neighbourhood character.

The amendment is consistent with the Local Planning Policy Framework in:

- Clause 21.06-3 (Urban consolidation), which seeks to provide for incremental change in GRZ2 areas.
- Clause 21.06-4 (Neighbourhood character), which seeks to manage the impact of urban change on existing neighbourhoods and to protect areas with a significant garden character.
- Clause 21.06-6 (Implementation – Further work), which identifies the need to review the implementation of areas identified for incremental change in the HDS, to consider the application of GRZ 2.

Alignment to City Plan

The Amendment is consistent with City Plan's Sustainable Built and Natural Environment priority to enhance and protect natural areas and ecosystem health, in that it increased private open space requirements for two or more dwellings on a lot may marginally reduce stormwater runoff compared to development under GRZ 1.

Officer Direct or Indirect Interest

No Council Officers involved in the preparation of this report have any direct or indirect interest in the matter to which this report relates, in accordance with Section 80 (c) of the Local Government Act.

Risk Assessment

There are no notable risks associated with implementing the recommendation contained in this report.

Social Considerations

The Amendment will have minimal social impacts. Maintaining the suburban garden character of these areas may contribute to residents' satisfaction with their environment.

Human Rights Charter

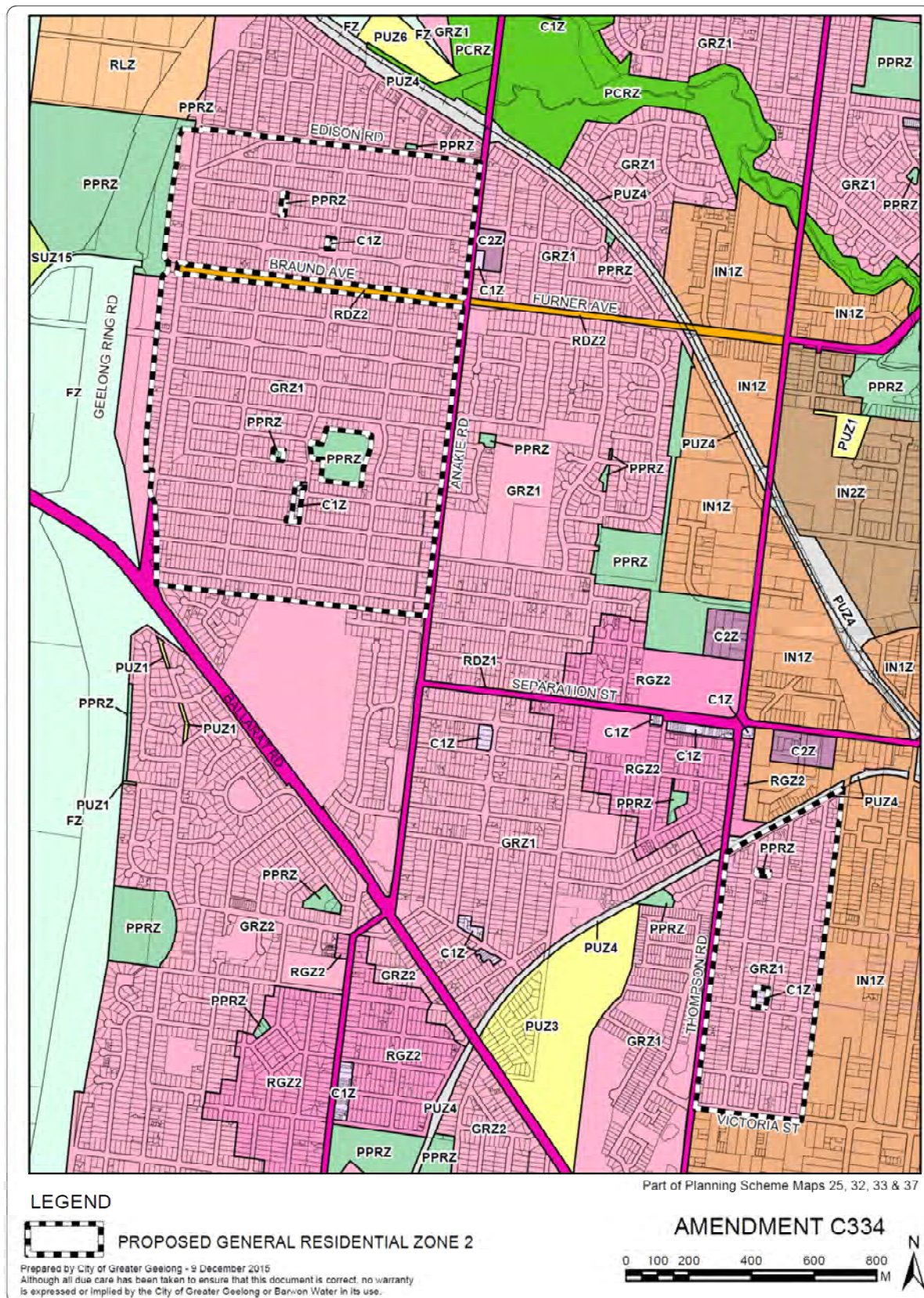
The Amendment will not impact on any basic rights, freedoms and responsibilities as set out in the Charter. Planning legislation ensures an open community consultation process occurs, enabling people to freely express their views and if necessary obtain a fair hearing before an Independent Panel. Submitters had that opportunity in this case.

Consultation and Communication

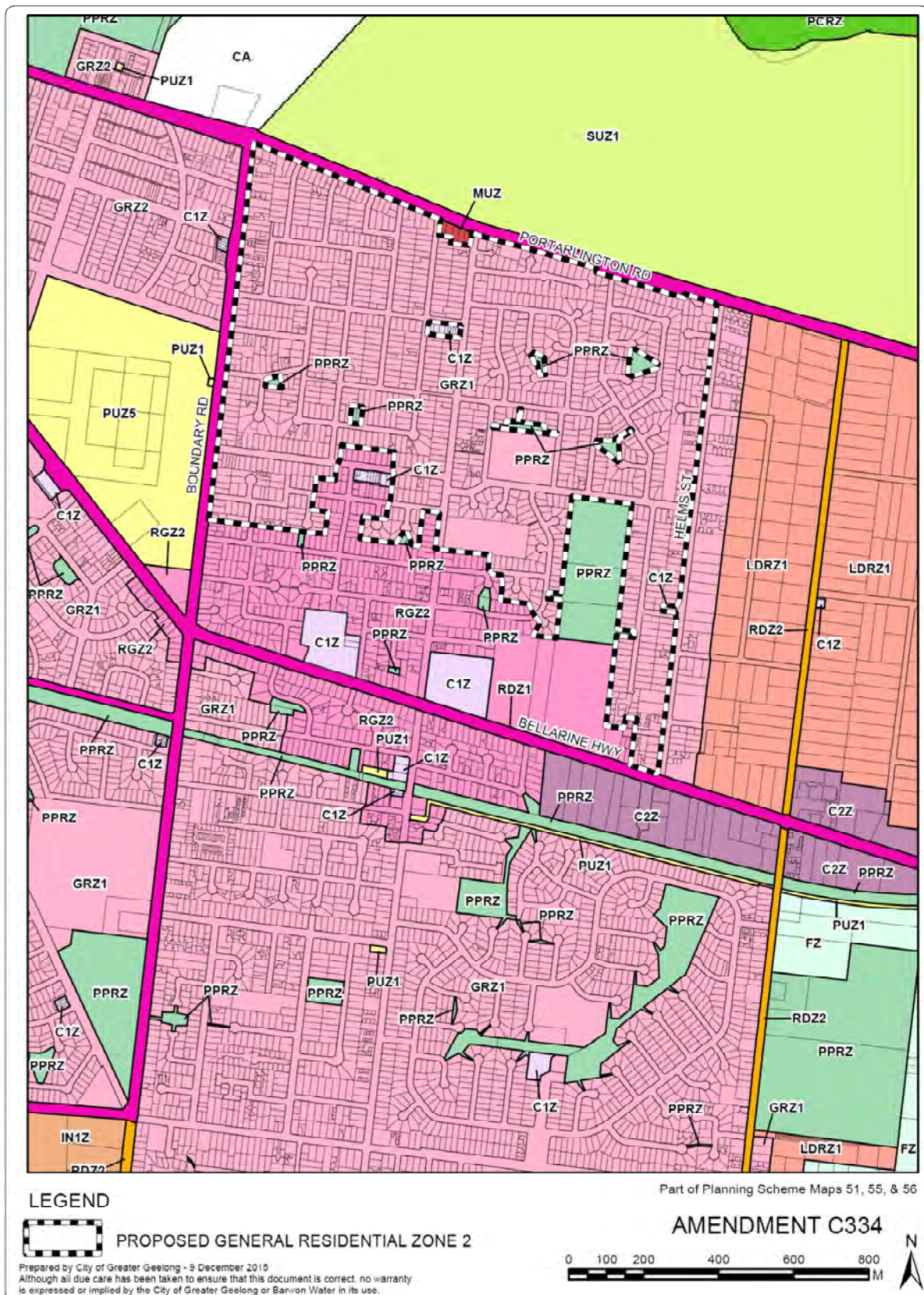
The Independent Panel report has been publicly released with a copy provided to submitters.

APPENDIX 1- SUBJECT LAND

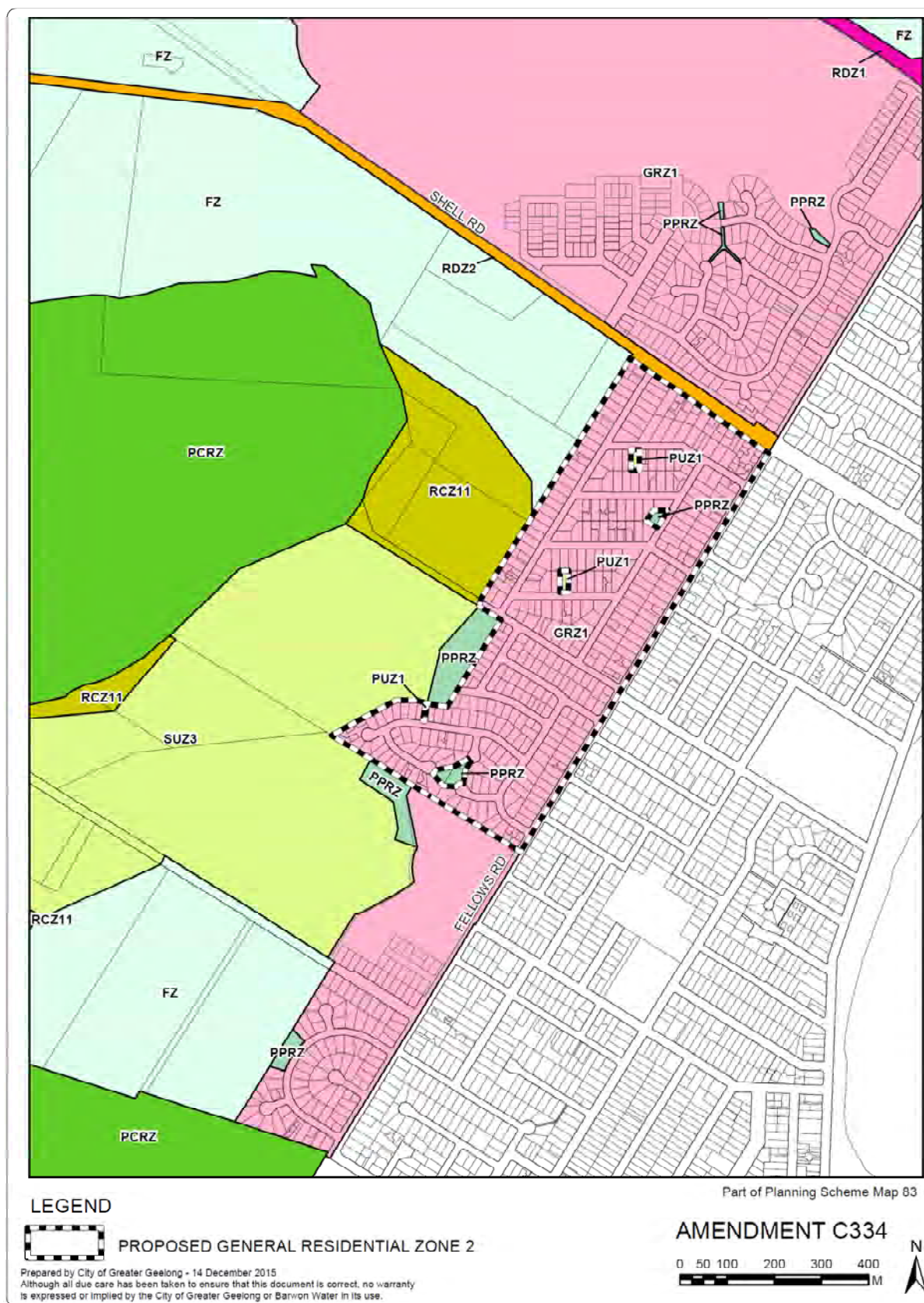
Bell Post Hill and North Geelong



Newcomb



Point Lonsdale



APPENDIX 2 – AMENDMENT FOR ADOPTION

Planning and Environment Act 1987

GREATER GEELONG PLANNING SCHEME

AMENDMENT C334

INSTRUCTION SHEET

The planning authority for this amendment is Greater Geelong Planning Scheme

The Greater Geelong Planning Scheme is amended as follows:

Planning Scheme Maps

The Planning Scheme Maps are amended by a total of 4 attached maps.

Zoning Maps

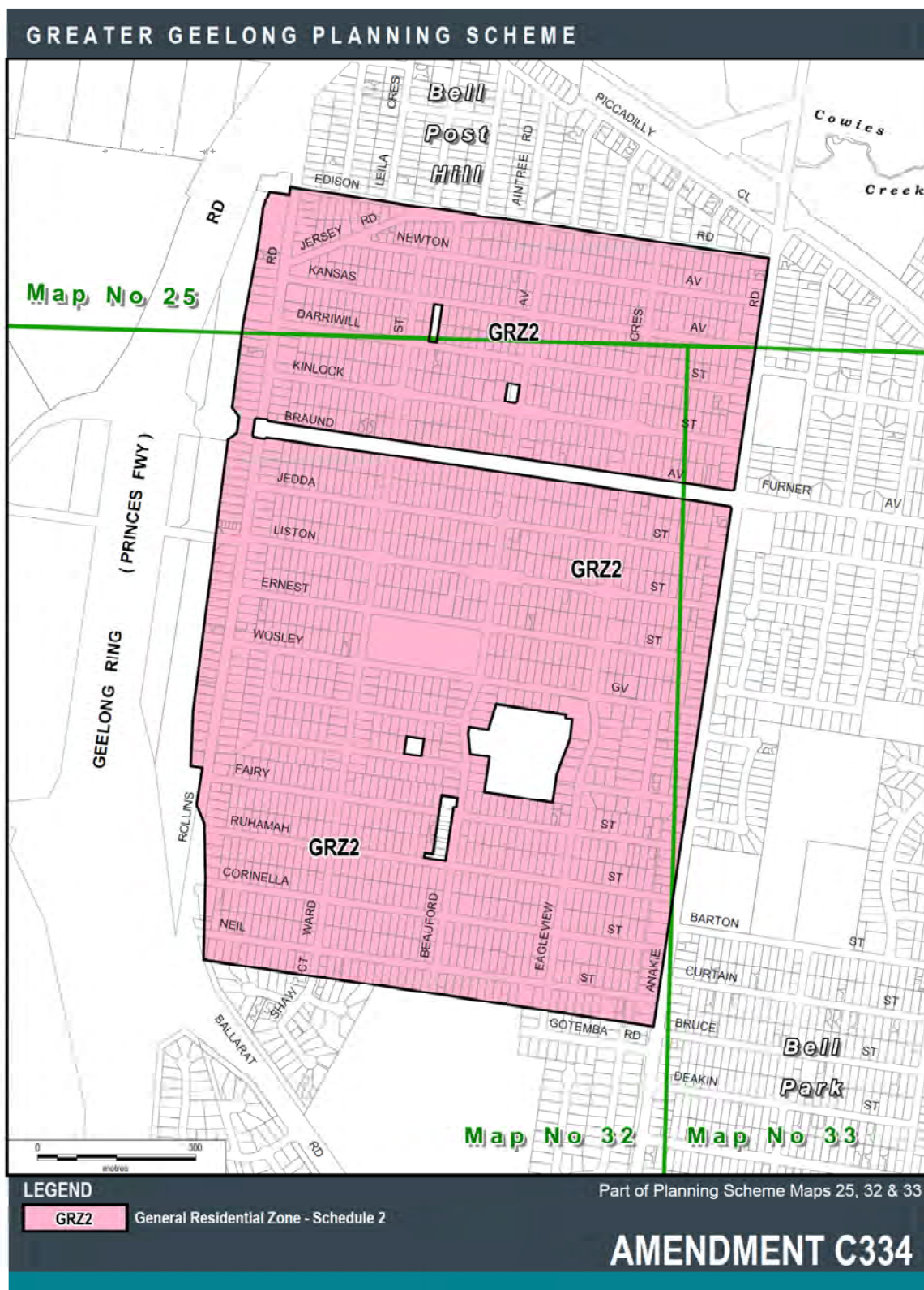
1. Planning Scheme Map Nos. 25, 32, 33, 37, 51, 55, 56 and 83 are amended in the manner shown on the attached maps marked “Greater Geelong Planning Scheme, Amendment C334”.

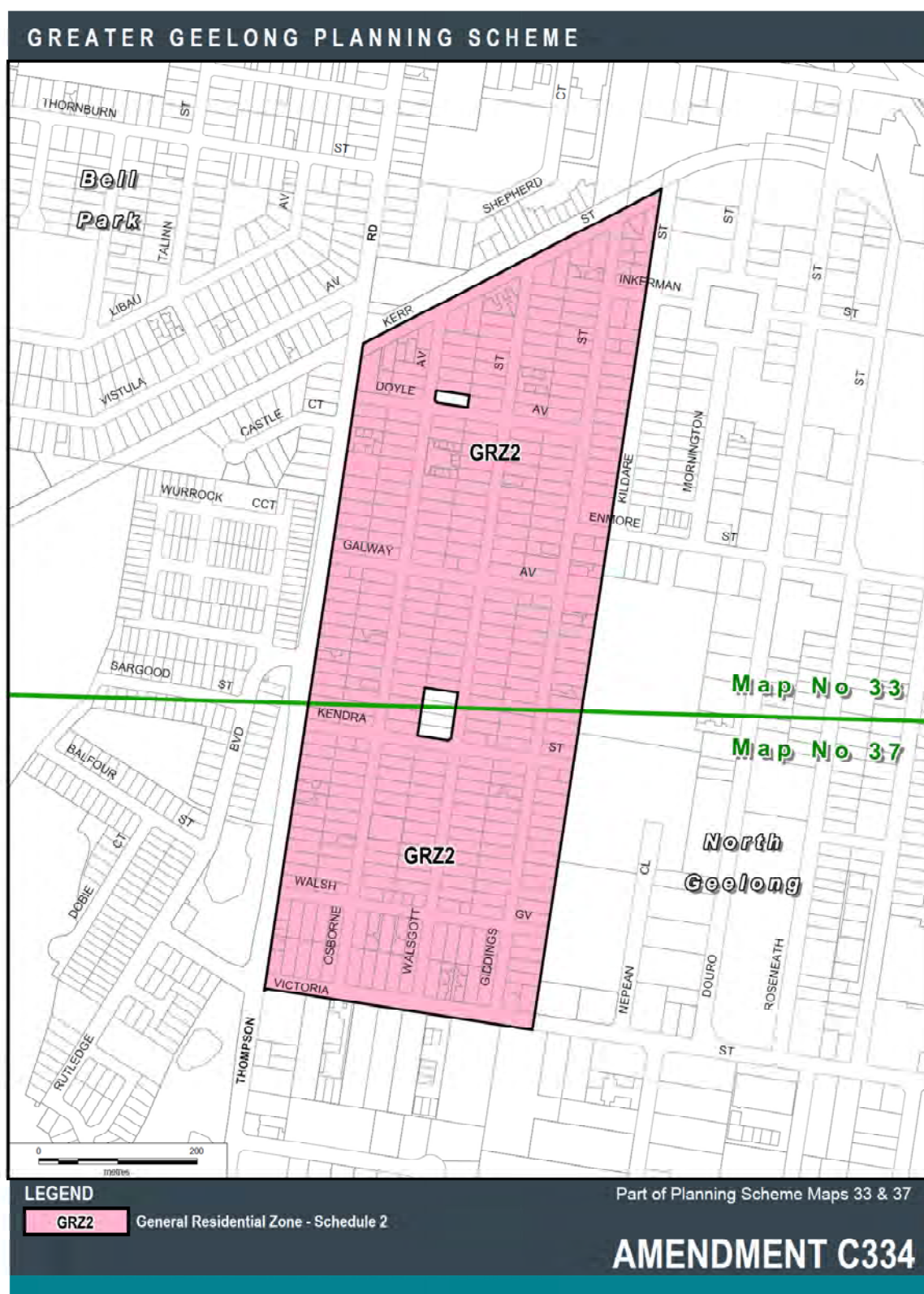
Planning Scheme Ordinance

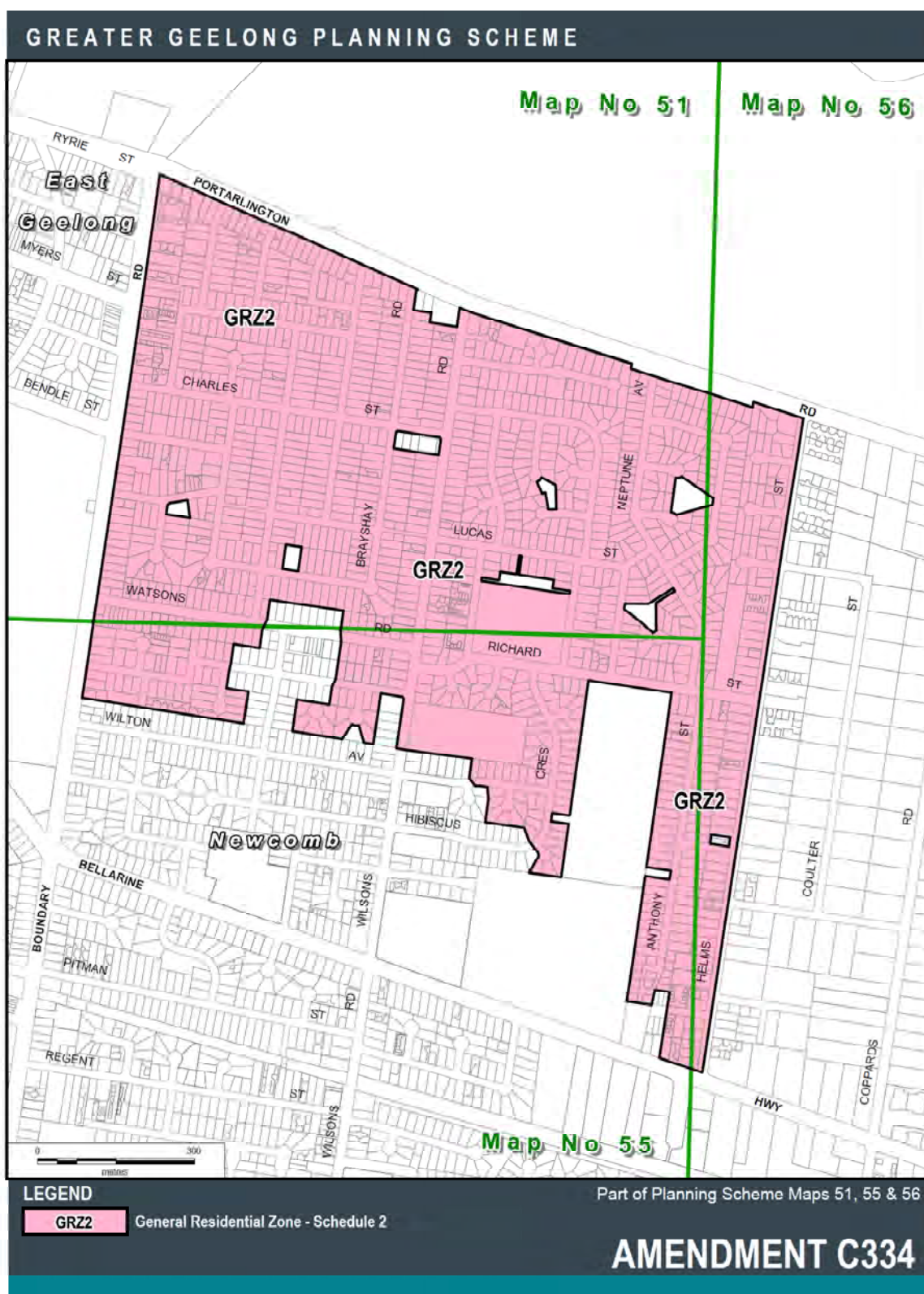
The Planning Scheme Ordinance is amended as follows:

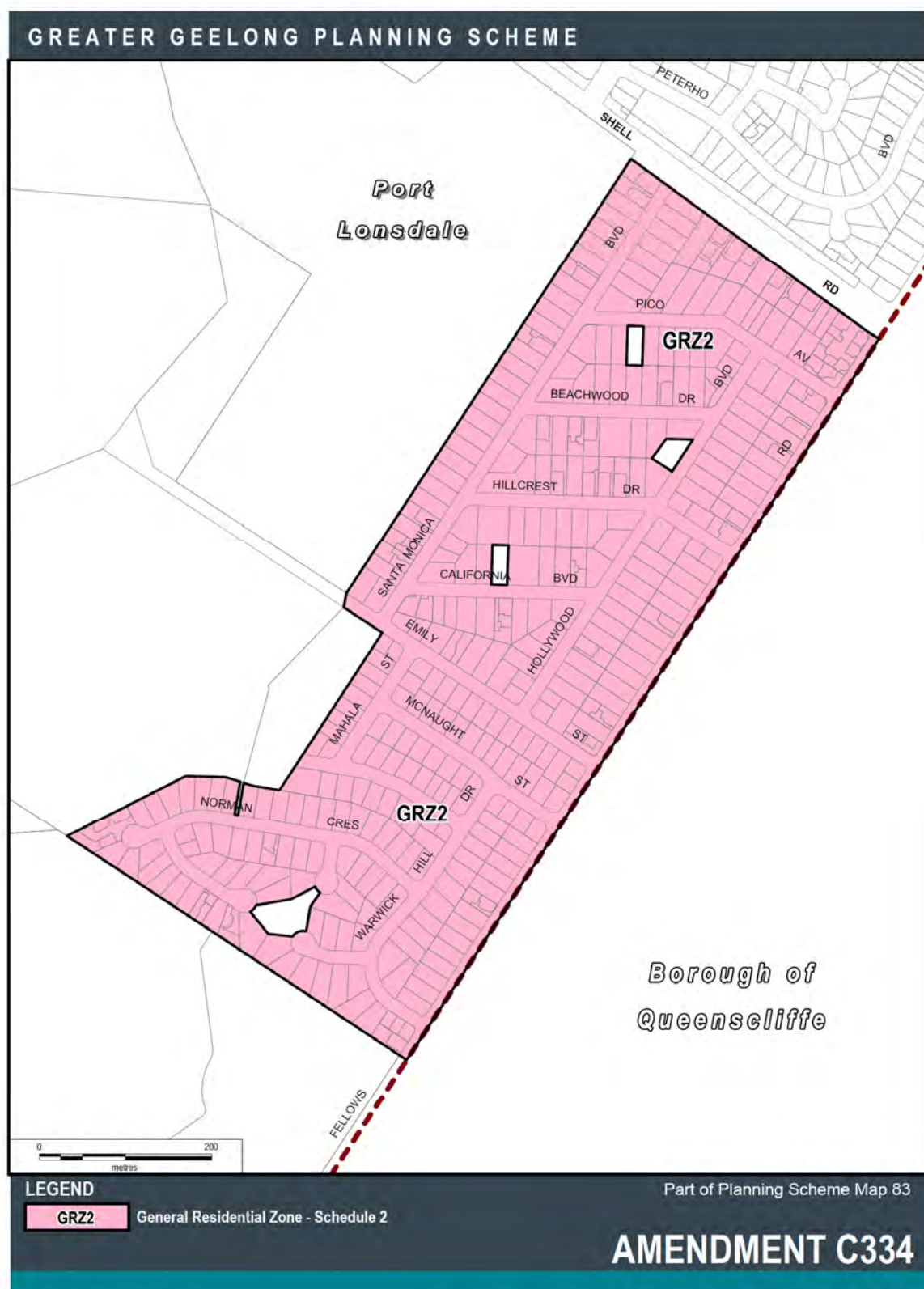
2. In Local Planning Policy Framework – replace Clause 21.06 with a new Clause 21.06 in the form of the attached document.

End of document









GREATER GEELONG PLANNING SCHEME

21.06 SETTLEMENT AND HOUSING

13/11/2014
C300
Proposed C334

21.06-1 Key issues and influences

13/11/2014
C300

Demographics

Between 2006 and 2031, it is estimated that the municipality will need to accommodate an additional 63,000 persons. This level of population growth will generate demand for approximately 41,000 new dwellings.

The region's population is ageing rapidly through the in-migration of retiring persons and the ageing-in-place of existing residents. The municipality is a popular retirement destination, particularly the coastal towns on the Bellarine Peninsula.

Although the population is ageing, it is vitally important that the City continues to provide an environment that attracts and supports children, young people and families.

Housing

The majority of new housing development in the municipality will continue to be in the form of detached dwellings on conventionally sized blocks; however the demand for smaller dwelling types is expected to escalate. This trend will be driven by significant growth in smaller households (primarily singles, childless couples and sole parents), as well as emerging preferences for lower maintenance dwellings that are close to urban services.

The ageing of the population will contribute substantially to the increase in demand for low maintenance dwellings and retirement accommodation. This accommodation will need to be close to urban services.

In order to meet these demands, there is a need to provide for a range of housing typologies including unit, townhouse, attached, multilevel and apartment dwellings.

There is a need to maintain competition and diversity in the housing market.

Settlement

There is an environmental, economic and social imperative to reduce urban sprawl and improve accessibility to urban services, principally by consolidating urban development around places of activity and public transport infrastructure.

New infill development should be directed to well serviced areas and should be of a high design quality and respond to the locality. Outward urban growth needs to be carefully managed and directed to designated locations that offer the greatest net benefit to the Geelong community, can be appropriately serviced and which have the capacity to accommodate sustainable development.

All development should contribute positively to the quality of the urban environment so that it may be enjoyed and respected by the existing and future community.

Whilst rural living areas provide for greater consumer choice in the housing market, they can be inefficient to service and generally contrary to the objective of maintaining a farmed rural landscape in the City's rural areas. There is consequently a need to restrict rural living to specific locations and to ensure that consumers meet their equitable share of the cost of servicing such locations.

GREATER GEELONG PLANNING SCHEME

The municipality's rural living nodes will continue to rely on established townships and urban Geelong for commercial and community facilities.

Identity

The City of Greater Geelong is within the traditional territory of the Wathaurong Aboriginal clan groups.

Recognition, respect and protection of Greater Geelong's Indigenous and European cultural heritage is of critical importance to the City's identity moving forward.

21.06-2 Urban growth

28/01/2010
C129(Part 1)

Objectives

- To limit urban sprawl by directing urban growth to designated urban growth areas.
- To improve housing affordability through the maintenance of appropriate urban land supplies, the promotion of competition in the housing market and the development of a diverse range of well located housing stock.

Strategies

- Direct the majority of new greenfield residential development to the designated primary urban growth areas at Armstrong Creek, Ocean Grove, Drysdale/Clifton Springs, Lara and Leopold.
- Maintain the non-urban break between Geelong and Werribee and, in particular, prevent further expansion of the Little River township boundary.
- Maintain the Geelong Ring Road as the western boundary of urban Geelong.
- Ensure that land use and development does not compromise the capacity or potential future development of areas designated for future urban growth, as shown on the relevant Structure Plan or Urban Growth Plan.
- Require a minimum residential density of 15 dwellings per hectare in all new urban growth areas.
- Ensure development occurs within designated settlement boundaries.
- Where possible use natural boundaries to define the edges of urban areas.
- Provide for infill urban growth in the Fyansford area.
- Prevent further subdivision and medium density housing in Breamlea.
- Limit rural living development to existing zoned land in the existing nodes at Lara, Drysdale/Clifton Springs, Wallington, Lovely Banks and Batesford.
- Ensure new residential neighbourhoods provide a mix of housing suited to the needs of a diverse range of household types.

21.06-3 Urban consolidation

13/11/2014
C300

Objectives

- To provide for the consolidation of existing urban areas in a managed way.

GREATER GEELONG PLANNING SCHEME

- To encourage an appropriate range of development densities.
- To improve accessibility to urban services.

Strategies

- Manage urban consolidation and housing change across the municipality, by:
 - Accommodating medium and high density housing in Key Development Areas (as defined by the maps included in this clause).
 - Maximising opportunities for housing within Increased Housing Diversity Areas (as defined in Clause 22.63 Increased Housing Diversity Areas) by accommodating:
 - high density housing in the activity centres consistent with their primary commercial and retail role; and
 - medium density housing in residential areas with more intensive development being located closest to the core of activity centres.
 - Supporting appropriate medium density housing in the General Residential Zone (Schedule 1) areas.
 - Providing for incremental change in the General Residential Zone (Schedule 2) areas.
 - Limiting change in the Neighbourhood Residential Zone areas.
- Encourage medium density housing in the Mixed Use Zone.
- Require retirement accommodation to be located within urban areas, preferably within close proximity to existing or proposed activity centres and public transport facilities.

21.06-4 Neighbourhood character

13/11/2014
C300

Objectives

- To manage the impact of urban change on existing neighbourhoods.
- To ensure that new development responds to the existing neighbourhood character.
- To protect areas with a significant garden character.
- To protect areas with views to significant landscape features.

Strategies

- Acknowledge that neighbourhood character in the Increased Housing Diversity Areas will adapt and evolve over time, particularly within and on the edges of activity centres, where land use and development will intensify.
- Ensure that development is responsive to the established character of the area.
- Support appropriate medium density housing that respects the existing neighbourhood character in the General Residential Zone areas.
- Ensure that development in the transition areas of the Residential Growth Zones is responsive to and respectful of the neighbourhood character in any adjoining residential zones.
- Support the redevelopment of dwellings owned by the Office of Housing, as part of urban renewal initiatives.

GREATER GEELONG PLANNING SCHEME

- Retain existing vegetation wherever possible, particularly vegetation that contributes to the municipality's tree canopy.
- Avoid gated communities.
- Maintain the character of the Rural Living and Low Density Residential Zoned areas.
- Ensure that dwellings and extensions to dwellings over 7.5 metres have regard to the design objectives and decision guidelines of Schedule 14 to the Design and Development Overlay.

21.06-5 Heritage and identity

28/01/2010
C129(Part 1)

Objectives

- To ensure that urban development enhances Geelong's sense of place and identity.
- To conserve and enhance individual places and areas of pre and post contact cultural heritage significance.

Strategies

- Protect places of Aboriginal cultural heritage significance.
- Retain culturally significant heritage places and areas recognised as being of State, regional, local and contributory significance.
- Ensure that the use and development of a heritage place contributes to its heritage significance and longevity.
- Encourage the design of new development in heritage areas to provide for a contemporary interpretation that relates to the location, bulk, form and materials of existing and/or neighbouring significant buildings

21.06-6 Implementation

13/11/2014
C300
Proposed C334

- These strategies will be implemented by:

Using policy and the exercise of discretion

Ensure all advertising signage complies with the City of Greater Geelong Advertising Sign Guidelines.

Use the Increased Housing Diversity Areas Policy at Clause 22.63.

Use the Heritage Policies at Clause 22.

Use the Discretionary Uses in Rural Living and Low Density Residential Areas at Clause 22.04.

Use the Discretionary Uses in Residential Areas at Clause 22.01.

Prevent residential development from occurring outside of the settlement boundaries set out in any Framework Plan, Structure Plan or Urban Growth Plan for an area.

Ensure new development in heritage areas is in accordance with the Incorporated Document City of Greater Geelong Heritage Design Guidelines.

Where appropriate, require the preparation of Conservation Management Plans for heritage places.

GREATER GEELONG PLANNING SCHEME

Applying zones and overlays

Apply an appropriate zone to identified Key Development Areas.

Further work

Review the residential areas around Central Geelong to determine Residential Growth Zone opportunities.

As a priority commence an investigation into the future residential and industrial land use needs for Geelong, as a basis for future growth area planning, that would include:

- the assessment of the environmental, resource, landscape, development pattern, access, servicing, land use, economic and social constraints and opportunities associated with possible growth areas around Geelong;
- the identification of a preferred growth area or areas; and
- the preparation of detailed growth area plans.

Work with the Director of Housing to progress and implement the Norlane Housing Regeneration Development Areas within the Norlane-Corio Urban Renewal Feasibility Study.

~~Undertake further work to review the implementation of areas identified for incremental change in the Housing Diversity Strategy, to consider the application of General Residential Zone Schedule 2.~~

References

City of Greater Geelong Housing Strategy Background and Issues Report, Swinburne University, 2005.

City of Greater Geelong Housing Diversity Strategy, alphaPlan, David Lock Associates and the City of Greater Geelong, 2007.

- *City of Greater Geelong Rural Land Use Strategy*, City of Greater Geelong, 2007.
- *City Plan, 2007-2011*.

Aboriginal Cultural Heritage Management and Protection Development Planning Protocol – 2000.

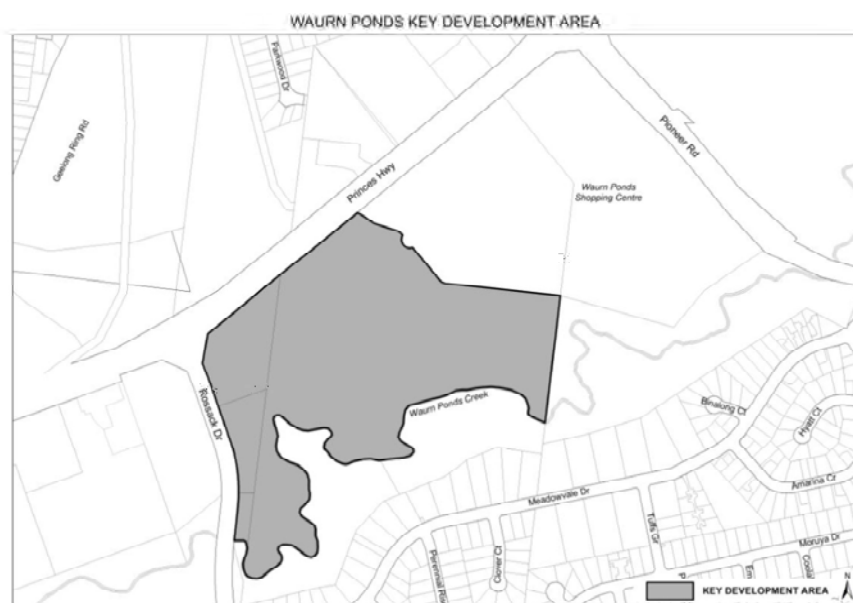
Geelong Verandah Study, Authentic Heritage Services P/L and Wendy Jacobs, 2006.

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City of Greater Geelong Urban Furniture Style Manual, Taylor and Cullity Pty Ltd for City of Greater Geelong, 1996.

GREATER GEELONG PLANNING SCHEME

Key Development Area Maps



GREATER GEELONG PLANNING SCHEME

WEST FYANS KEY DEVELOPMENT AREA



2. CENTRAL GEELONG - DECLARATION OF SPECIAL RATE

Portfolio:	Central Geelong - Cr Heagney
Source:	Investment and Attraction / Events, Central Geelong & Waterfront
A/General Manager:	Paul Jane
Index Reference:	Special Rates and Charges – Central Geelong & Waterfront

Purpose

This report seeks a resolution by Council to declare a Special Rate Scheme for Central Geelong Marketing effective from 1 July 2016.

The purpose is to commence the implementation of a new five (5) year term of the Central Geelong Marketing Special Rate to enable the continuation of the current marketing program for business promotion.

