

A photograph of a large, cylindrical water tower. The tower is painted with a mural. The upper part of the tower features a blue sky with white clouds. Below this, a kookaburra is depicted perched on a wooden post. The background of the mural shows a landscape with rolling hills and a body of water. The tower's conical roof is made of metal panels and has a metal walkway with railings around it. The sky above the tower is a clear blue with some light clouds.

# **West Wimmera Shire Council**

## **MINUTES**

### **COUNCIL MEETING**

Wednesday 19 November 2025  
2:00 pm

Kaniva Council Office  
25 Baker Street, Kaniva Victoria  
3419



## Councillors and Shire Map



**MAYOR**  
**Cr. Tim Meyer**



**DEPUTY  
MAYOR**  
**Cr. Helen Hobbs**



**Cr. Richard  
Hicks**



**Cr. Jodie Pretlove**



**Cr. Tom Houlihan**





## COUNCIL VISION

Our West Wimmera community is healthy, thriving, diverse, harmonious, prosperous, and self-sustaining, with regional and global connectivity.

## OUR VALUES

**INNOVATIVE** – We will proactively respond to change, are optimistic about our future and pursue continuous improvement in everything that we do.

**ACCOUNTABLE** – We will be responsible, take ownership of our actions and are committed to good governance, excellence, transparency, achievement of goals and advocating for our community

**UNITED** – We will do everything within our ability to encourage and form trusting relationships, to work together as one team to achieve our goals and advocate for ‘One West Wimmera’.

**COLLABORATIVE** – We will actively and openly consult with you and work constructively with community organisations, agencies, the business community and other levels of government to our community’s benefit.

## OUR GOALS





### ***Purpose of Council meetings***

- (1) Council holds scheduled meetings and, when required, unscheduled meetings to conduct the business of Council.*
- (2) Council is committed to transparency in decision making and, in accordance with the Local Government Act 2020, Council and Delegated Committee meetings are open to the public and the community are able to attend.*
- (3) Meetings will only be closed to members of the public, in accordance with section 66 of the Act, if:*
  - (a) there are clear reasons for particular matters to remain confidential; or*
  - (b) a meeting is required to be closed for security reasons; or*
  - (c) it is necessary to enable the meeting to proceed in an ordinary manner.*
- (4) A meeting closed to the public for the reasons outlined in sub-rule 3(b) or 3(c) will continue to be livestreamed. In the event a livestream is not available:*
  - (a) the meeting may be adjourned; or*
  - (b) a recording of the proceedings may be available on the Council website*

The West Wimmera Shire Council Governance Rules set out the meeting procedure rules for this Council Meeting.

Members of the public are reminded that they are required to remain silent during this meeting, except during Section 5 Questions from the Gallery.

This Council meeting will be recorded for live streaming.

### **Recording of Meeting and Disclaimer**

Please note every Council Meeting (other than items deemed confidential under section 3 (1) of the Local Government Act 2020) is being recorded and streamed live on West Wimmera Shire Council's website in accordance with Council's Governance Rules. Live streaming allows everyone to watch and listen to the meeting in real time, giving you greater access to Council debate and decision making and encouraging openness and transparency. All care is taken to maintain your privacy; however, as a visitor in the public gallery, your presence may be recorded. By remaining in the public gallery, it is understood your consent is given if your image is inadvertently broadcast. Opinions expressed or statements made by individual persons during a meeting are not the opinions or statements of West Wimmera Shire Council. Council therefore accepts no liability for any defamatory remarks that are made during a meeting.





### **Councillors pledge**

*As Councillors of West Wimmera Shire Council, we solemnly and sincerely declare and affirm that we will consider each item on this agenda in the best interests of the whole municipal community.*



**In Attendance:**

**Councillors:**

Tim Meyer, Mayor  
Helen Hobbs, Deputy Mayor  
Richard Hicks  
Jodie Pretlove  
Tom Houlihan

**Executive Leadership Team:**

David Bezuidenhout - Chief Executive Officer (CEO)  
Dalton Burns – Director Corporate and Community Services (DCCS)  
Brendan Pearce - Director Infrastructure Development & Works (DIDW)

**Officers:**

Katie Frost - Governance Manager  
Philippa Hicks - EA to the CEO  
Nicole Wearne - Manager Planning and Environment  
John Hutchins - Community Development Manager  
Aaron Shalders- Innovation and PMO Manager



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## **1 Welcome**

The Mayor declared the meeting open at 2:03 pm.

## **2 Acknowledgement of Country**

The West Wimmera Shire Council acknowledges the traditional custodians of the land on which we meet, and pays respect to their elders, past, present and emerging.

## **3 Opening Prayer**

Almighty God, we humbly ask your blessing upon this Council. Guide and prosper our decisions to the advancement of Your Glory and the true welfare of the people of West Wimmera Shire. Amen.

## **4 Apologies, Leave of Absences, Declaration of Conflict of Interest**

### **4.1 Apologies**

Nil

### **4.2 Leave of Absence**

Nil

### **4.3 Declaration of Conflict of Interest**

Cr Jodie Pretlove declared a conflict of interest in item 18.1C -SEP2025-PMO001 Goroke Recreation Reserve AFL Lighting Report and 18.4 Apsley Recreation Reserve AFL Lighting Upgrade - Local Sports Infrastructure Fund Application stating that she is a life member of the Border Districts Football and Netball Club in relation to both funding applications.



## 5 Questions from the Gallery

### 5.1 Written Questions on Notice

No questions on notice were received for inclusion in the agenda.



## 5.2 Verbal Questions without Notice

No questions without notice were received.

## 6 Delegates Reports

Delegate Reports are for providing feedback on formal council business and are for information only

### 6.1 Councillor Tim Meyer (Mayor)

Date	Event
16/10/2025	Timber Towns Victoria Meeting
21/10/2025	Seniors concert
28/10/2025	Councillor Professional Development
28/10/2025	Unscheduled Council Meeting
29/10/2025	Timber Towns Victoria Tour and AGM - Sale
30/10/2025	Timber Towns Victoria Tour and AGM - Sale
31/10/2025	Timber Towns Victoria Tour and AGM - Sale
05/11/2025	Annual Statutory Meeting
05/11/2025	Councillor Forum
12/11/2025	CEMAC Meeting
12/11/2025	Unscheduled Confidential Council Meeting
13/11/2025	Mayor mandatory training
19/11/2025	WWS Cemeteries Meeting
19/11/2025	Pre Council Meeting
19/11/2025	Council Meeting

### 6.2 Councillor Helen Hobbs (Deputy Mayor)

Date	Event
21/10/2025	Seniors concert
28/10/2025	Councillor Professional Development
28/10/2025	Unscheduled Council Meeting
05/11/2025	Annual Statutory Meeting
05/11/2025	Councillor Forum
11/11/2025	Remembrance Day – Apsley
12/11/2025	CEMAC Meeting
12/11/2025	Unscheduled Confidential Council Meeting
13/11/2025	Deputy Mayor mandatory training
19/11/2025	WWS Cemeteries Meeting
19/11/2025	Pre Council Meeting
19/11/2025	Council Meeting



### 6.3 Councillor Richard Hicks

Date	Event
21/10/2025	Seniors concert
28/10/2025	Councillor Professional Development
28/10/2025	Unscheduled Council Meeting
05/11/2025	Annual Statutory Meeting
05/11/2025	Councillor Forum
07/11/2025	Rail Freight Alliance Meeting
11/11/2025	Remembrance Day – Kaniva
12/11/2025	CEMAC Meeting
12/11/2025	Unscheduled Confidential Council Meeting
19/11/2025	WWS Cemeteries Meeting
19/11/2025	Pre Council Meeting
19/11/2025	Council Meeting

### 6.4 Councillor Jodie Pretlove

Date	Event
28/10/2025	Councillor Professional Development
28/10/2025	Unscheduled Council Meeting
30/10/2025	Kevin Sporer performance – Seniors Concert
05/11/2025	Annual Statutory Meeting
05/11/2025	Councillor Forum
11/11/2025	Remembrance Day – Edenhope
12/11/2025	CEMAC Meeting
12/11/2025	Unscheduled Confidential Council Meeting
19/11/2025	WWS Cemeteries Meeting
19/11/2025	Pre Council Meeting
19/11/2025	Council Meeting

### 6.5 Councillor Tom Houlihan

Date	Event
28/10/2025	Councillor Professional Development
28/10/2025	Unscheduled Council Meeting
05/11/2025	Annual Statutory Meeting
05/11/2025	Councillor Forum
11/11/2025	Remembrance Day – Harrow
12/11/2025	CEMAC Meeting
12/11/2025	Unscheduled Confidential Council Meeting
19/11/2025	WWS Cemeteries Meeting



19/11/2025	Pre Council Meeting
19/11/2025	Council Meeting

7 Condolences

Nil



## 8 Confirmation of Previous Minutes

### 8.1 Council Meeting held on Wednesday, 15 October 2025

#### RECOMMENDATION:

That the Minutes of the Council Meeting held on Wednesday, 15 October 2025 be taken as an accurate record and confirmed.

Moved: Cr Richard Hicks

Seconded: Cr Jodie Pretlove

That the Minutes of the Council Meeting held on Wednesday, 15 October 2025 be taken as an accurate record and confirmed.

**CARRIED UNANIMOUSLY (5 / 0)**

#### Attachments

Nil



## 8.2            **Unscheduled Council Meeting held on Tuesday, 28 October 2025**

### **RECOMMENDATION:**

**That the Minutes of the Unscheduled Council Meeting held on Tuesday, 28 October 2025 be taken as an accurate record and confirmed.**

**Moved:**                      **Cr Richard Hicks**

**Seconded:**                **Cr Jodie Pretlove**

**That the Minutes of the Unscheduled Council Meeting held on Tuesday, 28 October 2025 be taken as an accurate record and confirmed.**

**CARRIED UNANIMOUSLY (5 / 0)**

### **Attachments**

Nil

## 8.3            **Annual Statutory Council Meeting held on Wednesday, 5 November 2025**

### **RECOMMENDATION:**

**That the Minutes of the Annual Statutory Council Meeting held on Wednesday, 5 November 2025 be taken as an accurate record and confirmed.**

**Moved:**                      **Cr Richard Hicks**

**Seconded:**                **Cr Jodie Pretlove**

**That the Minutes of the Annual Statutory Council Meeting held on Wednesday, 5 November 2025 be taken as an accurate record and confirmed.**

**CARRIED UNANIMOUSLY (5 / 0)**





**Attachments**

Nil



## **9 Business Arising From Previous Minutes**

## **10 Notices of Motion**

There were no Notices of Motion submitted for the agenda.

## **11 Councillor Forum Record**

**11.1 Nil**

## **12 Deputations and Petitions**

There were no Petitions or Deputations submitted for the agenda.

## **13 Chief Executive Officer**

No Reports



## 14 Corporate and Community Services

### 14.1 S6 Instrument of Delegations

*Directorate: Corporate and Community Services*

*Report Author: Governance Manager*

*Report Purpose: For Decision*

#### **Purpose**

The *Local Government Act 2020* provides that a council and its Chief Executive Officer (CEO) may, by Instrument of Delegation, delegate to a member of staff any power, duty or function of the Council other than some powers (such as adoption of the budget), that are reserved for Council decision. The purpose of this report is for Council to consider an updated S6 Instrument of Delegation from the Council to various positions in the organisation.

#### **OFFICER RECOMMENDATION:**

**That Council:**

- 1. Adopts the attached S6 Instrument of Delegation.**
- 2. Authorise the Council Seal to be affixed to the S6 Instrument of Delegation.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Jodie Pretlove**

**That Council:**

- 1. Adopts the attached S6 Instrument of Delegation.**
- 2. Authorise the Council Seal to be affixed to the S6 Instrument of Delegation.**

**CARRIED UNANIMOUSLY (5 / 0)**

**Declaration of Interest**



No officer declared an interest under the *Local Government Act 2020 (LGA 2020)* in the preparation of this report.

### **Background**

Every six months, delegations are reviewed by Council's solicitors who update any new, changed or deleted provisions of legislation. A review was completed in July with updated provisions relating to the *Planning and Environment Act 1987*, the *Food Act 1984*, *Cemeteries and Crematoria Regulations 2025* and the *Road Management Act 2004*. Council has also appointed an Environmental Health Technician on 8 September 2025. This Instrument has been updated accordingly to include the role of Environmental Health Technician into the provisions. These updated provisions (see attachment) will be included into the S6 Instrument of Delegations once approved by Council.

Delegations are essential to enable Council staff to carry out operational duties particularly in areas which involve enforcement, such as town planning, local laws, environmental health and animal management. The S6 Instrument of Delegations referred to must be approved by Council as distinct from others which can be delegated by the CEO. The current delegation from Council to various positions in the organisation was approved on 19 December 2024.

### **Risk Management Implications**

Risk identified:

Regulatory risk

### **Legislative Implications**

The report complies with the requirements of the:  
Local Government Act 2020

### **Environmental Implications**

Not applicable

### **Financial and Budgetary Implications**

Not applicable

### **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:

Not applicable





### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

#### ***Goal 4 – Operational excellence***

4.8 Improve organisational Efficiency.

### **Communication Implications**

No Communication Implications

### **Equal Impact Assessment**

No Equal Impact Assessment is required

### **Conclusion**

Council is responsible for ensuring that its delegations are current at all times. The proposed update of the S6 Instrument of Delegations from Council is necessary in order to ensure compliance with the *Local Government Act 2020*.

### **Attachments**

1. S6 Instrument of Delegation Members of Staff Updates 30 October 2025 (2) [**14.1.1** - 13 pages]
2. Provisions S6 Instrument of Delegation Members of Staff 3 [**14.1.2** - 174 pages]

## RELIANSYS® DELEGATIONS - EXPORT OF UP DATES BY REGISTER - NEW & CHANGED

## S6 INSTRUMENT OF DELEGATION - MEMBERS OF STAFF

Note - Exported provisions are separated into NEW and CHANGED groupings, sorted by Delegation Source and Section.

28 OCTOBER 2025

|

<u>Abbreviation</u>	<u>Position</u>	<u>Name</u>
<u>CEO</u>	<u>Chief Executive Officer</u>	<u>David Bezuidenhout</u>
<u>CFO</u>	<u>Chief Financial Officer</u>	<u>Jason Cay</u>
<u>DCCS</u>	<u>Director Corporate and Community Services</u>	<u>Dalton Burns</u>
<u>DIDW</u>	<u>Director Infrastructure Development and Works</u>	<u>Brendan Pearce</u>
<u>EHO</u>	<u>Environmental Health Officer</u>	<u>Kiara Silvester</u>
<u>EHT</u>	<u>Environmental Health Technician</u>	<u>Nethmini Weerasuriya</u>
<u>F&amp;RC</u>	<u>Finance &amp; Rating Coordinator</u>	<u>Leanne Lucas</u>
<u>GM</u>	<u>Governance Manager</u>	<u>Katie Frost</u>
<u>LLO</u>	<u>Local Laws Officer</u>	<u>Joshua McCabe</u>
<u>MA&amp;GIS</u>	<u>Manager Assets &amp; GIS</u>	<u>James Magee</u>
<u>MIE</u>	<u>Manager Infrastructure and Engineering</u>	<u>Chamo Wilfred</u>
<u>MPE</u>	<u>Manager Planning and Environment</u>	<u>Nicole Wearne</u>
<u>NA</u>	<u>Not Applicable</u>	<u>Not Applicable</u>
<u>ND</u>	<u>Not Delegated</u>	<u>Not Delegated</u>
<u>OM</u>	<u>Operations Manager</u>	<u>Daryl Sinclair</u>
<u>RO</u>	<u>Rates Officer</u>	<u>Trudy Holland</u>
<u>SPO</u>	<u>Senior Planning Officer</u>	<u>Edwin Irvine</u>

## CHANGED Provisions

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
738382	Food Act 1984	s 19FA(1)	Power to direct a proprietor of a food premises to revise the food safety program for the premises or comply with any requirements specified in the food safety program	EHO, MPE, EHT	Where Council is the registration authority <del>Only in relation to temporary food premises or mobile food premises</del> Subject to s 19FA(2), which requires a time limit for compliance to be specified
738383	Food Act 1984	s 19FA(3)(a)	Power to refuse to approve an application for registration or renewal of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	EHO, MPE, EHT	Where Council is the registration authority <del>Only in relation to temporary food premises or mobile food premises</del> Refusal to grant or renew the registration of a food