Summary

- A fourth round of the Special Rate Scheme is proposed along with a Committee constituted under Section 86 of the Local Government Act. The Central Geelong Marketing Committee (CGMC), made up of 13 business and stakeholder representatives, fully supports the new programs to be delivered in addition to the core program and recommends the continuation of the Special Rate Scheme in Central Geelong.
- Funds are applied to marketing and promotional activities, business development, training, evaluation, administration and miscellaneous activities delivering significant benefits to Central Geelong commercial property owners and businesses.
- Between 2011 and 2015, the CGMC program delivered 2046 activities to over 328,000 people.
- When analysed with REMPLAN (the agreed economic modelling tool of G21 and COGG), flagship activities between 2011-2015 delivered \$53.45M of Total Economic Output (TEO) within the Geelong region, an average of \$13.36M per annum. The projected TEO for 2011-2016 is \$65M and demonstrates a \$1:\$19 return on investment.
- The rate will lapse if not re-initiated by Council and all the programs, benefits and activities will cease.
- The proposed Special Rate would raise \$1,045,122 in 2016/2017 for delivery of base program with the four new activities to encourage increased spend from outside the Greater Geelong region. These amounts would be increased by the Consumer Price Index (CPI) each year over the life of the Special Rate.
- The new program will deliver the four new activities from Year 1 continuing throughout the lifespan of the Special Rate. These include:
 1. Professional Service Campaign (Metropolitan Melbourne West);
 2. TV campaign (Metropolitan Melbourne West);
 3. Signage - Banners, Bus, Train, Tram advertising (Metropolitan Melbourne); and
 4. Central Geelong Workers Engagement Program.

These activities will promote and market Central Geelong to Metropolitan Melbourne and regional Victoria with a particular focus on encouraging increased visitation from the Melbourne Metropolitan West area residents resulting in increased business activity and benefit in Central Geelong.

- The area to be rated is bound by McKillop Street, Bellerine Street, the Waterfront, Cavendish Street and Fenwick Street. This is unchanged from the previous Special Rate Schemes.
- There are 1492 properties in the area proposed to be rated and the rate proposed for year one (1) (2016/2017) of the five (5) year scheme is 0.0008211 cents of the Capital Improved Value (CIV). Non rateable properties and properties used exclusively for residential purposes have been excluded from the rate.

This report seeks a resolution by Council to declare a Special Rate for the establishment and administration of CGMC and its associated activities.

Cr Heagney moved, Cr Harwood seconded -

That the report be deferred.

Carried.

3. CHRISTMAS IN GEELONG PROGRAM 2015

Portfolio:	Central Geelong - Cr Heagney Arts & Culture – Cr Richards
Source:	Investment & Attraction / Events, Central Geelong & Waterfront
A/General Manager:	Paul Jane
Index Reference:	Central Geelong Marketing / Christmas in Central Geelong

Purpose

To update Council on the outcome of the 2015 Christmas in Geelong Program, and seek direction on the 2016 installation of the Iconic Floating Christmas Tree.

Summary

- The 2015 Christmas in Geelong program generated 213,500 visits with a Total Economic Output of \$15.6 M.
- The key attraction was the Iconic Floating Christmas Tree with 123,000 visits. Central Geelong Marketing organised and sponsored activities that attracted 44,900 visits. The City Hall Projections attracted 31,000 visits.
- Council sponsored Christmas events for 2015 included Denis Walter Carols by the Bay, Gala Parade and Geelong Carols by Candlelight. These events attracted an additional 30,000 visitors to Central Geelong and the Waterfront during the Christmas period.
- The Geelong Advertiser reported on 6 January 2016 that Central Geelong traders had reported having a 'bumper' Christmas trading period. The 749 surveys and pedestrian counting data undertaken as part of delivering the range of Christmas activities, indicate that the range of Council and Central Geelong Marketing activities, events and marketing have played a significant part in this success.
- Social Media accounted for 63% as a source of information about activities such as the Christmas in Geelong program. Others were radio, family and friends, newspapers and signage,
- 37% of responses said that the Christmas in Geelong program activities were good for creating a sense of community and good for families. 41% of responses said that the activities were good for Geelong's economy and City promotion opportunities.
- With Council's current commitment to the ongoing installation of the Iconic Floating Christmas Tree ending in 2015 consideration now needs to be given to its installation for future years.
- Council needs to commit to the Iconic Floating Christmas Tree early in 2016 to allow marketing specialists to work with potential sponsors to identify and enter into potential sponsorship arrangements for the Iconic Floating Christmas Tree.
- The annual cost of installation for the Iconic Floating Christmas Tree is likely to rise to \$500,000 from 2016.

Cr Heagney moved, Cr Farrell seconded -

That the report be deferred.

Carried.

4. WOMEN IN COMMUNITY LIFE ADVISORY COMMITTEE

Portfolio: Women in Community Life – Cr Farrell
Source: Community Life – Community Development
General Manager: Linda Quinn
Index Reference: Women in Community Life

Purpose

The purpose of this report is to seek Council endorsement to appoint the members of the Women in Community Life Advisory Committee (WICLAC / the Committee) for the next two years (January 2016 – December 2017).

Summary

- Established in November 2013, the role of WICLAC is to provide advice to Council on matters relating to women in community life. The mission statement of the Committee is to achieve equality, inclusion and respect for women in Greater Geelong.
- The three key themes that frame the work and direction of WICLAC are advocacy; raising awareness, education and training.
- The Committee is comprised of ten to twelve general members, plus two City of Greater Geelong Councillors and Council officers (nonvoting). The Committee is chaired by the Women in Community Life portfolio holder.
- Committee members are appointed for a two year term with the capacity to nominate for a further two year term.
- The current members have just completed the initial two year term. Participation of the Committee has been active with members engaging in monthly meetings and working together to develop and implement events and activities.
- Seven members have nominated to remain for a second term, two members who filled casual vacancies from June 2015 also nominated to remain. The remaining three vacancies were put forward for public expressions of interest.
- Positions were publically advertised over a two week period in November 2015. A sub-committee of WICLAC assessed the applications against the Committee's key directions and vision.

Cr Farrell moved, Cr Heagney seconded -

That Council:

1) appoints the following people as members of the Women in Community Life Advisory Committee (WICLAC) for a two year term to December 2017:

- | | |
|---------------------|---------------------------|
| • Sarah Batson | new |
| • Rosan Chakir | casual vacancy first term |
| • Christine Couzens | second term |
| • Robyn Davis | casual vacancy first term |
| • Kate Georges | new |
| • Maeve Kennedy | new |
| • Davina Montgomery | second term |

- **Dianne Pont** **second term**
 - **Hannah Teesdale** **second term**
 - **Jennifer Wills** **second term**
 - **Justine Devonport** **second term**
 - **Prof. Shurlee Swain** **second term**
- 2) **endorses the current Council Portfolio holder as continuing chairperson for the Women In Community Life Advisory Committee;**
- 3) **nominates Cr Kylie Fisher to the Women In Community Life Advisory Committee.**

Cr E Kontelj left the meeting room at 8.16pm

Cr E Kontelj re-entered the meeting room at 8.18pm

Carried.

Background

In July 2013, Council established the Women in Community Life Advisory Committee (WICLAC / the Committee), with the first meeting being held in November 2013.

The role of the Committee is to provide advice to Council on matters relating to women in community life. The mission statement of the Committee is to achieve equality, inclusion and respect for women in Greater Geelong.

The three key themes that frame the work and direction of WICLAC are advocacy; raising awareness, and education and training.

Committee membership term is for two years with the opportunity to nominate for a further two years.

The current members have just completed a two year term. Participation of the Committee has been active with members engaging in monthly meetings and working together to develop and implement events and activities.

Seven members have nominated to remain for a second term, two members who filled casual vacancies from June 2015 also nominated to remain. The remaining three vacancies were put forward for public expressions of interest. Positions were advertised in City News, Women in Community Life Facebook page and local professional and members' networks. Applications were open from Friday 5 November 2015 and accepted until close of business Friday 20 November 2015.

A sub-committee of WICLAC assessed the applications against the Committee's key directions. The resulting recommendations are now put forward for appointment to the Committee.

Discussion

All Committee members are encouraged to actively participate in monthly meetings, sub-committee meetings and subsequent activities and events. Committee members are expected to provide feedback, share, and promote the actions and deliberations of the Committee within organisations, networks, and/or the wider community. The active membership participation of the last two years has resulted in successful events and activities, which have contributed to achieving equality, inclusion and respect for women in Greater Geelong.

The proposed Committee membership for the next term has representation from across the municipality and includes a diversity of ages and personal and professional experience.

Proposed WICLAC membership January 2016 – December (2017):

- Sarah Batson new
- Rosan Chakir casual vacancy first term
- Christine Couzens second term
- Robyn Davis casual vacancy first term
- Kate Georges new
- Maeve Kennedy new
- Davina Montgomery second term
- Dianne Pont second term
- Hannah Teesdale second term
- Jennifer Wills second term
- Justine Devonport second term
- Prof. Shurlee Swain second term

The Terms of Reference identifies that Council will nominate two representatives to the Committee. One Council representative will be the Women in Community Life portfolio holder who will chair the Committee. The second Council representative will be nominated by Council. The Terms of Reference also identify that other Councillors of CoGG are welcome to participate as non-voting members.

The mission statement of the Committee, to achieve equality, inclusion and respect for women in Greater Geelong, is supported by the Victorian Local Government Women's Charter.

Environmental Implications

Not applicable.

Financial Implications

There are no changes to the current budget. A budget of \$20,000 to support activities to achieve the WICLAC mission has been proposed for consideration in the 2016–2017 budget.

Policy/Legal/Statutory Implications

The Committee is in line Council's position as a signatory to the Victorian Local Government Women's Charter. There are no statutory implications.

Alignment to City Plan

WICLAC aligns with the 'Community Wellbeing' and 'How we do Business' objectives of City Plan. The Committee is under the Councillor Women in Community Life portfolio.

Officer Direct or Indirect Interest

No Council officer involved in the preparation of this report has a direct or indirect interest in the matter to which the report relates.

Risk Assessment

Not applicable.

Social Considerations

The strategic direction and activities of WICLAC enhance the health and wellbeing of local communities, in particular, matters relating to women and their participation, representation and leadership in community and civic life.

Human Rights Charter

WICLAC clearly aligns with and is supported by the Human Rights Charter (HRC). Principles of freedom, respect, equality and dignity are promoted by the HRC, and these are incorporated in the Victorian Local Government Women's Charter, which is a guiding document to the Committee.

Consultation and Communication

The Community Life Division, Community Development Department is responsible for communication relating to this report.

5. SPLASHDOWN AQUATIC PLAY PROJECT

Portfolio: Sport and Recreation – Cr Irvine
Source: Community Life
General Manager: Linda Quinn
Index Reference: C15848 - Splashdown Aquatic Play Upgrade
Property #248225

Purpose

To seek direction from Council in relation to Project C15848 – Splashdown Aquatic Play Upgrades.

Summary

- As part of the 2015/16 budget Council allocated \$350,000 towards the upgrade and installation of an interactive water play structure and other features to the current toddlers pool area at Splashdown.
- The scope of the project changed following the development of the Tender specification and alteration to the filtration design due to water capacity demands. The final technical specification includes an additional “stand alone” new plant, balance tank and association filtration infrastructure.
- The change to scope has resulted in an additional cost of \$346,000.
- Planning for the project is well underway and was intended to commence in April 2016, however with a significant budget shortfall the project has been delayed until additional funding has been secured.

*The Mayor vacated the Chair at 8.24pm
Cr Harwood assumed the Chair at 8.24pm*

Cr Irvine moved, Cr Heagney seconded -

That Council place Project C15848 on hold pending a submission for additional funding as part of the 2016/17 budget process.

Carried.

Background

As part of the 2015/16 budget Council allocated \$350,000 towards Project C15848 Splashdown Aquatic Play Upgrades. The technical specification for the aquatic play design was completed in October 2015. During the development of the specification the original scope and filtration design had to change due to the water capacity demands and inability to connect the new system to the existing plant room.

The original budget allocation was based on installing a structure to the existing toddler pool filtration system. The structure cost estimate was \$220,000 from White Water West and an allowance of \$130,000 for plumbing and plant room connection.

The final technical specification included an additional “stand alone” new plant, heating, balance tank and association filtration infrastructure.

The Contract was advertised and Tenders closed on Wednesday 2 December 2015. There was interest from five (5) companies during the compulsory site tour prior to the Tender closing. Only one (1) Tender was received at a cost of \$696,000.

A decision was made at the Tender Evaluation to put the project on hold subject to seeking further funding in the 2016/17 budget process.

Discussion

The original project budget of \$350,000 was based on previous advice received from design consultants. The water play upgrades were intended to integrate and operate within the existing plant filtration system. Based on the final technical specification and associated design changes the project now requires a total budget of \$696,000. A Budget Concept for 2016/17 has been submitted seeking the additional \$346,000 for this project to proceed.

The Splashdown Aquatic Play upgrades have been in the planning phase for two (2) years as the first stage of the Splashdown Master Plan. With the growing trend of adding water play structures, splash pads and aquatic activities within Leisure Centre's across Australia over the past five (5) years, this project was aimed at enhancing the aging pool hall facilities at Splashdown. The facility is now 30 years old and had minimal changes over that period.

The aim with adding aquatic play attractions is to enhance the existing facility functionality, improve the appeal to families, and Learn to Swim clients and bring the facility in line with our other indoor facilities which now have water play structures or splash pads. The community expectations for the service provision of water play has changed significantly over the last 10 years and this project would enable Splashdown to remain competitive in the casual aquatic and Learn to Swim markets.

Environmental Implications

The addition of aquatic play will increase water costs with the addition of second balance tank to supply the new equipment and features. Backwash waste water is diverted to the Grinter Reserve storm water dam. The heating and circulation can be provided through the highly efficient cogeneration plant located on site.

Financial Implications

If Council wish to proceed with the full project scope in accordance with the budget description, an additional \$346,000 budget will be required for 2016/17.

There will be a minor increase to water costs in the operating budget which needs further analysis based on the final design installed.

External capital funding will be investigated in 2016 through the Sport and Recreation Victoria Better Pools funding program.

Policy/Legal/Statutory Implications

There is no policy, legal or statutory implication associated with acceptance of this report.

Alignment to City Plan

This project supports the strategic direction of Community Wellbeing. The primary goal is to drive more participation and physical activity.

Officer Direct or Indirect Interest

No Council Officers involved in this project or report have declared a direct or indirect interest in this matter.

Risk Assessment

A detailed project risk profile has been developed and is being maintained by the Project Manager.

Social Considerations

Sport, Recreation and Leisure opportunities play a key role in the health of our community. This project provides children and families with greater opportunities to increase regular physical activity and participation. Splashdown is an important destination for residents within many of our disadvantaged suburbs. It plays a key role to promote social inclusion, improve mental health, water safety and community connections.

Human Rights Charter

It is not evident or likely that this project would negatively impact any of the rights contained within the Charter of Human Rights. The new attraction would improve opportunities for local residents to have access to healthy lifestyle activities.

Consultation and Communication

There has been no media or announcements regarding the start date of the project so there will not be issues with further delays as funding is sourced.

A comprehensive engagement and communication plan is part of the project delivery once funding is confirmed.

6. 2016-17 COUNTRY FOOTBALL AND NETBALL PROGRAM SUBMISSION

Portfolio:	Sport and Recreation - Cr Irvine
Source:	Community Life - Sport and Recreation
General Manager:	Linda Quinn
Index Reference:	Subject: Sport and Recreation Grants and Funding

Purpose

To purpose of this report is to seek Council endorsement to develop an application for the Victorian Government's Country Football and Netball Program (CFNP) towards the upgrade of Anakie Reserve.

Summary

- Sport and Recreation Victoria's (SRV) funding programs provide a significant opportunity for Council to secure funding for sport and recreation projects within the municipality.
- This report outlines the projects shortlisted by Council officers and provides detail of the project recommended for submission to the CFNP.
- Applications opened on 22 September 2015 and are due to SRV by 11 February 2016.
- Council is eligible to submit up to three (3) projects up to a maximum total grant of \$100,000. Only Councils can apply for funding under the CFNP.
- The selected project has \$630,000 identified within Council's Strategic Resource Plan
- The selected project is also the preferred project of AFL Barwon
- The selected project is considered to have the best opportunity for success given its alignment to the funding criteria set by Sport & Recreation Victoria
- The selected project has the highest overall rating as the poorest facility currently not funded for any improvements within the G21 AFL Barwon Regional Strategy

Cr Irvine moved, Cr Ansett seconded -

That Council:

- 1) endorse the development of a submission to Sport and Recreation Victoria's Country Football and Netball Program (Application Guidelines attached as Appendix 1) for the Anakie Football and Netball Club - Change Facility Upgrade;**
- 2) pending the outcome of the application, refer the projected Council contribution to the 2016-17 Budget for consideration.**

Cr Macdonald left the meeting room at 8.30pm

Cr Macdonald re-entered the meeting room at 8.33pm

Carried.

The Mayor re-entered the meeting room at 8.37 and resumed the Chair.

Background

Each year, the Victorian Government allocates funding for sport and recreation projects through a number of SRV grant programs.

Generally, these funding programs encourage:

- Better planning of sport and recreation facilities;
- Innovative sport and recreation facilities;
- Accessible, inclusive, high-quality and suitable sport and recreation facilities;
- Increasing communities' access to leisure opportunities;
- Addressing gaps in local facility provision; and
- Strengthening communities through sport and recreation participation.

The Country Football and Netball Program is a response to the Parliamentary Rural and Regional Services and Development Committee's Inquiry into Country Football Report, tabled in State Parliament in December 2004.

Improving football and netball facilities in rural, regional and outer metropolitan areas will support the regional and rural way of life and ensure the sustainability of country football and netball into the future.

The G21 and AFL Barwon Regional Strategy 2015 (the Strategy) recognised the CFNP for its significant investment into facility development in the region and reinforced its importance in supporting local government and state sporting associations to address the football and netball infrastructure gap. A critical action from the Strategy is for local governments and the state and local sporting associations to actively lobby SRV for continuation of the CFNP.

The details of the CFNP for 2016-17 are:

Grant Program/Category	Who can apply	No. of Applications	Maximum Amount per Grant	Maximum Total Project Cost	Funding Ratio** (minimum)
Country Football and Netball Program	Local Government Authorities	Up to three (3) seeking a maximum total of \$100,000	\$100,000	No limit	1.5 State : 1 Local

** Funding ratio is specific for regional cities

Football and netball clubs in Greater Geelong municipality were invited to submit projects via an Expression of Interest process through the Geelong Australia website. A total of nine (9) expressions of interest were received.

The full application must be developed and submitted to SRV by **11 February 2016**. Successful applications are eligible for funding in the 2016-17 financial year.

Any project which has commenced prior to the announcement of funding will not be eligible and cannot be considered for submission to SRV.

Discussion

In assessing the nine (9) expressions of interest submitted by football and netball clubs, Council officers have used the assessment criteria in the application guidelines (Appendix 1), along with discussion with the local SRV and AFL Barwon representatives.

The G21 AFL Barwon Regional Strategy is the principal strategic document for football and netball in the region and has also been used to assist in the assessment of submissions. The Strategy has ranked the current facility conditions at sporting reserves within the Greater Geelong area to address gaps in facility provision and to form a comparison between all local football and netball clubs within the municipality.

This report outlines not only Council's recommended project for submission to SRV, but other highly-rated projects considered during the evaluation. The high calibre of the applications made for an extremely competitive assessment process.

The CFNP Guidelines state, Councils may apply for the maximum grant amount (\$100,000) for up to three (3) projects. The expressions of interest received each sought the full \$100,000; therefore City of Greater Geelong will submit only one project for 2016-17.

In evaluating the Expressions of Interest, due consideration was given to projects which provide the greatest benefit to the community, have met the assessment criteria for the funding program and were recognised as a high priority action in the G21 AFL Barwon Regional Strategy.

The highest-rated projects are listed below, with further detail of the recommended project at Anakie Reserve following.

Project	Total project cost	Grant amount requested	Existing Council contribution 2015-16	Council contribution required in 2016-17	Local funding sources	Noted in Council's Strategic Resource Plan	Recommended for submission
Anakie Football and Netball Club: Change facility upgrade	\$1,177,000	\$100,000	\$70,000 for design	\$1,077,000	-	Yes	Yes
St Albans Football and Netball Club: Courts	\$328,400	\$100,000	-	\$173,665	\$54,735 (club in-kind)	No	No
St Joseph's Football and Netball Club: Netball rooms	\$500,000	\$100,000	-	\$400,000	\$150,000 (club cash and club in-kind)	No	No

Preferred Application

After carefully assessing submissions, the project proposed to be submitted to SRV for funding consideration is outlined below:

Project: Anakie Football and Netball Club change facility upgrade

Description: Upgrade to the Anakie Football and Netball Club change rooms and amenities at Anakie Reserve. This project includes the construction of new football change rooms and amenities and the construction of netball change rooms. The project will create new, modern facilities that are in line with current standards. It rates poorly in comparison to other sporting clubs across the municipality and has an identified greater need for redevelopment. The upgrade to the facility will also benefit the wider community including tennis, cricket, community groups and its use as a fire refuge venue if required.

A concept design, including quantitative survey has now been completed which provides a solid understanding of the costs associated with the proposed project, those of which have been reflected within this report. Detailed design will be undertaken to ensure the project can be completed within the prescribed timeframes. Throughout the detailed design phase of the project, Officers will work closely with the Club to ascertain any in-kind funding contributions available.

This project is aligned to the G21 AFL Barwon Football Strategy in which it is rated as requiring substantial improvement. Anakie Reserve has the highest overall rating as the poorest facility within the municipality of those which do not have planned upgrades.

Total project cost: \$1,177,000

External funding sources: \$100,000

Council contribution required 16-17: \$1,077,000

The above option is preferred to achieve the best outcome for the community and the sporting club. This project is also very well aligned to the original intent of the CFNP in that it supports the regional and rural way of life and ensures the sustainability of country football and netball into the future.

Council's Strategic Resource Plan identified a previous allocation of \$630,000 to the Anakie Football Netball Club. However following further detailed planning undertaken by Council, additional funds are required to deliver the standard of facility necessary to ensure modern, accessible and compliant amenities.

Environmental Implications

There are no foreseeable environmental implications associated with this report. Environmentally sustainable design initiatives are incorporated into the design.

Financial Implications

There are no immediate financial implications associated with adopting the recommendations of this report.

Should the funding submission to SRV be successful, Council will be expected to make a commitment to the project in the 2016-17 financial year, to be determined via the budget development process.

- Future budget proposal.

The total Council contribution required in 2016-17 is \$1,077,000.

The project has an existing identified amount of \$630,000 listed in Council's Strategic Resource Plan.

Policy/Legal/Statutory Implications

There are no legislative or legal ramifications associated with the adoption of this report.

Alignment to City Plan

The recommended project will align to the City Plan's priority of *Community Wellbeing*, encouraging healthy lifestyles and connected communities through active recreation and participation in sport.

Officer Direct or Indirect Interest

No Council Officers engaged in the creation of this report have a direct or indirect interest in the matter to which this report relates to.

Risk Assessment

There are no immediate risks associated with this report. A component of the project will entail relevant risk management and Occupational Health and Safety.

Social Considerations

The expected population growth within the municipality necessitates the increased and improved provision of community sport facilities that provide a social outlet for the local community.

Participation in sport and recreational activities has long been recognised as an important contributor to community health and well being. Benefits of physical activity are well documented and include improved health, development of social skills, increased community connectedness and enhanced self-esteem.

Human Rights Charter

The recommendations contained within this report have no impact on Councils compliance with the Human Rights Charter.

Consultation and Communication

Council Officers facilitated an Expression of Interest process inviting sporting clubs to apply. Furthermore, Council's Sport and Recreation department have consulted existing strategic plans to guide the recommendation for this project.

Country Football and Netball Program 2015-16

Application Guidelines



Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne.

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Accessibility

To receive this publication in an accessible format, please contact the Grants Information Line on 1300 366 356, using the National Relay Service 13 36 77 if required.

Available at www.sport.vic.gov.au/grants

(1509001)

Country Football and Netball Program 2015-16

Message from the Minister



The Victorian Government is proud to continue our partnership with the AFL, AFL Victoria and Netball Victoria through the *Country Football and Netball Program*.

The program is aimed at helping country clubs, and clubs on the metropolitan fringe, who may be struggling with outdated, overused or weather-damaged facilities.

Grants of up to \$100,000 are available for projects that improve facilities, including new or redeveloped change rooms, installation of improved turf, drainage and irrigation, new or upgraded netball courts or installation of sports lighting for courts or ovals.

Better sport and recreation facilities go a long way to encouraging future football and netball players, coaches, officials and supporters of all abilities to participate for local sport and make it easier for the rest of the community to join in the fun and benefit from healthy and active lifestyles.

Better sport and recreation facilities allow clubs to draw bigger crowds, bringing them vital revenue. Having modern facilities also helps clubs attract new players from near and afar.

For many years, country football and netball clubs have been bringing people together to share their love of sport and community.

I'm confident by working together we can bring new life to country football and netball, the heart and soul of regional Victoria.

I look forward to seeing new and exciting projects benefitting even more Victorians as part of the *2015-16 Country Football and Netball Program*.

A handwritten signature in black ink that reads "John Eren".

Hon John Eren MP
Minister for Sport

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1. About the *Country Football and Netball Program*

1.1 What is the *Country Football and Netball Program*?

The *Country Football and Netball Program* provides funding to assist grassroots country football and netball clubs, associations and umpiring organisations to develop facilities in rural, regional and outer metropolitan locations.

1.2 Why is the Victorian Government, AFL Victoria and Netball Victoria funding these grants?

The *Country Football and Netball Program* is a response to the Parliamentary Rural and Regional Services and Development Committee's Inquiry into Country Football Report, tabled in State Parliament in December 2004.

Improving football and netball facilities in rural, regional and outer metropolitan areas will support the regional and rural way of life and ensure the sustainability of country football and netball into the future.



2. Who can apply?

Only rural, regional and outer metropolitan councils can apply directly to Sport and Recreation Victoria.

Country football and netball clubs, associations and umpiring organisations can register their interest in applying for funding by submitting an Expression of Interest to their local council. Clubs and associations are advised to contact their local council about timelines for Expressions of Interest.

Councils then review and select the Expressions of Interest they wish to endorse, and submit full applications to Sport and Recreation Victoria for consideration.

Applications for the 2015-16 funding round open on **Tuesday 22 September, 2015**.

Applications close on **Thursday 11 February, 2016**.



3. What types of activities might be funded?

Improving participation outcomes is a key objective of the program. Applications must clearly demonstrate how the project will improve participation outcomes. Examples of potential projects include:

- modifying existing football and netball facilities to improve usage and provide access such as:
 - unisex change room facilities and amenities for players and umpires
 - multi-purpose meeting space
- development or upgrading football and netball playing surfaces
- development or upgrading of football or netball lighting.

All project applications will be assessed against the *Country Football and Netball Program* eligibility and assessment criteria. Smaller scale local level projects are encouraged.

Councils must discuss their project proposals with a Sport and Recreation Victoria representative before submitting applications.

Other considerations:

- councils must make timely contact with AFL Victoria and Netball Victoria representatives to discuss project ideas, seek their input into the planning and design of facilities and participation/programming initiatives
- councils should incorporate universal design principles and environmentally sustainable design into projects
- projects must meet the relevant standards (for example, lighting projects should comply with Australian standards for the respective sport)
- councils are encouraged to explore funding models that demonstrate stakeholder commitment to the project
- facilities planned in functional, self-contained stages are eligible.



3.1 What will not be funded?

The *Country Football and Netball Program* will not fund the following activities:

- facilities where tenants are not adhering to the *Victorian Code of Conduct for Community Sport*
- requests for retrospective funding, where projects have commenced or are completed prior to receiving funding approval (includes, but is not limited to, construction, site clearing, earthworks and building works)
- projects that do not strongly meet the assessment and eligibility criteria
- projects that do not meet the objectives of the program
- project management fees, unless an external person is appointed or an internal staff member is appointed to the project management role (to be demonstrated by a letter from the council's chief executive officer to confirm the arrangement)
- projects that do not meet the relevant Australian standards (for example, lighting projects)
- projects where contributions from funding partners are not confirmed
- applications from organisations other than councils
- the purchase of land
- projects that require ongoing funding or support other than the initial grant
- routine or cyclical maintenance works to existing facilities
- facilities where little or no public access is available
- facilities designated for electronic gaming machine operations. In addition, applications where the recipient organisation/s receive revenue from electronic gaming machines will generally be given a lower priority
- repair of facilities damaged by vandalism, fire or other natural disasters where the damage should be covered by insurance
- requests for ongoing operational costs such as, but not limited to, salaries, electricity, water and other utilities
- requests for the purchase of recreation, entertainment, sporting, maintenance or any other equipment, community transport or any other type of vehicle
- upgrading or redeveloping kitchen facilities and/or toilet facilities, except as part of a larger project that meets the objectives of the funding program
- projects previously funded by Sport and Recreation Victoria, unless applicants can demonstrate additional or new uses resulting in increased or innovative participation/programming outcomes
- the replacement of like-for-like surfaces (for example, netball hard-court replaced with a similar hard-court surface) will not be considered a priority to receive funding unless it can be demonstrated that additional uses are proposed and/or a multi-purpose element is included. Exceptional circumstances may be considered where a safety and/or standard/compliance issue is evident
- projects that do not support the principles of Universal Design and Environmentally Sustainable Design

3.2 Past Performance

In finalising decisions on the allocation of funding for the *Country Football and Netball Program*, Sport and Recreation Victoria will review an applicant's past performance and assess whether this is likely to have an impact on the successful delivery of a future project. Poor past performance will be taken into account when assessing applications and may be reason for projects not being supported.

This assessment will include consideration of whether:

- organisations have taken the appropriate steps to implement any previous projects funded by Sport and Recreation Victoria (within appropriate timeframes)
- organisations have overdue projects funded by Sport and Recreation Victoria and whether they have requested a variation
- organisations have completed projects funded by Sport and Recreation Victoria and whether they have submitted acquittal documentation

4. What are the funding details?

Councils may be successful in receiving up to \$100,000 per financial year. This can comprise of one large project seeking \$100,000 or up to three smaller projects across different sites. At the discretion of the *Country Football and Netball Program* Steering Committee, only councils invited to resubmit applications can reapply to the following assessment period of the program.

Sport and Recreation Victoria funding towards total project costs (excluding GST) will be based on the following ratios:

Funding available	Local government authority	Funding Ratios
Up to \$100,000** Councils may be successful in receiving the total maximum funding of \$100,000 consisting of up to three applications per financial year.	Greater Dandenong, Kingston, Frankston*	SRV \$1:\$1 local
	Mornington Peninsula, Nillumbik, Yarra Ranges, Ballarat, Bendigo and Geelong	SRV \$1.5:\$1 local
	Cardinia, Casey, Hume, Melton, Mitchell, Whittlesea, Wyndham	SRV \$2:\$1 local
	Rural	SRV \$2:\$1 local

* Clubs competing in leagues affiliated with AFL Victoria Country are eligible to apply.

** Consideration will be given to claiming in-kind expenses to a maximum of 50 per cent of the total project cost. Councils must approve and underwrite any in-kind contribution.

5. What is the application process?

There are some important steps to consider before submitting an application to the *Country Football and Netball Program*.

Step 1: Check your eligibility

Only councils can apply directly to Sport and Recreation Victoria for funding.

Clubs and organisations can seek to access this funding by completing an Expression of Interest for Community Organisations form and forward it to their respective council.

Other important information about this grant program and the application process can be found at www.sport.vic.gov.au/grants

Step 2: Councils should discuss their activity idea with a Sport and Recreation Victoria representative, AFL Victoria and Netball Victoria representatives

Step 3: Apply using Grants Online

To apply, go to www.sport.vic.gov.au/grants

Make sure you have the information you need to apply on hand, including required documents, and click on 'Apply online' to submit your application through Grants Online. You will receive an Application Number when you submit an application online. Please quote your Application Number in all correspondence relating to your application.

Submitting your application online through Grants Online ensures it is received by Sport and Recreation Victoria immediately and can be processed in the most efficient way. If you need assistance with applying online, please call the Grants Information Line on 1300 366 356 or email grantsinfo@sport.vic.gov.au between 8.30am – 5pm weekdays.

All supporting documentation can be emailed to cfnp@sport.vic.gov.au copying in your Sport and Recreation Victoria representative.

When you submit your application online using the grants online system you will receive an application number. Please quote your Application Number in the subject line of your email. Attach all documents to one email, zipping the files if required.

You can also send attachments on a CD or USB, quoting your application number, to:

Community Facilities Group
Sport and Recreation Victoria
Department of Health and Human Services
GPO Box 4057
Melbourne, Victoria 3001.

6. How will applications be assessed?

A *Country Football and Netball Program* Steering Committee has been formed to oversee this program including the assessment of applications. The committee comprises representatives from Sport and Recreation Victoria, Regional Development Victoria, AFL, AFL Victoria and Netball Victoria.

There are a number of common features in successful applications. Good applications are well planned, involve relevant stakeholder consultation and are clear about what they are aiming to achieve. Answering each of the Assessment Criteria questions will help applicants develop a more thorough project proposal.

Grant applications will be assessed against the *Country Football and Netball Program* Assessment Criteria and the required documents set out in this section.

Applications must also provide all the relevant supporting documentation to secure grant funding. The application form asks for a description of the project, response to the assessment criteria and an explanation of the outcomes.

Questions (for example, What will the project achieve? Why? How? Who?) are incorporated under the Assessment Criteria section. The percentage weightings allocated to each criterion represent the importance of the different weighting Sport and Recreation Victoria will use to assess project applications.



6.1 Assessment Criteria

What?	What will the project achieve?
40%	Increase (or in certain cases maintain) participation in country football and netball. As a result of the project, what will be the additional participation and programming outcomes? Please provide support letters that clearly state how each partner will benefit from the project.
	Encourages the broadest possible community participation in football and netball activities.
	Considers multi-use and improves the quality and range of football and netball opportunities.
Why?	Why is this project required?
20%	Does the project respond to identified community need and issues, based on consultation and does the project address a gap in local facilities.
	Is the project strategically supported by local or regional plans and/or AFL Victoria or Netball Victoria planning?
How?	How will the project be delivered?
30%	Clearly identify the project scope, methodology and how proposed outcomes will be completed within a prescribed timeframe.
	Confirmation of funding contributions (both financial and in-kind) with evidence detailing level and type of in-kind contribution provided.
	Includes quotations/internal cost estimates for projects with a total project cost under \$500,000. Includes project costs provided by a certified quantity surveyor, tender price or independent qualified expert for projects with a total project cost of over \$500,000.
	Includes schematic plans (developed with stakeholder input) that address site considerations including issues of safety, risk management, Universal Design Principles and Environmentally Sustainable Design).
Who?	Who has been consulted with regard to this project?
10%	Consults and collaborates with project stakeholders including Sport and Recreation Victoria, AFL Victoria, Netball Victoria, clubs/leagues, associations, Regional Sports Assemblies and community groups.

6.2 Information you will need to provide as part of your application

Please submit the following mandatory documentation with your application.

All applications

- ☐ Schematic plans developed with stakeholder input.
- ☐ Lighting plans (for lighting projects).
- ☐ Quotes, internal cost estimates.
- ☐ Confirmation of in-kind support.
- ☐ Quantity Surveyor Estimate, tender price or independent qualified expert report for projects over \$500,000 (excluding GST).
- ☐ Evidence of confirmation of funding sources (for example, council report confirming contribution, club bank statements).
- ☐ Letters of support from organisations that clearly indicate how the group will either support or benefit from the project (as described in the 'What' section of the Assessment Criteria).
- ☐ Project Management Framework.
- ☐ Relevant sections of council reports/plans/strategies/community consultation to support the project (please do not attach entire documents).
- ☐ Technical and/or Access Audits (where available).
- ☐ Completed *Victorian Code of Conduct for Community Sport Form for Tenants* from all clubs that are tenants of the facility.
- ☐ A legally binding land-use agreement for projects located on private land.
- ☐ For those projects located on school land, a completed Joint Use Agreement, or a completed Community Joint Use Proposal to enter into a Community Joint Use Agreement, plus a letter from Department of Education and Training that indicates endorsement of the project at both the regional office and central office level.
- ☐ Where applicable attach evidence that the *Aboriginal Heritage Act 2006*, Aboriginal Heritage Planning Tool has been completed to determine if a Cultural Heritage Management Plan is required for the project. The Aboriginal Heritage Planning Tool can be accessed at www.dpc.vic.gov.au/index.php/aboriginal-affairs/aboriginal-affairs-overview

7. Conditions that apply to applications and funding

7.1 Funding Agreements

Successful applicants must observe the Header Agreement in place signed by the Victorian Government with each local council.

- Header agreements have established the parties and their commitments and obligations to each other and set out the general terms and conditions of funding. It is recommended that you view the standard terms and conditions. If you would like to access a copy of a Header Agreement please email csif@sport.vic.gov.au

Different terms and conditions apply to different types of grants and grant recipients. These terms and conditions are not negotiable.

- For each activity, an Activity Schedule is required to be signed. It sets out the:
 - activity details
 - funding amounts
 - agreed actions and payments
 - reporting requirements
 - acknowledgement and publicity requirements
 - other activity specific requirements
 - notices.
- Funds must be spent on the project as described in the application and outlined in the Activity Schedule, unless changes are agreed to in writing.
- Successful applicants will have 18 months to complete the project.
- The facility tenant club(s) or association(s) are expected to adhere to the *Victorian Code of Conduct for Community Sport*. The *Victorian Code of Conduct for Community Sport – Forms for Tenants* must be completed and signed by each facility tenant club and submitted with the Full Application to Sport and Recreation Victoria. Applications without this form will not be considered for funding. More information about the *Victorian Code of Conduct for Community Sport* can be obtained from www.sport.vic.gov.au/make-sport-fair-and-drug-free/victorian-code-of-conduct-for-community-sport

- A request to vary the timing or scope of an approved project must be submitted to Sport and Recreation Victoria for approval prior to implementation.
- Councils must inform the participating organisation(s), where applicable, of all funding arrangements and obligations in relation to the grant allocation. This includes ensuring the funded project does not commence prior to the endorsement of the Activity Schedule.
- Councils are obliged to liaise with Sport and Recreation Victoria on the progress of funded projects, as requested throughout the life of projects as outlined in the Activity Schedule.
- Projects on private land will be subject to the establishment of a legally binding agreement between the organisation and council to ensure ongoing public access. Such proposals should demonstrate evidence of a legally binding agreement in their application
- Projects on school land are eligible subject to the submission of a Notification of Intention to the Department of Education and Training with the application
- A council officer must be designated to manage the project and provide information to Sport and Recreation Victoria according to the following key reporting requirements:
 - a Project Management Framework** must be completed and submitted with applications for all projects
 - councils must secure Sport and Recreation Victoria's endorsement of key documents such as schematic plans and briefs prior to work commencing. Projects must not commence or be tendered until endorsement is provided
 - councils must provide project acquittal documentation as required
 - councils are expected to guarantee the cash flow payments towards works where a community organisation is providing funding contributions for a project.

- Successful applicants will be required to contribute information on activity outcomes for use in outcomes reporting, program evaluation reviews for Department of Health and Human Services publications, 12 months after project acquittal.

**A Project Management Framework is a statement/spreadsheet that includes the name of the council officer responsible for the project, project activities and project timelines. The Project Management Framework Fact Sheet, along with a basic Project Management Framework template, can be obtained from www.sport.vic.gov.au/grants

7.2 Acknowledging the government's support and promoting success

Successful applicants need to acknowledge the Victorian Government, AFL Victoria and Netball Victoria's support through the provision of a grant from the *Country Football and Netball Program*.

Acknowledgement and publicity guidelines form part of the Funding Agreement and include the requirement that all activities acknowledge Victorian Government, AFL Victoria and Netball Victoria's support through logo presentation on any activity related publications, media releases and promotional material; and/or placing a Victorian Government endorsed sign at the site of infrastructure activities.

The Minister for Sport is to be given the opportunity to participate in any formal activity associated with the progress or completion of a facility or to officially open or launch the project. Openings and launches of *Country Football and Netball Program* projects are to be coordinated through the Office of the Minister for Sport. Councils considering staging an opening or launch must give adequate notice.

Acknowledgement and Publicity Guidelines can be found at www.sport.vic.gov.au and select *Country Football and Netball Program*.

7.3 Payments

Upfront payments for funded projects may be made if/when:

- the Activity Schedule has been signed by both parties and any special conditions have been met
- grant recipients provide reports as required, or otherwise demonstrate that the activity is progressing as expected
- other terms and conditions of funding continue to be met.

For all grants at least 10 per cent of the total funding is paid in arrears on evidence of satisfactory completion of the activity.