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
					premises must be ratified by Council or the CEO (see s 58A(2)) _____
738384	Food Act 1984	s 19FA(3)(b)	Power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	EHO, MPE, EHT	Where Council is the registration authority <del>Only in relation to temporary food premises or mobile food premises</del> _____
738385	Food Act 1984	s 19FA(3)(c)	Power to suspend the registration of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	EHO, MPE, EHT	Where Council is the registration authority <del>Only in relation to temporary food premises or mobile food premises</del> _____

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
784175	Planning and Environment Act 1987	-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be altered or modified with Council's consent	DIDW, MPE, SPO	_____
784176	Planning and Environment Act 1987	-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be done subject to Council's prior consent or must not be done without Council's prior consent	DIDW, MPE, SPO	_____
784177	Planning and Environment Act 1987	-	Power to decide, in relation to any planning scheme or permit, that a specified thing is required to be approved and or endorsed by Council	DIDW, MPE, SPO	_____
239215	Planning and Environment Act 1987	-	Power to approve <u>and or endorse</u> 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	DIDW, MPE, SPO	_____
756002	Road Management Act 2004	s 12(2)(b)	Function of providing consent to the Head, Transport for Victoria for the discontinuance of a road or part of a road	DIDW, MIE	_____
239420	Cemeteries and Crematoria	r 36	Duty to ensure that cemetery complies with depth of burial requirements	ND, DCCS, CFO, GM, TBC	_____

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
	Regulations 2025				
239421	Cemeteries and Crematoria Regulations 2025	r 37	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	ND, <del>DCCS,</del> <del>CFO, GM,</del> <del>TBC</del>	_____
784178	Cemeteries and Crematoria Regulations 2025	r 38	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	ND, <del>TBC</del>	_____
784179	Cemeteries and Crematoria Regulations 2025	r 39(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	ND, <del>TBC</del>	_____
784180	Cemeteries and Crematoria Regulations 2025	r 39(2)	Duty to ensure that coffin, container or receptacle is labelled.	ND, <del>TBC</del>	_____



#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
784181	Cemeteries and Crematoria Regulations 2025	r 39(3)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	ND, <del>TBC</del>	_____
784182	Cemeteries and Crematoria Regulations 2025	r 40	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)	ND, <del>TBC</del>	_____
239422	Cemeteries and Crematoria Regulations 2025	r 43(2)	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	ND, <del>DCCS, CFO</del>	_____
239457	Cemeteries and Crematoria Regulations 2025	r 44(2)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator	ND	_____
239423	Cemeteries and Crematoria	r 44(3)	Duty to ensure any fittings removed of are disposed in an appropriate manner	ND	_____

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
	Regulations 2025				
239424	Cemeteries and Crematoria Regulations 2025	r 45	Power to dispose of any metal substance or non-human substance recovered from a cremator	ND	_____
239425	Cemeteries and Crematoria Regulations 2025	r 46(2)	Power to release cremated human remains to certain persons	ND	Subject to any order of a court _____
239426	Cemeteries and Crematoria Regulations 2025	r 47(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	ND	_____
239427	Cemeteries and Crematoria Regulations 2025	r 47(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	ND	_____

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239428	Cemeteries and Crematoria Regulations 2025	r 47(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	ND	_____
239429	Cemeteries and Crematoria Regulations 2025	r 47(4)	Duty to take reasonable steps to notify persons specified in r 46(2) of intention to intern or dispose of remains at expiry of 12 month period	ND	_____
239440	Cemeteries and Crematoria Regulations 2025	r 48	Power to approve certain activities under the r 57 or 58(2) if satisfied of regulation (1)(a)-(c)	ND, <del>DCCS</del>	_____
784183	Cemeteries and Crematoria Regulations 2025	r 50	Duty to provide statement that alternative vendors or supplier of memorials exist	ND, <del>TBC</del>	_____
784184	Cemeteries and Crematoria	r 51	Power to inspect any work that is being carried out on memorials, places or internments and buildings for ceremonies	ND, <del>TBC</del>	_____

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
	Regulations 2025				
784185	Cemeteries and Crematoria Regulations 2025	r 52	Power to approval the arrangement or conduct of a funeral	ND, <del>TBC</del>	_____
784186	Cemeteries and Crematoria Regulations 2025	r 53(1)	Power to give written direction regarding the manner in which a funeral is to be conducted	ND, <del>TBC</del>	_____
784187	Cemeteries and Crematoria Regulations 2025	r 56(1)	Power to give directions regarding the objects, things or items affixed to, or placed on or around, the places of internment and memorials	ND, <del>TBC</del>	_____
784188	Cemeteries and Crematoria Regulations 2025	r 56(3)	Power to remove objects, things or items specified in (a)-(d) from a place of interment or memorial	ND, <del>TBC</del>	_____

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
784189	Cemeteries and Crematoria Regulations 2025	r 56(4)	Duty to dispute items under r 56(3) in a manner considered appropriate	ND, <del>TBC</del>	_____
239441	Cemeteries and Crematoria Regulations 2025	r 57(1)	Power to approve the use of fire in a public cemetery	ND, <del>DCCS</del>	_____
239442	Cemeteries and Crematoria Regulations 2025	r 58(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	ND, <del>DCCS</del>	_____
784190	Cemeteries and Crematoria Regulations 2025	r 59	Duty to display the hours during which the public can access the cemetery	DCCS	_____
239443	Cemeteries and Crematoria		Note: sch 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules	ND	_____

#	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
	Regulations 2025				
239444	Cemeteries and Crematoria Regulations 2025	sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 5, 7 8, 9, 10, 11, 12, 13, 15, 16, 17 and 18 of sch 2	ND; <del>DCCS;</del> <del>CFO, GM</del>	See note above regarding model rules _____



Maddocks

***S6 Instrument of Delegation – Members of Staff***

**West Wimmera Shire Council**

**Instrument of Delegation**

**to**

**Members of Council Staff**

Reviewed and adopted by Council

## Instrument of Delegation

In exercise of the powers conferred by the legislation referred to in the attached Schedule, the Council:

- delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
- record that references in the Schedule are as follows:

Abbreviation	Position	Name
CEO	Chief Executive Officer	David Bezuidenhout
CFO	Chief Financial Officer	Jason Cay
DCCS	Director Corporate and Community Services	Dalton Burns
DIDW	Director Infrastructure Development and Works	Brendan Pearce
EHO	Environmental Health Officer	Kiara Silvester
EHT	Environmental Health Technician	Nethmini Weerasuriya
F&RC	Finance & Rating Coordinator	Leanne Lucas
GM	Governance Manager	Katie Frost
LLO	Local Laws Officer	Joshua McCabe
MA&GIS	Manager Assets & GIS	James Magee
MIE	Manager Infrastructure and Engineering	Chamo Wilfred
MPE	Manager Planning and Environment	Nicole Wearne
NA	Not Applicable	Not Applicable



Abbreviation	Position	Name
ND	Not Delegated	Not Delegated
OM	Operations Manager	Daryl Sinclair
RO	Rates Officer	Trudy Holland
SPO	Senior Planning Officer	Edwin Irvine

3. declares that:

3.1 this Instrument of Delegation is authorised by **a resolution** of Council passed on 18 December 2024; and

3.2 the delegation:

3.2.1 comes into force immediately when the common seal of Council is affixed to this Instrument of Delegation or where the Chief Executive Officer of Council is authorised under resolution, the Chief Executive Officer executes the Instrument of Delegation;

3.2.2 remains in force until varied or revoked;

3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and

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

3.3 the delegate must not determine the issue, take the action or do the act or thing:

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

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


(a) policy; or

(b) strategy

adopted by Council;

3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or

3.3.4 if 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 or delegated committee.

<p>The <b>Common Seal of the West Wimmera Shire Council</b></p> <p>was affixed in the presence of:</p>  <hr/> <p><b>Councillor</b></p>  <hr/> <p><b>Councillor</b></p>  <hr/> <p><b>Chief Executive Officer</b></p>		
<p>At the Council Meeting held</p>		

### Delegation Sources

- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024
- Cemeteries and Crematoria Act 2003
- Domestic Animals Act 1994
- Food Act 1984
- Heritage Act 2017
- Local Government Act 1989
- Planning and Environment Act 1987
- Residential Tenancies Act 1997
- Road Management Act 2004
- Cemeteries and Crematoria Regulations 2025
- Planning and Environment Regulations 2015
- Planning and Environment (Fees) Regulations 2016
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
738386	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 7	Power to enter into a written agreement with a caravan park owner	DIDW, MPE	
738387	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 10	Function of receiving application for registration	DIDW, MPE	
738388	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 11	Function of receiving application for renewal of registration	DIDW, MPE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
738389	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	DIDW, MPE	
738390	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 12(1)	Power to refuse to grant the registration if not satisfied that the caravan park complies with these regulations	DIDW, MPE	
738391	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	DIDW, MPE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
738392	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	DIDW, MPE	
738393	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	DIDW, MPE	
738394	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 12(4) & (5)	Duty to issue certificate of registration	DIDW, MPE	
738395	WA	Residential Tenancies (Caravan Parks and Movable Dwellings	r 14(1)	Function of receiving notice of transfer of ownership.	DIDW, MPE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		Registration and Standards) Regulations 2024				
742715	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 14(3)	Power to determine where notice of transfer is displayed	DIDW, MPE	
738396	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 15(1)	Duty to transfer registration to new caravan park owner	DIDW, MPE	
738397	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 15(2)	Duty to issue a certificate of transfer of registration	DIDW, MPE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
738398	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 15(3)	Power to determine where certificate of transfer of registration is displayed	DIDW, MPE	
738399	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	DIDW, MPE	
738400	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 17	Duty to keep register of caravan parks	DIDW, MPE	
738401	WA	Residential Tenancies (Caravan Parks and Movable Dwellings	r 21(1)	Duty to notify a caravan park owner of the relevant emergency services	DIDW, MPE	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		Registration and Standards) Regulations 2024		agencies for the caravan park, on the request of the caravan park owner		
738402	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 21(2)	Duty to consult with relevant emergency services agencies	DIDW, MPE	
738403	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 22	Power to determine places in which caravan park owner must display a copy of emergency procedures	DIDW, MPE	
738404	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 23	Power to determine places in which caravan park owner must display copy of public emergency warnings	DIDW, MPE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
738405	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 24(2)	Power to consult with relevant floodplain management authority	DIDW, MPE	
738406	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 26(b)(i)	Power to approve system for the discharge of sewage and wastewater from a movable dwelling	DIDW, MPE	
738407	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 38	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	DIDW, MPE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
738408	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 38(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	DIDW, MPE	
738409	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 39(3)	Function of receiving installation certificate	DIDW, MPE	
738410	WA	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024	r 45(3)	Power to determine places in which caravan park owner must display name and telephone number of an emergency contact person	DIDW, MPE	
738411	WA	Residential Tenancies (Caravan Parks and Movable Dwellings	r 45(5)	Power to determine places in which caravan park owner must display the	DIDW, MPE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
		Registration and Standards) Regulations 2024		certificate of registration or certificate of renewal of  registration, the plan of the caravan park and a copy of the caravan park rules		
238822	A*	Cemeteries and Crematoria Act 2003	s 8(1)(a)(ii)	Power to manage one or more public cemeteries	DCCS, CFO, GM	Where Council is a Class B cemetery trust
238823	A*	Cemeteries and Crematoria Act 2003	s 12(1)	Function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act	DCCS, CFO, GM	Where Council is a Class B cemetery trust
238824	A*	Cemeteries and Crematoria Act 2003	s 12(2)	Duty to have regard to the matters set out in paragraphs (a ) - (c) in exercising its functions	DCCS, CFO, GM	Where Council is a Class B cemetery trust

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238825	A*	Cemeteries and Crematoria Act 2003	s 12A(1)	Function to do the activities set out in paragraphs (a) - (n)	ND	Where Council is a Class A cemetery trust
238826	A*	Cemeteries and Crematoria Act 2003	s 12A(2)	Duty to have regard to matters set out in paragraphs (a) - (e) in exercising its functions	ND	Where Council is a Class A cemetery trust
238827	A*	Cemeteries and Crematoria Act 2003	s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	DCCS, CFO, GM	
238828	A*	Cemeteries and Crematoria Act 2003	s 14	Power to manage multiple public cemeteries as if they are one cemetery.	DCCS, CFO, GM	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238830	A*	Cemeteries and Crematoria Act 2003	s 15(4)	Duty to keep records of delegations	DCCS, CFO, GM	
238831	A*	Cemeteries and Crematoria Act 2003	s 17(1)	Power to employ any persons necessary	DCCS, CFO, GM	
238832	A*	Cemeteries and Crematoria Act 2003	s 17(2)	Power to engage any professional, technical or other assistance considered necessary	DCCS, CFO, GM	
238833	A*	Cemeteries and Crematoria Act 2003	s 17(3)	Power to determine the terms and conditions of employment or engagement	DCCS	Subject to any guidelines or directions of the Secretary
238834	A*	Cemeteries and Crematoria Act 2003	s 18(3)	Duty to comply with a direction from the Secretary	DCCS, CFO, GM	
238835	A*	Cemeteries and Crematoria Act 2003	s 18B(1) & (2)	Duty to establish governance committees within 12 months of	ND	Where Council is a Class A cemetery trust

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				becoming a Class A cemetery trust and power to establish other governance committees from time to time		
238836	A*	Cemeteries and Crematoria Act 2003	s 18C	Power to determine the membership of the governance committee	ND	Where Council is a Class A cemetery trust
238837	A*	Cemeteries and Crematoria Act 2003	s 18D	Power to determine procedure of governance committee	ND	Where Council is a Class A cemetery trust
238838	A*	Cemeteries and Crematoria Act 2003	s 18D(1)(a)	Duty to appoint community advisory committee for the purpose of liaising with communities	ND	Where Council is a Class A cemetery trust
238839	A*	Cemeteries and Crematoria Act 2003	s 18D(1)(b)	Power to appoint any additional community advisory committees	ND	Where Council is a Class A cemetery trust

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238840	A*	Cemeteries and Crematoria Act 2003	s 18D(2)	Duty to establish a community advisory committee under section 18D(1)(a) within 12 months of becoming a Class A cemetery trust.	ND	Where Council is a Class A cemetery trust
238841	A*	Cemeteries and Crematoria Act 2003	s 18D(3)	Duty to include a report on the activities of the community advisory committees in its report of operations under Part 7 of the Financial Management Act 1994	ND	Where Council is a Class A cemetery trust
238842	A*	Cemeteries and Crematoria Act 2003	s 18F(2)	Duty to give preference to a person who is not a funeral director of a stonemason (or a similar position) when appointing a person to a community advisory committee	ND	Where Council is a Class A cemetery trust



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238843	A*	Cemeteries and Crematoria Act 2003	s 18H(1)	Duty to hold an annual meeting before 30 December in each calendar year	ND	Where Council is a Class A cemetery trust
238844	A*	Cemeteries and Crematoria Act 2003	s 18I	Duty to publish a public notice of annual meeting in a newspaper, a reasonable time before the date of the annual meeting	ND	Where Council is a Class A cemetery trust
238845	A*	Cemeteries and Crematoria Act 2003	s.18J	Duty to provide leadership, assistance and advice in relation to operational and governance matters relating to cemeteries (including the matters set out in s 18J(2))	ND	Where Council is a Class A cemetery trust
238846	A*	Cemeteries and Crematoria Act 2003	s 18L(1)	Duty to employ a person as the chief executive officer (by whatever title)	ND	Where Council is a Class A cemetery trust

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				called) of the Class A cemetery trust		
238847	A*	Cemeteries and Crematoria Act 2003	s 18N(1)	Duty to prepare an annual plan for each financial year that specifies the items set out in paragraphs (a)-(d)	ND	Where Council is a Class A cemetery trust
238848	A*	Cemeteries and Crematoria Act 2003	s 18N(3)	Duty to give a copy of the proposed annual plan to the Secretary on or before 30 September each year for the Secretary's approval	ND	Where Council is a Class A cemetery trust
238849	A*	Cemeteries and Crematoria Act 2003	s 18N(5)	Duty to make amendments as required by the Secretary and deliver the completed plan to the Secretary within 3 months	ND	Where Council is a Class A cemetery trust