8. Resources and additional information

Further information in relation to each of the following items can be found at www.sport.vic.gov.au/grants and select *Country Football and Netball Program*.

Universal Design Principles fact sheet

The concept of Universal Design is to make the built environment more usable to as many people as possible, at little or no additional cost.

Environmentally Sustainable Design

Proposals are encouraged to incorporate Environmentally Sustainable Design initiatives in project designs

Competitive Neutrality Policy

Under the Council of Australian Governments (COAG) Competition Principles Agreement, Victoria is obliged to apply the COAG Competitive Neutrality Policy.

Capital Replacement Planning

A Capital Replacement Plan is a tool that can help you plan for the maintenance and eventual replacement of facilities. The development of a capital replacement plan is now a standard condition for many Sport and Recreation Victoria grants where facilities need to be periodically replaced or renewed.

Voluntary Labour and In-kind Support

Consideration will be given to claiming in-kind expenses to a maximum of 50 per cent of the total project cost.

Schedule of Use

A Schedule of Use is a list of all the sport and recreation activities, highlighting the extent to which the proposed facility development will be used. The schedule summarises the type and duration of the activity over a period of time and is a valuable tool to measure participation outcomes. Councils can use the Schedule of Use as provided or adapt and/or provide their own.

Victorian Code of Conduct for Community Sport

The facility tenant club(s) are expected to adhere to the *Victorian Code of Conduct for Community Sport* or related State Sporting Association Code of Conduct. Further information can be obtained from www.sport.vic.gov.au/make-sport-fair-and-drug-free/victorian-code-of-conduct-for-community-sport

Healthy Choices: policy guidelines for sport and recreation centres

Guidelines to help sport and recreation centres establish policies that promote health and wellbeing.

SunSmart Online Shade Audit Tool

This online tool helps determine whether existing shade at a site is adequate and provides practical recommendations to improve both built and natural shade. For more information www.sunsmart.com.au/shade-audit/

Planning Guides

Sport and Recreation Victoria (in collaboration with industry stakeholders) has developed a series of planning guides for sport and recreation facility development which include:

- Community Sporting Facility Lighting Guide
- Netball Court Planning Guide
- Artificial Grass for Sport Guide

Copies of these planning guides can be found at www.sport.vic.gov.au/grants

The AFL has developed a Preferred Facilities Requirement document to provide guidance in the development of football facilities. The AFL Preferred Facilities Requirements can be found at <http://www.aflvic.com.au/facility-resources/>

Netball Victoria has developed a range of documents to provide guidance on compliance and standards. These documents can be found at <http://vic.netball.com.au/support/facility-development/>





7. DELEGATIONS AND AUTHORISATION FROM COUNCIL TO STAFF

Portfolio:	Governance – Cr Lyons (Mayor)
Source:	Strategy & Performance - Governance
General Manager:	Dean Frost
Index Reference:	Delegations

Purpose

To update the delegations from council to members of Council staff and appoint Verity Bright, Town Planner, as an authorised officer under the *Planning and Environment Act 1987*.

Summary

- Section 98 of the *Local Government Act 1989*, section 188 of the *Planning and Environment Act 1987*, section 58A of the *Food Act 1984* and other legislation empowers Council to delegate its powers duties and functions to appropriate Council officers
- Whilst most delegations to staff are in the form of sub-delegation from the Chief Executive Officer, there are a small number that require specific delegation from Council.
- Updated delegations reflect recent legislative amendments that are advised by Maddocks lawyers bi-annually.

Cr E Kontelj moved, Cr Harwood seconded -

- 1) 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, Greater Geelong City Council (Council) resolves that -**
 - a) 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* (Appendix 1), the powers, duties and function set out in that instrument, subject to the conditions and limitations specified in that instrument.**
 - b) The instrument comes into force immediately the common seal of Council is affixed to the instrument.**
 - c) On the coming into force of the instrument all previous delegations to members of Council staff (other than the Chief Executive Officer) are revoked.**
 - d) 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.**

- 2) **Government Act 1989 and under section 147(4) of the Planning and Environment Act 1987 Greater Geelong City Council (Council) resolves that:**
- a) **The member of Council staff referred to in the Instrument of Appointment and Authorisation (Appendix 2) is appointed and authorised as set out in the instrument.**
 - b) **This instrument come into force immediately the common seal of Council is affixed to the instrument.**

Carried.

Background

These delegations are based on a model developed and maintained by Maddocks Lawyers who are engaged to provide an update service and include legislative changes up to December 2015.

The delegation model is based on:

1. Delegations from Council to the CEO
2. Delegations from Council to members of Council staff
3. Sub-delegation from the CEO to Council staff.

This report addresses delegations from Council to members of staff and for the appointment of and Authorised Officer under the *Planning and Environment Act 1987*.

Discussion

The proposed delegations of Council to members of staff detail sections of Acts and Regulations and nominate officers by position title to undertake specific powers, duties and functions on behalf of Council.

Delegations were last approved by Council in October 2015.

The changes in the December update were minor amendments, including:

- Amendments to the *Planning & Environment Act 1987*, to provide for a new system for levying and collecting contributions towards the provision of infrastructure and to establish delegations for Council to exercise all the powers, duties and functions of a referral authority with the establishment of the Geelong Authority
- *Road Management (Works and Infrastructure) Regulations 2005* have been replaced by *Road Management (Works and Infrastructure) Regulations 2015*
- *Planning and Environment (Fees) Further Interim Regulations 2005* have been replaced by the *Planning and Environment (Fees) Further Interim Regulations 2015*

Attachment 1 to the Instrument of Delegation sets out the complete schedule of the relevant powers, duties and functions being delegated.

Attachment 2 lists the changes from the previously endorsed Council to Staff delegations.

The *Planning and Environment Act 1987* regulates enforcement and is reliant on authorised officers acting on behalf of the Responsible Authority (Council).

Verity Bright has recently been employed by the Council are required to be authorised under the *Planning and Environment Act 1987*.

Appendix 2 sets out the Instrument of Appointment and Authorisation under the *Planning and Environment Act 1987*.

Environmental Implications

There are no environmental implications relative to this report.

Financial Implications

There are no financial implications relative to this report.

Policy/Legal/Statutory Implications

The delegation and authorisation schedules have been prepared in accordance with the Maddocks lawyer's model.

Alignment to City Plan

How we do business.

Officer Direct or Indirect Interest

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

Risk Assessment

A properly prepared system of delegations and authorisations minimises the likelihood of officers acting outside their powers and exposing Council to unacceptable risk. Regular review of the delegations ensures accountability and responsibility for decisions when the decision makers are identified. Delegations and authorisations can be subject to legal scrutiny in courts and tribunals.

Social Considerations

There are no social considerations relative to this report.

Human Rights Charter

No Human Rights are affected by the contents of this report.

Consultation and Communication

All delegations and authorisations are published on Council's internal website, Cityweb. Managers are consulted on the updates to the changes in legislation that effect their areas of responsibility.

Appendix 1

**Greater Geelong City Council
Instrument of Delegation
to Members of Council Staff**

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

1. delegates each duty and/or function and/or power described in columns 1 and 2 of the Schedule (and summarised in column 3 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 4 of the Schedule;
2. delegates each duty and/or function and/or power described in columns 1 and 2 of the Schedule (and summarised in column 3 of the Schedule) to any member of Council staff to whom a member of Council staff listed in column 4 of the Schedule reports;
3. declares that a delegate is not authorised by this Instrument of Delegation to:
 - 3.1 determine any planning permit application which any Councillor requests be referred to the Development Hearings Panel, Planning Committee or Council and such request is made before the delegate has made a decision on the permit application; or
 - 3.2 exercise the power conferred by the *Planning and Environment Act* 1987 to determine upon any application in cases where six or more objections to the grant of the permit have been made.
 - 3.3 refuse a permit under Section 52(1A) of the *Planning and Environment Act* 1987.
4. declares that—
 - 4.1 this Instrument of Delegation is authorised by a resolution of Council passed on 27 January 2016 and
 - 4.2 the delegation authorised by a resolution of Council passed on 15 October 2015 is revoked; and
 - 4.3 the delegation:
 - 4.3.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 4.3.2 remains in force until Council resolves to vary or revoke it;
 - 4.3.3 is to be exercised in accordance with the exceptions, conditions and limitations set out in the Schedule and with the guidelines or policies which Council from time to time adopts.
 - 4.3.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

- 4.4 the delegate must not determine the issue, take the action or do the act or thing:
- 4.4.1 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
 - 4.4.2 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
 - (i) policy; or
 - (ii) strategy adopted by Council; or
 - 4.4.3 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
 - 4.4.4 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: / /

Appendix 2

**Greater Geelong City Council
Instrument of Appointment and Authorisation
(*Planning and Environment Act 1987*)**

By this instrument of appointment and authorisation Greater Geelong City Council -

2. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officers listed below to be authorised officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
3. under section 232 of the *Local Government Act 1989* authorises the officers listed in Attachment 1 generally to institute proceedings for offences against the Acts and regulations described in this instrument.

Verity Bright – Town Planner

It is declared that this instrument -

- (a) comes into force immediately upon its execution;
- (b) remains in force until revoked.

This instrument is authorised by a resolution of the Greater Geelong City Council on 27 January 2016.

THE COMMON SEAL of GREATER)
GEELONG CITY COUNCIL was affixed)
hereto in the presence of:)

Mayor

Chief Executive Officer

Date: / /

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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 an authorised officer
Act	ENVIRONMENT PROTECTION ACT 1970	s.53M(3)	power to require further information	Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer. Environmental Health Officer.	Not applicable
Act	ENVIRONMENT PROTECTION ACT 1970	s.53M(4)	duty to advise applicant that application is not to be dealt with	Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer.	Not applicable
Act	ENVIRONMENT PROTECTION ACT 1970	s.53M(5)	duty to approve plans, issue permit or refuse permit	Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer.	refusal must be ratified by Council or it is of no effect
Act	ENVIRONMENT PROTECTION ACT 1970	s.53M(6)	power to refuse to issue septic tank permit	Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer.	refusal must be ratified by Council or it is of no effect
Act	ENVIRONMENT PROTECTION ACT 1970	s.53M(7)	duty to refuse to issue a permit in circumstances in (a)-(c)	Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer.	refusal must be ratified by council or it is of no effect
Act	FOOD ACT 1984	---	power to register, renew or transfer registration	Manager Health & Local Laws. Co-ordinator Health Services.	where council is the registration authority refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see section 58A(2))
Act	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 Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Environmental Health Technical Officer. Food Safety Assessment Officer. Food Safety Officer. Environmental Health Officer.	If section 19(1) applies
Act	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 Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Environmental Health Technical Officer. Food Safety Assessment Officer. Food Safety Officer. Environmental Health Officer.	If section 19(1) applies

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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 Health Services.	If section 19(1) applies
Act	FOOD ACT 1984	s.19(6)(a)	duty to revoke any order under section 19 if satisfied that an order has been complied with	Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Manager Health & Local Laws. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer.	If section 19(1) applies
Act	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	Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Manager Health & Local Laws. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer.	If section 19(1) applies
Act	FOOD ACT 1984	s.19E(1)(d)	power to request a copy of the food safety program	Manager Health & Local Laws. Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Environmental Health Technical Officer. Food Safety Assessment Officer. Food Safety Officer. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	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 Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Environmental Health Technical Officer. Food Safety Assessment Officer. Food Safety Officer. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	FOOD ACT 1984	s.19NA(1)	power to request food safety audit reports	Manager Health & Local Laws. Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Environmental Health Technical Officer. Food Safety Assessment Officer. Food Safety Officer. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	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 Health Services.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	FOOD ACT 1984	s.19UA	power to charge fees for conducting a food safety assessment or inspection	Manager Health & Local Laws. Co-ordinator Health Services.	except for an assessment required by a declaration under section 19C or an inspection under sections 38B(1)(c) or 39.
Act	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 Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Environmental Health Technical Officer. Food Safety Assessment Officer. Food Safety Officer. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	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 Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Environmental Health Technical Officer. Food Safety Assessment Officer. Food Safety Officer. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	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	Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Manager Health & Local Laws. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	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	Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Manager Health & Local Laws. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	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 Health Services.	where council is the registration authority
Act	FOOD ACT 1984	s.38A(4)	power to request a copy of a completed food safety program template	Manager Health & Local Laws. Co-ordinator Health Services.	where council is the registration authority
Act	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	Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Manager Health & Local Laws. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority

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

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	FOOD ACT 1984	s.39A	power to register, renew or transfer food premises despite minor defects	Manager Health & Local Laws. Co-ordinator Health Services. Team Leader Environmental Health. Team Leader Environmental Health.	where council is the registration authority only if satisfied of matters in subsections (2)(a)-(c)
Act	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 Health Services. Team Leader Environmental Health. Team Leader Environmental Health.	
Act	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 Health Services. Team Leader Environmental Health. Team Leader Environmental Health. Environmental Health Officer. Food Safety Officer. Food Safety Assessment Officer. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	FOOD ACT 1984	s.40D(1)	power to suspend or revoke the registration of food premises	Manager Health & Local Laws. Co-ordinator Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	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 Health Services. Team Leader Environmental Health. Team Leader Environmental Health.	where council is the registration authority
Act	FOOD ACT 1984	s.19CB(4)(b)	power to request copy of records	Manager Health & Local Laws. Co-ordinator Health Services.	where council is the registration authority
Act	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 Health Services. Environmental Health Officer. Environmental Health Officer. Environmental Health Officer. Team Leader Environmental Health. Team Leader Environmental Health.	where council is the registration authority
Act	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 Health Services. Team Leader Environmental Health. Team Leader Environmental Health.	where council is the registration authority

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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 Health Services. Team Leader Environmental Health. Team Leader Environmental Health.	where council is the registration authority
Act	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 Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Environmental Health Technical Officer. Food Safety Assessment Officer. Food Safety Officer. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	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 Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Environmental Health Technical Officer. Food Safety Assessment Officer. Food Safety Officer. Environmental Health Officer. Environmental Health 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
Act	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 Health Services. Team Leader Environmental Health. Environmental Health Officer. Team Leader Environmental Health. Food Safety Assessment Officer. Food Safety Officer. Environmental Health Officer. Environmental Health Officer.	where council is the registration authority
Act	HERITAGE ACT 1995	s.84(2)	power to sub-delegate Executive Director's functions	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Town Planner. Team Leader Senior Statutory Planner. Senior Statutory Planner. Customer Services Town Planner.	must obtain Executive Director's written consent first.
Act	PLANNING AND ENVIRONMENT ACT 1987	s.4B	power to prepare an amendment to the Victoria Planning Provisions	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	if authorised by the Minister

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.4H	duty to make amendment to Victoria Planning Provisions available	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.4I	duty to keep Victoria Planning Provisions and other documents available	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.8A (3)	power to apply to Minister to prepare an amendment to the planning scheme	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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)	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.12B(1)	duty to review planning scheme	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.12B(2)	Duty to review planning scheme at direction of Minister	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.14	duties of a Responsible Authority as set out in subsections (a) to (d)	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Manager Planning Strategy & Urban Growth.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.17(1)	duty of giving copy amendment to the planning scheme	Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.17(2)	duty of giving copy s.173 agreement	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.18	duty to make amendment etc. available	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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 City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.20(1)	power to apply to Minister for exemption from the requirements of section 19	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.21 (2)	duty to make submissions available	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.22	duty to consider all submissions	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.23(2)	power to refer to a panel submissions which do not require a change to the amendment	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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)	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.26(2)	duty to keep report of panel available for inspection	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.27 (2)	power to apply for exemption if panel's report not received	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.30(4)(a)	duty to say if amendment has lapsed	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.30(4)(b)	duty to provide information in writing upon request	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.32(2)	duty to give more notice if required	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.33(1)	duty to give more notice of changes to an amendment	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.36(2)	duty to give notice of approval of amendment	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.38(5)	duty to give notice of revocation of an amendment	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.40(1)	function of lodging copy of approved amendment	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.41	duty to make approved amendment available	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.42	duty to make copy of planning scheme available	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46N(1)	duty to include condition in permit regarding payment of development infrastructure levy	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46N(2)(c)	function of determining time and manner for receipt of development contributions levy	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of development infrastructure levy	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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 permit	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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	Manager City Development. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Co-ordinator Urban Growth Area Planning.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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 City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46Q(1)	duty to keep proper accounts of levies paid	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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.	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	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	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.	only applies when levy is paid to Council as a 'development agency'
Act	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)	General Manager Planning & Development. Manager City Development. Manager Financial Services. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.	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

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46Q(4)(d)	duty to submit to the Minister an amendment to the approved development contributions plan	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	must be done in accordance with Part 3
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46Q(4)(e)	duty to expend that amount on other works etc.	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	with the consent of, and in the manner approved by, the Minister
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46QC	power to recover any amount of levy payable under Part 3B	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.	
Act	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	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46Y	duty to carry out works in conformity with the approved strategy plan	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.49(2)	duty to make register available for inspection	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.50(4)	duty to amend application	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.50(5)	power to refuse to amend application	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.50A(1)	power to make amendment to application	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.50A(4)	duty to note amendment to application in register	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.51	duty to make copy of application available for inspection	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.54(1)	power to require the applicant to provide more information	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.54(1B)	duty to specify the lapse date for an application	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.57(2A)	power to reject objections considered made primarily for commercial advantage for the objector	Not Delegated.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.57A(5)	power to refuse to amend application	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.57A(6)	duty to note amendments to application in register	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.58	duty to consider every application for a permit	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.60	duty to consider certain matters	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.60(1A)	power to consider certain matters before deciding on application	Manager City Development. Co-ordinator Statutory Planning.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	Note that this does not delegate the power to refuse a permit application to accord with Council's intention that refusals only be issued in accordance with Terms of Reference for the Development Hearings Panel and Planning Committee or by Council resolution. The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage At 2006
Act	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	Not Delegated.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.61(3)(b)	duty to refuse to grant the permit without the Minister's consent	Not Delegated.	
Act	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	Not Delegated.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.62(2)	power to include other conditions	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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 Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
					Subject to advising all Councillors prior to any delegated decision being made in respect of applications with 5 or less objections with the right for any Councillor to refer an application to a Development Hearings Panel , such referral to be in writing to the Manager City Development or Coordinator Statutory Planning. Note that formal consultation meetings will be held for all applications with 5 or less objections to enable objectors and the applicant an opportunity to resolve issues associated with the application. If the applicant does not attend the consultation meeting, the application will automatically default back to the Development Hearings Panel for a decision.
Act	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. Team Leader Senior Statutory Planner.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	This provision applies also to a decision to grant an amendment to a permit - see section 75
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	This provision applies also to a decision to grant an amendment to a permit - see section 75
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.69(2)	power to extend time	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.70	duty to make copy permit available for inspection	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.71(1)	power to correct certain mistakes	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.71(2)	duty to note corrections in register	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.73	power to decide to grant amendment subject to conditions	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.74	duty to issue amended permit to applicant if no objectors	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.76D	duty to comply with direction of Minister to issue amended permit	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.83	function of being respondent to an appeal	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.83B	duty to give or publish notice of application for review	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.91(2)	duty to comply with the directions of the VCAT	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	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. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.95(3)	function of referring certain applications to the Minister	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.95(4)	duty to comply with an order or direction	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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. Town Planner. General Manager Strategy & Performance. General Manager Investment & Attraction . General Manager City Services. General Manager Community Life . General Manager Planning & Development. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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 City Development. Co-ordinator Statutory Planning. Town Planner. General Manager Strategy & Performance. General Manager Investment & Attraction . General Manager City Services. General Manager Community Life . General Manager Planning & Development. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.96F	duty to consider the panel's report under section 96E	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.96J	power to issue permit as directed by the Minister	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.97C	power to request Minister to decide the application	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.97Q(2)	function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.97Q(4)	duty to comply with directions of VCAT	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.97R	duty to keep register of all applications for certificate of compliance and related decisions	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.98(1)&(2)	function of receiving claim for compensation in certain circumstances	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.101	function of receiving claim for expenses in conjunction with claim	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.103	power to reject a claim for compensation in certain circumstances	General Manager Planning & Development. Manager City Development.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.107(1)	function of receiving claim for compensation	Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	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. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.120(1)	power to apply for an interim enforcement order where section 114 application has been made	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	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. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.123(2)	power to sell buildings, materials, etc salvaged in carrying out work under section 123(1)	Manager City Development. Manager Financial Services. Co-ordinator Statutory Planning. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	except Crown Land
Act	PLANNING AND ENVIRONMENT ACT 1987	s.129	function of recovering penalties	Manager City Development. Manager Financial Services. Co-ordinator Statutory Planning.	
Act	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. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	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. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	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) and power to abandon amendment or part of it under subsection (4)	Manager City Development. Manager Planning Strategy & Urban Growth. Co-ordinator Strategic Implementation. Co-ordinator Planning Strategy. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	Where council is the relevant planning authority
Act	PLANNING AND ENVIRONMENT ACT 1987	s.171(2)(f)	power to carry out studies and commission reports	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.171(2)(g)	power to grant and reserve easements	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.173	power to enter into agreement covering matters set out in section 174	General Manager Planning & Development.	
Act	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. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer. Planning Investigations Officer. Senior Planning Investigations Officer.	
Act	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. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer. Planning Investigations Officer. Senior Planning Investigations Officer.	
Act	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. Co-ordinator Statutory Planning.	
Act	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	General Manager Planning & Development.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.179(2)	duty to make available for inspection copy agreement	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.181	dutypower to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.182	power to enforce an agreement	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Planning Investigations Officer. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Senior Planning Investigations Officer. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.183	duty to tell Registrar of Titles of ending/amendment of agreement	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer. Planning Investigations Officer. Senior Planning Investigations Officer.	
Act	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. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer. Planning Investigations Officer. Senior Planning Investigations Officer.	
Act	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. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Infrastructure Management. Senior Development Engineer. Development Engineer. Infrastructure Engineer. Senior Planning Engineer. Subdivision Engineer. Recreation & Open Space Planner. Rec & Open Space Planning & Subdivisions Officer. Parks Planning Officer. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987		power to give written authorisation in accordance with a provision of a planning scheme	Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.198(1)	function to receive application for planning certificate	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.199(1)	duty to give planning certificate to applicant	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.201(1)	function of receiving application for declaration of underlying zoning	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.201(3)	duty to make declaration	Manager City Development. Co-ordinator Statutory Planning. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.201UAB(1)	function of providing the Growth Areas Authority with information relating to any land within municipal district	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Co-ordinator Urban Growth Area Planning. Co-ordinator Planning Strategy. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.201UAB(2)	duty to provide the Growth Areas Authority with information requested under subsection (1) as soon as possible	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Co-ordinator Urban Growth Area Planning. Co-ordinator Planning Strategy. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.4G	function of receiving prescribed documents and a copy of the Victoria Planning Provisions from the Minister	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Manager Planning Strategy & Urban Growth. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.21A(4)	duty to publish notice in accordance with section	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.26(1)	power to make report available for inspection	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.28	duty to notify the Minister if abandoning an amendment	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.	Note: the power to make a decision to abandon an amendment cannot be delegated

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.107(3)	power to agree to extend time for making claim	Manager City Development. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Strategic Planner. Senior Strategic Planner (cas). Senior Strategic Planner (pt). Senior Strategic Planner. Strategic Planner.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.8A(5)	function of receiving notice of the Minister's decision	Manager City Development. Co-ordinator Strategic Implementation. Strategic Planner. Senior Strategic Planner (cas). Senior Strategic Planner (pt). Senior Strategic Planner. Strategic Planner.	
Act	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	Manager City Development. Co-ordinator Strategic Implementation. Strategic Planner. Senior Strategic Planner (cas). Senior Strategic Planner (pt). Senior Strategic Planner. General Manager Planning & Development. Strategic Planner.	
Act	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	Manager City Development. Co-ordinator Strategic Implementation. Strategic Planner. Senior Strategic Planner (cas). Senior Strategic Planner (pt). Senior Strategic Planner. General Manager Planning & Development. Strategic Planner.	
Act	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. Strategic Planner. Senior Strategic Planner (cas). Senior Strategic Planner (pt). Senior Strategic Planner. Strategic Planner.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.58A	power to request advice from the Planning Application Committee	Manager City Development. General Manager Planning & Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Subdivision Officer.	
Act	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	Not Delegated.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. Subdivision Officer.	this provision applies also to a decision to grant an amendment to a permit - see section 75A
Act	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. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. Subdivision 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
Act	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. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. Subdivision 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
Act	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. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. Subdivision 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
Act	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. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services 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

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services 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
Act	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. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services 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
Act	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. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.97MI	duty to contribute to the costs of the Planning Application Committee or subcommittee	Manager City Development. Co-ordinator Statutory Planning. General Manager Planning & Development.	
Act	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	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178A(1)	function of receiving application to amend or end an agreement	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	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 Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	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 Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178A(5)	power to propose to amend or end an agreement	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178B(1)	duty to consider certain matters when considering proposal to amend an agreement	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178B(2)	duty to consider certain matters when considering proposal to end an agreement	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	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. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178C(4)	function of determining how to give notice under s.178C(2)	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178E(1)	duty not to make decision until after 14 days after notice has been given	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	General Manager Planning & Development.	If no objections are made under s.178D Must consider matters in s.178B
Act	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	General Manager Planning & Development.	If no objections are made under s.178D Must consider matters in s.178B
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178E(2)(c)	power to refuse to amend or end the agreement	General Manager Planning & Development.	If no objections are made under s.178D Must consider matters in s.178B
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178E(3)(a)	power to amend or end the agreement in accordance with the proposal	General Manager Planning & Development.	After considering objections, submissions and matters in s.178B

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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	General Manager Planning & Development.	After considering objections, submissions and matters in s.178B
Act	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	General Manager Planning & Development.	After considering objections, submissions and matters in s.178B
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178E(3)(d)	power to refuse to amend or end the agreement	General Manager Planning & Development.	After considering objections, submissions and matters in s.178B
Act	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 Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	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 Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178F(4)	duty not to proceed to amend or end an agreement under s.178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	General Manager Planning & Development.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.178G	duty to sign amended agreement and give copy to each other party to the agreement	General Manager Planning & Development.	
Act	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	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	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 Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	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 Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	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	General Manager Planning & Development.	
Act	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	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	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	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. General Manager Planning & Development. Subdivision Officer.	
Act	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	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.184G(2)	duty to comply with a direction of the Tribunal	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.184G(3)	duty to give notice as directed by the Tribunal	Manager City Development. Co-ordinator Statutory Planning. Senior Statutory Planner. Team Leader Senior Statutory Planner. Town Planner. Town Planner. Customer Services Town Planner. Subdivision Officer.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.19	function of receiving notice of preparation of an amendment to a planning scheme	Manager City Development. Co-ordinator Strategic Implementation. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Co-ordinator Urban Growth Area Planning.	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.
Act	PLANNING AND ENVIRONMENT ACT 1987	s.23(1)(b)	duty to refer submissions which request a change to the amendment to a panel	Manager City Development. Co-ordinator Strategic Implementation. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Co-ordinator Urban Growth Area Planning.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46AS(ac)	power to request the Growth Areas Authority to provide advice on any matter relating to land in Victoria or an objective of planning in Victoria	Manager City Development. Co-ordinator Strategic Implementation. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Co-ordinator Urban Growth Area Planning.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GF	duty to comply with directions issued by the Minister	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GG	duty to include a condition in a permit relating to matters set out in s.46GG(c) and (d)	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GH(1)	power to require the payment of an amount of infrastructure levy to be secured to Council's satisfaction	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	where council is a collecting agency
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GH(2)	power to accept the provision of land, works, services or facilities in part or full satisfaction of the amount of infrastructure levy payable	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	where council is a collecting agency
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GH(3)	duty to obtain the agreement of the relevant development agency or agencies specified in the approved infrastructure contributions plan before accepting the provision of land, works, services or facilities by the applicant	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	where council is a collecting agency

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GI(1)	duty to keep proper accounts of any amount of infrastructure levy paid to it as a collecting agency or a development agency under part 2 of the Planning and Environment Act 1987	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	must be done in accordance with Local Government Act 1989.
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GI(2)	duty to forward to a development agency any part of an infrastructure levy paid to council which is imposed for plan preparation costs incurred by development agency or for carrying out of works, services or facilities on behalf of the development agency	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GI(3)	duty to apply levy amount only in accordance with s.46GI(3) (a) and (b)	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GI(4)	power to refund any amount of infrastructure levy paid to it as a development agency under Part 2 of the Planning and Environment Act 1987 if satisfied that the development is not to proceed	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GI(5)	duty to take action described in s.46GI(5)(c) & (e) where s.46GI(5)(a) and (b) applies.	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.	
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GL	power to recover any amount of infrastructure levy as a debt due to Council	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.	where council is a collecting agency

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GM	duty to prepare report and give a report to the Minister	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	where council is a collecting agency or development agency
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46QD	duty to prepare report and give a report to the Minister	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	where council is a collecting agency or development agency
Act	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	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Act	RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s33	duty to comply with a direction of the Safety Director under this section	Manager Engineering Services.	where council is a utility under section 3
Act	RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s33A	duty to comply with a direction of the Safety Director to give effect to arrangements under this section	Manager Engineering Services.	duty of council as a road authority under the Road Management Act 2004
Act	RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s34	duty to comply with a direction of the Safety Director to alter, demolish or take away works carried out contrary to a direction under s33(1)	Manager Engineering Services.	where council is a utility under section 3
Act	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 Asset & Traffic Management.	where council is the relevant road authority
Act	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 Asset & Traffic Management.	where council is the relevant road authority

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34D(2)	function of receiving written notice of opinion	Manager Engineering Services. Co-ordinator Asset & Traffic Management.	where council is the relevant road authority
Act	RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34D(4)	function of entering into safety interface agreement with infrastructure manager	Manager Engineering Services. Co-ordinator Asset & Traffic Management.	where council is the relevant road authority
Act	RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34E(1)(a)	duty to identify and assess risks to safety	Manager Engineering Services. Co-ordinator Asset & Traffic Management.	where council is the relevant road authority
Act	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 Asset & Traffic Management.	where council is the relevant road authority
Act	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 Asset & Traffic Management.	where council is the relevant road authority
Act	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 Asset & Traffic Management.	where council is the relevant road authority
Act	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 Asset & Traffic Management.	where council is the relevant road authority
Act	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 Asset & Traffic Management.	where council is the relevant road authority
Act	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 Asset & Traffic Management.	where council is the relevant road authority
Act	RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34I	function of entering into safety interface agreements	Manager Engineering Services. Co-ordinator Asset & Traffic Management.	where council is the relevant road authority
Act	RAIL SAFETY (LOCAL OPERATIONS) ACT 2006	s.34J(2)	function of receiving notice from Safety Director	Manager Engineering Services. Co-ordinator Asset & Traffic Management.	where council is the relevant road authority
Act	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 Asset & Traffic Management.	where council is the relevant road authority
Act	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 Asset & Traffic Management.	where council is the relevant road authority
Act	RESIDENTIAL TENANCIES ACT 1997	r.522(1)	power to give a compliance notice to a person	Manager City Development. Co-ordinator Building Services (Municipal Building Surveyor).	Not applicable

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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).	
Act	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).	Not applicable
Act	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).	Not applicable
Act	RESIDENTIAL TENANCIES ACT 1997	s.527	authorise a person to institute proceedings (either generally or in a particular case)	Manager City Development. Co-ordinator Building Services (Municipal Building Surveyor). Manager Financial Services. Manager Parks & Gardens. Manager Aged & Disability Services. Manager Arts & Culture. Manager Capital Projects. Manager Central Geelong Action Plan. Manager Community Development. Manager Property & Procurement. Manager Customer Service & Council Business. Manager Engineering Services. Manager Environment & Waste Services. Manager Events, Central Geelong & Waterfront. Manager Family Services. Manager Health & Local Laws. Manager Digital Information & Technology. Manager Infrastructure Operations. Manager Leisure Services. Manager People & Organisation Development. Manager Planning Strategy & Urban Growth. Manager Sport & Recreation. Manager Strategy & Program Delivery. Manager Tourism Greater Geelong & The Bellarine. Manager Communication & Marketing. Corporate Internal Auditor. Manager Strategy & Program Delivery. Internal Ombudsman & Governance Advisor.	
Act	RESIDENTIAL TENANCIES ACT 1997	s.142D	function of receiving notice regarding an unregistered rooming house	Manager City Development. Co-ordinator Building Services (Municipal Building Surveyor).	Not applicable
Act	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
Act	RESIDENTIAL TENANCIES ACT 1997	s.262(1)	power to give tenant a notice to vacate rented premises	Not Delegated.	where council is the landlord
Act	RESIDENTIAL TENANCIES ACT 1997	s.262(3)	power to publish its criteria for eligibility for the provision of housing by council	Not Delegated.	
Act	RESIDENTIAL TENANCIES ACT 1997	s.526A(3)	function of receiving report of inspection	Manager City Development. Co-ordinator Building Services (Municipal Building Surveyor).	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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).	
Act	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).	
Act	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).	
Act	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).	
Act	ROAD MANAGEMENT ACT 2004	s11(1)	power to declare a road by publishing a notice in the Government Gazette	Manager Financial Services. Co-ordinator Revenue Property & Valuations. Manager Engineering Services.	obtain consent in circumstances specified in section 11(2)
Act	ROAD MANAGEMENT ACT 2004	s11(8)	power to name a road or change the name of a road by publishing notice in Government Gazette	Property & Valuations Supervisor. Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s11(9)(b)	duty to advise Registrar	Property & Valuations Supervisor. Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s11(10)	duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	Co-ordinator Revenue Property & Valuations. Manager Engineering Services.	clause subject to section 11(10A)
Act	ROAD MANAGEMENT ACT 2004	s11(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
Act	ROAD MANAGEMENT ACT 2004	s12(2)	power to discontinue road or part of a road	Not Delegated.	were council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	s12(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
Act	ROAD MANAGEMENT ACT 2004	s12(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
Act	ROAD MANAGEMENT ACT 2004	s12(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
Act	ROAD MANAGEMENT ACT 2004	s12(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	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	ROAD MANAGEMENT ACT 2004	s12(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
Act	ROAD MANAGEMENT ACT 2004	s13(1)	power to fix a boundary of a road by publishing notice in Government Gazette	Co-ordinator Infrastructure Management.	power of coordinating road authority and obtain consent under section 13(3) and section 13(4) as appropriate
Act	ROAD MANAGEMENT ACT 2004	s14(7)	power to appeal against decision of VicRoads	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s15(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 Infrastructure Management. Co-ordinator Engineering Design.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s15(1A)	power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	Co-ordinator Infrastructure Management. Co-ordinator Engineering Design.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s15(2)	duty to include details of arrangement in public roads register	Co-ordinator Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s16(7)	power to enter into an arrangement under section 15	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s16(8)	duty to enter details of determination in public roads register	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s17(2)	duty to register public road in public roads register	Co-ordinator Asset & Traffic Management.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	s17(3)	power to decide that a road is reasonably required for general public use	Not Delegated.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	s17(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
Act	ROAD MANAGEMENT ACT 2004	s17(4)	power to decide that a road is no longer reasonably required for general public use	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	s17(4)	duty to remove road no longer reasonably required for general public use from public roads register	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management.	where council is the coordinating road authority

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	ROAD MANAGEMENT ACT 2004	s18(1)	power to designate ancillary area	Co-ordinator Infrastructure Management.	where council is the coordinating road authority, and obtain consent in circumstances specified in section 18(2)
Act	ROAD MANAGEMENT ACT 2004	s18(3)	duty to record designation in public roads register	Co-ordinator Asset & Traffic Management.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	s19(1)	duty to keep register of public roads in respect of which it is the coordinating road authority	Co-ordinator Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s19(4)	duty to specify details of discontinuance in public roads register	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s19(5)	duty to ensure public roads register is available for public inspection	Co-ordinator Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.21	function of replying to request for information or advice	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management. Co-ordinator Engineering Design.	obtain consent in circumstances specified in section 11(2)
Act	ROAD MANAGEMENT ACT 2004	s.22(2)	function of commenting on proposed direction	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management. Co-ordinator Project Implementation. Co-ordinator Engineering Design.	Not applicable
Act	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.	
Act	ROAD MANAGEMENT ACT 2004	s.22(5)	duty to give effect to a direction under this section.	Manager Engineering Services.	
Act	ROAD MANAGEMENT ACT 2004	s.40(1)	duty to inspect, maintain and repair a public road.	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management. Co-ordinator Project Implementation. Co-ordinator Engineering Design.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.41(1)	power to determine the standard of construction, inspection, maintenance and repair	Manager Engineering Services.	
Act	ROAD MANAGEMENT ACT 2004	s42(1)	power to declare a public road as a controlled access road	Co-ordinator Infrastructure Management.	power of coordinating road authority and Schedule 2 also applies
Act	ROAD MANAGEMENT ACT 2004	s42(2)	power to amend or revoke declaration by notice published in Government Gazette	Co-ordinator Infrastructure Management.	power of coordinating road authority and Schedule 2 also applies
Act	ROAD MANAGEMENT ACT 2004	s42A(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

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	ROAD MANAGEMENT ACT 2004	s42A(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
Act	ROAD MANAGEMENT ACT 2004	s48EA	duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	Manager Engineering Services.	where council is the responsible road authority, infrastructure manager or works manager
Act	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 Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.54(2)	duty to give notice of proposal to make a road management plan	Co-ordinator Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.55(1)	duty to cause notice of road management plan to be published in Government Gazette and newspaper	Co-ordinator Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.63(1)	power to consent to conduct of works on road	Manager Infrastructure Operations.	where council is the coordinating road authority
Act	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 Infrastructure Operations.	where council is the infrastructure manager
Act	ROAD MANAGEMENT ACT 2004	s.64(1)	duty to comply with clause 13 of Schedule 7	Manager Infrastructure Operations.	where council is the infrastructure manager or works manager
Act	ROAD MANAGEMENT ACT 2004	s.66(1)	power to consent to structure etc	Co-ordinator Infrastructure Management. Manager Health & Local Laws. Co-ordinator Amenity Protection. Co-ordinator Parking & Animal Compliance. Team Leader Health & Amenity Standard. Health & Amenity Officer. Health & Amenity Officer. Team Leader Parking & Information Services. Parking Information Services Officer. Team Leader Animal & Information Services. Senior Parking Compliance & Information Services. Animal & Information Services Officer. Animal & Information Services Officer. Animal Registration & Patrol Officer. Animal Patrol and Safety Officer (pt).	where council is the coordinating road authority

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	ROAD MANAGEMENT ACT 2004	s.67(3)	power to request information	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management. Co-ordinator Engineering Design. Manager Health & Local Laws. Co-ordinator Amenity Protection. Co-ordinator Parking & Animal Compliance. Team Leader Health & Amenity Standard. Team Leader Parking & Information Services. Health & Amenity Officer. Health & Amenity Officer. Parking Information Services Officer. Senior Parking Compliance & Information Services. Animal & Information Services Officer. Animal & Information Services Officer. Animal Registration & Patrol Officer. Team Leader Animal & Information Services. Animal Patrol and Safety Officer (pt).	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	s.68(2)	power to request information	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management. Co-ordinator Engineering Design.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	s71(3)	power to appoint an authorised officer	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s86	duty to keep register re section 85 matters	Co-ordinator Infrastructure Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s87(2)	duty to investigate complaint and provide report	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management. Co-ordinator Engineering Design.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s116	power to cause or carry out inspection	Co-ordinator Asset & Traffic Management.	Not applicable
Act	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.	
Act	ROAD MANAGEMENT ACT 2004	s120(2)	duty to seek consent of VicRoads to exercise road management functions before exercising power in section 120(1)	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management. Co-ordinator Engineering Design.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s121(1)	power to enter into an agreement in respect of works	Co-ordinator Infrastructure Management. Co-ordinator Project Implementation. Co-ordinator Engineering Design.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	Schedule 2 Clause 2(1)	power to make a decision in respect of controlled access roads	Co-ordinator Infrastructure Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	Schedule 2 Clause 3(1)	duty to make policy about controlled access roads	Manager Engineering Services.	Not applicable
Act	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
Act	ROAD MANAGEMENT ACT 2004	Schedule 2 Clause 5	duty to publish notice of declaration	Manager Engineering Services.	Not applicable

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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
Act	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
Act	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
Act	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
Act	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
Act	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
Act	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
Act	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
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 12(5)	power to recover costs	Manager Engineering Services.	where council is the coordinating road authority

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	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
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 13(2)	power to vary notice period	Manager Engineering Services.	where council is the coordinating road authority
Act	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
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 16(1)	power to consent to proposed works	Co-ordinator Infrastructure Management.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 17(2)	power to refuse to give consent and duty to give reasons for refusal	Co-ordinator Infrastructure Management.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 18(1)	power to enter into an agreement	Co-ordinator Infrastructure Management.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 19(1)	power to give notice requiring rectification of works	Co-ordinator Infrastructure Management. Co-ordinator Project Implementation.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	Co-ordinator Infrastructure Management. Co-ordinator Project Implementation. Co-ordinator Engineering Design.	where council is the coordinating road authority
Act	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
Act	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
Act	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
Act	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)
Act	ROAD MANAGEMENT ACT 2004	s.14(4)	function of receiving notice from VicRoads	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.40(5)	power to inspect, maintain and repair a road which is not a public road	Co-ordinator Infrastructure Management. Co-ordinator Asset & Traffic Management. Co-ordinator Project Implementation. Co-ordinator Engineering Design.	Not applicable

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	ROAD MANAGEMENT ACT 2004	s.48M(3)	function of consulting with the Secretary for purposes of developing guidelines under section 48M	Manager Engineering Services.	
Act	ROAD MANAGEMENT ACT 2004	s.48N	duty to notify the Secretary of the location of the bus stopping point and the action taken by council	Manager Engineering Services.	
Act	ROAD MANAGEMENT ACT 2004	s.49	power to develop and publish a road management plan	Manager Engineering Services.	
Act	ROAD MANAGEMENT ACT 2004	s.51	power to determine standards by incorporating the standards in a road management plan	Manager Engineering Services.	
Act	ROAD MANAGEMENT ACT 2004	s.54(5)	duty to conduct a review of road management plan at prescribed intervals	Co-ordinator Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.54(6)	power to amend road management plan	Co-ordinator Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.54(7)	duty to incorporate the amendments into the road management plan	Co-ordinator Asset & Traffic Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.67(2)	function of receiving the name & address of the person responsible for distributing the sign or bill	Co-ordinator Infrastructure Management.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	s.72	duty to issue an identity card to each authorised officer	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.85	function of receiving report from authorised officer	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.87(1)	function of receiving complaints	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.112(2)	power to recover damages in court	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.119(2)	function of consulting with VicRoads	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.122(1)	power to charge and recover fees	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	s.123(1)	power to charge for any service	Manager Engineering Services.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	Schedule 2 Clause 4	function of receiving details of proposal from VicRoads	Co-ordinator Infrastructure Management.	Not applicable
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 16(4)	duty to consult	Co-ordinator Infrastructure Management.	where council is the coordinating road authority, responsible authority or infrastructure manager
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 16(5)	power to consent to proposed works	Co-ordinator Infrastructure Management.	where council is the coordinating road authority
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 16(6)	power to set reasonable conditions on consent	Co-ordinator Infrastructure Management.	where council is the coordinating road authority

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Act	ROAD MANAGEMENT ACT 2004	Schedule 7 Clause 16(8)	power to include consents and conditions	Co-ordinator Infrastructure Management.	where council is the coordinating road authority
Act	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 Infrastructure Management. Co-ordinator Project Implementation.	where council is the coordinating road authority
Reg	PLANNING AND ENVIRONMENT (FEES) FURTHER INTERIM REGULATIONS 2015	r.16	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation.	Note: these Regulations expire on 14 October 2016
Reg	PLANNING AND ENVIRONMENT (FEES) FURTHER INTERIM REGULATIONS 2015	r.17	power to waive or rebate a fee relating to an amendment of a planning scheme	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation.	Note: these Regulations expire on 14 October 2016
Reg	PLANNING AND ENVIRONMENT (FEES) FURTHER INTERIM REGULATIONS 2015	r.18	duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.16 or 17	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation.	Note: these Regulations expire on 14 October 2016
Reg	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	
Reg	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	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	where Council is not the responsible authority but the relevant land is within Council's municipal district
Reg	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. Co-ordinator Strategic Implementation. Co-ordinator Planning Strategy. Co-ordinator Urban Growth Area Planning. Manager Planning Strategy & Urban Growth.	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.