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238850	A*	Cemeteries and Crematoria Act 2003	s 18N(7)	Duty to ensure that an approved annual plan is available to members of the public on request	ND	Where Council is a Class A cemetery trust
238851	A*	Cemeteries and Crematoria Act 2003	s 18O(1)	Duty to prepare a strategic plan and submit the plan to the Secretary for approval	ND	Where Council is a Class A cemetery trust
238852	A*	Cemeteries and Crematoria Act 2003	s 18O(4)	Duty to advise the Secretary if the trust wishes to exercise its functions in a manner inconsistent with its approved strategic plan	ND	Where Council is a Class A cemetery trust
238853	A*	Cemeteries and Crematoria Act 2003	s 18O(5)	Duty to ensure that an approved strategic plan is available to members of the public on request	ND	Where Council is a Class A cemetery trust

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238854	A*	Cemeteries and Crematoria Act 2003	s 18Q(1)	Duty to pay an annual levy on gross earnings as reported in the annual financial statements for the previous financial year.	ND	Where Council is a Class A cemetery trust
238855	WA	Cemeteries and Crematoria Act 2003	s 19	Power to carry out or permit the carrying out of works	ND	
238856	A*	Cemeteries and Crematoria Act 2003	s 20(1)	Duty to set aside areas for the interment of human remains	ND	
238857	A*	Cemeteries and Crematoria Act 2003	s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	ND	
238858	A*	Cemeteries and Crematoria Act 2003	s 20(3)	Power to set aside areas for those things in paragraphs (a) - (e)	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238859	A*	Cemeteries and Crematoria Act 2003	s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	ND	
238860	A*	Cemeteries and Crematoria Act 2003	s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36	ND	Subject to the approval of the Minister
238861	A*	Cemeteries and Crematoria Act 2003	s 37	Power to grant leases over land in a public cemetery in accordance with s 37	ND	Subject to the Minister approving the purpose
238862	A*	Cemeteries and Crematoria Act 2003	s 40	Duty to notify Secretary of fees and charges fixed under s 39	DCCS, CFO, GM	
238863	A*	Cemeteries and Crematoria Act 2003	s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	ND	Provided the street was constructed pursuant to the Local Government Act 1989

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
652444	A*	Cemeteries and Crematoria Act 2003	s 52	Duty to submit a report to the Secretary in relation to any public cemetery for which the cemetery trust is responsible for each financial year in respect of which it manages that cemetery	DCCS, CFO, GM	
238864	A*	Cemeteries and Crematoria Act 2003	s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	DCCS, CFO, GM	Report must contain the particulars listed in s 57(2)
238865	A*	Cemeteries and Crematoria Act 2003	s 59	Duty to keep records for each public cemetery	DCCS, CFO, GM	
238866	A*	Cemeteries and Crematoria Act 2003	s 60(1)	Duty to make information in records available to the public for historical or research purposes	DCCS, CFO, GM	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238867	A*	Cemeteries and Crematoria Act 2003	s 60(2)	Power to charge fees for providing information	DCCS, CFO, GM	
238868	A*	Cemeteries and Crematoria Act 2003	s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	DCCS, CFO, GM	
238869	A*	Cemeteries and Crematoria Act 2003	s 64B(d)	Power to permit interments at a reopened cemetery	DCCS	
238870	A*	Cemeteries and Crematoria Act 2003	s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	DCCS	The application must include the requirements listed in s 66(2)(a)-(d)
238871	A*	Cemeteries and Crematoria Act 2003	s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238872	A*	Cemeteries and Crematoria Act 2003	s 70(1)	Duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	DCCS, CFO, GM	
238873	A*	Cemeteries and Crematoria Act 2003	s 70(2)	Duty to make plans of existing place of interment available to the public	DCCS, CFO, GM	
238874	A*	Cemeteries and Crematoria Act 2003	s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	DCCS, CFO, GM	
238875	A*	Cemeteries and Crematoria Act 2003	s 71(2)	Power to dispose of any memorial or other structure removed	ND	
238876	WA	Cemeteries and Crematoria Act 2003	s 72(2)	Duty to comply with request received under s 72	ND	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238877	WA	Cemeteries and Crematoria Act 2003	s 73(1)	Power to grant a right of interment	ND	
238878	WA	Cemeteries and Crematoria Act 2003	s 73(2)	Power to impose conditions on the right of interment	ND	
594724	WA	Cemeteries and Crematoria Act 2003	s 74(3)	Duty to offer a perpetual right of interment	ND	
238879	WA	Cemeteries and Crematoria Act 2003	s 75	Power to grant the rights of interment set out in s 75(a) and (b)	ND	
238880	WA	Cemeteries and Crematoria Act 2003	s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238881	WA	Cemeteries and Crematoria Act 2003	s 77(4)	Power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	ND	
238882	WA	Cemeteries and Crematoria Act 2003	s 80(1)	Function of receiving notification and payment of transfer of right of interment	ND	
238883	WA	Cemeteries and Crematoria Act 2003	s 80(2)	Function of recording transfer of right of interment	ND	
238884	WA	Cemeteries and Crematoria Act 2003	s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	ND	
238885	WA	Cemeteries and Crematoria Act 2003	s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238886	WA	Cemeteries and Crematoria Act 2003	s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	ND	
238887	WA	Cemeteries and Crematoria Act 2003	s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	ND	
594725	WA	Cemeteries and Crematoria Act 2003	s 84F(2)(d)	Function of receiving notice of decision to vary or force the surrender of a right of interment under s 84C(2), (3) or (5)	ND	
594726	WA	Cemeteries and Crematoria Act 2003	s 84H(4)	Power to exercise the rights of a holder of a right of interment	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
628605	WA	Cemeteries and Crematoria Act 2003	s 84I(4)	Power to exercise the rights of a holder of a right of interment	ND	
594727	WA	Cemeteries and Crematoria Act 2003	s 84I(5)	Duty to pay refund to the previous holder or holders of the right of interment	ND	
594728	WA	Cemeteries and Crematoria Act 2003	s 84I(6)(a)	Power to remove any memorial on the place of interment	ND	
594729	WA	Cemeteries and Crematoria Act 2003	s 84I(6)(b)	Power to grant right of interment under s 73	ND	
238888	WA	Cemeteries and Crematoria Act 2003	s.85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	ND	The notice must be in writing and contain the requirements listed in s 85(2)
239404	WA	Cemeteries and Crematoria Act 2003	s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	ND	Does not apply where right of interment relates to remains of a deceased veteran.

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239405	A*	Cemeteries and Crematoria Act 2003	85(2)(c)	Power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of interment or;  remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location.	ND	May only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of interment is not extended or converted to a perpetual right of interment
238889	A*	Cemeteries and Crematoria Act 2003	s 86	Power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	ND	
239395	A*	Cemeteries and Crematoria Act 2003	s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of interment to a perpetual right of interment	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239396	A*	Cemeteries and Crematoria Act 2003	s 86(3)(a)	Power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	ND	
239397	A*	Cemeteries and Crematoria Act 2003	s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	ND	
239398	A*	Cemeteries and Crematoria Act 2003	s.86(4)	Power to take action under s.86(4) relating to removing and re-interring cremated human remains	ND	
239399	A*	Cemeteries and Crematoria Act 2003	s.86(5)	Duty to provide notification before taking action under s.86(4)	ND	
239400	A*	Cemeteries and Crematoria Act 2003	s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238890	A*	Cemeteries and Crematoria Act 2003	s 87(3)	Duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	ND	
238891	A*	Cemeteries and Crematoria Act 2003	s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	DCCS, CFO, GM	
238892	A*	Cemeteries and Crematoria Act 2003	s 91(1)	Power to cancel a right of interment in accordance with s 91	DCCS, CFO, GM	
238893	A*	Cemeteries and Crematoria Act 2003	s 91(3)	Duty to publish notice of intention to cancel right of interment	DCCS, CFO, GM	
238894	A*	Cemeteries and Crematoria Act 2003	s 92	Power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	DCCS, CFO, GM	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238895	A*	Cemeteries and Crematoria Act 2003	s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	DCCS, CFO, GM	
238896	A*	Cemeteries and Crematoria Act 2003	s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	DCCS, CFO, GM	
238897	A*	Cemeteries and Crematoria Act 2003	s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	DCCS, CFO, GM	
238898	A*	Cemeteries and Crematoria Act 2003	s 100(1)	Power to require a person to remove memorials or places of interment	DCCS, CFO, GM	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238899	A*	Cemeteries and Crematoria Act 2003	s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)	ND	
238900	A*	Cemeteries and Crematoria Act 2003	s 100(3)	Power to recover costs of taking action under s 100(2)	ND	
238901	A*	Cemeteries and Crematoria Act 2003	s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	DCCS, CFO, GM	
238902	A*	Cemeteries and Crematoria Act 2003	s 102(1)	Power to approve or refuse an application under section 101, if satisfied of the matters in (b) and (c)	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238903	A*	Cemeteries and Crematoria Act 2003	s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	ND	
238904	A*	Cemeteries and Crematoria Act 2003	s 103(1)	Power to require a person to remove a building for ceremonies	ND	
238905	A*	Cemeteries and Crematoria Act 2003	s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	ND	
238906	A*	Cemeteries and Crematoria Act 2003	s 103(3)	Power to recover costs of taking action under s 103(2)	DCCS, CFO, GM	
238907	A*	Cemeteries and Crematoria Act 2003	s 106(1)	Power to require the holder of the right of interment of the requirement to make the	DCCS, CFO, GM	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				memorial or place of interment safe and proper or carry out specified repairs		
238908	A*	Cemeteries and Crematoria Act 2003	s 106(2)	Power to require the holder of the right of interment to provide for an examination	DCCS	
238909	A*	Cemeteries and Crematoria Act 2003	s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	DCCS	
238910	A*	Cemeteries and Crematoria Act 2003	s 106(4)	Power to repair or - with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with	DCCS	
238911	A*	Cemeteries and Crematoria Act 2003	s 107(1)	Power to require person responsible to make the building for ceremonies safe	DCCS	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				and proper or carry out specified repairs		
238912	A*	Cemeteries and Crematoria Act 2003	s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with	DCCS	
238913	A*	Cemeteries and Crematoria Act 2003	s 108	Power to recover costs and expenses	DCCS	
238914	A*	Cemeteries and Crematoria Act 2003	s 109(1)(a)	Power to open, examine and repair a place of interment	DCCS	Where the holder of right of interment or responsible person cannot be found

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238915	A*	Cemeteries and Crematoria Act 2003	s 109(1)(b)	Power to repair a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	DCCS	Where the holder of right of interment or responsible person cannot be found
238916	A*	Cemeteries and Crematoria Act 2003	s 109(2)	Power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	DCCS	Where the holder of right of interment or responsible person cannot be found
238917	A*	Cemeteries and Crematoria Act 2003	s 110(1)	Power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder. with consent of the Secretary	DCCS	
594730	A*	Cemeteries and Crematoria Act 2003	s 110(1A)	Power to maintain, repair or restore the place of interment if unable to find any of the other holders after diligent inquiries and with the consent of the Secretary	DCCS	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238918	A*	Cemeteries and Crematoria Act 2003	s 110(2)	Power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	DCCS	
239401	A*	Cemeteries and Crematoria Act 2003	s 110A	Power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	ND	
238919	A*	Cemeteries and Crematoria Act 2003	s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	DCCS	
238920	A*	Cemeteries and Crematoria Act 2003	s 112	Power to sell and supply memorials	DCCS	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238921	A*	Cemeteries and Crematoria Act 2003	s 116(4)	Duty to notify the Secretary of an interment authorisation granted	DCCS, CFO, GM	
238922	A*	Cemeteries and Crematoria Act 2003	s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	DCCS	
238923	A*	Cemeteries and Crematoria Act 2003	s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	DCCS	
238924	A*	Cemeteries and Crematoria Act 2003	s 119	Power to set terms and conditions for interment authorisations	DCCS	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238925	A*	Cemeteries and Crematoria Act 2003	s 131	Function of receiving an application for cremation authorisation	NA	
238926	A*	Cemeteries and Crematoria Act 2003	s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	NA	Subject to s 133(2)
238927	A*	Cemeteries and Crematoria Act 2003	s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	DCCS, CFO, GM	
238928	A*	Cemeteries and Crematoria Act 2003	s 146	Power to dispose of bodily remains by a method other than interment or cremation	DCCS	Subject to the approval of the Secretary



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238929	A*	Cemeteries and Crematoria Act 2003	s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	DCCS	
238930	A*	Cemeteries and Crematoria Act 2003	s 149	Duty to cease using method of disposal if approval revoked by the Secretary	DCCS, CFO, GM	
238931	A*	Cemeteries and Crematoria Act 2003	s 150 & 152(1)	Power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	DCCS, CFO, GM	
238932	A*	Cemeteries and Crematoria Act 2003	s 151	Function of receiving applications to inter or cremate body parts	DCCS, CFO, GM	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238933	A*	Cemeteries and Crematoria Act 2003	s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	DCCS, CFO, GM	
238934	A*	Cemeteries and Crematoria Act 2003	sch 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	DCCS, CFO, GM	
238935	A*	Cemeteries and Crematoria Act 2003	sch 1 cl 8(8)	Power to regulate own proceedings	DCCS, CFO, GM	Subject to cl 8
238936	A*	Cemeteries and Crematoria Act 2003	sch 1A cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	ND	Where Council is a Class A cemetery trust

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238937	A*	Cemeteries and Crematoria Act 2003	sch 1A cl 8(8)	Power to regulate own proceedings	ND	Where Council is a Class A cemetery trust Subject to cl 8
238938	A*	Domestic Animals Act 1994	s 41A(1)	Power to declare a dog to be a menacing dog	MPE, LLO	Council may delegate this power to a Council authorised officer
238944	A*	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	EHO, MPE, EHT	If s 19(1) applies
238945	A*	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	EHO, MPE, EHT	If s 19(1) applies
239464	A*	Food Act 1984	s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food,	EHO, MPE, EHT	If s 19(1) applies

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				or for any other specified purpose, or for the use of any specified equipment or a specified process		Only in relation to temporary food premises or mobile food premises
238946	A*	Food Act 1984	s 19(4)(a)	Power to direct that an order made under s 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, (ia) displayed at any point of sale, (ib) be published on the food business's Internet site and (ii) inform the public by notice in a published newspaper, on the Internet site or otherwise	EHO, MPE, EHT	If s 19(1) applies
238947	A*	Food Act 1984	s 19(6)(a)	Duty to revoke any order under section 19 if satisfied that an order has been complied with	EHO, MPE, EHT	If s 19(1) applies

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238948	A*	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	EHO, MPE, EHT	If s 19(1) applies
238949	A*	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).	EHO, MPE, EHT	Where Council is the registration authority
238950	A*	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	EHO, MPE, EHT	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  Only in relation to temporary food premises or mobile food premises
238951	A*	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	EHO, MPE, EHT	Where Council is the registration authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238952	A*	Food Act 1984	s 19CB(4)(b)	Power to request copy of records	EHO, MPE, EHT	Where Council is the registration authority
238953	A*	Food Act 1984	s 19E(1)(d)	Power to request a copy of the food safety program	EHO, MPE, EHT	Where Council is the registration authority
594731	A*	Food Act 1984	s 19EA(3)	Function of receiving copy of revised food safety program	EHO, MPE, EHT	Where Council is the registration authority
738382	A*	Food Act 1984	s 19FA(1)	Power to direct a proprietor of a food premises to revise the food safety program for the premises or comply with any requirements specified in the food safety program	EHO, MPE, EHT	Where Council is the registration authority  Subject to s 19FA(2), which requires a time limit for compliance to be specified