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Reg	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. Co-ordinator Strategic Implementation. Co-ordinator Planning Strategy. Co-ordinator Urban Growth Area Planning. Manager Planning Strategy & Urban Growth.	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.
Reg	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.	where Council is the responsible authority
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	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). Building Surveyor. Assistant Building Surveyor. Assistant Building Surveyor. Technical Officer. Team Leader Senior Building Surveyor/Permits. Team Leader Senior Building Surveyor. Building Surveyor. Building Surveyor.	
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.301(1)	duty to conduct reviews of road management plan	Co-ordinator Asset & Traffic Management. Co-ordinator Project Implementation.	Not applicable
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.302(2)	duty to give notice of review of road management plan	Co-ordinator Asset & Traffic Management.	Not applicable
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.302(5)	duty to produce written report of review of road management plan and make report available	Co-ordinator Asset & Traffic Management. Co-ordinator Project Implementation.	Not applicable
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.303	duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under section 41 of the Act	Co-ordinator Infrastructure Management. Co-ordinator Project Implementation.	Not applicable

	Column 1	Column 2	Column 3	Column 4	
Type	Statute or Source	Provision	Matter delegated	Delegate by Position	Conditions and Limitations
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.306(2)	duty to record on road management plan the substance and date of effect of amendment	Co-ordinator Asset & Traffic Management.	Not applicable
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.501(1)	power to issue permit	Co-ordinator Infrastructure Management.	where council is the coordinating road authority
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.501(4)	power to charge fee for issuing permit under regulation 501(1)	Co-ordinator Infrastructure Management.	where council is the coordinating road authority
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.503(1)	power to give written consent to person to drive on road a vehicle which is likely to cause damage to road	Co-ordinator Infrastructure Management.	where council is the coordinating road authority
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.508(3)	power to make submission to Tribunal	Manager Engineering Services.	where council is the coordinating road authority
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.509(1)	power to remove objects, refuse, rubbish or other material deposited or left on road	Co-ordinator Infrastructure Management. Co-ordinator Project Implementation.	where council is the coordinating road authority
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.509(2)	power to sell or destroy things removed from road or part of road (after first complying with r.509(3))	Manager Engineering Services.	where council is the coordinating road authority
Reg	ROAD MANAGEMENT (GENERAL) REGULATIONS 2005	r.509(4)	power to recover in the Magistrates' Court, expenses from person responsible	Manager Engineering Services.	Not applicable
Reg	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
Reg	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

Attachment 2 - Changes CEO to Staff Delegations

Type	Statute or Source	Provision	Matter Delegated	Delegate by Position	Conditions and Limitations	Statues	ID
Act	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	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.		UPDATED	138
Act	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.	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer.		UPDATED	139
Act	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)	General Manager Planning & Development. Manager City Development. Manager Financial Services. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.	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	UPDATED	141
Act	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. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.		NEW	3609

Attachment 2 - Changes CEO to Staff Delegations

Type	Statute or Source	Provision	Matter Delegated	Delegate by Position	Conditions and Limitations	Statues	ID
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GF	duty to comply with directions issued by the Minister	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.		NEW	3613
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GG	duty to include a condition in a permit relating to matters set out in s.46GG(c) and (d)	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.		NEW	3614
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GH(1)	power to require the payment of an amount of infrastructure levy to be secured to Council's satisfaction	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	where council is a collecting agency	NEW	3615

Attachment 2 - Changes CEO to Staff Delegations

Type	Statute or Source	Provision	Matter Delegated	Delegate by Position	Conditions and Limitations	Statues	ID
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GH(2)	power to accept the provision of land, works, services or facilities in part or full satisfaction of the amount of infrastructure levy payable	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	where council is a collecting agency	NEW	3616
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GH(3)	duty to obtain the agreement of the relevant development agency or agencies specified in the approved infrastructure contributions plan before accepting the provision of land, works, services or facilities by the applicant	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	where council is a collecting agency	NEW	3617
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GI(1)	duty to keep proper accounts of any amount of infrastructure levy paid to it as a collecting agency or a development agency under part 2 of the Planning and Environment Act 1987	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	must be done in accordance with Local Government Act 1989.	UPDATED	3618

Attachment 2 - Changes CEO to Staff Delegations

Type	Statute or Source	Provision	Matter Delegated	Delegate by Position	Conditions and Limitations	Statues	ID
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GI(2)	duty to forward to a development agency any part of an infrastructure levy paid to council which is imposed for plan preparation costs incurred by development agency or for carrying out of works, services or facilities on behalf of the development agency	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.		NEW	3619
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GI(3)	duty to apply levy amount only in accordance with s.46GI(3) (a) and (b)	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.		NEW	3620
Act	PLANNING AND ENVIRONMENT ACT 1987	s46GI(4)	power to refund any amount of infrastructure levy paid to it as a development agency under Part 2 of the Planning and Environment Act 1987 if satisfied that the development is not to proceed	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.		NEW	3621
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GI(5)	duty to take action described in s.46GI(5)(c) & (e) where s.46GI(5)(a) and (b) applies.	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.		NEW	3622
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GL	power to recover any amount of infrastructure levy as a debt due to Council	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Manager Planning Strategy & Urban Growth.	where council is a collecting agency	NEW	3623

Attachment 2 - Changes CEO to Staff Delegations

Type	Statute or Source	Provision	Matter Delegated	Delegate by Position	Conditions and Limitations	Statues	ID
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46GM	duty to prepare report and give a report to the Minister	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	where council is a collecting agency or development agency	NEW	3624
Act	PLANNING AND ENVIRONMENT ACT 1987	s.46QD	duty to prepare report and give a report to the Minister	Manager City Development. Co-ordinator Strategic Implementation. Co-ordinator Statutory Planning. Town Planner. Manager Planning Strategy & Urban Growth. Co-ordinator Planning Strategy. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Co-ordinator Urban Growth Area Planning. Subdivision Officer. Senior Strategic Planner. Project Engineer - Development Contributions.	where council is a collecting agency or development agency	NEW	3625
Act	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	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation. Town Planner. Town Planner. Senior Statutory Planner. Team Leader Senior Statutory Planner. Customer Services Town Planner. Subdivision Officer.		NEW	3626
Reg	PLANNING AND ENVIRONMENT (FEES) FURTHER INTERIM REGULATIONS 2015	r.16	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	General Manager Planning & Development. Manager City Development. Co-ordinator Statutory Planning. Co-ordinator Strategic Implementation.	Note: these Regulations expire on 14 October 2016	UPDATED	3335
Reg	PLANNING AND ENVIRONMENT (FEES) FURTHER INTERIM REGULATIONS 2015	r.17	power to waive or rebate a fee relating to an amendment of a planning scheme	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation.	Note: these Regulations expire on 14 October 2016	UPDATED	3336

Attachment 2 - Changes CEO to Staff Delegations

Type	Statute or Source	Provision	Matter Delegated	Delegate by Position	Conditions and Limitations	Statues	ID
Reg	PLANNING AND ENVIRONMENT (FEES) FURTHER INTERIM REGULATIONS 2015	r.18	duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.16 or 17	General Manager Planning & Development. Manager City Development. Co-ordinator Strategic Implementation.	Note: these Regulations expire on 14 October 2016	UPDATED	3337
Reg	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	UPDATED	354
Reg	ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2005	r.18(2)	power to waive whole or part of fee in certain circumstances	Manager Engineering Services.	where council is the coordinating road authority	DELETED	355
Reg	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	NEW	3627

8. WORKPLACE AND COUNCIL CULTURE PROGRAM - CITY OF GREATER GEELONG

Portfolio:	Governance - Cr Lyons (Mayor)
Source:	Chief Executive Office
Chief Executive Officer:	Kelvin Spiller
Index Reference:	Subject: People and Organisational Development

Purpose

To update Council of actions taken, and actions recommended, to address the issues identified in the Susan Halliday and EY Sweeny (Ernst and Young) reports with the City of Greater Geelong's workplace culture.

Summary

- In early 2015 the then CEO, Dr Gillian Miles, instigated a review into the workplace culture of the City of Greater Geelong.
- The review included an employee survey and a broad ranging review of workplace culture, conducted by EY Sweeny and Susan Halliday, respectively.
- The EY Sweeny Qualitative Report and Culture Review were made public in October 2015.
- Susan Halliday has agreed to continue working with the organisation on three action plans to address the outcomes of the review; Organisation Action Plan, Councillor Action Plan, Community Action Plan.

Cr Heagney moved, Cr Richards seconded -

That Council notes the progress being made by the organisation to address culture concerns.

Carried.

Background

In 2015 the City of Greater Geelong conducted a Workplace Culture Review and have commenced addressing the issues highlighted.

The review highlighted several themes that included; concerns about raising complaints; inappropriate and unprofessional conduct of some councillors; lack of support from some managers and supervisors, concerns about some councillors breaching their code of conduct; Council failing to operate as a team; conflicts of interest; favouritism; gender equality; and Council engagement with the community.

Public commentary on social media and the disparate views on local media in general were also highlighted.

Through this process the organisation also looked at its policies. These policies were reviewed by Susan Halliday and WorkSafe Victoria, generally they have been described as 'adequate to manage and prevent workplace bullying'. Susan Halliday has described them as needing to be more contemporary and proactive with a foundation in positive duty.

There is an established network of support for employees to raise concerns or make a complaint about any negative behaviour they experience in the workplace.

We also have an Employee Assistance Program that is available for our employees, councillors, and their families to assist with any negative experience they are having at work or personally.

To create a more positive workplace culture and ensure Council can deliver on the expectations of the community, three action plans will be developed and implemented.

Discussion

The CEO has committed the organisation to develop three actions plans to address the outcomes from the Culture Review:

- a) Organisation Action Plan
- b) Councillor Action Plan
- c) Community Action Plan

The following are some of the actions that have already been taken or commenced from the **Organisation Action Plan**:

- Knowledge growth, including the continued roll out of Bullying and Harassment prevention training across the organisation.
- Reinforcement of the concept of positive duty and development of a positive duty plan.
- Continued monitoring and registering of complaints and behavioural themes across the organisation.
- Culture Change Program – including a refresh of Councils Mission and Purpose statements as well as Values and Behaviours.
- Monthly leadership forums to ensure leaders stay focussed on culture and positive leadership.
- Appointment of Leadership and Culture Coordinator to ensure ongoing strategic development of cultural improvement and interventions.
- Leadership capability assessment and development needs analysis.
- Regular and ongoing CEO workplace visits where the CEO and senior leaders engage directly with employees on Positive Duty.
- Organisation Action Plan developed and implementation commenced.
- Development of annual Employee Opinion Survey, roll out April 2016.

The following are some of the actions that are proposed in the draft **Councillor Action Plan**:

- Review of the Councillor Code of Conduct
- Councillor knowledge growth, including; positive duty; employment law; conduct; governance; and social media
- Development of social media protocols
- Review of the portfolio system
- Improvement to support strategies for councillors, including communication
- Introduction of monitoring systems, such as diversity audits and performance assessment

The **Community Action Plan** is yet to be developed.

Environmental Implications

There are no known environmental implications

Financial Implications

A budget proposal has been submitted to commit \$200,000 in 2016/17 for the implementation of the action plans.

Policy/Legal/Statutory Implications

It is anticipated there will be some alterations to policies, to ensure they are in alignment with best practice.

Alignment to City Plan

The actions outlined in this report are aligned with Council's commitment to providing a safe environment for staff and good governance practice.

Officer Direct or Indirect Interest

There are no known conflicts of interest for the person preparing this report.

Risk Assessment

The actions outlined in this report will minimise the risk to Council.

Social Considerations

The actions outlined in this report will ensure that safety and wellbeing concerns are being addressed.

Human Rights Charter

The actions outlined in this report will ensure those who work with and interact with Council are abiding by the Human Rights Charter.

Consultation and Communication

The actions outlined in this report will take into account good consultation practice and transparent and appropriate communication.

9. LEASE OF LAND – PENINSULA DRIVE DRYSDALE

Portfolio:	Finance - Cr Lyons (Mayor), Cr Farrell & Cr E Kontelj
Source:	Strategy & Performance – Property & Procurement
General Manager:	Dean Frost
Index Reference:	Lease of Land

Purpose

To recommend that Council lease of part of the land at 29-39 Peninsula Drive, Drysdale (rear of Potato Shed) to the Catholic Archdiocese of Melbourne for the purpose of locating temporary classrooms to support St Ignatius College's building program.

Summary

- At its meeting on the 28 April 2015, Council resolved to sell approximately 2.6ha of land in Peninsula Drive, Drysdale at the rear of the Potato Shed to the Roman Catholic Trust Corporation (RCTC) for expansion of St Ignatius Secondary College.
- Sale of the land was to be conditional upon the RCTC selling to Council 2,500m² of its land in Murradoc Road, St Leonards for a future children's services centre. At its meeting on 28 July 2015, Council noted that the RCTC was unable to agree to the sale of the St Leonards land, and the sale of the Peninsula Drive land was abandoned. There has been no further progress on the possible sale of St Leonards land to the Council.
- Saint Ignatius College has now applied to lease land of area 4,250m² from Council at the rear of the Potato Shed (refer to attached diagram). The purpose of the lease is to locate temporary classrooms on the leased land while construction proceeds on a Year 9 Learning Centre and a Sport Hall on the main campus. Part of the leased area near Gillies Road is intended to be used for storage of unused portable classrooms awaiting disposal.
- The rent for the leased area will be \$3,500pa, and the proposed lease term is 3 years.
- The proposed lease does not impinge on Council's masterplan for the eventual expansion of the Potato Shed, or the Potato Shed's operations.

Cr Farrell moved, Cr Ellis seconded -

That Council enters into a lease with the Catholic Archdiocese of Melbourne for part of the land at 29-39 Peninsula Drive, Drysdale as follows:

- 1) Lease area of 4,250m² as indicated on the attached diagram;**
- 2) Rent to \$3,500 pa;**
- 3) Lease term of 3 years; and**
- 4) Other appropriate terms and conditions including:**
 - a) tenant is to provide a satisfactory landscaping plan which addresses visual impact of the lease area viewed from the balance of the Council's land and the landscaping is to be implemented and maintained by the tenant;**
 - b) access to the leased property is via school owned land and/or Gillies Road.**

Carried.

Background

Council is the owner of approximately 45ha of undeveloped vacant land in the vicinity of Grubb Road and Peninsula Drive, Drysdale which was part of a larger parcel of land purchased by the former Shire of Bellarine for urban development purposes. Previously parts of the larger parcel have been sold to the Roman Catholic Trust Corporation and Department of Education for the schools currently located on Peninsula Drive.

Council's multi arts facility, the Potato Shed, is located on a 5.010ha Reserve on the eastern side of Peninsula Drive between the schools and includes a bus interchange and car park.

The rest of Council's land to the east and south of Peninsula Drive is either vacant or leased to various users. The Bellarine Secondary College (Minister of Education) currently holds 2 leases from Council for a total area of 8.8ha to the south of its campus currently paying \$2,488 pa in rent.

Council's land is zoned Special Uses Zone 13 being a zone that allows for a range of civic, community, education and recreation activities. This zone was introduced in 2011 under amendment C194 to the Planning Scheme. Previously the land was more widely zoned for general urban development including residential development, and while the current zone considerably restricts permitted uses it continues to recognize educational use.

The Catholic Archdiocese of Melbourne approached Council in 2011 to purchase land at the rear of the Potato Shed, Drysdale to expand St Ignatius College.

At its meeting on the 28 April 2015, Council resolved to sell approximately 2.6ha of land in Peninsula Drive, Drysdale at the rear of the Potato Shed to the RCTC for expansion of St Ignatius Secondary College.

Sale of the land was to be conditional upon the RCTC selling to Council 2,500m² of its land in Murradoc Road, St Leonards for a future children's services centre. At its meeting on 28 July 2015, Council noted that the RCTC was unable to agree to the sale of the St Leonards land, and sale of the Peninsula Drive land was abandoned. There has been no further progress on the possible sale of the St Leonards land to Council.

Discussion

St Ignatius has now approached Council to lease of 4,250m² of land adjacent to its site for the purpose of locating temporary classrooms to support its building program (refer to attached diagram).

St Ignatius College is seeking to implement a building program which will in part replace existing re-locatable classrooms with permanent buildings. The School has two building projects planned being a Year 9 Learning Centre and a Sports Hall. These projects were originally planned for privately owned land east of Gillies Road, however that site contained significant asbestos contamination and was considered unsuitable. Council was then approached to sell the land at the rear of the Potato Shed.

Given the need to continue with the building program the proposed buildings are being "cramped" onto the existing School campus through multi storey construction for the Year 9 Learning Centre and occupation of existing synthetic tennis courts for the proposed Sports Hall.

The proposed lease area (indicated on the attached diagram) has dimensions of 25m by 170m and an area of 4,250m². Ideally the School was seeking to occupy the site for temporary classrooms from 1 February 2016, however due to delays in arranging a lease, students will be occupying specialist classrooms until such time as the lease is formalised and temporary classroom are available.

Council's intentions for the vacant land in the Peninsula Drive area, have in recent years been expressed in 2 strategic plans being the Drysdale Clifton Springs Sports master plan and The Potato Shed master plan. The eastern portion of Council's Reserve containing the Potato Shed, accommodating the land proposed to be leased, has not been designated for any purpose under either of the master plans and the lease of the land to St Ignatius College will not affect the implementation of the master plans.

Initially it is planned to relocate 6 classrooms plus one teacher's office onto the proposed lease area and these buildings will be located on the western or downhill half of the lease area. This location allows for at grade access to the existing campus and provides sufficient room for the temporary classrooms clear of an existing drainage swale in this location.

The eastern half of the proposed lease area at the Gillies Road end will be used for storage of unused temporary classrooms awaiting disposal.

The proposed lease area will be fenced into the existing campus and all temporary classrooms will be finished with verandas and pergolas.

The proposed lease term is 3 years which covers the two building projects proposed by the School. Any further building work beyond this lease term will be the subject of another lease request.

The School anticipates continued growth and retains an interest in the eventual purchase of the Council's vacant land.

Environmental Implications

There are no environmental implications associated with the lease of the land. Electricity will be provided to the leased area and all bathrooms and other facilities will be located on the main campus.

Financial Implications

The rent, which has been set on the advice of the Council's valuer, will be \$3,500pa adjusted by CPI each 12 months.

Policy/Legal/Statutory Implications

Section 190 of the Local Government Act ("LG Act") specifies lease terms relating to terms, rent and improvements which trigger the requirement to advertise the lease and hear any submissions. The lease as proposed does not require advertising.

Alignment to City Plan

The lease of the land will provide support for St Ignatius College's building program and allow the school to meet its projected demands for education.

Officer Direct or Indirect Interest

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

The risks associated with the lease of this land are able to be managed following normal management procedures and processes.

Social Considerations

With the lease of the land to the Archdiocese, Council still has sufficient land in around the Potato Shed and to the west of Peninsula Drive to cater for the medium to long term community and sporting needs of Drysdale and the wider Peninsula.

Human Rights Charter

No human rights will be affected by the recommendation of this report.

Consultation and Communication

Comments on the proposed lease have been received from both the Potato Shed committee of management and the Bellarine Secondary College. The comments are included in Attachment 2 to this report.

Attachment 1

Proposed Lease Area



Attachment 2

Extract of minutes from Potato Shed committee of management meeting 17 November 2015.

“10.2 St Ignatius Lease of Council Land

It was agreed that the following be distributed in relation to item 10.2:

In recognition of the model of collaboration and partnership established by the Potato Shed Committee of Management between Council, Bellarine Secondary College and St Ignatius College Geelong, the committee acknowledged In principle support for the lease of the land on the following conditions:

- It is critical to protect the vision of the Potato Shed master plan and its surrounding open space for activities
- the relocatable classrooms would need to be moved as far east toward Gillies road as possible, recognising the physical constraints of the swale drain
- that access and amenity would need to be resolved to the satisfaction of the committee
- that the Principal of Bellarine Secondary College presents the proposal to the School Council for comment (November 25th 2015) and feedback from the school council is provided to the committee
- that the term would be limited to five years
- that an extraordinary meeting be held if necessary or a circular motion be distributed if further discussion is not required

Comments from Bellarine Secondary College Principal as referred from a Council officer.

“They are concerned about the impact on the Potato Shed and about how the buildings will look.

They are also concerned about this becoming a fixture for more than 5 years.

They are ok with 5 years but felt that St Ignatius should be making more appropriate plans for anything longer.

They were also keen to see the landscaping and visual impact of the buildings.”

10. EXCHANGE OF LAND - BATMAN ROAD INDENTED HEAD

Portfolio:	Finance - Cr Lyons (Mayor), Cr Farrell, Cr Kontelj
Source	Strategy & Performance - Property & Procurement
General Manager:	Dean Frost
Index Reference	Land Sales

Purpose

The purpose of this report is to recommend that Council commence the procedures to exchange land with Mira Ira Nominees Pty Ltd ("the developer") at Batman Road, Indented Head.

Summary

- Mira Ira Nominees Pty Ltd ("the developer") has been developing the Seabreeze residential estate at Indented Head for a number of years, and as development moves to the west it is approaching land of high ecological significance which contains a non perennial watercourse.
- Council is the owner of a 3.917ha municipal reserve adjacent to the Seabreeze residential estate which remains undeveloped for any active purpose, and is higher land of lower ecological significance. Refer to Attachment 1.
- Both Council's land and the balance of the developer's land are zoned General Residential Zone 2.
- Talks between the developer and Council have been proceeding for a number of years to try to avoid the possibility of residential development encroaching on the land of high ecological significance. These talks have been based on an exchange of land between the parties.
- Council obtained an ecological assessment in 2014 of Council's and the developer's land which identifies a large area of land of high ecological value. Refer to Attachment 3. The land of high ecological value is one of the two most significant parcels of remnant vegetation remaining in private ownership on the Bellarine Peninsula.
- It is recommended that Council enter into a land exchange agreement ("the agreement") with the developer which will see Council transferring 3.917ha of its land to the developer in exchange for approximately 13.6ha of the developer's land for a payment to Council of \$95,000 being the difference in valuations between the land to be exchanged. Refer to Attachment 2. The agreement will contain conditions which are outlined in the body of the report.
- The potential exchange of land has been discussed with some members of the Indented Head Community Association who have indicated support for the land exchange. The potential exchange of land was mentioned and supported in the 2005 Bellarine Peninsula Recreation and Leisure Needs Study.
- A management plan will be prepared to provide a framework for the future management and use of the land of high ecological value.
- Since the agreement involves Council selling its land, Council is required to give public notice of its intention to do so under s189 of the Local Government Act and allow for the hearing of submissions. If submissions are received they will be heard by the Submission Hearing Panel and a further report will be put to Council. If no submissions are received the land exchange agreement will be executed and following subdivision, the respective land parcels will be exchanged.

Cr Ellis moved, Cr E Kontelj seconded -

That Council:

- 1) enters into an exchange of land agreement (“the agreement”) with Mira Ira Nominees Pty Ltd (“the developer”) to exchange Council reserve at 690 Batman Road, Indented Head for approximately 13.6ha of the developers land on the following conditions;**
 - The land being exchanged for a payment to Council of \$95,000 plus GST;**
 - The developer obtaining planning approval to develop the land it will own follow the exchange;**
 - Removal of the reserve restriction from Council’s land;**
 - Other appropriate terms and conditions; and**
- 2) notes that a management plan for land to be owned by Council will be prepared in consultation with the relevant stakeholders to guide the future use and management of the land;**
- 3) commence the procedures under sections 189 and 223 of the Local Government Act 1989 to sell Council’s land and that public notice of and the right of a person under s223 of the Act to make submissions be given in the Geelong Independent and Advertiser; and**
- 4) appoint the Submissions Review Panel to hear and provide a report to the Council on any submissions received; and**
- 5) in the event that no submissions are received, enter into the agreement and note that the General Manager – Strategy and Performance will execute the agreement.**

Cr Heagney left the meeting room at 8.55pm

Cr Heagney re-entered the meeting room at 8.57pm

Carried.

Background

Mira Ira Nominees Pty Ltd (“the developer”) is the developer of the Seabreeze Estate at Indented Head which has been undergoing a staged residential development for a number of years. The developer’s land remaining undeveloped (refer to Attachment 1) is zoned General Residential Zone 2 and there are no overlays or planning controls formally recognising the significant ecological values of parts of that land.

An ecological assessment of both the Council’s and the developer’s land was undertaken for the Council in 2014. Refer to Attachment 3 for a plan of the ecological assessment.

In summary that assessment identified significant fauna and flora including:

- Plains grassy woodland;**
- Grassy woodland;**
- Plains freshwater sedge wetland (EPBC Act listed).**
- Latham’s Snipe was observed in the wetland which is a threatened fauna species. 32 native birds and 2 native frog species were also observed.**

In 1988 at the commencement of development of the land, an area of 3.917 ha was set aside as a reserve for municipal purposes with frontage to Batman Road. Apart from routine mowing of the reserve which has been recently introduced, it has never been developed or used for any active recreational purpose.

For over 10 years discussions have been held between the Council and the developer about the future of the municipal reserve and the land with significant ecological values including the possibility of a land exchange.

The Bellarine Peninsula Recreation and Leisure Needs Study (2005) recommended that the Council should actively pursue a land exchange where the developer would obtain the municipal reserve and the Council would obtain the land of ecological significance.

Discussion

Following the ecological assessment in 2014, discussions with the developer have proceeded to the point where there is in-principle agreement to exchange the municipal reserve of 3.917ha for approximately 13.6ha of the developer's ecological land (refer to plan in Attachment 2). As indicated on the plan, the developer will retain some of its land which will be added to the Council's land to leave a parcel of 5.7ha in the developer's ownership.

The land exchange agreement will incorporate the following conditions:

- The land will be exchanged between the parties for \$95,000 payment to Council.
- Minor adjustments to the boundary between the developable and non developable areas may occur depending on final development design.
- Simultaneous settlement of contracts of sale for the parcels of land to be exchanged.
- Removal of the reserve restriction on the municipal reserve and the land to be owned by the respective parties being subdivided as required.
- The developer obtaining planning approval for residential development of areas it will own by an agreed date on conditions reasonably satisfactory to the developer.
- Council complying with the provisions of sections 189 and 223 of the Local Government Act.
- Each party will be liable to pay any GST payable in respect of the land transferred to that party.
- Cost arrangements.

The proposed land exchange is considered beneficial for the following reasons:

- The exchange occurs at valuation.
- Public ownership of land of significant ecological value will ensure that ecological values are preserved and enhanced.
- The exchange avoids potentially difficult residential development to the west of the watercourse which would require a crossing of the watercourse creating an isolated pocket of urban development. Future development of the township is expected to occur to the north of rather than the west of this land.
- Allows sufficient land for the future management of the watercourse through the land of high ecological significance, providing a flow path for a significant upstream water catchment.

No rezoning of land is required prior to settlement, however Council intends to consider appropriate zonings for land it will own following settlement.

Environmental Implications

Attachment 3 provides a plan showing the ecological features of the land proposed to come into Council's ownership.

The proposed land exchange presents an opportunity for Council to own and preserve one of the two most significant parcels of remnant vegetation that remain in private ownership on the Bellarine Peninsula. Parts of the land of lesser ecological value may be able to be used for alternative more active recreation use as appropriate.

A management plan for the land to be owned by Council will be prepared which will recommend appropriate capital works and annual maintenance programs. There is also an opportunity for community involvement in on going management of the land.

There are no major capital works required for future management purposes although works compromising fencing, walking trails and signage are anticipated. Recurrent costs will be mainly weed control and slashing.

Financial Implications

Consideration for the land exchange is a \$95,000 payment to the Council. Council has obtained two valuations of the land it is selling and purchasing and those valuations indicate that the value of the land Council is selling is worth either \$90,000 or \$100,000 more than the developer's land being purchased. In the circumstances it is appropriate proceed with the land exchange for a consideration of \$95,000 being the average of the differences in the valuations obtained.

Estimates for capital and recurrent costs for Council in relation to the ownership of the land of high ecological significance are:

Preparation of management plan	\$17,000
Fencing, gates, paths	\$35,000
Other including signage, community event	\$7,300
Annual maintenance including mowing	\$15,000

Policy/Legal/Statutory Implications

The exchange of land involves an agreement to sell and purchase land. For the sale of the municipal reserve the reserve restriction needs to be removed from the title and a planning permit is required to do this.

Council is also required to give notice of intention to sell land under s189 of the Local Government Act, and any submissions received will be heard by the Submissions Review Panel and a further report will be put to Council.

There are no procedures under the Local Government Act for purchase of the land of ecological significance by the Council.

Council is required to obtain a valuation for the sale of the land, and the two valuations which have been obtained are dated 7 August 2015 and 17 November 2015.

Alignment to City Plan

The proposed exchange of land is consistent with objectives of the Enhance and Protect Natural Areas and Ecosystem Health priority in City Plan 2013/17.

Officer Direct or Indirect Interest

No officers or contractors involved in the preparation of this report have a direct or indirect interest in any matters to which this report relates.

Risk Assessment

There are no significant risks for Council in the ownership and management of the land of high ecological value.

Social Considerations

Ownership of the land by Council provides an opportunity for community involvement in the improvement and management of the land, which has the potential to provide both active and passive recreational opportunities along with the protection and enhancement of land of high ecological significance.

Human Rights Charter

The recommendations of this report and the subsequent exchange of land have no implications relating to the Human Rights Charter.

Consultation and Communication

Public consultation will occur when the proposed transfer of the property is advertised under s189 of the Local Government Act. The exchange of land is supported by the Council's Recreation and Open Space and Environment Departments.

Attachment 1 – Aerial Image – Existing Ownership



Attachment 2 – Exchange of Land Plan



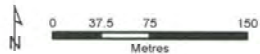
Attachment 3 – Ecological Assessment by Okologie Consulting

Figure 2

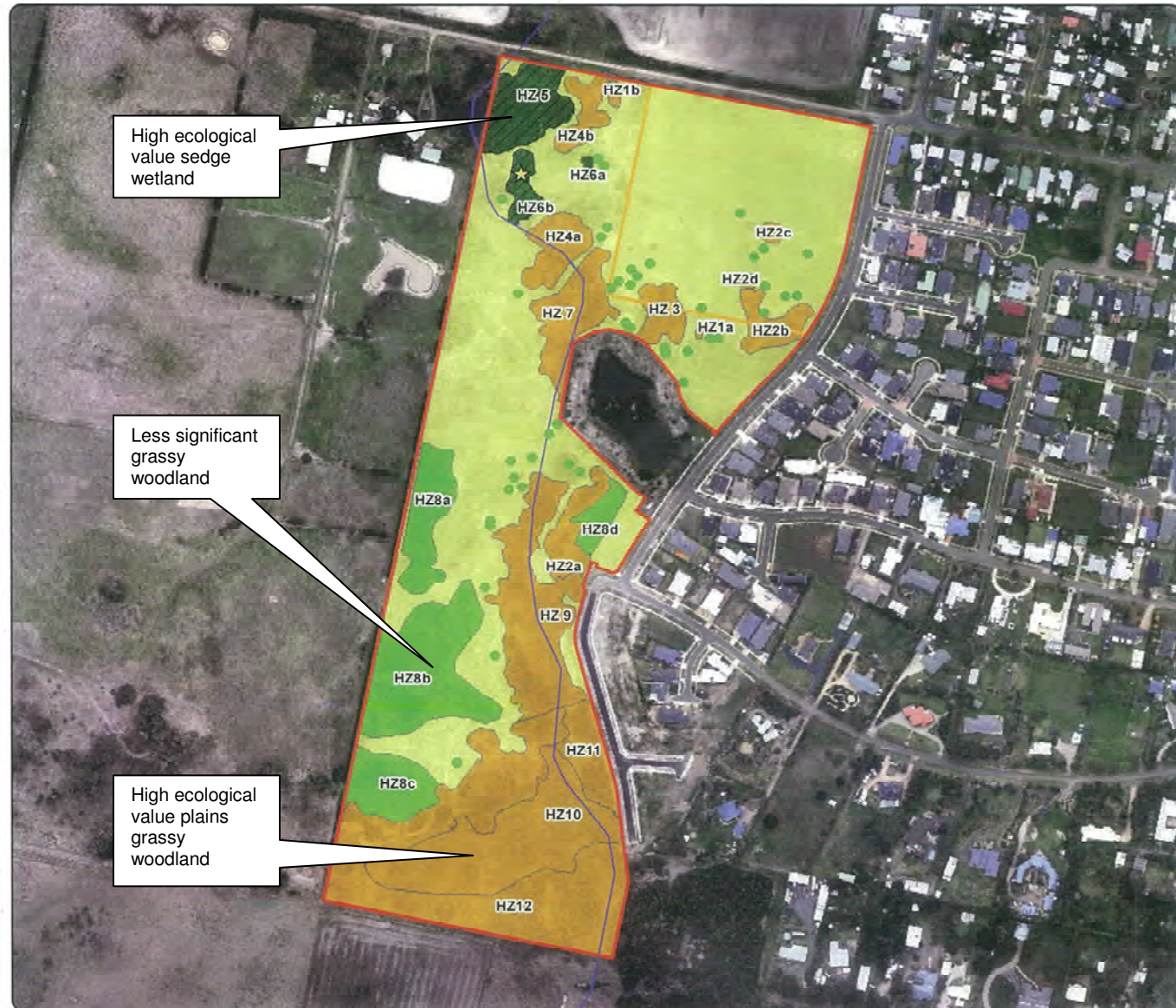
Ecological Features
690 Batman Road and
Glenrana Drive,
Indented Head

Legend

- Subject Site - Freehold land (PS64962)
- Council Land (LP210545)
- Grassy Woodland
- Plains Freshwater Sedge Wetland
- Plains Grassy Woodland
- Predominantly Introduced Vegetation
- EPBC Act listed Seasonal Herbaceous Wetlands (Freshwater) of the Temperate Lowland Plains
- Scattered Trees
- ★ Latham's Snipe
- Watercourse



ÖKOLOGIE CONSULTING



11. GROVEDALE TENNIS CLUB FACILITIES UPGRADE

Portfolio:	Sport & Recreation – Cr Irvine
Source	Projects, Recreation & Central Geelong
General Manager:	Dean Frost
Index Reference	C16830 – Grovedale Tennis Club Facilities Upgrade

Purpose

The purpose of this report is to seek direction from Council on project C16830 – Grovedale Tennis Club Facilities Upgrade.

Summary

- As part of the 2015/16 budget Council allocated \$550,000 towards an upgrade of the Grovedale Tennis Pavilion and for the installation of lighting on two courts.
- The project budget included a club contribution of \$50,000.
- A project estimate has identified that the total cost of the project is in excess of the project budget.
- A value management process has been undertaken in partnership with the tennis club and a more modest pavilion upgrade can be completed within the available budget. However the court lighting component of the project is not able to be delivered.

Cr Richards moved, Cr Irvine seconded -

That Council proceed with the delivery of a pavilion upgrade and refer the lighting upgrade component of the project to a future budget process.

Carried.

Background

The Grovedale Tennis Club (Club) through a community concept proposal as part of the 2015/16 budget requested Council consider funding a pavilion and lighting upgrade.

The existing clubrooms are inadequate to cater for the large number of the community members using the facilities each week.

The installation of competition lighting on an additional two courts will enable increased participation in night tennis.

A renovation of the clubrooms will reduce the pavilions maintenance requirements and provide facilities at a standard expected of a public building.

Discussion

Although the Grovedale Tennis Clubrooms is not identified as a high priority in the Regional Tennis Strategy for upgrade, it is acknowledged that the tennis facilities are inadequate to meet the demand due to current membership numbers.

The Grovedale Tennis Club is part of the Grovedale Sporting Club located on Burdoo Reserve. The Burdoo Reserve has recently had an extensive social room extension, providing options for amenities adjacent to the tennis car park.

Six of the 8 existing courts are currently illuminated for night tennis and this component of the works can reasonably be differed until future budget provision exists.

Environmental Implications

There are no environment implications

Financial Implications

If Council wish to proceed with the full project scope in accordance with the budget description, an additional \$55,000 budget allocation will be required.

Policy/Legal/Statutory Implications

There are no policy, legal or statutory implications associated with acceptance of this report.

Alignment to City Plan

This project supports strategic directions in our Community Wellbeing and Sustainable Built & Natural Environment areas.

Officer Direct or Indirect Interest

No council officers involved in this project or report have declared a direct or indirect interest in this matter.

Risk Assessment

A detailed project risk profile has been developed and is being maintained by the project manager.

Social Considerations

Sport and recreation plays a key role in the health of our community. While the physical health of the community is the most apparent benefit, sport and recreation promotes increased mental health, social connection and community leadership.

The provision of Court lighting on two courts will support increased participation in night tennis, and cater for casual public use of the courts.

The renovation and extension of the pavilion will ensure that the community is provided with facilities that allow them to participate in sport and provides an opportunity for social interaction.

Human Rights Charter

It is not evident or likely that this report would negatively impact any of the rights contained in the Charter of Human Rights.

Consultation and Communication

There are no communication issues or requirements associated with acceptance of the proposed recommendation.

12. MONTPELLIER DRIVE, HIGHTON - PROPOSED FOOTPATH CONSTRUCTION - SRC 345 - INTENTION TO DECLARE

(previously Agenda Item 18)

Portfolio:	Infrastructure – Cr Ellis
Source:	City Services - Engineering Services
General Manager:	William Tieppo
Index Reference:	Special Rates and Charges Montpellier Drive, Highton

Purpose

This report seeks a resolution by Council to consider an intention to declare a Special Charge Scheme to partially fund the construction of a footpath in Montpellier Drive and Reigate Road, Highton. (See plan – Appendix 4).

Summary

- It is proposed to construct 440 meters of 1.5 metre wide footpath to provide for improved pedestrian access along Montpellier Drive and Reigate Road, Highton. The access is considered to be an important safety initiative for pedestrian movements around the Montpellier Primary School.
- There are 20 residential properties abutting the proposed footpath that will receive special benefit. There are no Council owned properties in the scheme.
- The total estimated project cost is \$158,729. This includes direct funding by Council estimated at \$27,905 for the reinstatement of driveways, a supporting concrete retaining wall and contribution to porous pavement around established nature strip trees.
- A Benefit Ratio of 0.32 has been calculated in accordance with Section 163 of the Local Government Act, which equates to a Council contribution to the scheme of \$88,960 and property owner contribution of \$41,864.
- Property owners are considered to receive benefit from the works by way of improved pedestrian access and general amenity including pedestrian safety improvements.
- The scheme has been prepared in accordance with the Special Rate and Charges provisions of the Local Government Act 1989, the 2004 Ministerial Guidelines, Council's Special Rates and Charges Policy and community engagement guidelines.

Cr Nelson moved, Cr Ellis seconded -

That Council:

Gives notice of its intention to declare a Special Charge Scheme in accordance with Section 163 (1A) of the Local Government Act 1989 (The Act), as follows:

- a) The Special Charge is declared for a period of five (5) years commencing upon completion of the works.**
- b) The Special Charge be declared for the purpose of defraying any expenses incurred by Council in relation to the construction of the footpath on Montpellier Drive and Reigate Road, Highton which:**

- b1) Will provide proper pedestrian access, improved pedestrian safety and enhancement to the general amenity for each of the properties included in the scheme;**
 - b2) Council considers is or will be a special benefit to those persons required to pay the special charge (and who are described in succeeding parts of this Resolution); and**
 - b3) Arises out of Council's function of planning for and providing infrastructure for property owners.**
- c) The total cost of project, be recorded as \$158,729 (Schedule A).**
- d) It be recorded that, for the purposes of Section 163 (2A) of the Act, the special charge proceeds will not exceed the amount calculated in accordance with the prescribed formula ($R \times C = S$), the:**
 - d1) 'benefit ratio' (R) being calculated at 0.32 represents the special benefits to all persons liable to pay the special charge (Schedule B);**
 - d2) 'total cost' (C) of performing the function described in part 1 (b) of this resolution based on estimated cost be recorded as \$130,824; and**
 - d3) 'maximum levy' (S) be recorded as \$41,863.68**
- e) the following be specified as the area for which the special rate is so declared:**
 - e1) the area within municipal district of Council highlighted in the plan attached to this Resolution (Appendix 4).**
- f) the following be specified as the land in relation to which the special charge so declared:**
 - f1) land within the area shown on the plan.**
- g) the following be specified as the criteria which form the basis of the special charge so declared:**
 - g1) ownership of any land described in Part 1(e) of this Resolution.**
- h) the following be specified as the manner in which the special charge so declared will be assessed and levied:**
 - h1) Each lot receives an access and amenity benefit;**
 - h2) The maximum levy is divided equally on an access and frontage share basis;**
 - h3) The special charge will be levied by sending a notice to the person who is liable to pay, pursuant to section 163(4) of the Act.**
- i) having regard to the preceding parts of this Resolution but subject to Section 166 (1) of the Act, it be recorded that;**
 - i1) the owners of the land described in column 1 of Schedule C to the resolution are estimated liable for the respective amounts set out in column 8 of Schedule C; and**
 - i2) such owners may, subject to any further resolution of Council pay the special charge in the following manner;**

- i2a) the charge will become due and payable within one month of the issue of the notice requesting payment pursuant to Section 167 (3) of the Act;
 - i2b) interest will not be charged for six months after the issue of the notice provided the person liable makes timely payment in accordance with any repayment arrangements that may be agreed on by Council; and
 - i2c) in accordance with Section 172 of the Act, the interest rate payable on the special charge which has not been paid by the specific date is set at Council's overdraft rate, reviewed every three months (provided that it shall not exceed the rate fixed by the Governor in Council by Order for the purposes of Section 172 (2A) in which case the rate of interest shall be the maximum rate fixed by the Governor in Council by Order for the purposes of this section).
- 2) Authorise Council's Chief Executive Officer to levy the Special Charge in accordance with Section 163 (4) of the Act.

Carried.

**Cr Nelson left the meeting room for the evening at 9.02pm.*

Background

Existing footpaths are in place in Lansbury Crescent to the north, Cheam Walk and Lambhill Crescent to the west and Mount Pleasant Road to the south. The construction of the Montpellier Drive and Reigate Road footpaths will provide a new link with these footpaths and improved the pedestrian network around the Montpellier Primary School. It is further considered that the new footpaths will improve pedestrian safety for abutting property owners and the surrounding community.

Requests from residents and the wider community have been received by Council over the years for the need of a footpath along Montpellier Drive. A footpath here is considered to be a complimentary link to the surrounding footpaths and will improve pedestrian access around the Montpellier Primary School.

An attempt at a Special Charge scheme was made in 2005 but this scheme was not presented to Council at the time.

The affected property owners were advised of a new scheme proposal via a mail out in June 2015. The mail out included an explanatory letter, the cost estimate, estimated charges to property owners, a plan and a Special Rates and Charges Brochure. The mail out also included a survey and out of the 20 properties affected by the scheme, 12 property owners responded.

The results included two (2) yes votes for the proposed footpath and ten (10) no votes.

Discussion

When considering the Benefit Ratio for this footpath scheme, it is reasonable that a majority of cost be apportioned to the community benefit when considering the proximity of the Montpellier Primary School. With a calculated Benefit Ratio of 0.32, a majority of funding for this scheme would be coming from Council. The average cost per property is estimated at \$2,093 which compares favourably to other recent schemes.

Since the initiation mail out, the scheme has been reviewed. The direct funding by Council has been increased due to the specialised porous paving to be used to protect the root systems of the established nature strip trees.

It is considered reasonable that Council pay the difference in costs over the standard concrete costs for this type of pavement. The result of this review saw a reduction to charges of an average \$660 per property.

Of the survey results, there is a majority of objection to the scheme. Of those opposing the scheme, concerns raised and corresponding officer considerations include:

- Cost per metre is unfair. Cannot afford this. Cost is greater than the benefit.

These are some property owners' feelings on the charge impost. Four (4) property owners' stated financial reasons as their primary concern. The rationale for the special charge and cost allocations were explained in the initiation mail out. Since this time however, a revision of the scheme has been carried out as detailed previously and estimated charges have been reduced by an average of \$660 per property or 24%.

- This is Council owned land and a public schooling area.

This is a view stated by one of the affected property owners implying that Council should be paying for the footpath.

- The new footpath will kill the tree on the nature strip.

All potentially affected trees have been identified during the design process. A unique porous paving treatment has been specified at these locations in order to preserve and protect the root systems of these trees but allow a solid flat surface for pedestrian access.

- The footpath needs to be on the other side of the street to link up with the footpath in Cheam Walk.

The footpath in its planned location has a crossing provision in Reigate Road to enable this connection and provides a direct link to Culzean Crescent.

- The green vegetation looks much nicer than the concrete.

This is an opinion of one of the affected owners.

- The path should be a total circuit walk of Montpellier Drive. What about putting the footpath along the central median strip.

A complete circuit footpath is considered too excessive when considering the purpose of the scheme. A central median footpath would not provide direct access to properties and may not be as well utilised.

Cost apportionment for the scheme has been divided into access and amenity benefits. It is considered that all abutting properties with direct frontages to the proposed new footpath, regardless of size and shape, receive the same access benefit. Corner properties have received a reduced access benefit due to their double frontage. These properties may potentially be charged for future footpath schemes along their second frontage.

50% of the total benefit has been apportioned to access given the purpose of the scheme. The access benefit includes the provision of an all weather sealed surface that reduces the risk of accidents caused by uneven and slippery surfaces. A new footpath also eliminates the nuisance affect of dust and mud. In simple terms, a new footpath improves accessibility for all abutting properties.

The remaining 50% of benefit is attributed to amenity and this can best be described as the benefit the pathway provides to an abutting property by way of improved aesthetics, safety, enjoyment, comfort and property value.

The amenity benefit is based on the actual footpath frontage to a property when existing driveway extents are taken into consideration. This is known as the apportionable frontage and is shown at Column 4 of Schedule C.

Environmental Implications

The provision of a sealed pathway provides a permanent and safe means of access. During construction and the manufacture and procurement of materials, energy is used resulting in some greenhouse gas emissions. This stops when construction is complete.

The project does not create waste with the exception of some excavated material.

The proposal does not affect any natural habitats.

The proposal may require some nature strip and property trees and shrubs to be trimmed but removal of vegetation is not expected. A specialised porous pavement is to be used around the root zones of some of the more established trees within the nature strip. This will protect and preserve the tree roots.

Financial Implications

The project is a one off capital cost and there will be minimal ongoing maintenance costs. If approved, the scheme could proceed this financial year. Funding is currently allocated in C15310 Montpellier Drive Footpath (\$42,599) and C02303 Footpath Construction Program (\$116,130).

Financial details are as follows:

Maximum scheme levy to Property Owners (income)	\$41,864
Scheme levy to Council - \$88,960	\$116,865
Direct Funding by Council to reinstate driveways and construct a supporting retaining wall - \$27,905	
Total Project Cost	\$158,729

From the table above, the total net cost to Council for this project is estimated to be \$116,865.

Policy/Legal/Statutory Implications

The scheme has been prepared in accordance with the Special Rate and Charge provisions of the Local Government Act 1989, the 2004 ministerial guidelines, Council's Special Rates and Charges Policy and community engagement guidelines.

Alignment to City Plan

This report aligns with the City Plan as follows:

Sustainably Built and Natural Environment

- Support our Community to live sustainably – Encourage increased use of alternatives to car transport and seek efficient traffic movement throughout the municipality.
- Advocate for and promote sustainable design and development – Promoting sustainable design and retrofitting.

- Acknowledge the community's desire to have their say and be involved in planning for the future of Greater Geelong.

Officer Direct or Indirect Interest

In preparing this report, no Council officer has any direct or indirect interest in the properties affected by the scheme.

Risk Assessment

Provision of a sealed footpath will provide safer walking conditions for pedestrians by minimising the risk of personal injuries through conflict with vehicles and the elimination of uneven and slippery surfaces.

There are no identified risks for Council in making its intention to declare the scheme.

Social Considerations

The provision of properly sealed and drained footpath is aligned to Council's City Plan as described above and provides improved connectivity and safety for pedestrians. It is further considered that the footpath will enhance the general amenity of the area.

Human Rights Charter

In developing this report to Council, the subject matter has been considered to determine if it raises any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in this report. It is considered that the subject matter does not raise any adverse human rights issues.

It is further considered that the construction of the footpath upholds the right to freedom of movement (Section 12 of the Human rights Charter) by enhancing a person's ability to move freely within the area they choose to live.

Consultation and Communication

Community consultation for the footpath construction Special Charge Scheme has been carried out as follows:

30 June 2015 – Initiation letter including a concept plan, cost estimate, apportionment of charges, Special Rates and Charges brochure and survey to property owners.

Some phone calls have been received in response to the initiation mail out. Further correspondence will be sent to all affected property owners should Council resolve to make its intention to declare the Special Charge Scheme.

Appendix 1

SCHEDULE 'A'

The works for the construction of a footpath in Montpellier Drive and Reigate Road, Highton which consist of excavation, concrete footpath, reinstatement of nature strip, miscellaneous construction works, legal advice and professional services associated with survey, engineering design, drafting, supervision and administration of the project all as included in the cost estimate shown below.

COST ESTIMATE FOR CONSTRUCTION OF FOOTPATH – Montpellier Drive and Reigate Road, HIGHTON

SCHEME - FOOTPATH CONSTRUCTION					
ITEM	DESCRIPTION	QUANTITY	UNIT	RATE \$	AMOUNT \$
1.00	GENERAL				
1.01	Initial site establishment and set up, decamping and site cleanup and other fixed costs up to time of completion of works.	1	ITEM	\$13,000.00	\$13,000.00
1.02	Traffic management costs.	1	ITEM	\$4,800.00	\$4,800.00
1.03	Setting out of works.	1	ITEM	\$500.00	\$500.00
1.04	Service/Cable locations	1	ITEM	\$1,000.00	\$1,000.00
1.05	Internal supervision fee (COGG construction)	1	ITEM	\$7,000.00	\$7,000.00
2.00	EARTHWORKS & DEMOLITION				
2.01	Excavation and disposal of all materials to limits of work as indicated on plan, including trimming for new road pavement, excavation of soft spots and removal of concrete.	20	m ³	\$60.00	\$1,200.00
2.02	Saw-cut of concrete and asphalt paving	1	ITEM	\$250.00	\$250.00
2.03	Remove/Trim of overhanging branches and replacement of trees and disposal as per plan.	1	ITEM	\$1,000.00	\$1,000.00
3.00	PAVEMENT WORKS				
3.01	Supply, place and compaction of 20mm Class 2 FCR in pavement area in front of kerb and channel to 300mm deep including, 30mm compacted depth 10mm nominal size type N Asphalt spread and compacted including emulsion prime & grit.	7.00	m ²	\$155.00	\$1,085.00
3.02	Porous paving construct sub & top surface layers including edging, supplied, spread and compacted.	106	m ²	\$280.00	\$29,680.00

4.00	CONCRETE WORKS: KERBING				
4.01	Reinforced Concrete Retaining Wall and Footing with F62 mesh including 75mm compacted depth Class 3 FCR bedding and reinstate nature strip.	5	m	\$410.00	\$2,050.00
4.02	Concrete pram crossing 1.5m wide, including fine crushed rock bedding.	2	No.	\$250.00	\$500.00
	PAVING				
4.03	125mm (25 Mpa) concrete paving with SL72 mesh including crushed rock bedding and reinstate nature strip.	531	m ²	\$125.00	\$66,375.00
4.04	Remove existing concrete paving and construct 125mm (25 Mpa) concrete paving with SL72 mesh including crushed rock bedding and reinstate nature strip.	19	m ²	\$146.00	\$2,774.00
5.00	SERVICES				
5.01	Alteration to Telecommunication Assets	1	ITEM	\$500.00	\$500.00
6.00	LANDSCAPING				
6.01	Top soiling and seeding nature strips.	70	m ²	\$8.00	\$560.00
SUB-TOTAL :					\$132,274
10% CONTINGENCY:					\$13,227
Design					\$6,614
Administration					\$6,614
CONSTRUCTION COST ESTIMATE					\$158,729

COUNCIL FUNDED WORKS – Driveway re-establishment, Retaining Wall and porous pavement					
ITEM	DESCRIPTION	QUANTITY	UNIT	RATE \$	AMOUNT \$
1.00	GENERAL				
1.01	Initial site establishment and set up, decamping and site cleanup and other fixed costs up to time of completion of works.	1	item	\$1,000.00	\$1,000.00
1.02	Traffic management costs.	1	item	\$500.00	\$500.00
1.03	Internal supervision fee (COGG construction)	1	item	\$500.00	\$500.00
2.00	PAVEMENT WORKS				
2.01	Porous paving construct sub & top surface layers including edging, supplied, spread and compacted.	106	m ²	\$155.00	\$16,430
3.00	CONCRETE WORKS:				
3.01	Reinforced Concrete Retaining Wall and Footing with F62 mesh including 75mm compacted depth Class 3 FCR bedding and reinstate nature strip.	5	m	\$410.00	\$2,050.00
3.02	Remove existing concrete paving and construct 125mm (25 Mpa) concrete paving with SL72 mesh including crushed rock bedding and reinstate nature strip.	19	m ²	\$146.00	\$2,774.00
SUB-TOTAL :					\$23,254
10% CONTINGENCY :					\$2,325
Design					\$1,395
Project Administration					\$930
CONSTRUCTION COST ESTIMATE					\$27,905

Appendix 2

Benefit Ratio – Schedule 'B'

A Purpose	To construct a footpath in Montpellier Drive and Reigate Road, Highton to provide all weather pedestrian access for property owners and the wider community.		
B Coherence	The works will provide a physical pathway connection between Mt Pleasant Road and Lansbury Crescent, between Reigate Road and Culzean Crescent and will provide a special benefit to adjoining and remote properties.		
C Total Cost C	Total Estimated cost of works - footpath construction Direct funding by Council to rebuild concrete driveways, a new reinforced concrete retaining wall and contribution towards porous paving		
			\$158,729.00 \$27,905
TOTAL COST			\$130,824
D Identify Special Beneficiaries	20 properties with frontages to the proposed footpath are considered to receive access and amenity benefits.		
E Properties to include	The 20 abutting properties receive both access and amenity benefits. Therefore: Total Special Benefits (in) is apportioned to 20 properties There are no Council owned properties in the scheme. Therefore: Total Special Benefits out of the scheme TSB (out) =		
			0
F Estimate of Total Special Benefits	For this scheme it is considered that the greater proportion of benefit is for pedestrian access given the purpose of the scheme. Therefore it is estimated that 80% of the benefits relate to access and 20% to amenity. Estimated pedestrian use of the paths is 85% for the wider community and 15% for abutting property owners. Amenity benefits are based on frontage with 100% of the footpaths fronting benefiting properties. TSB (in) is therefore calculated as follows:		
	TSB (in) = 80% X 15%(access) + 20% X 100% (amenity) =		32%
G Estimate of Total Community Benefit -TCB	It is considered that people in the community will receive a benefit from the works as the pathway is used to access other areas. There are no amenity benefits considered for the wider community. TCB is calculated as follows:		
	TCB = 80% X 85% =		68%
H Calculate "Benefit Ratio" - R	Benefits Ratio = $\frac{\text{TSB (in)}}{\text{TSB (in)} + \text{TSB (out)} + \text{TCB}} = \frac{32}{32 + 0 + 68} = 0.32$		
I Maximum Total Levy (S)	Maximum Total Levy $S = R \times C$ Council Contribution to Special Charge Scheme		
			\$41,863.68 \$88,960.32

Appendix 3

SCHEDULE 'C'

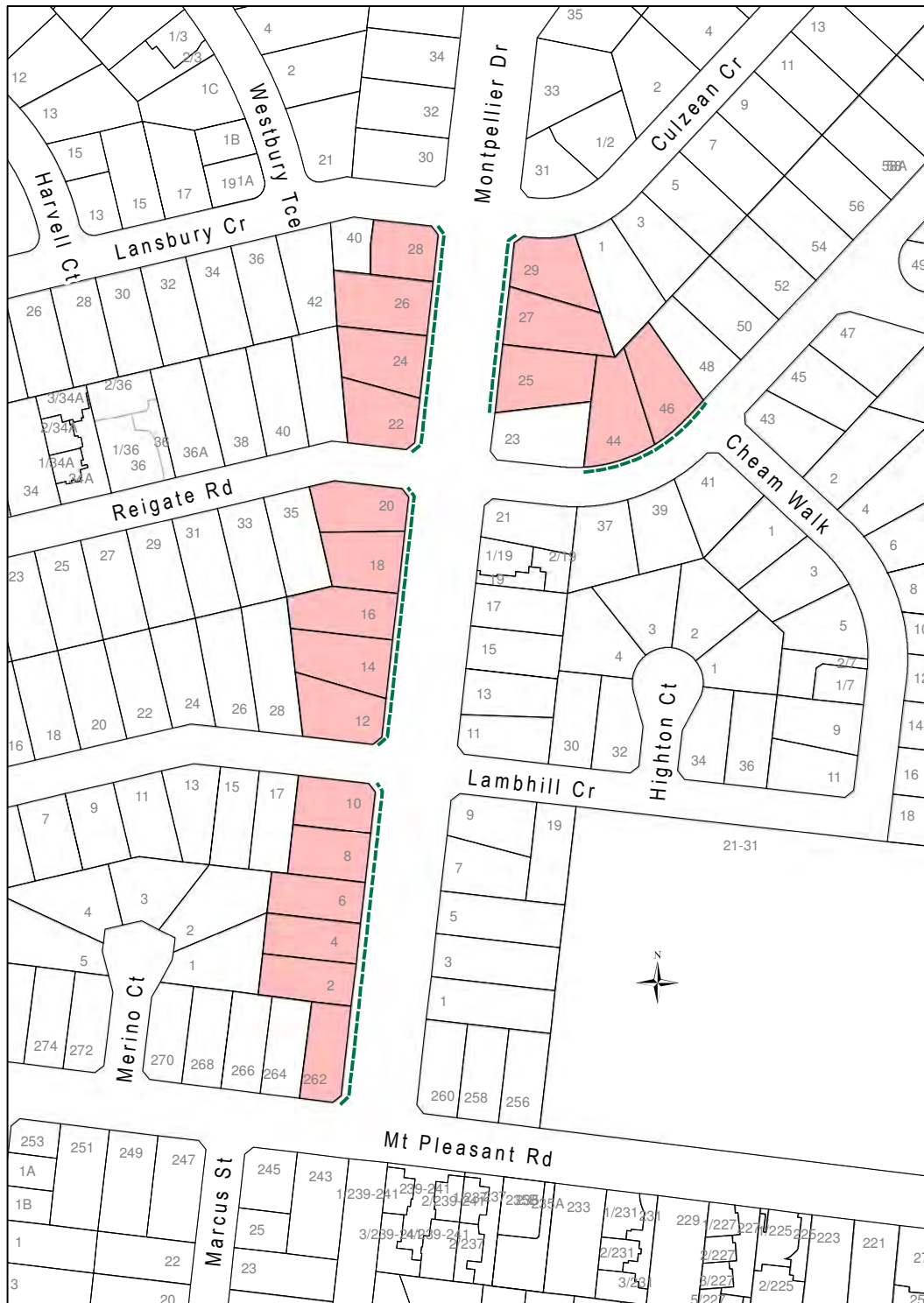
SPECIAL CHARGE SCHEME FOR FOOTPATH CONSTRUCTION

MONTPELLIER DRIVE and REIGATE ROAD, HIGHTON

	COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7	COLUMN 8
	PROPERTY ADDRESS	FRONTAGE (metres)	ALLOWANCE FOR DRIVEWAY	APPORTIONABLE FRONTAGE (metres)	ACCESS BENEFIT UNIT	ACCESS BENEFIT	AMENITY BENEFIT	ESTIMATED COST (\$)
1	2 Montpellier Drive, HIGHTON VIC 3216	16.48	2.30	14.18	1.00	\$1,268.60	\$781.00	\$2,049.60
2	4 Montpellier Drive, HIGHTON VIC 3216	16.00	4.04	11.96	1.00	\$1,268.60	\$658.63	\$1,927.22
3	6 Montpellier Drive, HIGHTON VIC 3216	16.00	2.90	13.10	1.00	\$1,268.60	\$721.40	\$1,989.99
4	8 Montpellier Drive, HIGHTON VIC 3216	19.20	2.52	16.68	1.00	\$1,268.60	\$918.53	\$2,187.13
5	10 Montpellier Drive, HIGHTON VIC 3216	19.20	0.00	19.20	0.50	\$ 634.30	\$1,057.28	\$1,691.58
6	12 Montpellier Drive, HIGHTON VIC 3216	18.29	0.00	18.29	0.50	\$ 634.30	\$1,006.94	\$1,641.24
7	14 Montpellier Drive, HIGHTON VIC 3216	22.86	3.76	19.10	1.00	\$1,268.60	\$1,051.65	\$2,320.24
8	16 Montpellier Drive, HIGHTON VIC 3216	18.29	4.40	13.89	1.00	\$1,268.60	\$764.67	\$2,033.27
9	18 Montpellier Drive, HIGHTON VIC 3216	24.38	4.40	19.98	1.00	\$1,268.60	\$1,100.32	\$2,368.92
10	20 Montpellier Drive, HIGHTON VIC 3216	16.31	0.00	16.31	0.50	\$ 634.30	\$897.85	\$1,532.15
11	22 Montpellier Drive, HIGHTON VIC 3216	20.47	0.00	20.47	0.50	\$ 634.30	\$1,127.21	\$1,761.51
12	24 Montpellier Drive, HIGHTON VIC 3216	24.38	4.80	19.58	1.00	\$1,268.60	\$1,078.30	\$2,346.89
13	25 Montpellier Drive, HIGHTON VIC 3216	26.57	4.10	22.47	1.00	\$1,268.60	\$1,237.11	\$2,505.71
14	26 Montpellier Drive, HIGHTON VIC 3216	21.34	5.38	15.96	1.00	\$1,268.60	\$878.54	\$2,147.13
15	27 Montpellier Drive, HIGHTON VIC 3216	22.86	4.95	17.91	1.00	\$1,268.60	\$986.12	\$2,254.72
16	28 Montpellier Drive, HIGHTON VIC 3216	21.33	0.00	21.33	0.50	\$ 634.30	\$1,174.32	\$1,808.62
17	29 Montpellier Drive, HIGHTON VIC 3216	19.81	4.23	15.58	0.50	\$ 634.30	\$857.95	\$1,492.24
18	262 Mt Pleasant Road, HIGHTON VIC 3216	38.10	2.50	35.60	0.50	\$ 634.30	\$1,960.14	\$2,594.43
19	44 Reigate Road, HIGHTON VIC 3216	29.04	3.70	25.34	1.00	\$1,268.60	\$1,395.49	\$2,664.09
20	46 Reigate Road, HIGHTON VIC 3216	26.24	3.02	23.22	1.00	\$1,268.60	\$1,278.39	\$2,546.99

Appendix 4

Plan



Properties included in the proposed scheme

Location of proposed footpath

Attachment 1

PROCESS CHART

**SPECIAL CHARGE PROJECTS –
(Section 163 – Local Government Act 1989)**

MONTPELLIER DRIVE & REIGATE ROAD, HIGHTON – PROPOSED FOOTPATH

Stage	Status	Description
<i>Approval to prepare scheme</i>	✓	Decision made to prepare scheme following consideration of surveys of residents and feed back from the community. Council may then place the project in the budget system or proceed immediately to prepare a scheme. Scheme preparation involves survey, design and preparation of an apportionment of costs. June 2015
<i>Intention to Declare Scheme</i>	✓	Report to Council providing information on scheme including advice of impending advertising of scheme and declaration of charge. Seeks Council approval by resolution to proceed with process.
<i>Advertisement</i>		The scheme is advertised in the local newspaper and all allotted property owners are notified by mail. This advertisement indicates Council's intention and notification to 'declare' a scheme in a month's time or at a subsequent meeting.
<i>Submissions</i>		From the time of advertising property owners have 28 days (as set down by the Local Government Act) to lodge submissions, either in support or opposition to the scheme.
<i>Submissions Review Panel Hearing</i>		A Submissions Review Panel is convened if required (quorum of three Councillors) and meets to consider submissions. Some submissions are written only, and other submitters may wish to be heard before the Panel. The Panel makes a recommendation to Council regarding the scheme.
<i>Declaration Report</i>		Any time 28 days after advertising the scheme and after the Submissions Review Panel has met and considered submissions, Council considers a report and may proceed to "declare" the charges in accordance with its advertised intent. Subsequent to this the Finance Manager issues the levy notices and there is a formal charge placed on the property. This is the final step in the process for Council to make a decision on the scheme.
<i>Appeal</i>		Property owners may lodge an application for review with the Victorian Civil and Administrative Tribunal (VCAT) within one month of issue of the levy notice. An appeal is listed, heard and determined by the Tribunal and this process generally takes three to four months. Decisions made by VCAT are binding on all parties.
<i>Construction</i>		Council may then proceed to construct the works. Invoices are issued seeking payment of the estimated cost within one month of commencement.
<i>Final Cost Report</i>		At the completion of the works the scheme is "finalised" taking into account actual costs incurred and payments are adjusted accordingly.

13. LEASE TO OCEAN GROVE GOLF CLUB - 9 GUTHRIDGE STREET, OCEAN GROVE

(previously Agenda Item 12)

Portfolio:	Finance – Cr Lyons (Mayor), Cr Farrell and Cr E Kontelj
Source:	Strategy & Performance – Property & Procurement
General Manager:	Dean Frost
Index Reference:	Subject: Lease of Land

Purpose

The purpose of this report is to recommend that Council enters into a Lease with the Ocean Grove Golf Club for a term of 50 years.

Summary

- On Saturday, 3 October, 2015 Council advertised a notice under s190 of the *Local Government Act 1989* (Vic) ("Act") of its intention to enter into a lease with the Ocean Grove Golf Club ("Club") for a period of 50 years at a commencing rent of \$973.44 ("Lease").
- One submission was received from Mr Dale Park requesting to be heard pursuant to s223 of the Act.
- On Tuesday, 17 November, 2015 a Submissions Hearing Panel under s223 of the Act was convened and Mr Park addressed the Panel.
- Mr Park's oral submission centred on the safety of the 18th hole, the lack of a capital improvement plan by the Club as to its proposed capital improvements and the perceivably low rental proposed to be charged to the Club.

Cr Farrell moved, Cr Ansett seconded -

That Council:

- 1) **enter into a Lease with the Ocean Grove Golf Club for a term of 50 years at a commencing rental of \$973.44 subject to:**
 - a) **Council officers making appropriate enquiries as to the safety of the location of the 18th hole; and**
 - b) **the Club, prior to entering into the Lease, provide Council with a capital improvement plan for the works it proposes to carry out at the Premises.**
- 2) **notifies Mr Park of Council's decision and the reasons for that decision.**

Cr E Kontelj moved, Cr Richards seconded –

That the report be deferred.

Carried.

Background

On Saturday, 3 October, 2015 Council advertised a statutory notice under s190 of the Act advising of its intention to grant the Lease to the Club for the premises situated at 9 Guthridge Street, Ocean Grove (Premises). The commencing rental for the Lease would be \$973.44.

The Club has occupied the Premises for many years. A synopsis of their occupation and leasing history is as follows:

- 1 March 1993 – Lease for 25 years at \$100.00 per annum (clubrooms only)
- 5 May 1999 – Deed of Variation of Lease entered into for an extension of the clubrooms area.
- 1 July 1999 – Ground Lease entered into for 9 years (2 further options of 5 years) – golf course area
- 12 November 2008 - Deed of Renewal and Variation of Lease fully executed (1 July 2008 to 30 June 2013 – 1 further option of 5 years)
- 6 July 2009 – Club puts request in to purchase land which was subsequently denied
- 5 July 2010 – Consent to works granted for shed extension.
- 11 April 2012 – Consent given to put solar panels on maintenance shed.
- 11 September 2012 – Club writes seeking a 21 year lease clubrooms lease which expires in 2018.
- 31 Jan/Feb 2013 – Service Manager requests combining of lease for Clubrooms and grounds.
- 9 February 2013 –New combined Lease advertised on 9 February 2013 - no submissions received
- 30 June 2013 – Surrender of existing lease and new combined lease signed. (1 July 2013 to 30 June 2034 for 21 years no further options)
- 28 February 2014 –Lease documents and Surrender of Lease docs sent to Club for signing.
- 26 March 2014 – Lease and Surrender Documents finalised and copy sent to Club for their records.
- 2014/2015 – Club requests to purchase grounds and clubrooms from Council in order to use the freehold title as security for obtaining financial accommodation for the refurbishment of the clubrooms
- Purchase request is denied and a 50 year lease is offered as an alternative, which would surrender the existing lease arrangement and provide the Club with a new 50 year tenure which could be used as security for financial accommodation.

The Club's current tenure, which Council is bound to, sees them occupying the Premises under the current lease arrangement until 30 June, 2034.

Discussion

Mr Park's an oral submission before the Panel focused on three main points:

- (a) that the current location of the 18th hole is not safe and that he is aware of two particular occasions of golf-ball strike on members of the public;
- (b) the Lease should be supported by a capital improvement plan by the Club which details the works that are to be carried out by the Club to improve the Premises so as to warrant the grant of a long-term lease;
- (c) The rent should be increased to \$30,000.00 plus GST after the first year of the term and increased thereafter by 4%.

Mr Park's written submission was more expansive than his oral submission to the Panel and included discussion on the following points (in addition to the three referred above):

- (a) The ecological diversity of the Premises and the surrounding area;
- (b) The Club's financial disclosures in its end of year financial reporting and their lack of perceived external income;
- (c) The lack of market rental being charged to the Club for its tenure;
- (d) Justification for a long-term lease (other than from a capital improvement perspective);
- (e) The perceived non-adherence or inconsistency of the Club's tenure with the Bellarine Peninsula Strategic Plan 2006-2016.

Discussions have been had internally with Council's Leisure Services Unit to request that they carry out appropriate investigations to determine the safety aspects of the 18th hole, particularly, its location and vicinity to the boundary fence of the Premises, the ability of that fence to retain errant golf balls within the Premises and away from the abutting car park. Members of the community use that car park on a daily basis and Mr Park alluded to two personal instances where members of his family have been victims of golf-ball strike.

Mr Park was also concerned at the lack of information perceivably provided by the Club to warrant its request for a long-term lease of 50 years. He would like to see a capital improvement plan provided by the Club which articulates the level of proposed expenditure, the scope of the proposed works and the proposed time line for carrying out those works. To date, it does not appear that information has been provided to Council in any great detail. Discussions have previously been focused on a proposed sale of the Premises to the Club so that the Club could use the freehold title to the Premises as security for financial accommodation from a lender. The sale of the Premises was not supported and a long-term lease of 50 years was seen as a positive compromise, which would give the Club the ability to mortgage the proposed new Lease and to amortise its costs over a longer period.

Regarding the rental, Council currently has 5 other leases with golf clubs in the municipality. Three of those have annual rentals of less than \$1,000.00 per annum. The other two both have rental over \$30,000.00 per annum however, one of those has commercial sub leases in place where it derives commercial income and the second has gaming and entertainment licenses to derive income from. Therefore, the proposed commencing rental for the new Lease to the Club of \$973.44 is inline with leases to other golf clubs within the municipality which have the same operational limits in terms of income derivation. The rent for the new Lease would be increased by 4% annually inline with other similar tenures.

Environmental Implications

The recommendations of this Report have no environmental implications.

Financial Implications

There are no financial implications with the proposed Lease. The proposed Lease income has been account for in the current budget process.

No impact to budget.

Policy/Legal/Statutory Implications

Council has complied with its obligations under ss190 and 223 of the *Local Government Act 1989* regarding the proposed Lease.

Alignment to City Plan

The recommendation supports the action priority relating to Responsible and Sustainable Financial management.

Officer Direct or Indirect Interest

No officers involved in the preparation of this report have a director interest in the matters to which this report relates.

Risk Assessment

There are no risk associated with entering into the proposed Lease.

Social Considerations

The effects on the Club and the Ocean Grove community have been taken into account in writing this report.

Human Rights Charter

The recommendations in this Report has no implications relating to the Human Rights Charter.

Consultation and Communication

The Club and Mr Park have been kept informed as to the status of this matter.

14. REVOCATION OF FLOOD-PRONE AREA DESIGNATION OF NEW LOTS AT WARRALILY, STAGES 69, 77 AND 81

(previously Agenda Item 13)

Portfolio:	Infrastructure, Parks & Gardens – Cr Ellis
Source:	City Services – Engineering Services
General Manager:	William Tieppo
Index Reference:	Subject: Drainage - Floods

Purpose

The purpose of this report is to present a revision to the flood mapping for existing conditions produced within the stages of the development of Warralily, Stages 69, 77 and 81.

Summary

- The flood mapping is subject to a revision due to the subdivision and development at 568 – 612 Torquay Road and 82 – 110 Stewarts Road, Mount Duneed. Prior to subdivision the parent lot was considered to be liable to flooding. This development site, which is also known as Warralily, Stages 69, 77 and 81, 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.
- The earthworks undertaken have resulted in the floodwaters from the 100 year ARI event being contained within the boundaries of the road network.
- Council has a statutory obligation under the Building Regulations 2006 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.
- 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.
- The current designated flood mapping (refer to Attachment 1) was designated by Council at its meeting of 12 December 2006, under the provisions of the Building Regulations 2006. Designation of land as liable to flooding enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates.

Cr Ellis moved, Cr Richards seconded -

That Council revoke the Council designation of 12 December 2006 of flood affected land Warralily, Stages 69, 77 and 81 as liable to flooding pursuant to Regulation 802(2) of the Building Regulations 2006.

Carried.

Background

Designation of land as liable to flooding under Regulation 802 of the Building Regulations 2006 enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates such as the Land Information Certificate and Building Information Request Form.

The subject of this report is the residential land at Warralily, Mount Duneed fronting 568 – 612 Torquay Road and 82 – 110 Stewarts Road, Mount Duneed. Prior to subdivision the parent lot was used primarily as farmland.

The subdivision at 568 – 612 Torquay Road and 82 – 110 Stewarts Road, Mount Duneed was named Warralily by the developer. The current designated flood extent affects multiple residential lots within the Estate Stages 69, 77 and 81.

Discussion

Overland flows that may occur within the subdivision during the 100 year ARI flood event are now contained within road and drainage reserves in accordance with accepted best practice for development within flood-prone areas. Best practice requires that any overland flows within residential areas satisfy public safety criteria with respect to velocity and depth of flow.

Council has a statutory obligation under the Building Regulations 2006 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.

Attachment 1 shows the existing flood designation. Attachment 2 shows the change in flood mapping at 568 – 612 Torquay Road and 82 – 110 Stewarts Road, Mount Duneed after construction of the subdivision.

Environmental Implications

The revocation of flood-prone areas designation and designation of revised flood data does not result in any known adverse environmental impacts.

The removal of a minimum floor level requirement for new dwellings may result in a minor reduction in energy and material usage during construction. In addition, concrete slab-on-ground construction, which is normally used for a non-elevated floor, achieves the minimum energy rating more readily than a timber floor on stumps.

Financial Implications

The costs of proceeding to revoke the existing designation and to designate the revised flood mapping at 568 – 612 Torquay Road and 82 – 110 Stewarts Road, Mount Duneed, in accordance with the requirements of the Building Regulations 2006, are provided for within the annual recurrent budget.

Policy/Legal/Statutory Implications

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 2006, Water Act 1989, Subdivision Act 1988 and Emergency Management Act 1986.

Regulation 802(2) of the Building Regulations 2006 provides Council with the powers to 'designate' land liable to flooding. Regulation 802(3) provides that consent must be obtained from Council for an application to build on land liable to flooding.

Section 27 of the Interpretation of Legislation Act 1984 provides the power for Councils to 'repeal or amend a subordinate instrument made in the exercise of that power'.

Section 807 of the Building Regulations 2006 requires Council to update the municipality's designated special area maps at the Building Control Commission in the event of alterations to a designated special area. Designated special areas include areas designated as being liable to flooding.

Section 229 of the Local Government Act and Regulation 326 of the Building Regulations provide for the issue of information certificates containing prescribed information, including the flood status of properties.

The revised flood data for 568 – 612 Torquay Road and 82 – 110 Stewarts Road, Mount Duneed will assist the City in meeting its statutory obligations with regard to flood data.

The revised flood data will also assist in fulfilling the recommendations of the Municipal Emergency Management Committee adopted by Council in November 1998 (i.e. mapping of 1 in 100 year flood levels)

Alignment to City Plan

The recommendations of this report are consistent with City Plan, in relation to Growing our Economy and promoting a sustainable built environment, sustainable land use and development.

Officer Direct or Indirect Interest

There are no officer direct or indirect interests with respect to this report.

Risk Assessment

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study is a key step toward minimising Council's exposure to these risks.

Council has a risk exposure through its statutory obligations under the Building Regulations 2006 to:

- 1) designate land as liable to flooding where it reasonably knows it to be prone to flooding;
- 2) specify minimum floor levels in consultation with the relevant floodplain management authority (CCMA); and
- 3) refuse consent to building applications where there is likely to be a danger to life, health or safety due to flooding.

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study Armstrong Creek UGP project is a key step toward minimising Council's exposure to these risks.

Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

Designation of land as being liable to flooding can result in extra construction costs and concerns regarding saleability, in some cases.

Social Considerations

Council has a responsibility to the community to provide the best possible information on areas that are flood-prone.

Human Rights Charter

We have taken into consideration the human rights relative to the subject matter of this report, which improves protection of private property.

Consultation and Communication

A revocation of designation does not warrant public consultation as it constitutes the removal of an encumbrance on land.

Relevant Council databases and flood maps will be revised and updates sent to the Corangamite Catchment Management Authority and Building Control Commission.

Appendix 1 CURRENT FLOOD MAP



Appendix 2 REVISED FLOOD MAP



15. REVOCATION OF FLOOD-PRONE AREA DESIGNATION OF NEW LOTS AT WARRALILY, STAGES 101 AND 104

(previously Agenda Item 14)

Portfolio:	Infrastructure, Parks & Gardens – Cr Ellis
Source:	City Services – Engineering Services
General Manager:	William Tieppo
Index Reference:	Subject: Drainage – Floods

Purpose

The purpose of this report is to present a revision to the flood mapping for existing conditions produced within the stages of the development of Warralily, Stages 101 and 104.

Summary

- The flood mapping is subject to a revision due to the subdivision and development at 2 – 80 Lake Road, Armstrong Creek. Prior to subdivision the parent lot was considered to be liable to flooding. This development site, which is also known as Warralily, Stages 101 and 104, 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.
- The earthworks undertaken have resulted in the floodwaters from the 100 year ARI event being contained within the boundaries of the road network.
- Council has a statutory obligation under the Building Regulations 2006 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.
- 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.
- The current designated flood mapping (refer to Attachment 1) was designated by Council at its meeting of 12 December 2006, under the provisions of the Building Regulations 2006. Designation of land as liable to flooding enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates.

Cr Ellis moved, Cr Richards seconded -

That Council revoke the Council designation of 12 December 2006 of flood affected land Warralily, Stages 101 and 104 as liable to flooding pursuant to Regulation 802(2) of the Building Regulations 2006.

Carried.

Background

Designation of land as liable to flooding under Regulation 802 of the Building Regulations 2006 enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates such as the Land Information Certificate and Building Information Request Form.

The subject of this report is the residential land at Warralily, Armstrong Creek fronting 2 - 80 Lake Road, Armstrong Creek. Prior to subdivision the parent lot was used primarily as farmland.

The subdivision at 2 - 80 Lake Road, Armstrong Creek was named Warralily by the developer. The current designated flood extent affects multiple residential lots within the Estate Stages 101 and 104.

Discussion

Overland flows that may occur within the subdivision during the 100 year ARI flood event are now contained within road and drainage reserves in accordance with accepted best practice for development within flood-prone areas. Best practice requires that any overland flows within residential areas satisfy public safety criteria with respect to velocity and depth of flow.

Council has a statutory obligation under the Building Regulations 2006 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.

Attachment 1 shows the existing flood designation. Attachment 2 shows the change in flood mapping at 2 - 80 Lake Road, Armstrong Creek after construction of the subdivision.

Environmental Implications

The revocation of flood-prone areas designation and designation of revised flood data does not result in any known adverse environmental impacts.

The removal of a minimum floor level requirement for new dwellings may result in a minor reduction in energy and material usage during construction. In addition, concrete slab-on-ground construction, which is normally used for a non-elevated floor, achieves the minimum energy rating more readily than a timber floor on stumps.

Financial Implications

The costs of proceeding to revoke the existing designation and to designate the revised flood mapping at 2 - 80 Lake Road, Armstrong Creek, in accordance with the requirements of the Building Regulations 2006, are provided for within the annual recurrent budget.

Policy/Legal/Statutory Implications

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 2006, Water Act 1989, Subdivision Act 1988 and Emergency Management Act 1986.

Regulation 802(2) of the Building Regulations 2006 provides Council with the powers to 'designate' land liable to flooding. Regulation 802(3) provides that consent must be obtained from Council for an application to build on land liable to flooding.

Section 27 of the Interpretation of Legislation Act 1984 provides the power for Councils to 'repeal or amend a subordinate instrument made in the exercise of that power'.

Section 807 of the Building Regulations 2006 requires Council to update the municipality's designated special area maps at the Building Control Commission in the event of alterations to a designated special area. Designated special areas include areas designated as being liable to flooding.

Section 229 of the Local Government Act and Regulation 326 of the Building Regulations provide for the issue of information certificates containing prescribed information, including the flood status of properties.

The revised flood data for 2 - 80 Lake Road, Armstrong Creek will assist the City in meeting its statutory obligations with regard to flood data.

The revised flood data will also assist in fulfilling the recommendations of the Municipal Emergency Management Committee adopted by Council in November 1998 (i.e. mapping of 1 in 100 year flood levels)

Alignment to City Plan

The recommendations of this report are consistent with City Plan, in relation to Growing our Economy and promoting a sustainable built environment, sustainable land use and development.

Officer Direct or Indirect Interest

There are no officer direct or indirect interests with respect to this report.

Risk Assessment

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study is a key step toward minimising Council's exposure to these risks.

Council has a risk exposure through its statutory obligations under the Building Regulations 2006 to:

- 4) designate land as liable to flooding where it reasonably knows it to be prone to flooding;
- 5) specify minimum floor levels in consultation with the relevant floodplain management authority (CCMA); and
- 6) refuse consent to building applications where there is likely to be a danger to life, health or safety due to flooding.

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study Armstrong Creek UGP project is a key step toward minimising Council's exposure to these risks.

Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone.

Designation of land as being liable to flooding can result in extra construction costs and concerns regarding saleability, in some cases.

Social Considerations

Council has a responsibility to the community to provide the best possible information on areas that are flood-prone.

Human Rights Charter

We have taken into consideration the human rights relative to the subject matter of this report, which improves protection of private property.

Consultation and Communication

A revocation of designation does not warrant public consultation as it constitutes the removal of an encumbrance on land.

Relevant Council databases and flood maps will be revised and updates sent to the Corangamite Catchment Management Authority and Building Control Commission.

Appendix 1 CURRENT FLOOD MAP



Appendix 2 REVISED FLOOD MAP



16. REVOCATION OF FLOOD-PRONE AREA DESIGNATION OF NEW LOTS AT ARMSTRONG VILLAWOOD ESTATE STAGES 17, 18, 28 AND 29

(previously Agenda Item 15)

Portfolio:	Infrastructure, Parks & Gardens – Cr Ellis
Source	City Services – Engineering Services
General Manager:	William Tieppo
Index Reference:	Subject: Drainage - Floods

Purpose

The purpose of this report is to present a revision to the flood mapping for existing conditions produced within the early stages of the development of the Armstrong Creek Urban Growth Plan (UGP).

Summary

- The flood mapping is subject to a revision due to the subdivision and development at 75 Airport Road, Mount Duneed and 192 – 237 Boundary Road, Mount Duneed. Prior to subdivision the parent lots was considered to be liable to flooding. This development site, which is also known as Armstrong Villawood Stages 17, 18, 28 and 29, 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 including the reshaping of Armstrong Creek.
- The earthworks undertaken have resulted in the floodwaters from the 100 year ARI event being contained within the boundaries of the Armstrong Creek reserve.
- Council has a statutory obligation under the Building Regulations 2006 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.
- 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 the Armstrong Creek UGP area, the planning scheme amendment to create post-development flood zones or overlays is proposed after the design of the proposed precincts.
- The current designated flood mapping (refer to Attachment 1) was designated by Council at its meeting of 12 December 2006, under the provisions of the Building Regulations 2006. Designation of land as liable to flooding enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates.

Cr Ellis moved, Cr Richards seconded -

That Council revoke the Council designation of 12 December 2006 of flood affected land as highlighted as Stages 17, 18, 28 and 29 on Armstrong Creek Urban Growth Plan Flood Map dated 29 November 2006 as liable to flooding pursuant to Regulation 802(2) of the Building Regulations 2006.

Carried.

Background

As part of the development of the Armstrong Creek Urban Growth Plan (UGP) a flood study was undertaken by specialist consulting engineers to identify the extents of the 100 year Average Recurrence Interval flood event for existing conditions. Following a public exhibition phase, the resultant flood mapping (refer to Attachment 1) was designated by Council at its meeting of 12 December 2006, under the provisions of the Building Regulations 2006.

Designation of land as liable to flooding under Regulation 802 of the Building Regulations 2006 enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates such as the Land Information Certificate and Building Information Request Form.

The subject of this report is the residential land at Armstrong Creek fronting Airport Road and Boundary Road. At the time of the flood study the subject land comprised of two larger lots. Prior to subdivision the parent lot was used primarily as farmland.

The subdivision at 75 Airport Road, Mount Duneed and 193 – 237 Boundary Road, Mount Duneed was named Armstrong Villawood Estate by the developer. The current designated flood extent affects multiple residential lots within the Armstrong Villawood Estate Stages 17, 18, 28 and 29.

Discussion

Overland flows that may occur within the subdivision during the 100 year ARI flood event are now contained within road and drainage reserves in accordance with accepted best practice for development within flood-prone areas. Best practice requires that any overland flows within residential areas satisfy public safety criteria with respect to velocity and depth of flow.

Council has a statutory obligation under the Building Regulations 2006 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.

Attachment 1 shows the existing flood designation. Attachment 2 shows the change in flood mapping at 75 Airport Road, Mount Duneed and 193 – 237 Boundary Road, Mount Duneed after construction of the subdivision.

Environmental Implications

The revocation of flood-prone areas designation and designation of revised flood data does not result in any known adverse environmental impacts.

The removal of a minimum floor level requirement for new dwellings may result in a minor reduction in energy and material usage during construction. In addition, concrete slab-on-ground construction, which is normally used for a non-elevated floor, achieves the minimum energy rating more readily than a timber floor on stumps.

Financial Implications

The costs of proceeding to revoke the existing designation and to designate the revised flood mapping at 75 Airport Road, Mount Duneed and 193 – 237 Boundary Road, Mount Duneed, in accordance with the requirements of the Building Regulations 2006, are provided for within the annual recurrent budget.

Policy/Legal/Statutory Implications

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 2006, Water Act 1989, Subdivision Act 1988 and Emergency Management Act 1986.

Regulation 802(2) of the Building Regulations 2006 provides Council with the powers to 'designate' land liable to flooding. Regulation 802(3) provides that consent must be obtained from Council for an application to build on land liable to flooding.

Section 27 of the Interpretation of Legislation Act 1984 provides the power for Councils to 'repeal or amend a subordinate instrument made in the exercise of that power'.

Section 807 of the Building Regulations 2006 requires Council to update the municipality's designated special area maps at the Building Control Commission in the event of alterations to a designated special area. Designated special areas include areas designated as being liable to flooding.

Section 229 of the Local Government Act and Regulation 326 of the Building Regulations provide for the issue of information certificates containing prescribed information, including the flood status of properties.

The revised flood data for 75 Airport Road, Mount Duneed and 193 – 237 Boundary Road, Mount Duneed will assist the City in meeting its statutory obligations with regard to flood data.

The revised flood data will also assist in fulfilling the recommendations of the Municipal Emergency Management Committee adopted by Council in November 1998 (i.e. mapping of 1 in 100 year flood levels).

Alignment to City Plan

The recommendations of this report are consistent with City Plan, in relation to Growing our economy and promoting a sustainable built environment, sustainable land use and development.

Officer Direct or Indirect Interest

There are no officer direct or indirect interests with respect to this report.

Risk Assessment

Council has a risk exposure through its statutory obligations under the Building Regulations 2006 to:

- 1) designate land as liable to flooding where it reasonably knows it to be prone to flooding;
- 2) specify minimum floor levels in consultation with the relevant floodplain management authority (CCMA); and

- 3) refuse consent to building applications where there is likely to be a danger to life, health or safety due to flooding.

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study Armstrong Creek UGP project is a key step toward minimising Council's exposure to these risks.

Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone. Designation of land as being liable to flooding can result in extra construction costs and concerns regarding saleability, in some cases.

Social Considerations

Council has a responsibility to the community to provide the best possible information on areas that are flood-prone.

Human Rights Charter

We have taken into consideration the human rights relative to the subject matter of this report, which improves protection of private property.

Consultation and Communication

The current designation was undertaken following a public exhibition in October 2006 with notification of affected property owners. These owners were sent letters and fact sheets with an invitation for submissions.

A revocation of designation does not warrant public consultation as it constitutes the removal of an encumbrance on land.

The owners of properties affected by the revocation will be notified so they are aware that disclosure of flood status on a Section 32 Vendors Statement is no longer required.

Relevant Council databases and flood maps will be revised and updates sent to the Corangamite Catchment Management Authority and Building Control Commission.

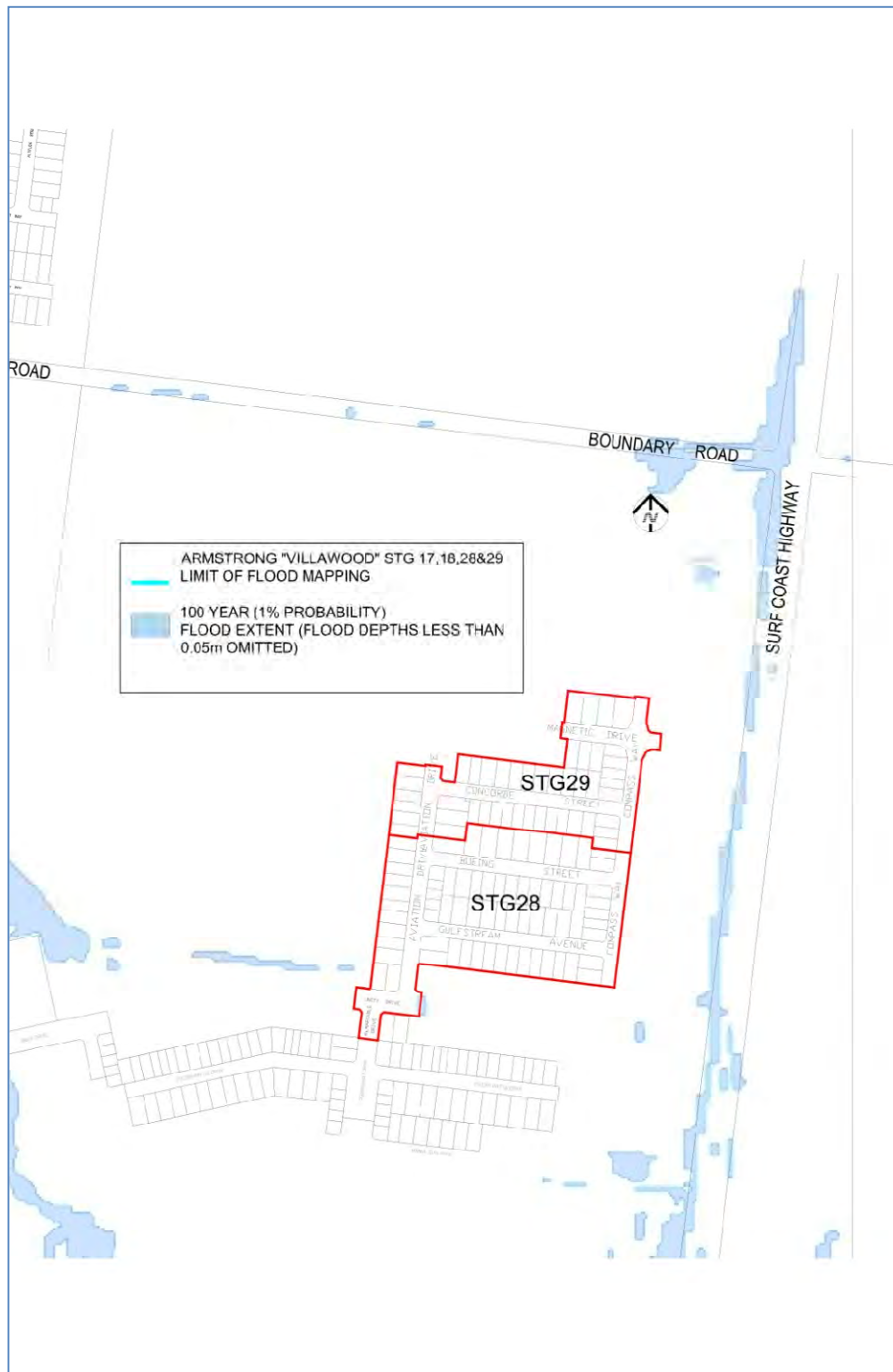
Attachment 1
Stages 17 and 18 BEFORE



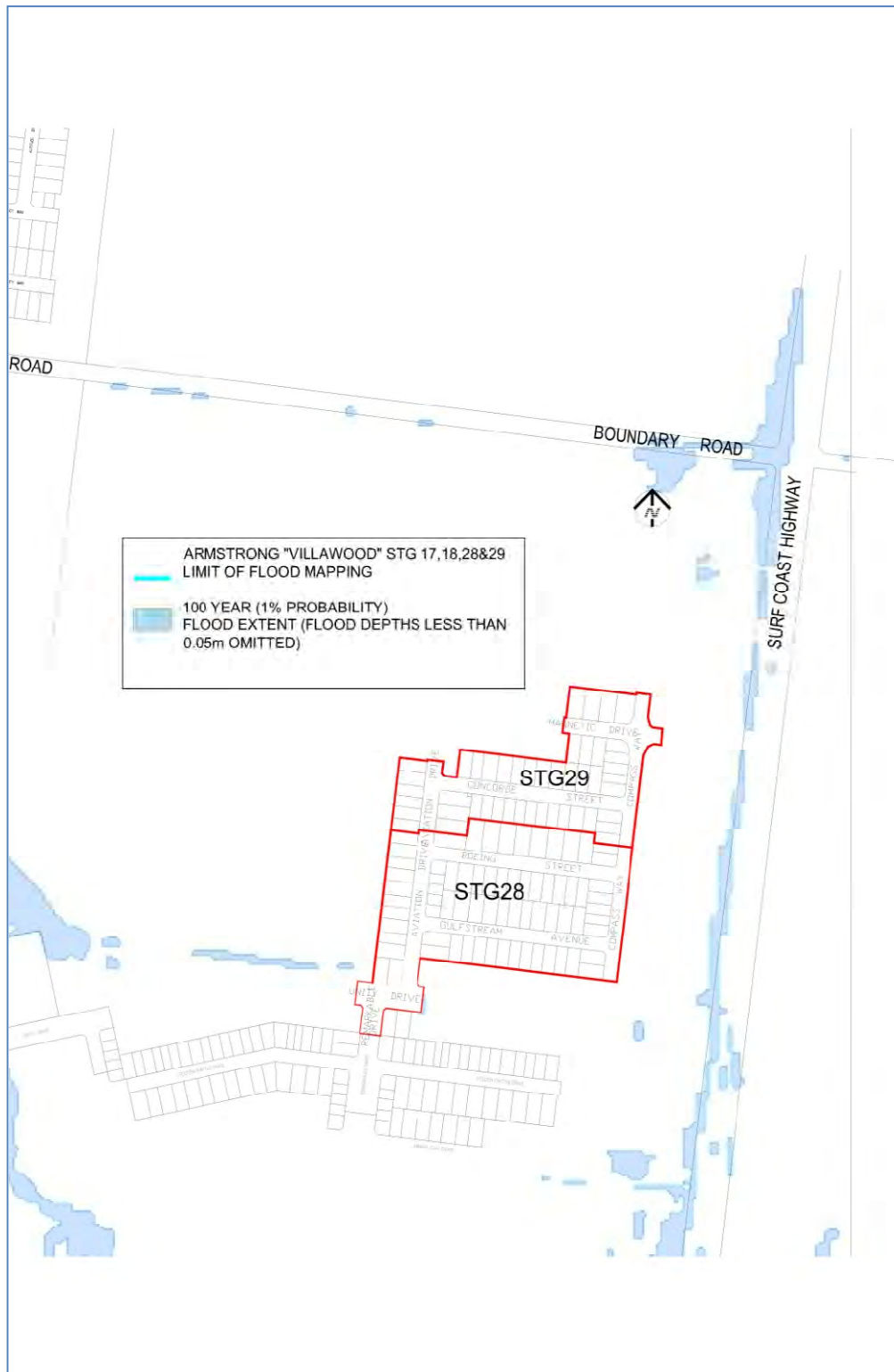
Attachment 2
Stages 17 and 18 AFTER



Attachment 3
Stages 28 and 29 BEFORE



Attachment 4
Stages 28 and 29 AFTER



17. REVOCATION OF FLOOD-PRONE AREA DESIGNATION OF NEW LOTS AT LARA CENTRAL, LARA STAGE 3

(previously Agenda Item 16)

Portfolio:	Infrastructure, Parks & Gardens – Cr Ellis
Source:	City Services – Engineering Services
General Manager:	William Tieppo
Index Reference:	Subject: Drainage - Floods
Report To:	Council

Purpose

The purpose of this report is to present a revision to the flood mapping for existing conditions produced within the stages of the development of Lara Central, Lara.

Summary

- The flood mapping is subject to a revision due to the subdivision and development at 40 and 50, 5 and 55 Caddys Road, Lara. Prior to subdivision the parent lot was considered to be liable to flooding. This development site, which is also known as Lara Central, Stage 3, 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.
- The earthworks undertaken have resulted in the floodwaters from the 100 year ARI event being contained within the boundaries of the road network.
- Council has a statutory obligation under the Building Regulations 2006 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.
- 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 Lara Central, the planning scheme amendment to create post-development flood zones or overlays is proposed after the design of the proposed precincts.
- The current designated flood mapping (refer to Attachment 1) was designated by Council at its meeting of 26 October 2004, under the provisions of the Building Regulations 2006. Designation of land as liable to flooding enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates.

Cr Ellis moved, Cr Richards seconded -

That Council revoke the Council designation of 26 October 2004 of flood affected land Lara Central, Stage 3 as liable to flooding pursuant to Regulation 802(2) of the Building Regulations 2006.

Carried.

Background

Designation of land as liable to flooding under Regulation 802 of the Building Regulations 2006 enables the control of floor levels for acceptable building permit applications, or refusal of consent to building applications where there is likely to be a danger to life, health or safety due to flooding. Designation also enables disclosure of flood status within statutory information certificates such as the Land Information Certificate and Building Information Request Form.

The subject of this report is the residential land at Lara Central, Lara fronting 40 and 50, 5 and 55 Caddys Road, Lara. Prior to subdivision the parent lot was used primarily as farmland.

The subdivision at 40 and 50, 5 and 55 Caddys Road, Lara was named Lara Central by the developer. The current designated flood extent affects multiple residential lots within the Estate Stage 3.

Discussion

Overland flows that may occur within the subdivision during the 100 year ARI flood event are now contained within road and drainage reserves in accordance with accepted best practice for development within flood-prone areas. Best practice requires that any overland flows within residential areas satisfy public safety criteria with respect to velocity and depth of flow.

Council has a statutory obligation under the Building Regulations 2006 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.

Attachment 1 shows the existing flood designation. Attachment 2 shows the change in flood mapping at 40 and 50, 5 and 55 Caddys Road, Lara after construction of the subdivision.

Environmental Implications

The revocation of flood-prone areas designation and designation of revised flood data does not result in any known adverse environmental impacts.

The removal of a minimum floor level requirement for new dwellings may result in a minor reduction in energy and material usage during construction. In addition, concrete slab-on-ground construction, which is normally used for a non-elevated floor, achieves the minimum energy rating more readily than a timber floor on stumps.

Financial Implications

The costs of proceeding to revoke the existing designation and to designate the revised flood mapping at 40 and 50, 5 and 55 Caddys Road and 121 Flinders Avenue, Lara, in accordance with the requirements of the Building Regulations 2006, are provided for within the annual recurrent budget.

Policy/Legal/Statutory Implications

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 2006, Water Act 1989, Subdivision Act 1988 and Emergency Management Act 1986.

Regulation 802(2) of the Building Regulations 2006 provides Council with the powers to 'designate' land liable to flooding. Regulation 802(3) provides that consent must be obtained from Council for an application to build on land liable to flooding.

Section 27 of the Interpretation of Legislation Act 1984 provides the power for Councils to 'repeal or amend a subordinate instrument made in the exercise of that power'.

Section 807 of the Building Regulations 2006 requires Council to update the municipality's designated special area maps at the Building Control Commission in the event of alterations to a designated special area. Designated special areas include areas designated as being liable to flooding.

Section 229 of the Local Government Act and Regulation 326 of the Building Regulations provide for the issue of information certificates containing prescribed information, including the flood status of properties.

The revised flood data for 40 and 50, 5 and 55 Caddys Road, Lara will assist the City in meeting its statutory obligations with regard to flood data.

The revised flood data will also assist in fulfilling the recommendations of the Municipal Emergency Management Committee adopted by Council in November 1998 (i.e. mapping of 1 in 100 year flood levels)

Alignment to City Plan

The recommendations of this report are consistent with City Plan, in relation to Growing our Economy and promoting a sustainable built environment, sustainable land use and development.

Officer Direct or Indirect Interest

There are no officer direct or indirect interests with respect to this report.

Risk Assessment

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study is a key step toward minimising Council's exposure to these risks.

Council has a risk exposure through its statutory obligations under the Building Regulations 2006 to:

- 7) designate land as liable to flooding where it reasonably knows it to be prone to flooding;
- 8) specify minimum floor levels in consultation with the relevant floodplain management authority (CCMA); and
- 9) refuse consent to building applications where there is likely to be a danger to life, health or safety due to flooding.

Council also has some risk exposure with any failure to disclose the flood-prone status of a property in a Land Information Certificate.

The designation of the flood data produced by the flood study Armstrong Creek UGP project is a key step toward minimising Council's exposure to these risks.

Conversely, there is an obligation to remove the encumbrance of designation from land that is no longer considered to be flood-prone. Designation of land as being liable to flooding can result in extra construction costs and concerns regarding saleability, in some cases.

Social Considerations

Council has a responsibility to the community to provide the best possible information on areas that are flood-prone.

Human Rights Charter

We have taken into consideration the human rights relative to the subject matter of this report, which improves protection of private property.

Consultation and Communication

A revocation of designation does not warrant public consultation as it constitutes the removal of an encumbrance on land.

Relevant Council databases and flood maps will be revised and updates sent to the Corangamite Catchment Management Authority and Building Control Commission.

Appendix 1 CURRENT FLOOD MAP



Appendix 2

REVISED FLOOD MAP



18. PORTARLINGTON NORTH EAST GROUP ROAD CONSTRUCTION SPECIAL CHARGE SCHEME – SRC 340 – DECLARATION OF CHARGE

Portfolio:	Infrastructure - Cr Ellis
Source:	City Services - Engineering Services
General Manager:	William Tieppo
Index Reference:	Council Reports 2016, Special Rates and Charges

Purpose

The purpose of this report is to seek a resolution by Council to declare a special charge to property owners for road construction in Portarlington (See Plan – Appendix 4).

Summary

- Council resolved its Intention to Declare a Special Charge for the construction of the Portarlington North East Group of roads at it's meeting of 17 February 2015.
- During the submission period, Council received 16 submissions (all objections) to the proposal from a possible 502 properties.
- A submissions panel was established and heard from submitters at a hearing held on 27 October 2015. Although three (3) of the property owners requested to be heard, a total of 19 property owners made verbal presentations to the panel.
- After considering all of the submissions both written and verbal, the panel has recommended the scheme proceed with two changes. These changes are detailed in the 'discussion' heading of this report.
- The proposed works include sealing all unsealed portions of roads bounded by Fisher, Clarke, Mercer and Hood Streets, Portarlington. (See Plan Appendix 4). There is 8.5 km of roads to be sealed and there are 502 individual properties benefiting from the scheme.
- The proposed works include road construction only with no additional kerb and channel or formal underground drainage works. Council funded works include intersection safety improvements, roadside drainage improvements, road sealing works in excess of a standard 7.6 metre road width and intersection lighting improvements.
- The cost of the project is summarised as follows:
 - Total project cost - \$4,424,517
 - Amended property owner's contribution - \$3,368,546
 - Amended Council contribution - \$1,055,971
- The scheme has been prepared in accordance with the special rate and charge provisions of the Local Government Act 1989, along with Council's Special Rates and Charges Policy.

Cr Ellis moved, Cr Macdonald seconded -

That Council:

1) Resolves to declare the Special Charge Scheme as follows:

- a) The Special Charge is declared for a period of five (5) years commencing upon completion of the works and scheme finalisation.**
- b) The special charge be declared for the purposes of reducing costs to Council in relation to the construction of roads for all local unsealed streets bounded by Fisher, Clarke, Mercer and Hood Streets, Portarlington which:**
 - b1) will provide proper sealed road access, improved nature strip drainage and enhancement to the general amenity for each of the properties included in the scheme;**
 - b2) Council considers will be a special benefit to those persons required to pay the special charge (and who are described in succeeding parts of this Resolution); and**
 - b3) arises out of Council's function of planning for and providing infrastructure for property owners.**
- c) it be recorded that, for the purposes of Section 163 (2A) of the Act, the special charge proceeds will not exceed the amount calculated in accordance with the prescribed formula ($R \times C = S$), the:**
 - c1) 'benefit ratio' (R) being calculated at 0.87 represents the special benefits to all persons liable to pay the special charge; and**
 - c2) 'total cost' (C) of performing the function described in Part b of this Resolution based on estimated cost be recorded as \$3,888,839 as amended.**
 - c3) 'maximum levy' (S) total amount of the special charge be levied and be recorded as \$3,368,546 as amended.**
- d) the following be specified as the area for which the special rate is so declared:**
 - d1) the area within municipal district of Council highlighted in the plan attached to this Resolution ("the area").**
- e) the following be specified as the land in relation to which the special charge so declared:**
 - e1) All land within the area shown on the plan.**
- f) the following be specified as the criteria which form the basis of the special charge so declared:**
 - f1) Ownership of any land described in Part e of this Resolution.**
- g) the following be specified as the manner in which the special charge so declared will be assessed and levied:**
 - g1) The costs to be apportioned based on access and amenity benefits.**
 - g2) The special charge will be levied by sending a notice to the person who is liable to pay, pursuant to section 163(4) of the Act.**

- h) having regard to the preceding parts of this Resolution but subject to Section 166 (1) of the Act, it be recorded that:
 - h1) the owners of the land described in column 2 and 3 of Schedule C to the Resolution are estimated liable for the respective amounts set out in column 7 of Schedule C; and
 - h2) such owners may, subject to any further resolution of Council pay the special charge in the following manner:
 - h2(a) the charge will become due and payable within one month of the issue of the notice requesting payment pursuant to Section 167 (3) of the Act;
 - h2(b) interest will not be charged for six months after the issue of the notice provided the person liable makes timely payment in accordance with any repayment arrangements that may be agreed on by Council; and
 - h2(c) in accordance with Section 172 of the Act, the rate of interest which is payable on the special charge which has not been paid by the specified date is set at Council's overdraft rate, reviewed every three months (provided that it shall not exceed the rate fixed by the Governor in Council by Order for the purposes of Section 172 (2A) in which case the rate of interest shall be the maximum rate fixed by the Governor in Council by Order for the purposes of this section).
- 2) Authorise Council's Chief Executive Officer to levy the Special Charge in accordance with Section 163(4) of the Act.

Carried.

Background

On 17 February 2015, Council resolved to give notice of its intention to declare a Special Charge Scheme for the construction of roads in the north east section of Portarlington.

During the subsequent submission period, 16 objections were received from the potential 502 affected properties. Of these, three property owners requested to speak to the panel members.

Council held the panel hearing on Tuesday 27 October 2015. Of the three (3) property owners who requested to be heard, two (2) were absent from the hearing. Approximately 50 people were in attendance and once the formal presentation was complete, the meeting was open for comment from the floor. A further 18 property owners addressed the panel and although some were opposed to the roads, there was a slight majority of people in support of the scheme. Some presenters simply wanted some further explanation and some had related concerns about drainage issues.

After considering all submissions, both verbal and written, the panel has recommended the scheme proceed with two changes of which are detailed below.

Discussion

The submissions panel has recommended the scheme proceed with two changes. After hearing from property owners there was a common belief from unit owners that their charges were too high. The first change to the scheme has seen a reduction in front unit charges of a multi unit development site.

In the original scheme these properties received a full benefit due to their full access benefit and frontage to the new road. The amended scheme has reduced the amenity charge for these units which results in a \$905 reduction to their charge. The same principle has been applied to smaller properties that have been subdivided from a parent lot.

The result of the first change increased the charge to the remaining property owners. To counteract this adverse affect, the second change to the scheme is to increase Council's contribution by \$109,000. This fund injection maintains the current charges for all remaining properties in the scheme and is considered to be a reasonable compromise. The revised funding implications are shown below and at Appendix 2.

Environmental Implications

The road infrastructure proposal provides proper sealed access, improved drainage and a generally safer environment for pedestrian and vehicular traffic. Dust is eliminated and storm water runoff is less contaminated with silt prior to final discharge into the Bay.

It is anticipated that minimal vegetation removal will be required to complete the project.

During the course of construction and the manufacture and procurement of materials, there is some energy use and greenhouse gas emissions. This stops when construction is complete.

The project does not create waste with the exception of some excess spoil. The proposal does not affect any natural habitats.

Financial Implications

The project has a one off capital cost and there will be minimal ongoing maintenance costs. Funding for this scheme will be considered in the 2016/17 budget process.

A breakdown of costs is as follows:

Estimated amended scheme cost to property owners		\$3,368,546
Estimated scheme cost to Council -	\$520,293	\$1,055,971
Estimated direct cost to Council for improved roadside drainage, intersection safety and lighting -	\$426,678	
Additional scheme cost to Council post panel hearing considerations -	\$109,000	
Total Project Cost		\$4,424,517

The total revised estimated net cost to Council for this project is \$1,055,971.

Policy/Legal/Statutory Implications

The scheme has been prepared in accordance with the Special Rate and Charge provisions of the Local Government Act 1989 along with Council's Special Rates and Charges Policy.

Alignment to City Plan

This report aligns with the City Plan as follows:

Community Wellbeing:

- Healthy Lifestyles – Facilitating and promoting physical activity.
- Healthy Environments – Safe, hazard and nuisance free environments.

Sustainably Built and Natural Environment

- Enhance and protect natural areas and ecosystem health
- Support our Community to live – Encourage increased use of alternatives to car transport.
- Advocate for and promote sustainable design and development – Promoting sustainable design and retrofitting and acknowledging the communities desire to have their say.

Officer Direct or Indirect Interest

No Council Officer involved with this process has any direct or indirect interest in the properties.

Risk Assessment

Provision of sealed roads will provide safer driving conditions for motorists with a defined and more standard road profile. Walking conditions for pedestrians will also be enhanced by minimising the risk of personal injuries through conflict with vehicles. The improved drainage will reduce the hazards associated with water over roads and the affects of nuisance flooding to property. There are no identified risks for Council in making its intention to declare the scheme.

Social Considerations

The provision of properly sealed and drained roadways is aligned to Council's City Plan as described above and provides improved connectivity and safety for motorists and pedestrians.

Human Rights Charter

In developing this report to Council, the subject matter has been considered to determine if it raises any human rights issues. In particular, whether the scope of any human right established by the Victorian Charter of Human Rights and Responsibilities is in any way limited, restricted or interfered with by the recommendations contained in this report. It is considered that the subject matter does not raise any adverse human rights issues.

It is further considered that the construction of the Portarlington Roads upholds the right to freedom of movement (Section 12 of the Human rights Charter) by enhancing a person's ability to move freely within the area they choose to live.

Consultation and Communication

Community consultation of the road construction Special Charge Scheme has been carried out as follows:

- 2012 -2013 – Establishment and monthly meetings held with Community Reference Panel.
- 12 May 2013 – Public meeting (open forum with over 150 attendees) held at the Portarlington Community Hall. This meeting disclosed all information in relation to the proposed scheme including scope of work, cost apportionment and Benefit Ratio Calculation.
- May 2013 – Update letter, information sheet and property owner survey.
- 19 July 2013 – Update letter to property owners disclosing results of survey.
- 16 May 2014 – Update letter to property owners on revised timing of the scheme.
- December 2014 – Update letter to property owners on upcoming 'Intention to Declare' a scheme.
- 3 March 2015 – Letter to owners on advertisement of the scheme.
- May 2015 – Various response letters acknowledging receipt of submissions
- 7 October 2015 – Panel Hearing invitation letter
- 10 November 2015 – Update letter advising of outcome of Panel Hearing.
- Many phone calls, emails and letters have been received and responded to during the consultation process.

Further correspondence will be sent to all affected property owners should Council resolve to make its Declaration of charges.

**Appendix 1
Page 1**

**COST ESTIMATE FOR CONSTRUCTION OF ROADS
PORTARLINGTON NORTH EAST GROUP**

The works for the construction of roads in Portarlington which consist of excavation, drainage improvements, intersection improvements, reinstatement of nature strips, legal advice and professional services associated with survey, engineering design, supervision and administration of the project as included in the cost estimate as shown below.