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
738383	A*	Food Act 1984	s 19FA(3)(a)	Power to refuse to approve an application for registration or renewal of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	EHO, MPE, EHT	Where Council is the registration authority  Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
738384	A*	Food Act 1984	s 19FA(3)(b)	Power to revoke a registration granted in respect of premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	EHO, MPE, EHT	Where Council is the registration authority
738385	A*	Food Act 1984	s 19FA(3)(c)	Power to suspend the registration of the premises, where a proprietor of a food premises fails to comply with a direction given under s 19FA(1)	EHO, MPE, EHT	Where Council is the registration authority
238954	A*	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	EHO, MPE, EHT	Where Council is the registration authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
594732	A*	Food Act 1984	s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	EHO, MPE, EHT	Where Council is the registration authority
594733	A*	Food Act 1984	s 19IA(2)	Duty to give written notice to the proprietor of the premises	EHO, MPE, EHT	Where Council is the registration authority  Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
238955	A*	Food Act 1984	s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	NA	Where Council is the registration authority
594734	A*	Food Act 1984	s 19N(2)	Function of receiving notice from the auditor	EHO, MPE, EHT	Where Council is the registration authority



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238956	A*	Food Act 1984	s 19NA(1)	Power to request food safety audit reports	EHO, MPE, EHT	Where Council is the registration authority
238957	A*	Food Act 1984	s 19U(3)	Power to waive and vary the costs of a food safety audit if there are special circumstances	NA	
238958	A*	Food Act 1984	s 19UA	Power to charge fees for conducting a food safety assessment or inspection	EHO, MPE, EHT	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39.
238959	A*	Food Act 1984	s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	EHO, MPE, EHT	Where Council is the registration authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238960	A*	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	EHO, MPE, EHT	Where Council is the registration authority
238961	A*	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	EHO, MPE, EHT	Where Council is the registration authority
238962	A*	Food Act 1984		Power to register or renew the registration of a food premises	EHO, MPE, EHT	Where Council is the registration authority  Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
483111	A*	Food Act 1984	s 36A	Power to accept an application for registration or notification using online portal	EHO, MPE, EHT	Where Council is the registration authority
483112	A*	Food Act 1984	s 36B	Duty to pay the charge for use of online portal	EHO, MPE, EHT	Where Council is the registration authority
238963	A*	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	EHO, MPE, EHT	Where Council is the registration authority
238964	A*	Food Act 1984	s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	EHO, MPE, EHT	Where Council is the registration authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238965	A*	Food Act 1984	s 38A(4)	Power to request a copy of a completed food safety program template	EHO, MPE, EHT	Where Council is the registration authority
238966	A*	Food Act 1984	s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	EHO, MPE, EHT	Where Council is the registration authority
238967	A*	Food Act 1984	s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	EHO, MPE, EHT	Where Council is the registration authority
238968	A*	Food Act 1984	s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	EHO, MPE, EHT	Where Council is the registration authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238969	A*	Food Act 1984	s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	EHO, MPE, EHT	Where Council is the registration authority
238970	A*	Food Act 1984	s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	EHO, MPE, EHT	Where Council is the registration authority
238971	A*	Food Act 1984	s 38D(3)	Power to request copies of any audit reports	EHO, MPE, EHT	Where Council is the registration authority
238972	A*	Food Act 1984	s 38E(2)	Power to register the food premises on a conditional basis	EHO, MPE, EHT	Where Council is the registration authority  not exceeding the prescribed time limit defined under s 38E(5)

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238973	A*	Food Act 1984	s 38E(4)	Duty to register the food premises when conditions are satisfied	EHO, MPE, EHT	Where Council is the registration authority
238974	A*	Food Act 1984	s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	EHO, MPE, EHT	Where Council is the registration authority
483113	A*	Food Act 1984	s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	EHO, MPE, EHT	Where Council is the registration authority
594735	A*	Food Act 1984	s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	EHO, MPE, EHT	Where Council is the registration authority
483114	A*	Food Act 1984	s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	EHO, MPE, EHT	Where Council is the registration authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
594736	A*	Food Act 1984	s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	EHO, MPE, EHT	
238975	A*	Food Act 1984	s 39A	Power to register, or renew the registration of a food premises despite minor defects	EHO, MPE, EHT	Where Council is the registration authority  Only if satisfied of matters in s 39A(2)(a)-(c)
594737	A*	Food Act 1984	s 39A (6)	Duty to comply with a direction of the Secretary	EHO, MPE, EHT	
594738	A*	Food Act 1984	s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	EHO, MPE, EHT	Where Council is the registration authority
238976	A*	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	EHO, MPE, EHT	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				the Public Health and Wellbeing Act 2008		
238977	A*	Food Act 1984	s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	EHO, MPE, EHT	Where Council is the registration authority
238978	A*	Food Act 1984	s 40D(1)	Power to suspend or revoke the registration of food premises	EHO, MPE, EHT	Where Council is the registration authority
594739	A*	Food Act 1984	s 40E	Duty to comply with direction of the Secretary	EHO, MPE, EHT	
483115	A*	Food Act 1984	s 40F	Power to cancel registration of food premises	EHO, MPE, EHT	Where Council is the registration authority



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
594740	A*	Food Act 1984	s 43	Duty to maintain records of registration	EHO, MPE, EHT	Where Council is the registration authority
238979	A*	Food Act 1984	s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering or renewing registration of a component of a food business	EHO, MPE, EHT	Where Council is the registration authority
238980	A*	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	EHO, MPE, EHT	Where Council is the registration authority  Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
594741	A*	Food Act 1984	s 45AC	Power to bring proceedings	EHO, MPE, EHT	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238981	A*	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	EHO, MPE, EHT	Where Council is the registration authority
238982	A*	Heritage Act 2017	s 116	Power to sub-delegate Executive Director's functions, duties or powers	DIDW	Must first obtain Executive Director's written consent  Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation
261547	A*	Local Government Act 1989	s 185L(4)	Power to declare and levy a cladding rectification charge	ND	
238983	A*	Planning and Environment Act 1987	s 4B	Power to prepare an amendment to the Victorian Planning Provisions	MPE, SPO	If authorised by the Minister

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238984	A*	Planning and Environment Act 1987	s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	MPE, SPO	
238985	A*	Planning and Environment Act 1987	s 4H	Duty to make amendment to Victoria Planning Provisions available in accordance with public availability requirements	MPE, SPO	
238986	A*	Planning and Environment Act 1987	s 4I(2)	Duty to make and copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	MPE, SPO	
238987	A*	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	DIDW, MPE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238988	A*	Planning and Environment Act 1987	s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	DIDW, MPE	
238989	A*	Planning and Environment Act 1987	s 8A(5)	Function of receiving notice of the Minister's decision	MPE, SPO	
238990	A*	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	DIDW, MPE	
238991	A*	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	ND	The power remains with the Council

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238992	A*	Planning and Environment Act 1987	s 12(3)	Power to carry out studies and do things to ensure proper use of land and consult with other persons to ensure co-ordination of planning scheme with these persons	DIDW, MPE, SPO	
238994	A*	Planning and Environment Act 1987	s 12B(1)	Duty to review planning scheme	DIDW, MPE, SPO	
238995	A*	Planning and Environment Act 1987	s 12B(2)	Duty to review planning scheme at direction of Minister	DIDW, MPE, SPO	
238996	A*	Planning and Environment Act 1987	s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
238997	A*	Planning and Environment Act 1987	s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	DIDW, MPE, SPO	
238998	A*	Planning and Environment Act 1987	s 17(1)	Duty of giving copy amendment to the planning scheme	MPE, SPO	
238999	A*	Planning and Environment Act 1987	s 17(2)	Duty of giving copy s 173 agreement	MPE, SPO	
239000	A*	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	MPE, SPO	
239001	A*	Planning and Environment Act 1987	s 18	Duty to make amendment etc. available in accordance with public availability requirements	MPE, SPO	Until the proposed amendment is approved or lapsed