ESTIMATED TOTAL COST OF ROAD CONSTRUCTION					
ITEM	DESCRIPTION	QUANTITY	UNIT	RATE \$	AMOUNT \$
1.00	GENERAL				
1.01	Initial site establishment and set up, decamping and site cleanup and other fixed costs up to time of completion of works.	1.00	Item	\$90,000.00	\$90,000.00
1.02	Traffic management costs.	1.00	Item	\$72,000.00	\$72,000.00
1.03	Setting out of works.	1.00	Item	\$9,000.00	\$9,000.00
1.04	Service / Cable locations	1.00	Item	6000.00	\$6,000.00
2.00	EARTHWORKS & DEMOLITION				
2.01	Excavation and disposal of all materials to limits of work as indicated on plan, including trimming for new road pavement, excavation of soft spots and removal of concrete.	18868.00	m ³	\$45.00	\$849,060.00
2.02	Placement and consolidation of engineered fill with approved materials in preparation for new works.	631.00	m ³	\$30.00	\$18,930.00
2.03	Trimming / Removal and disposal of trees.		Item		
2.04	Saw-cutting of Asphalt paving.	897.00	m	\$10.00	\$8,970.00
2.05	Saw-cut of concrete kerb and channel	30.00	m	\$10.00	\$300.00
3.00	PAVEMENT WORKS				
3.01	250mm compacted depth Class 1 20mm crushed rock, supplied, spread and compacted.	15781.70	m ³	\$105.00	\$1,657,078.50
3.02	30mm compacted depth 10mm nominal size type N Asphalt spread and compacted including emulsion prime & grit using a paver.	8199.89	m ²	\$25.00	\$204,997.35
3.03	7mm Primer Seal, supplied and placed.	54398.52	m ²	\$8.00	\$435,188.19
3.04	Prepare existing pavement for sealing.	54398.52	m ²	\$1.00	\$54,398.52
4.00	SERVICES				
4.01	50mm dia UPVC conduits, supplied and laid including back-filling of trench.	200.00	m	\$70.00	\$14,000.00
5.00	LANDSCAPING				
5.01	Top soiling and seeding nature strips, next to kerb replacement	46.00	m ²	\$8.00	\$368.00
6.00	SIGNING, LINE-MARKING AND FENCING				
6.01	Erection of new permanent signs and posts D4-2-1.	12.00	No	\$250.00	\$3,000.00
6.02	Relocation of existing signs and posts (Give way & Stop).	40.00	No	\$150.00	\$6,000.00
6.03	Repaint or install new line-marking 30m long intersection approach lines, repaint or install new	42.00	Item	\$1.00	\$42.00

6.04	statcon line marking at all intersections bounded by, The Esplanade, Fisher St, Hood Road and Mercer St				
	R.R.P.M. Two way direction, supplied and placed.	90.00	No	\$12.00	\$1,080.00
6.05	Supply and placement of Guide Posts and delineators.	200.00	No	\$80.00	\$16,000.00
7.00	PROVISIONAL ITEMS				
7.01	Excavation and stockpiling of suitable existing road material for re-use of in place of lower subgrade FCR (price is cost saving over import of new quarry product)	4500.00	m ³	-\$30.00	
SUB-TOTAL					\$3,446,413
10% Contingency					\$344,641
Design					\$103,392
Project Administration					\$103,392
CONSTRUCTION COST ESTIMATE					\$3,997,839

ESTIMATED COST FOR DRAINAGE IMPROVEMENTS, KERB AND CHANNEL REPLACEMENT AND STREET LIGHTING					
ITEM	DESCRIPTION	QUANTITY	UNIT	RATE \$	AMOUNT \$
1.00	GENERAL				
1.01	Initial site establishment and set up, decamping and site cleanup and other fixed costs up to time of completion of works.	1	Item	\$10,000.00	\$10,000.00
1.02	Traffic management costs.	1	Item	\$8,000.00	\$8,000.00
1.03	Setting out of works.	1	Item	\$1,000.00	\$1,000.00
2.00	DRAINAGE				
	PIPES				
2.01	Connection of existing household storm-water discharge drains including excavation, supply, placement and provision of approved backfill to drainage pits.	2	No.	\$250.00	\$500.00
2.02	300mm dia RC pipe, supplied, laid and jointed including excavation, placement of approved fine crushed rock bedding and back-filling with approved FCR. (19)	6	m	\$160.00	\$960.00
2.03	375mm dia RC pipe, supplied, laid and jointed including excavation, placement of approved fine crushed rock bedding and back-filling with approved FCR. (11-12,24)	13.45	m	\$180.00	\$2,421.00
2.04	525mm dia RC pipe, supplied, laid and jointed including excavation, placement of approved fine crushed rock bedding and back-filling with approved FCR.	8	m	\$275.00	\$2,200.00
	BOX CULVERTS				
2.05	300x150 RC box culverts, supplied, laid and jointed including excavation, placement of approved fine crushed rock bedding and backfilling with approved material. (18)	2.4	m	\$275.00	\$660.00

	PITS: SEP				
2.06	900mm x 600mm SEP, less than 1.5m deep with Gatic type cover, supplied and placed including excavation, placement of approved fine crushed rock bedding and back-filling with approved material. (12)	1	No.	\$1,400.00	\$1,400.00
	PITS : JP				
2.07	900mm x 600mm junction pit, less than 1.5m deep with Gatic cover, butted to driveable endwall supplied and placed including excavation, placement of approved fine crushed rock bedding and back-filling with approved material. (25)	1	No.	\$2,100.00	\$2,100.00
2.08	900mm x 600mm junction pit, less than 1.5m deep with Grated cover, supplied and placed including excavation, placement of approved fine crushed rock bedding and back-filling with approved material. (23,24)	2	No.	\$1,600.00	\$3,200.00
2.09	1200mm x 900mm junction pit 1.50m to 2.00m deep with Gatic type cover, supplied and placed including excavation, placement of approved fine crushed rock bedding and back-filling with approved material. (11,16)	2	No.	\$2,000.00	\$4,000.00
2.10	1200mm x 900mm junction pit 1.5m to 2.00m deep with sloped grated cover, supplied and placed including excavation, placement of approved fine crushed rock bedding and back-filling with approved material. (15)	1	No.	\$2,500.00	\$2,500.00
2.11	Supply and fit "Bates" modified driveable endwall to existing pipe. (30,31)	2	No.	\$750.00	\$1,500.00
2.12	Modify existing DSE.pit raise lids to match new level and convert to double grated. (18,19,21,32)	4	No.	\$1,375.00	\$5,500.00
2.13	Modify existing pit to match finished surface level (22,26,28,29,31)	3	No.	\$450.00	\$1,350.00
2.14	Modify existing pit to match finished surface level and supply and fit Grated Class D cover. (8,10,13,14,17,30)	8	No.	\$770.00	\$6,160.00
2.15	Rural vehicle crossing 300mm diam. RC pipe, 3.6m wide with VicRoads driveable endwalls as per SD00603, supplied, laid and jointed including excavation, placement of approved FCR bedding and backfill.	40	No.	\$2,500.00	\$100,000.00
2.16	Supply and install 300mm diam. RC pipe, with single VicRoads driveable endwalls as per SD00603, supplied, laid and jointed including excavation, tap into existing pit, placement of approved FCR bedding and backfill.				
	8.4m long (1)	1	Item	\$2,094.00	\$2,094.00
	2.4m long (2,6,7,8)	4	Item	\$1,134.00	\$4,536.00
	4.8m long (3)	1	Item	\$1,518.00	\$1,518.00
	7.2m long (5,17)	2	Item	\$1,902.00	\$3,804.00
2.17	Supply and install 375mm diam. RC pipe, with VicRoads driveable endwalls as per SD00603, supplied, laid and jointed including excavation, tap				

	into existing pit, placement of approved FCR bedding and backfill. 11.5m long (4,16)	2	Item	\$2,844.00	\$5,688.00
2.18	Extend existing 300mm diam. RC pipe approx 1.2m, with Bates style driveable endwalls, supplied, laid and jointed including excavation. (33,34)	2	Item	\$950.00	\$1,900.00
3.00	CONCRETE WORKS KERBING :				
3.01	Remove existing concrete kerb and construct B2 Barrier kerb and channel 450mm wide and reinstate nature strip.	46	m	\$100.00	\$4,600.00
4.00	SERVICE AUTHORITIES				
4.01	Addition of street light pole including footing.	20	No	\$10,000.00	\$200,000.00
SUB-TOTAL					\$377,591
10% Contingency					\$37,759
Design					\$11,328
CONSTRUCTION COST ESTIMATE					\$426,678

Appendix 2

Benefit Ratio Calculation – SCHEDULE 'B'

A Purpose	To construct roads in Portarlington bounded by Fisher Street, The Esplanade, Mercer Street and Hood Street to provide a sealed access for all property owners.	
B Coherence	The works are located in the North East section of Portarlington. The works will provide a special benefit to adjoining properties.	
C Total Cost C	Total Estimated cost of works - Spray seal road construction, roadside drainage and intersection safety improvements including signage	\$4,424,517.00
	Direct funding by Council for intersection safety and drainage improvements	\$426,678.00
	Direct funding by Council post submissions panel considerations	\$109,000.00
	TOTAL COST	\$3,888,839.00
D Special Beneficiaries	501 properties with frontages to the proposed roads to be constructed are considered to receive access and amenity benefits.	
E Estimate of Total Special Benefits out of the scheme -TSB (out)	There are three (3) crown land parcels and three (3) crown land reserves that are considered to receive special benefit but are out of the scheme. The access and amenity benefits to these parcels equate to 118 BU when considered in isolation.	
	Properties Excluded	TSB (out) = 118 BU
F Estimate of Total Special Benefits in the scheme - TSB (in)	We will consider the total benefits to each property in terms of Benefit Units (BU). The construction of the Portarlington North East road network is considered to provide special benefit to the abutting properties in terms of access (1.0BU) and amenity(1.0BU). Not all properties receive a full benefit. There are 502 allotments receiving benefit from the scheme at a total of 929.875 BU.	
	Properties Included	TSB (in) = 929.875 BU
G Estimate of Total Community Benefit -TCB	It is considered that people in the community will receive a benefit from the works as the roads are used to access other areas. There are no amenity benefits considered for the general community. Based on the number of properties (205 to the East of Mercer Street), it is considered that these properties will gain a reduced access benefit. The access benefit has been allocated at 0.125BU per property representing a Total Community Benefit of 205 X 0.125 = 25.625 BU	
		TCB = 25.625 BU
H Calculate "Benefit Ratio" - R	Benefits Ratio = $\frac{\text{TSB (in)}}{\text{TSB (in)} + \text{TSB (out)} + \text{TCB}} = \frac{929.875}{929.875+118+25.625} = 0.866$	
I Maximum Total Levy (S)	Maximum Total Levy S = R X C	\$3,368,546.03
	Council Contribution to Special Charge Scheme	\$520,292.97

Appendix 3

SCHEDULE "C"

PROPOSED SPECIAL CHARGE

STREET SCHEME CONSTRUCTION NORTH EAST PORTARLINGTON

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
264714	1/19 Batman Street, Portarlington	Lot 1 SP 25528	0.5	0.5	1	\$3,623
264715	2/19 Batman Street, Portarlington	Lot 2 SP 25528	0.75	0.5	1.25	\$4,528
244536	28 Batman Street, Portarlington	Lot 4 LP 34989	1	1	2	\$7,245
244537	30 Batman Street, Portarlington	Lot 5 LP 34989	1	1	2	\$7,245
329810	34 Batman Street, Portarlington	Lot 2 PS 536904	0.75	1	1.75	\$6,340
244524	35 Batman Street, Portarlington	Lot 21 LP 55642	1	1	2	\$7,245
244538	36 Batman Street, Portarlington	Lot 2 TP 885632, Lot 1 TP 885632	1	1	2	\$7,245
244525	37 Batman Street, Portarlington	Lot 20 LP 55642	1	1	2	\$7,245
244539	38 Batman Street, Portarlington	Lot 1 TP 17281	1	1	2	\$7,245
244526	39 Batman Street, Portarlington	Lot 19 LP 55642	1	1	2	\$7,245
244540	40 Batman Street, Portarlington	Lot 9 LP 98789	1	1	2	\$7,245
244527	41 Batman Street, Portarlington	Lot 18 LP 55642	1	1	2	\$7,245
244541	42 Batman Street, Portarlington	Lot 10 LP 98789	1	1	2	\$7,245
244528	43 Batman Street, Portarlington	Lot 1 TP 281749	1	1	2	\$7,245
244529	45 Batman Street, Portarlington	CA 2 Sec 4	1	1	2	\$7,245
335010	1/47 Batman Street, Portarlington	Lot 1 PS 603702	0.75	1	1.75	\$6,340
335011	2/47 Batman Street, Portarlington	Lot 2 PS 603702	0.5	1	1.5	\$5,434
244531	49 Batman Street, Portarlington	Lot 1 TP 261786	1	1	2	\$7,245
338697	63 Batman Street, Portarlington	Lot 2 PS 605410	0.75	1	1.75	\$6,340
338696	1/63 Batman Street, Portarlington	Lot 1 PS 605410	0.75	1	1.75	\$6,340
335492	65 Batman Street, Portarlington	Lot 1 PS 606271	1	1	2	\$7,245
345541	66 Batman Street, Portarlington	Lot 2 PS 636046	0.75	1	1.75	\$6,340
247593	2 Clarke Street, Portarlington	Lot 1 LP 62821	0.125	0.25	0.375	\$1,358
247594	4 Clarke Street, Portarlington	Lot 2 LP 62821	0.25	0.25	0.5	\$1,811
247595	6 Clarke Street, Portarlington	Pt CA 3 Sec 5A	0.25	0.25	0.5	\$1,811
247596	8 Clarke Street, Portarlington	Pt CA 4 Sec 5A	0.25	0.25	0.5	\$1,811
247597	10 Clarke Street,	Lot 1 TP 125038	0.25	0.25	0.5	\$1,811

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
	Portarlington					
247598	12 Clarke Street, Portarlington	Lot 1 LP 119236	0.25	0.25	0.5	\$1,811
247599	1/14 Clarke Street, Portarlington	Lot 1 RP 15269	0.125	0.25	0.375	\$1,358
247600	2/14 Clarke Street, Portarlington	Lot 2 RP 15269	0.125	0.25	0.375	\$1,358
247601	16 Clarke Street, Portarlington	Lot 4 LP 21207	0.25	0.25	0.5	\$1,811
247602	18 Clarke Street, Portarlington	Pt CA 10 Sec 5A	0.25	0.25	0.5	\$1,811
247603	20 Clarke Street, Portarlington	Pt CA 10 Sec 5A	0.25	0	0.25	\$906
247604	22 Clarke Street, Portarlington	Pt CA 1 Sec 6A	0.25	0.125	0.375	\$1,358
247605	24 Clarke Street, Portarlington	Lot 1 TP 614654	0.25	0.25	0.5	\$1,811
267514	1/26 Clarke Street, Portarlington	Lot 1 SP 29348	0.125	0.25	0.375	\$1,358
267515	2/26 Clarke Street, Portarlington	Lot 2 SP 29348	0.125	0.25	0.375	\$1,358
267516	3/26 Clarke Street, Portarlington	Lot 3 SP 29348	0.125	0.25	0.375	\$1,358
247607	28 Clarke Street, Portarlington	Lot 1 TP 837887	0.25	0.25	0.5	\$1,811
247608	30 Clarke Street, Portarlington	Lot 1 TP 243124	0.25	0.25	0.5	\$1,811
247609	32 Clarke Street, Portarlington	Lot 1 LP 48221	0.25	0.25	0.5	\$1,811
247610	34 Clarke Street, Portarlington	Lot 1 LP 88568	0.25	0.25	0.5	\$1,811
247611	36 Clarke Street, Portarlington	Lot 1 TP 322631	0.25	0.25	0.5	\$1,811
247612	38 Clarke Street, Portarlington	Lot 1 TP 663834	0.25	0.25	0.5	\$1,811
337779	40 Clarke Street, Portarlington	Lot 1 PS 608405	1	0.25	1.25	\$4,528
247614	42 Clarke Street, Portarlington	Lot 1 TP 82204	1	1	2	\$7,245
350152	61A Clarke Street, Portarlington	Lot 1 PS 703213	0.5	1	1.5	\$5,434
350153	61 B Clarke Street, Portarlington	Lot 2 PS 703213	0.75	1	1.75	\$6,340
247624	62 Clarke Street, Portarlington	Pt CA 1 Sec 8A	0.75	0.5	1.25	\$4,528
247588	63 Clarke Street, Portarlington	Pt CA 8 Sec 36A	1	1	2	\$7,245
247625	64 Clarke Street, Portarlington	Lot 1 TP 235047, Lot 1 TP 836665	1	1	2	\$7,245
247589	65 Clarke Street, Portarlington	Lot 2 LP 148542	1	1	2	\$7,245
247626	66 Clarke Street, Portarlington	Pt CA 4 Sec 8A	1	1	2	\$7,245
266626	67 Clarke Street, Portarlington	Lot 2 LP 207173	1	1	2	\$7,245
247627	68 Clarke Street, Portarlington	Lot 1 TP 320576	1	1	2	\$7,245
247590	69 Clarke Street, Portarlington	Lot 2 LP 39101	1	1	2	\$7,245
247628	70 Clarke Street, Portarlington	Lot 1 LP 71585	1	1	2	\$7,245

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
247591	71 Clarke Street, Portarlington	Lot 1 LP 115344	1	1	2	\$7,245
5148247629	72 Clarke Street, Portarlington	Lot 2 LP 71585	1	1	2	\$7,245
318418	73 Clarke Street, Portarlington	Lot 2 PS 507449	1	1	2	\$7,245
323812	1/74 Clarke Street, Portarlington	Lot 1 PS 514360	0.75	1	1.75	\$6,340
323813	2/74 Clarke Street, Portarlington	Lot 2 PS 514360	0.5	1	1.5	\$5,434
247592	75 Clarke Street, Portarlington	Pt CA 2 Sec 36A	1	1	2	\$7,245
247631	76 Clarke Street, Portarlington	Lot 1 LP 93922	1	1	2	\$7,245
333154	78 Clarke Street, Portarlington	Lot 1 PS 537758	0.5	0.5	1	\$3,623
269925	22 Drysdale Street, PORTARLINGTON	Lot 3 PS 302058	0.25	0	0.25	\$906
249717	39 Drysdale Street, PORTARLINGTON	Lot 1 TP 8593	1	1	2	\$7,245
249718	41 Drysdale Street, PORTARLINGTON	Pt CA 4 Sec 6A	1	1	2	\$7,245
203223	42-44 Drysdale Street, PORTARLINGTON	CA 1 Sec 11A	0.5	0.5	1	\$3,623
249719	1/43 Drysdale Street, PORTARLINGTON	Lot 1 PS 545802	0.75	1	1.75	\$6,340
332103	2/43 Drysdale Street, PORTARLINGTON	Lot 2 PS 545802	0.5	1	1.5	\$5,434
249720	45 Drysdale Street, PORTARLINGTON	Pt CA 6 Sec 6A	1	1	2	\$7,245
352712	47 Drysdale Street, PORTARLINGTON	Lot 2 LP 88568	1	1	2	\$7,245
355227	49 Drysdale Street, PORTARLINGTON	Lot 1 TP 323277	1	1	2	\$7,245
249750	50 Drysdale Street, PORTARLINGTON	Lot 1 LP 146674, Pt CA 6 Sec 11A	1	1	2	\$7,245
249751	52-54 Drysdale Street, PORTARLINGTON	Lot 2 LP 24708, Lot 1 LP 24708	1	1	2	\$7,245
329600	55 Drysdale Street, PORTARLINGTON	Lot 2 PS 530751	0.75	1	1.75	\$6,340
249752	56 Drysdale Street, PORTARLINGTON	Lot 3 LP 24708	1	1	2	\$7,245
249721	1/57-59 Drysdale Street, PORTARLINGTON	Lot 1 PS 515822	0.75	1	1.75	\$6,340
324529	2/57-59 Drysdale Street, PORTARLINGTON	Lot 2 PS 515822	0.5	1	1.5	\$5,434
324530	3/57-59 Drysdale Street, PORTARLINGTON	Lot 3 PS 515822	0.5	1	1.5	\$5,434
324531	4/57-59 Drysdale Street, PORTARLINGTON	Lot 4 PS 515822	0.5	1	1.5	\$5,434
324532	5/57-59 Drysdale Street, PORTARLINGTON	Lot 5 PS 515822	0.75	1	1.75	\$6,340
249753	58 Drysdale Street, PORTARLINGTON	Lot 4 LP 24708	1	1	2	\$7,245
353402	61A Drysdale Street, PORTARLINGTON	Lot 2 PS 709262	0.75	1	1.75	\$6,340
353401	61B Drysdale Street, PORTARLINGTON	Lot 1 PS 709262	0.5	1	1.5	\$5,434
348553	62 Drysdale Street, PORTARLINGTON	Lot 2 PS 700752	0.75	1	1.75	\$6,340
344498	1/63 Drysdale Street, PORTARLINGTON	Lot 2 PS 628320	0.75	1	1.75	\$6,340

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
344499	2/63 Drysdale Street, PORTARLINGTON	Lot 1 PS 628320	0.5	1	1.5	\$5,434
351481	Unit 1/64 Drysdale Street, PORTARLINGTON	Lot 1 PS 722487	0.75	1	1.75	\$6,340
351482	Unit 2/64 Drysdale Street, PORTARLINGTON	Lot 2 PS 722487	0.5	1	1.5	\$5,434
351483	Unit 3/64 Drysdale Street, PORTARLINGTON	Lot 3 PS 722487	0.5	1	1.5	\$5,434
265574	65 Drysdale Street, PORTARLINGTON	Lot 1 TP 124894	1	1	2	\$7,245
264709	66 Drysdale Street, PORTARLINGTON	Lot 8 LP 141378	1	1	2	\$7,245
249754	68 Drysdale Street, PORTARLINGTON	Lot 1 TP 607999	1	1	2	\$7,245
249755	70 Drysdale Street, PORTARLINGTON	Lot 1 PS 440557	1	1	2	\$7,245
249756	72 Drysdale Street, PORTARLINGTON	Lot 3 LP 98580	1	1	2	\$7,245
249757	74 Drysdale Street, PORTARLINGTON	Lot 4 LP 98580	1	1	2	\$7,245
249722	1/75-77 Drysdale Street, PORTARLINGTON	Lot 1 RP 7194	0.5	0.5	1	\$3,623
249723	2/75-77 Drysdale Street, PORTARLINGTON	Lot 2 RP 7194	0.5	0.5	1	\$3,623
249724	3/75-77 Drysdale Street, PORTARLINGTON	Lot 3 RP 7194	0.5	0.5	1	\$3,623
249725	4/75-77 Drysdale Street, PORTARLINGTON	Lot 4 RP 7194	0.5	0.5	1	\$3,623
249758	76 Drysdale Street, PORTARLINGTON	Lot 5 LP 98580	1	1	2	\$7,245
249726	79 Drysdale Street, PORTARLINGTON	Lot 1 TP 222307	1	1	2	\$7,245
249727	81 Drysdale Street, PORTARLINGTON	Lot 1 TP 346243	1	1	2	\$7,245
340833	82-86 Drysdale Street, PORTARLINGTON	Lot 1 PS 621516	0.5	0.5	1	\$3,623
249728	83 Drysdale Street, PORTARLINGTON	Pt CA 5 Sec 8A	1	1	2	\$7,245
249729	85 Drysdale Street, PORTARLINGTON	Lot 6 LP 71585	1	1	2	\$7,245
249730	87 Drysdale Street, PORTARLINGTON	Lot 5 LP 71585	1	1	2	\$7,245
267214	88-100 Drysdale Street, PORTARLINGTON	PC 353636	5.5	5.5	11	\$39,848
249731	89 Drysdale Street, PORTARLINGTON	Lot 4 LP 71585	1	1	2	\$7,245
337780	14 Fairfax Street, PORTARLINGTON	Lot 2 PS 608405	0.75	1	1.75	\$6,340
251072	15 Fairfax Street, PORTARLINGTON	Pt CA 1 Sec 7A, Pt CA 2 Sec 7A	1	1	2	\$7,245
346282	16 Fairfax Street, PORTARLINGTON	Lot 1 TP 202460	1	1	2	\$7,245
355036	17A Fairfax Street, PORTARLINGTON	Lot 2 PS 702058	0.5	1	1.5	\$5,434
355035	17B Fairfax Street, PORTARLINGTON	Lot 1 PS 702058	0.75	1	2	\$7,245
251085	18 Fairfax Street, PORTARLINGTON	CP 154298	1	1	2	\$7,245
329599	19 Fairfax Street,	Lot 1 PS 530751	0.75	1	1.75	\$6,340

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
	PORTARLINGTON					
251087	20 Fairfax Street, PORTARLINGTON	Pt 1 LP 51751	1	1	2	\$7,245
348552	21 Fairfax Street, PORTARLINGTON	Lot 1 PS 700752	1	1	2	\$7,245
251088	22 Fairfax Street, PORTARLINGTON	Lot 1 LP 70225	1	1	2	\$7,245
264703	23 Fairfax Street, PORTARLINGTON	Lot 2 LP 141378	1	1	2	\$7,245
251089	24 Fairfax Street, PORTARLINGTON	Lot 2 LP 70225	1	1	2	\$7,245
264704	25 Fairfax Street, PORTARLINGTON	Lot 3 LP 141378	1	1	2	\$7,245
251090	26 Fairfax Street, PORTARLINGTON	Lot 7 LP 24708	1	1	2	\$7,245
264705	27 Fairfax Street, PORTARLINGTON	Lot 4 LP 141378	1	1	2	\$7,245
256620	1/28 Fairfax Street, PORTARLINGTON	Lot 2 LP 217109	0.5	0.5	1	\$3,623
256619	2/28 Fairfax Street, PORTARLINGTON	Lot 2 LP 217109	0.5	0.5	1	\$3,623
264706	29 Fairfax Street, PORTARLINGTON	Lot 5 LP 141378	1	1	2	\$7,245
264707	31 Fairfax Street, PORTARLINGTON	Lot 6 LP 141378	0.5	1	1.5	\$5,434
251091	32 Fairfax Street, PORTARLINGTON	Lot 3 LP 93775	1	1	2	\$7,245
251092	34 Fairfax Street, PORTARLINGTON	Lot 4 LP 93775	1	1	2	\$7,245
342411	35 Fairfax Street, PORTARLINGTON	Lot 2 PS 631332	0.75	1	1.75	\$6,340
251093	36 Fairfax Street, PORTARLINGTON	Lot 5 LP 93775	1	1	2	\$7,245
342412	37 Fairfax Street, PORTARLINGTON	Lot 3 PS 631332	0.75	1	1.75	\$6,340
315142	39 Fairfax Street, PORTARLINGTON	Lot 4 PS 449690	0.75	1	1.75	\$6,340
315141	41 Fairfax Street, PORTARLINGTON	Lot 3 PS 449690	0.75	1	1.75	\$6,340
331127	45 Fairfax Street, PORTARLINGTON	Lot 1 PS 543306	0.75	1	1.75	\$6,340
264401	47 Fairfax Street, PORTARLINGTON	Lot 2 LP 205825	1	1	2	\$7,245
264402	49 Fairfax Street, PORTARLINGTON	Lot 3 LP 205825	1	1	2	\$7,245
267281	51 Fairfax Street, PORTARLINGTON	Lot 1 LP 212800	1	1	2	\$7,245
267282	53 Fairfax Street, PORTARLINGTON	Lot 2 LP 212800	1	1	2	\$7,245
267283	55 Fairfax Street, PORTARLINGTON	Lot 3 LP 212800	1	1	2	\$7,245
346848	60 Fairfax Street, PORTARLINGTON	Lot 2 PS 645789	0.75	1	1.75	\$6,340
346849	62 Fairfax Street, PORTARLINGTON	Lot 3 PS 645789	0.75	1	1.75	\$6,340
251076	69 Fairfax Street, PORTARLINGTON	Lot 1 LP 116459	1	1	2	\$7,245
355052	70 Fairfax Street, PORTARLINGTON	Lot 1 PS 639951	1	1	2	\$7,245
251077	71 Fairfax Street, PORTARLINGTON	Lot 2 LP 116459	1	1	2	\$7,245

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
355053	72 Fairfax Street, PORTARLINGTON	Lot 2 PS 639951	1	1	2	\$7,245
251078	73 Fairfax Street, PORTARLINGTON	Lot 3 LP 116459	1	1	2	\$7,245
355054	74 Fairfax Street, PORTARLINGTON	Lot 3 PS 639951	1	1	2	\$7,245
251079	75 Fairfax Street, PORTARLINGTON	Lot 4 LP 116459	1	1	2	\$7,245
355055	76 Fairfax Street, PORTARLINGTON	Lot 4 PS 639951	1	1	2	\$7,245
251080	77 Fairfax Street, PORTARLINGTON	Lot 5 LP 116459	1	1	2	\$7,245
251081	79 Fairfax Street, PORTARLINGTON	Lot 6 LP 116459	1	1	2	\$7,245
251082	85 Fairfax Street, PORTARLINGTON	Lot 13 LP 54545	1	1	2	\$7,245
251285	110 Fenwick Street, PORTARLINGTON	Lot 1 PS 536904	0.5	0.5	1	\$3,623
251212	111 Fenwick Street, PORTARLINGTON	Lot 6 LP 34989	0.5	1	1.5	\$5,434
251286	114 Fenwick Street, PORTARLINGTON	CA 3 Sec 4	1	1	2	\$7,245
251213	115 Fenwick Street, PORTARLINGTON	Lot 17 LP 55642	1	1	2	\$7,245
251287	116 Fenwick Street, PORTARLINGTON	Lot 1 TP 582671	1	1	2	\$7,245
251214	117 Fenwick Street, PORTARLINGTON	Lot 16 LP 55642	1	1	2	\$7,245
269134	1/118 Fenwick Street, PORTARLINGTON	Lot 1 PS 341422	0.75	1	1.75	\$6,340
269135	2/118 Fenwick Street, PORTARLINGTON	Lot 2 PS 341422	0.5	1	1.5	\$5,434
251215	119-121 Fenwick Street, PORTARLINGTON	Lot 14 LP 55642, Lot 15 LP 55642	2	2	4	\$14,490
251217	123 Fenwick Street, PORTARLINGTON	Lot 13 LP 55642	1	1	2	\$7,245
251218	125 Fenwick Street, PORTARLINGTON	Lot 12 LP 55642	1	1	2	\$7,245
251219	127 Fenwick Street, PORTARLINGTON	Lot 11 LP 55642	1	1	2	\$7,245
251220	129 Fenwick Street, PORTARLINGTON	Lot 10 LP 55642, Pt CA 8 Sec 16A	1	1	2	\$7,245
315139	133-135 Fenwick Street, PORTARLINGTON	Lot 1 PS 449690, Lot 2 PS 449690	1	1	2	\$7,245
359174	Unit 1/137 Fenwick Street, PORTARLINGTON	1/3 Share of Lot 19 LP 24149	0.75	1	1.75	\$6,340
359175	Unit 2/137 Fenwick Street, PORTARLINGTON	1/3 Share of Lot 19 LP 24149	0.5	1	1.5	\$5,434
359176	Unit 3/137 Fenwick Street, PORTARLINGTON	1/3 Share of Lot 19 LP 24149	0.5	1	1.5	\$5,434
331128	138 Fenwick Street, PORTARLINGTON	Lot 2 PS 543306	0.75	1	1.75	\$6,340
251223	139 Fenwick Street, PORTARLINGTON	Lot 18 LP 24149	1	1	2	\$7,245
337885	140 Fenwick Street, PORTARLINGTON	Lot 1 PS 606907	0.75	1	1.75	\$6,340
337886	1/140 Fenwick Street, PORTARLINGTON	Lot 2 PS 606907	0.75	1	1.75	\$6,340
251224	141 Fenwick Street,	Lot 17 LP 24149	1	1	2	\$7,245

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
	PORTARLINGTON					
336189	142 Fenwick Street, PORTARLINGTON	Lot 1 PS 533312	1	1	2	\$7,245
251225	143 Fenwick Street, PORTARLINGTON	Lot 16 LP 24149	1	1	2	\$7,245
340332	144 Fenwick Street, PORTARLINGTON	Lot 1 PS 623396	1	1	2	\$7,245
251226	145 Fenwick Street, PORTARLINGTON	Lot 15 LP 24149	1	1	2	\$7,245
315008	146 Fenwick Street, PORTARLINGTON	Lot 1 PS 449151	1	1	2	\$7,245
251227	147 Fenwick Street, PORTARLINGTON	Lot 14 LP 24149	1	1	2	\$7,245
335025	148 Fenwick Street, PORTARLINGTON	Lot 1 PS 549973	1	1	2	\$7,245
251228	149 Fenwick Street, PORTARLINGTON	Lot 13 LP 24149	1	1	2	\$7,245
269685	150 Fenwick Street, PORTARLINGTON	Pt CA 8 Sec 5	1	1	2	\$7,245
329404	1/151 Fenwick Street, PORTARLINGTON	Lot 1 PS 530758	0.75	1	1.75	\$6,340
329405	2/151 Fenwick Street, PORTARLINGTON	Lot 2 PS 530758	0.5	1	1.5	\$5,434
265588	152 Fenwick Street, PORTARLINGTON	Lot 1 PS 511405	1	1	2	\$7,245
328821	153 Fenwick Street, PORTARLINGTON	Lot 1 PS 525176	1	1	2	\$7,245
318787	154 Fenwick Street, PORTARLINGTON	Lot 2 PS 511405	1	1	2	\$7,245
251231	155 Fenwick Street, PORTARLINGTON	Lot 23 LP 55154	1	1	2	\$7,245
251232	157 Fenwick Street, PORTARLINGTON	Lot 22 LP 55154	1	1	2	\$7,245
339538	1/158 Fenwick Street, PORTARLINGTON	Lot 1 PS 622060	0.75	1	1.75	\$6,340
339539	2/158 Fenwick Street, PORTARLINGTON	Lot 2 PS 622060	0.5	1	1.5	\$5,434
266772	159 Fenwick Street, PORTARLINGTON	Lot 21 LP 55154	1	1	2	\$7,245
251298	160 Fenwick Street, PORTARLINGTON	Lot 1 LP 203887	1	1	2	\$7,245
251233	161 Fenwick Street, PORTARLINGTON	Lot 20 LP 55154	1	1	2	\$7,245
251299	162 Fenwick Street, PORTARLINGTON	Lot 1 TP 405411	1	1	2	\$7,245
251234	163 Fenwick Street, PORTARLINGTON	Lot 19 LP 55154	1	1	2	\$7,245
335845	1/164 Fenwick Street, PORTARLINGTON	Lot 1 PS 549675	0.75	1	1.75	\$6,340
335846	2/164 Fenwick Street, PORTARLINGTON	Lot 2 PS 549675	0.5	1	1.5	\$5,434
335847	3/164 Fenwick Street, PORTARLINGTON	Lot 3 PS 549675	0.5	1	1.5	\$5,434
346577	Unit 1/165 Fenwick Street, PORTARLINGTON	Lot 1 PS 643465	0.75	1	1.75	\$6,340
346578	Unit 2/165 Fenwick Street, PORTARLINGTON	Lot 2 PS 643465	0.5	1	1.5	\$5,434
268710	166 Fenwick Street, PORTARLINGTON	Lot 1 LP 215550	1	1	2	\$7,245

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
251236	167 Fenwick Street, PORTARLINGTON	Lot 17 LP 55154	1	1	2	\$7,245
341926	1/168 Fenwick Street, PORTARLINGTON	Lot 1 PS 624482	0.75	1	1.75	\$6,340
341927	2/168 Fenwick Street, PORTARLINGTON	Lot 2 PS 624482	0.5	1	1.5	\$5,434
251237	169 Fenwick Street, PORTARLINGTON	Lot 16 LP 55154	1	1	2	\$7,245
251403	49-53 Fisher Street, PORTARLINGTON	Lot 1 TP 532588, Lot 2 TP 532588	1.5	1.5	3	\$10,868
251805	3 Gellibrand Street, Portarlington	Lot 3 LP 62821	0.25	0.25	0.5	\$1,811
251806	5 Gellibrand Street, Portarlington	Pt CA 2 Sec 5A	0.25	0.25	0.5	\$1,811
251807	7 Gellibrand Street, Portarlington	Pt CA 2 Sec 5A	0.25	0.25	0.5	\$1,811
251808	9 Gellibrand Street, Portarlington	Pt CA 2 Sec 5A	0.125	0.125	0.25	\$906
269926	15 Gellibrand Street, Portarlington	Lot 2 PS 302058	0.25	0.25	0.5	\$1,811
269927	17 Gellibrand Street, Portarlington	Lot 1 PS 302058	0.25	0.25	0.5	\$1,811
251809	19 Gellibrand Street, Portarlington	Lot 1 TP 9830	0.25	0.25	0.5	\$1,811
251815	35 Gellibrand Street, Portarlington	Pt CA 2 Sec 3	0.5	0.5	1	\$3,623
267846	37 Gellibrand Street, Portarlington	Lot 1 LP 212027	1	1	2	\$7,245
269405	1/39 Gellibrand Street, Portarlington	Lot 1 SP 34254	0.5	1	1.5	\$5,434
269406	2/39 Gellibrand Street, Portarlington	Lot 2 SP 34254	0.5	1	1.5	\$5,434
251817	41 Gellibrand Street, Portarlington	Lot 23 LP 98789	1	1	2	\$7,245
251826	42 Gellibrand Street, Portarlington	CP 170580	1	1	2	\$7,245
323761	49 Gellibrand Street, Portarlington	Lot 1 PS 513187	1	1	2	\$7,245
266684	21 Hood Road, Portarlington	Lot 1 LP 208529	0.5	1	1.5	\$5,434
345540	39 Hood Road, Portarlington	Lot 1 PS 636046	0.5	0	0.5	\$1,811
253460	47 Hood Road, Portarlington	CA 4 Sec 28	1	1	2	\$7,245
253461	49 Hood Road, Portarlington	CA 5 Sec 28	1	1	2	\$7,245
253462	51 Hood Road, Portarlington	CA 6 Sec 28	1	1	2	\$7,245
253464	55 Hood Road, Portarlington	CA 8 Sec 28	1	1	2	\$7,245
253465	57-59 Hood Road, Portarlington	CA 9 Sec 28	0.5	0.5	1	\$3,623
253466	61 Hood Road, Portarlington	Lot 1 LP 54545	0.5	0.5	1	\$3,623
325993	85 Hood Road, Portarlington	Lot 25 PS 523855	0.25	0	0.25	\$906
253473	111-129 Hood Road, Portarlington	CA 113	0.5	0.5	1	\$3,623
302171	4 Mercer Street, Portarlington	Lot 2 PS 410103	0.25	0.5	0.75	\$2,717
255744	16 Mercer Street, Portarlington	Lot 6 LP 93922	0.5	0.5	1	\$3,623

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
255748	30 Mercer Street, Portarlington	Lot 10 LP 55154	0.25	0.5	0.75	\$2,717
255749	32 Mercer Street, Portarlington	Lot 11 LP 55154	1	1	2	\$7,245
255736	33-41 Mercer Street, Portarlington	CA 139	1	1	2	\$7,245
255750	34 Mercer Street, Portarlington	Lot 12 LP 55154	1	1	2	\$7,245
255751	36 Mercer Street, Portarlington	Lot 13 LP 55154	1	1	2	\$7,245
255752	38 Mercer Street, Portarlington	Lot 14 LP 55154	1	1	2	\$7,245
255753	40 Mercer Street, Portarlington	Lot 15 LP 55154	1	1	2	\$7,245
255754	42 Mercer Street, Portarlington	Lot 1 TP 857286	1	1	2	\$7,245
255737	43-51 Mercer Street, Portarlington	CA 138	1	1	2	\$7,245
255755	44 Mercer Street, Portarlington	Lot 5 GLSBW 23	1	1	2	\$7,245
255756	46 Mercer Street, Portarlington	Lot 4 GLSBW 23	1	1	2	\$7,245
255757	48 Mercer Street, Portarlington	Lot 3 LP 24848	1	1	2	\$7,245
255758	50 Mercer Street, Portarlington	Lot 2 LP 24848	1	1	2	\$7,245
255759	52 Mercer Street, Portarlington	Lot 1 LP 24848	1	1	2	\$7,245
255738	53-61 Mercer Street, Portarlington	Lot 1 TP 319259	1	1	2	\$7,245
255760	60 Mercer Street, Portarlington	Lot 8 LP 98790	1	1	2	\$7,245
255761	62 Mercer Street, Portarlington	Lot 9 LP 98790	1	1	2	\$7,245
255739	63-71 Mercer Street, Portarlington	CA 115	1	1	2	\$7,245
255762	64 Mercer Street, Portarlington	Lot 10 LP 98790	1	1	2	\$7,245
255763	66 Mercer Street, Portarlington	Lot 10 LP 57519	1	1	2	\$7,245
255765	68-70 Mercer Street, Portarlington	Lot 11 & 12 LP 57519	2	2	4	\$14,490
255766	72 Mercer Street, Portarlington	Lot 13 LP 57519	1	1	2	\$7,245
255740	73-81 Mercer Street, Portarlington	CA114	1	1	2	\$7,245
255767	74 Mercer Street, Portarlington	Lot 14 LP 57519	1	1	2	\$7,245
255768	76 Mercer Street, Portarlington	Lot 15 LP 57519	1	1	2	\$7,245
325980	80 Mercer Street, Portarlington	Lot 12 PS 523855	0.75	1	1.75	\$6,340
325981	82 Mercer Street, Portarlington	Lot 13 PS 523855	0.75	1	1.75	\$6,340
325982	84 Mercer Street, Portarlington	Lot 14 PS 523855	0.75	1	1.75	\$6,340
325983	86 Mercer Street, Portarlington	Lot 15 PS 523855	0.75	1	1.75	\$6,340
325984	88 Mercer Street, Portarlington	Lot 16 PS 523855	0.5	1	1.5	\$5,434
256601	137 Newcombe Street, Portarlington	Pt CA 2 Sec 10A	0.25	0	0.25	\$906

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
256691	156 Newcombe Street, Portarlington	Lot 3 LP 34989	0.5	0.5	1	\$3,623
256692	158 Newcombe Street, Portarlington	Lot 1 LP 55642	0.5	0.5	1	\$3,623
256611	161 Newcombe Street, Portarlington	CA 3 Sec 11A	1	1	2	\$7,245
256612	163 Newcombe Street, Portarlington	CA 4 Sec 11A	1	1	2	\$7,245
256617	1/175-177 Newcombe Street, Portarlington	Lot 1 LP 217109	0	0	0	\$0
256618	2/175-177 Newcombe Street, Portarlington	Lot 1 LP 217109	0.25	0.25	0.5	\$1,811
256702	178 Newcombe Street, Portarlington	Lot 2 LP 93775	0.5	0.5	1	\$3,623
342410	182 Newcombe Street, Portarlington	Lot 1 PS 631332	0.5	0.5	1	\$3,623
256712	200 Newcombe Street, Portarlington	Lot 1 LP 42948	0.5	0.5	1	\$3,623
327001	202 Newcombe Street, Portarlington	Lot 1 PS 522331	0.5	0.5	1	\$3,623
323760	1-3 Payne Street, Portarlington	Lot 2 PS 513187	1	1	2	\$7,245
257838	2-4 Payne Street, Portarlington	CA 1 Sec 27	2	2	4	\$14,490
257839	6 Payne Street, Portarlington	Lot 12 LP 20796	1	1	2	\$7,245
257840	8 Payne Street, Portarlington	Lot 11 LP 20796	1	1	2	\$7,245
267194	9 Payne Street, Portarlington	Lot 2 LP 210751	1	1	2	\$7,245
257841	10 Payne Street, Portarlington	Lot 10 LP 20796	1	1	2	\$7,245
266977	11 Payne Street, Portarlington	Lot 2 LP 213980	1	1	2	\$7,245
257842	12 Payne Street, Portarlington	Lot 9 LP 20796	1	1	2	\$7,245
327043	13 Payne Street, Portarlington	Lot 2 PS 526798	1	1	2	\$7,245
257843	14 Payne Street, Portarlington	Lot 8 LP 20795	1	1	2	\$7,245
271082	15 Payne Street, Portarlington	Lot 2 PS 316308	1	1	2	\$7,245
257844	16 Payne Street, Portarlington	Lot 7 LP 20795	1	1	2	\$7,245
257822	17-19 Payne Street, Portarlington	CA 9 Sec 19	2	2	4	\$14,490
257845	18 Payne Street, Portarlington	Lot 6 LP 20795	1	1	2	\$7,245
265272	20 Payne Street, Portarlington	Lot 5 LP 20795	1	1	2	\$7,245
335491	21-23 Payne Street, Portarlington	Lot 2 PS 606271	1	1	2	\$7,245
265603	22-24 Payne Street, Portarlington	CA 1 Sec 28, CA 2 Sec 28, CA 3 Sec 28	3.25	3.25	6.5	\$23,547
351984	25 Payne Street, Portarlington	Lot 2 PS712539	1	1	2	\$7,245
335762	33 Payne Street, Portarlington	Lot 2 PS 605388	1	1	2	\$7,245
346393	34 Payne Street, Portarlington	Lot 2 PS 647941	1	1	2	\$7,245
355471	35A Payne Street,	Lot 1 PS 719293	0.75	1	1.75	\$6,340

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
	Portarlington					
355472	35B Payne Street, Portarlington	Lot 2 PS 719293	0.75	1	1.75	\$6,340
257824	37-39 Payne Street, Portarlington	CA 9 Sec 20	2	2	4	\$14,490
339074	42 Payne Street, Portarlington	Lot 12 LP 54545	1	1	2	\$7,245
257847	44 Payne Street, Portarlington	Lot 11 LP 54545	1	1	2	\$7,245
257825	45 Payne Street, Portarlington	Lot 7 LP 116459	1	1	2	\$7,245
257848	46 Payne Street, Portarlington	Lot 10 LP 54545	1	1	2	\$7,245
257826	47 Payne Street, Portarlington	Lot 8 LP 116459	1	1	2	\$7,245
257849	48 Payne Street, Portarlington	Lot 9 LP 54545	1	1	2	\$7,245
320644	1/49 Payne Street, Portarlington	Lot 1 PS 515298	0.75	1	1.75	\$6,340
320645	2/49 Payne Street, Portarlington	Lot 2 PS 515298	0.75	1	1.75	\$6,340
335047	1/50 Payne Street, Portarlington	Lot 1 PS 600386	0.75	1	1.75	\$6,340
335048	2/50 Payne Street, Portarlington	Lot 2 PS 600386	0.5	1	1.5	\$5,434
257828	51 Payne Street, Portarlington	Lot 10 LP 116459	1	1	2	\$7,245
257851	52 Payne Street, Portarlington	Lot 7 LP 54545	1	1	2	\$7,245
257829	53 Payne Street, Portarlington	Lot 11 LP 116459	1	1	2	\$7,245
257852	54-62 Payne Street, Portarlington	Pt CA 29	5.5	5.5	11	\$39,848
257830	55 Payne Street, Portarlington	Lot 12 LP 116459	1	1	2	\$7,245
325969	64 Payne Street, Portarlington	Lot 1 PS 523855	0.75	1	1.75	\$6,340
257831	65 Payne Street, Portarlington	Lot 23 LP 57519	1	1	2	\$7,245
325970	66 Payne Street, Portarlington	Lot 2 PS 523855	0.75	1	1.75	\$6,340
257832	67 Payne Street, Portarlington	Lot 22 LP 57519	1	1	2	\$7,245
325971	68 Payne Street, Portarlington	Lot 3 PS 523855	1	1	2	\$7,245
257833	69 Payne Street, Portarlington	Lot 21 LP 57519	1	1	2	\$7,245
325972	70 Payne Street, Portarlington	Lot 4 PS 523855	1	1	2	\$7,245
350884	71A Payne Street, Portarlington	Lot 20 LP 57519	0.75	1	1.75	\$6,340
350885	71B Payne Street, Portarlington	Lot 1 PS 705827	0.5	1	1.5	\$5,434
325973	72 Payne Street, Portarlington	Lot 2 PS 705827	1	1	2	\$7,245
257835	73-75 Payne Street, Portarlington	Lot 18 & 19 LP 57519	2	2	4	\$14,490
325974	74 Payne Street, Portarlington	Lot 6 PS 523855	1	1	2	\$7,245
325975	76 Payne Street, Portarlington	Lot 7 PS 523855	1	1	2	\$7,245

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
257836	77 Payne Street, Portarlington	Lot 17 LP 57519	1	1	2	\$7,245
325976	78 Payne Street, Portarlington	Lot 8 PS 523855	1	1	2	\$7,245
257837	79 Payne Street, Portarlington	Lot 16 LP 57519	1	1	2	\$7,245
325977	80 Payne Street, Portarlington	Lot 9 PS 523855	1	1	2	\$7,245
333908	1/82 Payne Street, Portarlington	Lot 1 PS 536901	0.75	1	1.75	\$6,340
333909	2/82 Payne Street, Portarlington	Lot 2 PS 536901	0.5	1	1.5	\$5,434
325979	84 Payne Street, Portarlington	Lot 11 PS 523855	0.75	1	1.75	\$6,340
265575	14 Simson Street, Portarlington	CA 9 Sec 7A, Lot 1 TP 17830	1.5	1.5	3	\$10,868
260008	18 Simson Street, Portarlington	Lot 6 LP 98580	0.5	1	1.5	\$5,434
260013	34 Simson Street, Portarlington	Lot 3 LP 42948	1	1	2	\$7,245
328823	36 Simson Street, Portarlington	Lot 3 PS 525176	0.75	1	1.75	\$6,340
327002	37 Simson Street, Portarlington	Lot 2 PS 522331	1	1	2	\$7,245
328822	38 Simson Street, Portarlington	Lot 2 PS 525176	0.75	1	1.75	\$6,340
259988	39 Simson Street, Portarlington	Lot 27 LP 55154	1	1	2	\$7,245
330981	1/40A Simson Street, Portarlington	Lot 4 PS 541672	0.75	1	1.75	\$6,340
330982	2/40A Simson Street, Portarlington	Lot 5 PS 541672	0.5	1	1.5	\$5,434
330983	3/40A Simson Street, Portarlington	Lot 6 PS 541672	0.5	1	1.5	\$5,434
259989	41 Simson Street, Portarlington	Lot 26 LP 55154	1	1	2	\$7,245
260014	42 Simson Street, Portarlington	Lot 18 LP 116459	1	1	2	\$7,245
318907	43 Simson Street, Portarlington	Lot 25 LP 55154	1	1	2	\$7,245
260015	44 Simson Street, Portarlington	Lot 17 LP 116459	1	1	2	\$7,245
259991	45 Simson Street, Portarlington	Lot 24 LP 55154	1	1	2	\$7,245
260016	46 Simson Street, Portarlington	Lot 16 LP 116459	1	1	2	\$7,245
259992	47 Simson Street, Portarlington	Lot 1 LP 20931	1	1	2	\$7,245
265608	48 Simson Street, Portarlington	Lot 15 LP 116459	1	1	2	\$7,245
259993	49 Simson Street, Portarlington	Lot 2 LP 20931	1	1	2	\$7,245
265609	50 Simson Street, Portarlington	Lot 14 LP 116459	1	1	2	\$7,245
259994	51 Simson Street, Portarlington	Lot 3 LP 20931	1	1	2	\$7,245
260017	52 Simson Street, Portarlington	Lot 13 LP 116459	1	1	2	\$7,245
259995	53 Simson Street, Portarlington	Lot 4 LP 20931	1	1	2	\$7,245
265611	55 Simson Street, Portarlington	Lot 5 LP 20931	1	1	2	\$7,245

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
259996	57 Simson Street, Portarlington	Lot 6 LP 20931	1	1	2	\$7,245
259997	59 Simson Street, Portarlington	Lot 7 LP 20931	1	1	2	\$7,245
259998	61 Simson Street, Portarlington	Lot 8 LP 20931	1	1	2	\$7,245
259999	63 Simson Street, Portarlington	Lot 9 LP 20931	1	1	2	\$7,245
260000	65 Simson Street, Portarlington	Lot 10 LP 20931	1	1	2	\$7,245
260001	67 Simson Street, Portarlington	Lot 1 LP 57519	1	1	2	\$7,245
260002	69 Simson Street, Portarlington	Lot 28 LP 57519	1	1	2	\$7,245
260003	71 Simson Street, Portarlington	Lot 27 LP 57519	1	1	2	\$7,245
260004	73 Simson Street, Portarlington	Lot 26 LP 57519	1	1	2	\$7,245
260005	75 Simson Street, Portarlington	Lot 25 LP 57519	1	1	2	\$7,245
260006	77 Simson Street, Portarlington	Lot 24 LP 57519	1	1	2	\$7,245
325996	81 Simson Street, Portarlington	Lot 28 PS 523855	1	1	2	\$7,245
325995	83 Simson Street, Portarlington	Lot 27 PS 523855	1	1	2	\$7,245
325994	85 Simson Street, Portarlington	Lot 26 PS 523855	0.75	1	1.75	\$6,340
265034	1/92 Stevens Street, Portarlington	Lot 1 SP 25591	0.5	0.5	1	\$3,623
265035	2/92 Stevens Street, Portarlington	Lot 2 SP 25591	0.75	1	1.75	\$6,340
260552	95 Stevens Street, Portarlington	Lot 1 TP 892757	1	1	2	\$7,245
260553	97 Stevens Street, Portarlington	Pt CA 4 Sec 3	1	1	2	\$7,245
260554	99 Stevens Street, Portarlington	Lot 1 TP 14261, Pt Sec 3 CA 5	1	1	2	\$7,245
301824	100 Stevens Street, Portarlington	Lot 1 PS 408008	1	1	2	\$7,245
260555	101 Stevens Street, Portarlington	Lot 4 LP 78014	1	1	2	\$7,245
301825	102 Stevens Street, Portarlington	Lot 2 PS 408008	1	1	2	\$7,245
260556	103 Stevens Street, Portarlington	Lot 5 LP 78014	1	1	2	\$7,245
260608	104 Stevens Street, Portarlington	Lot 2 LP 98789	1	1	2	\$7,245
260557	105 Stevens Street, Portarlington	Lot 6 LP 78014	1	1	2	\$7,245
260609	106 Stevens Street, Portarlington	Lot 3 LP 98789	1	1	2	\$7,245
260558	107 Stevens Street, Portarlington	Lot 7 LP 78014	1	1	2	\$7,245
355537	1/108 Stevens Street, Portarlington	Part Lot 1 TP 630015 Ppsd Lot 1 PS 709909	0.75	1	1.75	\$6,340
355538	2/108 Stevens Street, Portarlington	Part Lot 1 TP 630015 Ppsd Lot 2 PS 709909	0.5	1	1.5	\$5,434
355539	3/108 Stevens Street, Portarlington	Part Lot 1 TP 630015 Ppsd Lot	0.5	1	1.5	\$5,434

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
		3 PS 709909				
260559	109 Stevens Street, Portarlington	Pt CA 9 Sec 3	1	1	2	\$7,245
260611	110 Stevens Street, Portarlington	Lot 5 LP 98789	1	1	2	\$7,245
260560	111 Stevens Street, Portarlington	Pt CA 9 Sec 3	1	1	2	\$7,245
260612	112 Stevens Street, Portarlington	Lot 6 LP 98789	1	1	2	\$7,245
260561	113 Stevens Street, Portarlington	Lot 1 TP 261290 Pt CA 13 Sec 4	1	1	2	\$7,245
260613	114 Stevens Street, Portarlington	Lot 7 LP 98789	1	1	2	\$7,245
260562	115 Stevens Street, Portarlington	Pt CA 14 Sec 4	1	1	2	\$7,245
260614	116 Stevens Street, Portarlington	Lot 1 TP 575113	1	1	2	\$7,245
260563	117 Stevens Street, Portarlington	Pt CA 15 Sec 4	1	1	2	\$7,245
337887	141 Stevens Street, Portarlington	Lot 3 PS 606907	0.75	1	1.75	\$6,340
337888	1/141 Stevens Street, Portarlington	Lot 4 PS 606907	0.75	1	1.75	\$6,340
336190	143 Stevens Street, Portarlington	Lot 2 PS 533312	1	1	2	\$7,245
340333	145 Stevens Street, Portarlington	Lot 2 PS 623396	1	1	2	\$7,245
326509	1/147 Stevens Street, Portarlington	Lot 1 PS 513432	0.75	1	1.75	\$6,340
326510	2/147 Stevens Street, Portarlington	Lot 2 PS 513432	0.5	1	1.5	\$5,434
326511	3/147 Stevens Street, Portarlington	Lot 3 PS 513432	0.5	1	1.5	\$5,434
342034	1/149 Stevens Street, Portarlington	Lot 1 PS 630980	0.75	1	1.75	\$6,340
342035	2/149 Stevens Street, Portarlington	Lot 2 PS 630980	0.5	1	1.5	\$5,434
269686	151 Stevens Street, Portarlington	Lot 1 TP 123654	1	1	2	\$7,245
265589	1/153 Stevens Street, Portarlington	Lot 3 PS 541672	0.75	1	1.75	\$6,340
330979	2/153 Stevens Street, Portarlington	Lot 2 PS 541672	0.75	1	1.75	\$6,340
330980	3/153 Stevens Street, Portarlington	Lot 1 PS 541672	0.75	1	1.75	\$6,340
260617	158 Stevens Street, Portarlington	Lot 14 LP 20931	1	1	2	\$7,245
323857	1/159 Stevens Street, Portarlington	Lot 1 PS 514386	0.75	1	1.75	\$6,340
323855	2/159 Stevens Street, Portarlington	Lot 2 PS 514386	0.75	1	1.75	\$6,340
260618	160 Stevens Street, Portarlington	Lot 13 LP 20931	1	1	2	\$7,245
265590	161 Stevens Street, Portarlington	Lot 2 LP 203887	1	1	2	\$7,245
260619	162 Stevens Street, Portarlington	Lot 1 LP 98790	1	1	2	\$7,245
260564	163 Stevens Street, Portarlington	Lot 1 TP 695100	1	1	2	\$7,245
260620	164 Stevens Street, Portarlington	Lot 2 LP 98790	1	1	2	\$7,245

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
265392	165 Stevens Street, Portarlington	Lot 2 LP 123717	1	1	2	\$7,245
260621	166 Stevens Street, Portarlington	Lot 1 TP 544871	1	1	2	\$7,245
268711	1/167 Stevens Street, Portarlington	Lot 1 PS 447582	0.75	1	1.75	\$6,340
319503	2/167 Stevens Street, Portarlington	Lot 2 PS 447582	0.75	1	1.75	\$6,340
346352	1/168 Stevens Street, Portarlington	Lot 1 PS 639952	0.75	1	1.75	\$6,340
346353	2/168 Stevens Street, Portarlington	Lot 2 PS 639952	0.5	1	1.5	\$5,434
260565	169 Stevens Street, Portarlington	Lot 2 LP 126076	1	1	2	\$7,245
260623	170 Stevens Street, Portarlington	Lot 5 LP 98790	1	1	2	\$7,245
260624	172 Stevens Street, Portarlington	Lot 6 LP 98790	1	1	2	\$7,245
260625	174 Stevens Street, Portarlington	Lot 7 LP 98790	1	1	2	\$7,245
265596	1/71-73 Willis Street, Portarlington	Lot 1 PS 531173	0.75	1	1.75	\$6,340
328975	2/71-73 Willis Street, Portarlington	Lot 2 PS 531173	0.5	1	1.5	\$5,434
328976	3/71-73 Willis Street, Portarlington	Lot 3 PS 531173	0.5	1	1.5	\$5,434
328977	4/71-73 Willis Street, Portarlington	Lot 4 PS 531173	0.5	1	1.5	\$5,434
328978	5/71-73 Willis Street, Portarlington	Lot 5 PS 531173	0.5	1	1.5	\$5,434
328979	6/71-73 Willis Street, Portarlington	Lot 6 PS 531173	0.75	1	1.75	\$6,340
263078	75 Willis Street, Portarlington	Pt CA 6 Sec 10	0.75	1	1.75	\$6,340
263079	77B Willis Street, Portarlington	Lot 2 TP 97548	0.75	1	1.75	\$6,340
355438	77A Willis Street, Portarlington	Lot 1 TP 97548	0.75	1	1.75	\$6,340
342124	1/79 Willis Street, Portarlington	Lot 1 PS 633325	0.75	1	1.75	\$6,340
342125	2/79 Willis Street, Portarlington	Lot 2 PS 633325	0.75	1	1.75	\$6,340
316701	80 Willis Street, Portarlington	Pt CA 5A Sec 18, CA 5 Sec 18	2	2	4	\$14,490
263081	83 Willis Street, Portarlington	Pt CA 8 Sec 10, Pt CA 9 Sec 10	1	1	2	\$7,245
263082	85 Willis Street, Portarlington	Lot 22 LP 98789	1	1	2	\$7,245
263083	87 Willis Street, Portarlington	Lot 21 LP 98789	1	1	2	\$7,245
263084	89-91 Willis Street, Portarlington	Lot 20 LP 98789, Lot 19 LP 98789	2	2	4	\$14,490
263117	92 Willis Street, Portarlington	CA 1 Sec 19	2	2	4	\$14,490
263085	93 Willis Street, Portarlington	Lot 18 LP 98789	1	1	2	\$7,245
263118	94 Willis Street, Portarlington	CA 3 Sec 19	2	2	4	\$14,490
263086	95 Willis Street, Portarlington	Lot 17 LP 98789	1	1	2	\$7,245
263120	96 Willis Street, Portarlington	CA 4 Sec 19	2	2	4	\$14,490

COLUMN 1	COLUMN 2	COLUMN 3	COLUMN 4	COLUMN 5	COLUMN 6	COLUMN 7
Prop Key	Address	Legal Details	Amenity Benefit BU	Access Benefit BU	Total	Charges
263087	97 Willis Street, Portarlington	Lot 16 LP 98789	1	1	2	\$7,245
267193	98 Willis Street, Portarlington	Lot 1 LP 210751	1	1	2	\$7,245
263088	99 Willis Street, Portarlington	Lot 15 LP 98789	1	1	2	\$7,245
266976	100 Willis Street, Portarlington	Lot 1 LP 213980	1	1	2	\$7,245
263089	101 Willis Street, Portarlington	Lot 14 LP 98789	1	1	2	\$7,245
327042	102 Willis Street, Portarlington	Lot 1 PS 526798	1	1	2	\$7,245
270823	1/103 Willis Street, Portarlington	Lot 1 PS 448104	0.75	1	1.75	\$6,340
270824	2/103 Willis Street, Portarlington	Lot 2 PS 448104	0.5	1	1.5	\$5,434
271081	104 Willis Street, Portarlington	Lot 1 PS 316308	1	1	2	\$7,245
263091	105 Willis Street, Portarlington	Lot 12 LP 98789	1	1	2	\$7,245
263125	106 Willis Street, Portarlington	CA 10 Sec 19	2	2	4	\$14,490
263092	107 Willis Street, Portarlington	Lot 11 LP 98789	1	1	2	\$7,245
338698	108 Willis Street, Portarlington	Lot 3 PS 605410	0.75	1	1.75	\$6,340
338699	110 Willis Street, Portarlington	Lot 4 PS 605410	0.75	1	1.75	\$6,340
338700	112 Willis Street, Portarlington	Lot 5 PS 605410	0.75	1	1.75	\$6,340
351983	114 Willis Street, Portarlington	Lot 1 PS 712539	1	1	2	\$7,245
263128	116 Willis Street, Portarlington	CA 4 Sec 20	2	2	4	\$14,490
263129	118 Willis Street, Portarlington	CA 5 Sec 20	2	2	4	\$14,490
263130	120 Willis Street, Portarlington	CA 6 Sec 20	2	2	4	\$14,490
335761	122 Willis Street, Portarlington	Lot 1 PS 605388	1	1	2	\$7,245
344787	124 Willis Street, Portarlington	Lot 1 PS 638025	1	1	2	\$7,245
346846	126 Willis Street, Portarlington	Lot 4 PS 645789	1	1	2	\$7,245
346847	128 Willis Street, Portarlington	Lot 1 PS 645789	0.75	1	1.75	\$6,340
263134	130 Willis Street, Portarlington	Lot 24 LP 116459	1	1	2	\$7,245
263135	132 Willis Street, Portarlington	Lot 23 LP 116459	1	1	2	\$7,245
263136	134 Willis Street, Portarlington	Lot 22 LP 116459	1	1	2	\$7,245
263137	136 Willis Street, Portarlington	Lot 21 LP 116459	1	1	2	\$7,245
263138	138 Willis Street, Portarlington	Lot 20 LP 116459	1	1	2	\$7,245
263139	140 Willis Street, Portarlington	Lot 19 LP 116459	1	1	2	\$7,245
357161	1/157-159 Willis Street, Portarlington	Lot 12 LP 20931, Lot 11 LP 20931 Ppsd Lots 1-6 PS 717145	0.75	1	1.75	\$6,340

[illegible]

Attachment 1

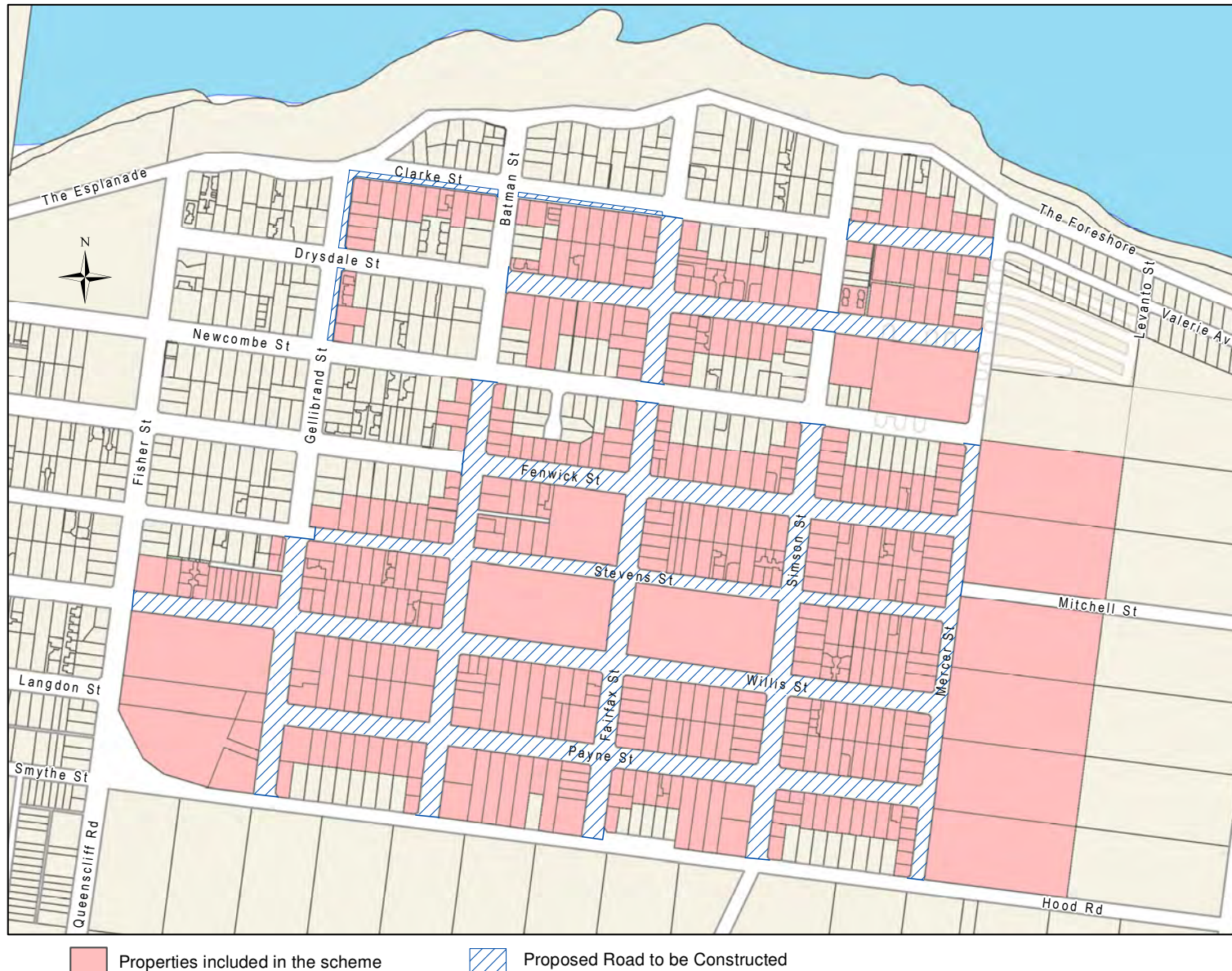
PROCESS CHART

**SPECIAL CHARGE PROJECTS –
(Section 163 – Local Government Act 1989)**

Portarlington North East Group of Streets

Stage	Status	Description
<i>Approval to prepare scheme</i>	✓	Decision made to prepare scheme following consideration of surveys of property owners and feed back from the community. Council may then place the project in the budget system or proceed immediately to prepare a scheme. Scheme preparation involves survey, design and preparation of an apportionment of costs. May 2013.
<i>Intention to Declare Scheme</i>	✓	Report to Council providing information on scheme including advice of impending advertising of scheme and declaration of charge. Seeks Council approval by resolution to proceed with process. 17 February 2015
<i>Advertisement</i>	✓	The scheme is advertised in the local newspaper and all allotted property owners are notified by mail. This advertisement indicates Council's intention and notification to 'declare' a scheme in a month's time. 3 March 2015
<i>Submissions</i>	✓	From the time of advertising property owners have 28 days (as set down by the Local Government Act) to lodge submissions, either in support or opposition to the scheme. April 2015
<i>Submissions Review Panel Hearing</i>	✓	A Submissions Review Panel is convened (quorum of three Councillors) and meets to consider submissions. Some submissions are written only, and other submitters may wish to be heard before the Panel. The Panel makes a recommendation to Council regarding the scheme. 27 October 2015
<i>Declaration Report</i>	✓	Any time 28 days after advertising the scheme and after the Submissions Review Panel has met and considered submissions, Council considers a report and may proceed to "declare" the charges in accordance with its advertised intent. Subsequent to this the Finance Manager issues the levy notices and there is a formal charge placed on the property. This is the final step in the process for Council to make a decision on the scheme.
<i>Appeal</i>		Property owners may lodge an application for review with the Victorian Civil and Administrative Tribunal (VCAT) within one month of issue of the levy notice. An appeal is listed, heard and determined by the Tribunal and this process generally takes three to four months. Decisions made by VCAT are binding on all parties.
<i>Construction</i>		Council may then proceed to construct the works. Invoices are issued seeking payment of the estimated cost within one month of commencement.
<i>Final Cost Report</i>		At the completion of the works the scheme is "finalised" taking into account actual costs incurred and payments are adjusted accordingly.

PLAN



Cr Eddy Kontelj declared an Indirect Financial Interest in Agenda Item 19 – Tender and Award of Industrial Subdivision, Innovation Drive, Corio in that Drapers Civil are a significant customer of his employer and left the meeting room prior to discussion at 9.13pm.

19. TENDER AND AWARD OF: INDUSTRIAL SUBDIVISION, INNOVATION DRIVE, CORIO

Portfolio: Infrastructure, Parks & Gardens - Cr Ellis
Source: City Services - Engineering Services
General Manager: William Tieppo
Index Reference: T1600019; 62-96 O'Brien's Road, Corio
Innovation Drive, Corio

Purpose

The purpose of this report is to seek approval to vary the budget and award a tender for the first stage industrial subdivision construction known as Innovation Drive, Corio.

Summary

- The Geelong Ring Road Employment Precinct (GREP) Project Control Group (PCG) has approved the development of industrial land at 62 – 96 O'Brien's Road, Corio (parent property – See Plan Appendix 1) in conjunction with the sale of land at 62 – 68 O'Brien's Road (See Plan Appendix 2).
- At its meeting of 15 September 2015, Council approved the expenditure of \$2.2M in the 2015/16 financial year to undertake civil works to complete Stage 1 of an industrial subdivision known as Innovation Drive.
- The Tender process for the subdivision was advertised on Saturday 14 November 2015 and closed on Wednesday 9 December 2015.
- This tender is conditional on the sale of Council owned land at 62 – 68 O'Brien's Road, Corio. This land forms part of the Innovation Drive subdivision.
- At its meeting of 8 December 2015, Council approved delegation authority to the CEO to approve this tender within the approved budget of \$2.2M.
- The tenders have been received and evaluated and the preferred tender price has come in over budget at \$2.8M therefore the authority to award now reverts back to Council including a need to vary the budget.
- The signed contracts and deposit for the land sale at 62 – 68 O'Brien's Road were received on 29 December 2015.

Cr Ellis moved, Cr Harwood seconded -

That Council:

- 1) **approve additional funds of \$609,151 from C02317 Drainage Construction Program to enable the Innovation Drive subdivision to be constructed; and**
- 2) **accept the tender submitted by Drapers Civil Contracting for a total contract price of \$2,809,151 for the construction and associated works for C1600019 Stage 1 Innovation Drive.**

Carried.

Background

The subdivision proposal in question is located on the parent property at 62 – 96 O'Brien's Road, Corio. Funds of \$2.2M have been secured in the current budget to construct part of a new road called Innovation Drive which intersects with O'Brien's Road as a 'T' intersection on the southern side. The works will include road construction and all service provisions. A new sewer pumping station will also be constructed which will service the new subdivision and the future stage.

Council is currently in the final stages of a land sale at 62 – 68 O'Brien's Road, Corio which is also part of the parent land at 62 – 96 O'Brien's Road. This 7.2Ha parcel of land forms part of the Innovation Drive subdivision. The tender approval for the subdivision is conditional on the land sale proceeding. The negotiated sale price is \$2.85 M and signed contracts and a deposit has been received from the purchaser.

The subdivision has been tendered and evaluated via Council's procurement process. Award of this will allow Council to develop the land and fulfil our obligations for the land sale in a timely manner.

Discussion

A timber truss manufacturing company is looking to secure permanent premises for expansion at 62 – 68 O'Brien's Road, Corio. This Council owned irregular shaped land lies within Council's premium industrial estate at the GREP. Although the land is situated in close proximity to the ring road, when considering its irregular shape it is fortunate that a prospective purchaser has decided to buy.

In order to have this 7.2Ha parcel of land fully serviced, Council is proposing to construct the following works which are included in the current tender:

- Construction of 143 metres of industrial standard of road including lighting and footpaths (Innovation Drive);
- New Sewer Pumping Station;
- All underground service provisions to service the created lots including power, sewer, water, NBN, communications and gas;
- Earthworks to finished levels and landscaping;
- Hard stand area for 62 – 68 O'Brien's Road;
- Fencing of all lots; and
- Underground drainage for the new road and all serviced lots

The tender price of \$2.81M includes \$500,000 of contingencies and provisional items that may not be necessary during construction. However the price still exceeds the budgeted amount and Council will need to approve additional funds to award the tender.

The original estimate for this subdivision was \$2.2M and was based on contract market rates for other similar projects within the GREP and was considered appropriate for this project.

Once the tenders were submitted, it was realised that the tender prices were above the original estimate and the option of CEO delegation was no longer viable.

The original engineering estimate inadvertently excluded the hard stand provision for the land at 62-68 O'Brien's Road or fencing of the new lots, estimated at \$600,000. This was the cause of the higher than anticipated tender prices.

If awarding of this contract is further delayed it could have an adverse impact on the potential development of this land, as it could undermine the negotiations that have taken place with the purchase of the land at 62 – 68 O'Brien's Road. The sale of this land was conditional on the subdivision progressing and sale contract documents have been signed and deposit paid in good faith.

Tenders for the Civil Works Innovation Drive, 62-69 O'Brien's Road were invited via public advertisement in the Geelong Advertiser and on Tenderlink on Saturday 14 November 2015.

At the close of tenders on Wednesday 9 December 2015 the following tender submissions were received:

Tenderer
Draper's Civil Contracting Pty Ltd
Harcom Pty Ltd
Winslow Constructors Pty Ltd

All tenders have been submitted exclusive of GST.

The tender submissions associated with this supply service were evaluated by a panel consisting of:

William Tieppo	General Manager City Services
Viciki Shelton	Manager Engineering Services
Vaughn Notting	Coordinator Engineering Design
Ron Hill	Project Engineer (Non Voting)
Peter Walker	Contracts Officer (Non Voting)

OHS mandatory requirements applied to this Tender.

All submissions responded to all mandatory requirements set down in the Tender documents and are considered to conform.

Tender submissions were assessed based on the respondent's performance or tender response in the following areas:

Criteria	Weighting
Financial Assessment	50%
Technical Capability to meet specification	40%
Economic Contribution to Region	10%
	100%

Extensive tender submission and task analysis due diligence was undertaken to ensure tendered bids satisfied our brief and project outputs. Panel members undertook a rigorous exercise of due diligence by assessing the various tenderer submissions. At the conclusion of the evaluation process the tenderers were ranked in the following order in accordance with the above criteria:

Tenderer	Rank
Draper's Civil Contracting Pty Ltd	1
Harcom Pty Ltd	2
Winslow Constructors Pty Ltd	3

The evaluation panel has determined that Draper's Civil Contracting Pty Ltd as the highest ranked and lowest priced tender represented best value to Council. Drapers Civil Constructing Pty Ltd is a locally based civil construction company, were rated highly competent having successfully undertaken numerous project works within the region. Drapers Civil Constructing Pty Ltd is well known to COGG staff having successfully delivered Stages 1 & 2 of works within the same precinct. The Panel's assessment of their capability, past performance, sub contractors, plant and equipment / staffing levels demonstrated their ability to successfully deliver the works on behalf of Council.

Environmental Implications

During construction and the manufacture and procurement of materials, energy is used resulting in some greenhouse gas emissions. This stops when construction is complete.

The project does not create waste with the exception of some excavated material. This is being used as fill in other parts of the GREP.

The area is not environmentally significant and the proposal does not affect any natural habitats.

The proposal does not require the removal of trees.

Storm water from the proposed subdivision will be directed to the O'Brien's Road wetland system where it will undergo retardation and ultimate treatment to best practice standards.

Financial Implications

The project is a one off capital cost and there will be minimal ongoing maintenance costs. If approved, the project will proceed this financial year.

Financial summary is as follows:

Current Approved Budget	\$2,200,000
Cost to Council (Award tender)	\$2,809,151
Total shortfall	\$609,151

The shortfall can be accommodated from within the 2015/16 Drainage Construction Program C02317 through the reprioritisation of projects.

Policy/Legal/Statutory Implications

This report provides the policy and legal mechanisms necessary for Council to award a tender.

Alignment to City Plan

This project supports the strategic directions in Community Wellbeing, Growing Our Economy and Sustainable Built & Natural Environment areas.

Officer Direct or Indirect Interest

No council officers involved in this project or report have declared a direct or indirect interest in this matter.

Risk Assessment

There will be a risk to Council's reputation if this project cannot be completed in a timely fashion. There is a risk that the negotiated sale of land at 62 – 68 O'Brien's Road may not carry through. There will also be a missed opportunity in securing a cost positive investment at the GREP.

Social Considerations

Council's commitment to the construction of the staged subdivision is in response to providing industrial land to cater for and encourage growth in the heavy industry sector.

If Council is unable to complete this project in a timely manner there is likely to be disruption to this growth.

Human Rights Charter

It is not evident or likely that this report would negatively impact any of the rights contained in the Charter of Human Rights.

Consultation and Communication

There are no communication issues or requirements if the recommendations of this report are accepted.

LOCALITY PLAN



SITE PLAN



Cr E Kontelj re-entered the meeting room at 9.18pm

20. CONTRACTUAL MATTER

Portfolio:	Governance – Cr Lyons (Mayor)
Source:	Strategy & Performance – Capital Projects
General Manager:	Dean Frost
Index Reference:	Capital Projects

Cr Macdonald moved, Cr Harwood 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 BY CR KONTELJ

RATE CAPPING VARIATION 2016 – 2017

Background

The Local Government Amendment (Fair Go Rates) Act 2015 was enacted in December 2015 and this was followed by the release of "The Fair Go Rates System - Guidance for Councils (2016-17)".

The Minister for Local Government announced on 22 December 2015 in the Victorian Government Gazette No. S429, that the average rate cap would be 2.5% for all Victorian councils. This announcement was consistent with advice from the department of Treasury and Finance of a forecast CPI movement for 2016-2017 of 2.5%.

Councils Strategic Resource Plan (SRP) assumed Rates and municipal charge revenue for 2016-2017 of \$173.0M or a 3.5% increase.

Under section 185E of the Local Government Act, a Council may apply to the Essential Services Commission for a special order specifying a higher cap. It is a requirement that the ESC be advised by 31 January 2016 of Council's intention to seek approval for a higher cap.

A variation application can then be lodged between 1 February and 31 March 2016 with the ESC committing to consider the application and advising a decision two months from the date of lodgement.

The 2016-2017 budget process has commenced and it is proposed that council give notice of intention to apply for a higher cap.

Any request for a higher cap will need to take into account the 2015-2016 Strategic Resource plan forecast rate increase for 2016-2017 of 3.5%, proposed Capital works program and in particular Developer contribution plan commitments, Prioritisation of expenditure, Level of debt and proposed new borrowings, Operational efficiencies and savings forecast, and views of ratepayers and the community.

Cr E Kontelj moved, Cr Harwood seconded -

That the Essential Services Commission be advised that the City of Greater Geelong intends to apply for a higher rate cap for the 2016-2017 rating year.

Carried.

ASSEMBLY OF COUNCILLORS RECORD

Portfolio: Governance – Cr Lyons (Mayor)
Source: Strategy & Performance
General Manager: Dean Frost

Summary

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

Cr Macdonald moved, Cr Harwood seconded -

That the information be received.

Carried.

RECORD OF ASSEMBLIES OF COUNCILLORS
(Council Meeting 27 January 2016)

Assembly Details	Councillor Attendees	Officer Attendees	Agenda Items	Conflict of Interest Disclosures
Local Safety Committee 20 November 2015	Cr Farrell	CB Nyko	- Action Items from Previous Minutes - Presentation – Leisure Networks - Transport Safety - General Business	Nil.
Councillor Briefing 19 January 2016	Crs Lyons, Ellis, Farrell, Harwood, Heagney, Irvine, E Kontelj, Macdonald, Murrihy, Nelson, Richards	K Spiller (CEO) V Shelton (A/GM) D Frost (GM) P Jane (A/GM) L Quinn (GM) P Bettess (GM) M Kelly (MGR) S Parker (A/MGR) T McDonald (MGR) S Bentley (MGR) A Paterson (EXEC OFF)	<i>Items Discussed:</i> - Presentation – Susan Halliday 2016-2017 Country Football & Netball Program Submission - Central Geelong – Declaration of a Special Rate - Rate Capping Variation 2016-2017 - Splashdown Aquatic Play Project - Lease of Land – Peninsula Drive, Drysdale - Contractual Matter (Confidential) - Christmas in Geelong Program - Tender & Award of Industrial Subdivision Innovation Drive, Corio - Grovedale Tennis Club Facilities Upgrade <i>Items Not Discussed:</i> - Councillor Portfolios 2016 - Committee Representation 2016 - Lease to Ocean Grove Golf Club – 9 Guthridge Street, Ocean Grove - Exchange of Land – Batman Road, Indented Head - Revocation of Flood Prone Area Designation of new Lots at Lara Central, Lara Stage 3 - Revocation of Flood Prone Area Designation of new Lots at Warralily, Stages 69, 77 and 81 - Revocation of Flood Prone Area Designation of new Lots at Warralily, Stages 101 and 104 - Revocation of Flood Prone Area Designation of new Lots at Armstrong Villawood Estate Stages 17, 18, 28 and 29 - Montpellier Drive, Highton, Proposed Footpath Construction SRC345 – Intention to Declare	Nil

			• Portarlington North East Group Roads Construction Special Charge Scheme SRC340 – Declaration of Charge • Adoption of Amendment C334 – Incremental Change Area Review 2015 • Women in Community Life Advisory Committee	
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Cr Harwood moved, Cr Macdonald seconded –

That the meeting be closed to the public.

Carried.

The Meeting was closed to the public at 9.35pm

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

The Meeting was opened to the public at 9.52pm

As there was no further business the meeting closed at 10.06pm. Wednesday, 27 January 2016.

Signed: _____
Chairperson

Date of Confirmation: _____