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239002	A*	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 s 19 to a planning scheme	DIDW, MPE, SPO	
239003	A*	Planning and Environment Act 1987	s 19	Function of receiving notice of preparation of an amendment to a planning scheme	MPE, SPO	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.
239004	A*	Planning and Environment Act 1987	s 20(1)	Power to apply to Minister for exemption from the requirements of s 19	DIDW, MPE, SPO	Where Council is a planning authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239005	A*	Planning and Environment Act 1987	s 21(2)	Duty to make submissions available in accordance with public availability requirements	MPE, SPO	Until the end of 2 months after the amendment comes into operation or lapses
239006	A*	Planning and Environment Act 1987	s 21A(4)	Duty to publish notice	MPE, SPO	
239007	A*	Planning and Environment Act 1987	s 22(1)	Duty to consider all submissions received before the date specified in the notice	MPE, SPO	Except submissions which request a change to the items in s 22(5)(a) and (b)
628606	A*	Planning and Environment Act 1987	s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	MPE, SPO	
239008	A*	Planning and Environment Act 1987	s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	DIDW, MPE	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239009	A*	Planning and Environment Act 1987	s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	DIDW, MPE, SPO	
239010	A*	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 s 96D)	DIDW, MPE, SPO	
239011	A*	Planning and Environment Act 1987	s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239012	A*	Planning and Environment Act 1987	s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	MPE, SPO	During the inspection period
239013	A*	Planning and Environment Act 1987	s 27(2)	Power to apply for exemption if panel's report not received	DIDW, MPE, SPO	
239014	A*	Planning and Environment Act 1987	s 28(1)	Duty to notify the Minister if abandoning an amendment	DIDW, MPE, SPO	Note: the power to make a decision to abandon an amendment cannot be delegated
546450	A*	Planning and Environment Act 1987	s 28(2)	Duty to publish notice of the decision on Internet site	MPE, SPO	
546451	A*	Planning and Environment Act 1987	s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239015	A*	Planning and Environment Act 1987	s 30(4)(a)	Duty to say if amendment has lapsed	MPE, SPO	
239016	A*	Planning and Environment Act 1987	s 30(4)(b)	Duty to provide information in writing upon request	MPE, SPO	
239017	A*	Planning and Environment Act 1987	s 32(2)	Duty to give more notice if required	MPE, SPO	
239018	A*	Planning and Environment Act 1987	s 33(1)	Duty to give more notice of changes to an amendment	MPE, SPO	
239019	A*	Planning and Environment Act 1987	s 36(2)	Duty to give notice of approval of amendment	MPE, SPO	
239020	A*	Planning and Environment Act 1987	s 38(5)	Duty to give notice of revocation of an amendment	MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239021	A*	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	DIDW, MPE, SPO	
239022	A*	Planning and Environment Act 1987	s 40(1)	Function of lodging copy of approved amendment	DIDW, MPE, SPO	
239023	A*	Planning and Environment Act 1987	s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	DIDW, MPE, SPO	
546452	A*	Planning and Environment Act 1987	s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				of the Act after the inspection period ends		
239024	A*	Planning and Environment Act 1987	s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	DIDW, MPE, SPO	
239465	A*	Planning and Environment Act 1987	s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	ND	Where Council is a responsible public entity and is a planning authority
239468	A*	Planning and Environment Act 1987	s 46AW	Function of being consulted by the Minister	DIDW, MPE, SPO	Where Council is a responsible public entity
239469	A*	Planning and Environment Act 1987	s 46AX	Function of receiving a draft Statement of Planning Policy and written direction	DIDW, MPE, SPO	Where Council is a responsible public entity

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				in relation to the endorsement of the draft Statement of Planning Policy  Power to endorse the draft Statement of Planning Policy		
239406	A*	Planning and Environment Act 1987	s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	DIDW, MPE, SPO	Where Council is a responsible public entity
239407	A*	Planning and Environment Act 1987	s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	DIDW, MPE, SPO	Where Council is a responsible public entity

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239408	A*	Planning and Environment Act 1987	s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	DIDW, MPE, SPO	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
239470	A*	Planning and Environment Act 1987	s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	DIDW, MPE, SPO	
239471	A*	Planning and Environment Act 1987	s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	DIDW, MPE, SPO	
239472	A*	Planning and Environment Act 1987	s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239473	A*	Planning and Environment Act 1987	s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	DIDW, MPE, SPO	
239474	A*	Planning and Environment Act 1987	s 46GP	Function of receiving a notice under s 46GO	DIDW, MPE, SPO	Where Council is the collecting agency
239475	A*	Planning and Environment Act 1987	s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	DIDW, MPE, SPO	
239476	A*	Planning and Environment Act 1987	s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	DIDW, MPE, SPO	
239477	A*	Planning and Environment Act 1987	s 46GR(2)	Power to consider a late submission	DIDW, MPE, SPO	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				Duty to consider a late submission if directed to do so by the Minister		
239478	A*	Planning and Environment Act 1987	s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	DIDW, MPE, SPO	
239479	A*	Planning and Environment Act 1987	s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	DIDW, MPE, SPO	
239480	A*	Planning and Environment Act 1987	s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239481	A*	Planning and Environment Act 1987	s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	DIDW, MPE, SPO	
239482	A*	Planning and Environment Act 1987	s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	DIDW, MPE, SPO	
239483	A*	Planning and Environment Act 1987	s 46GU	Duty not to adopt an amendment under s.29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	DIDW, MPE, SPO	
239484	A*	Planning and Environment Act 1987	s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution	DIDW, MPE, SPO	Where Council is the collecting agency

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				Power to specify the manner in which the payment is to be made		
239485	A*	Planning and Environment Act 1987	s 46GV(3)(b)	Power to enter into an agreement with the applicant	DIDW, MPE, SPO	Where Council is the collecting agency
239486	A*	Planning and Environment Act 1987	s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DIDW, MPE, SPO	Where Council is the development agency
239487	A*	Planning and Environment Act 1987	s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	DIDW, MPE, SPO	Where Council is the collecting agency
239488	A*	Planning and Environment Act 1987	s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239489	A*	Planning and Environment Act 1987	s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	DIDW, MPE, SPO	Where Council is the collecting agency
239409	A*	Planning and Environment Act 1987	s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	DIDW, MPE, SPO	Where Council is the collecting agency
239490	A*	Planning and Environment Act 1987	s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	DIDW, MPE, SPO	Where Council is the collecting agency
239491	A*	Planning and Environment Act 1987	s 46GY(1)	Duty to keep proper and separate accounts and records	DIDW, MPE, SPO	Where Council is the collecting agency

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239492	A*	Planning and Environment Act 1987	s 46GY(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	DIDW, MPE, SPO	Where Council is the collecting agency
239493	A*	Planning and Environment Act 1987	s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is that planning authority
239494	A*	Planning and Environment Act 1987	s 46GZ(2)(a)	Function of receiving the monetary component	DIDW, MPE, SPO	Where the Council is the planning authority  This duty does not apply where Council is also the collecting agency

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239410	A*	Planning and Environment Act 1987	s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan, as responsible for those works, services or facilities	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the relevant development agency
239495	A*	Planning and Environment Act 1987	s 46GZ(2)(b)	Function of receiving the monetary component	DIDW, MPE, SPO	Where Council is the development agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the collecting agency

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239496	A*	Planning and Environment Act 1987	s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan
239411	A*	Planning and Environment Act 1987	s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the relevant development agency
239497	A*	Planning and Environment Act 1987	s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	DIDW, MPE, SPO	Where Council is the development agency specified in the approved infrastructure contributions plan

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
						This provision does not apply where Council is also the collecting agency
239498	A*	Planning and Environment Act 1987	s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan
239412	A*	Planning and Environment Act 1987	s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	DIDW, MPE, SPO	<p>If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s 46GV(4)</p> <p>Where Council is the collecting agency under an approved infrastructure contributions plan</p>



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
						This duty does not apply where Council is also the development agency
239499	A*	Planning and Environment Act 1987	s 46GZ(9)	Function of receiving the fee simple in the land	DIDW, MPE, SPO	Where Council is the development agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the collecting agency
239500	A*	Planning and Environment Act 1987	s 46GZA(1)	Duty to keep proper and separate accounts and records	DIDW, MPE, SPO	Where Council is the development agency under an approved infrastructure contributions plan
239413	A*	Planning and Environment Act 1987	s 46GZA(2)	Duty to keep the accounts and records in accordance with the Local Government Act 2020	DIDW, MPE, SPO	Where Council is a development agency under an approved infrastructure contributions plan

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239501	A*	Planning and Environment Act 1987	s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	DIDW, MPE, SPO	Where Council is a development agency under an approved infrastructure contributions plan
239414	A*	Planning and Environment Act 1987	s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	DIDW, MPE, SPO	If the VPA is the collecting agency under an approved infrastructure contributions plan  Where Council is a development agency under an approved infrastructure contributions plan
239502	A*	Planning and Environment Act 1987	s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	DIDW, MPE, SPO	Where Council is the development agency under an approved infrastructure contributions plan
239503	A*	Planning and Environment Act 1987	s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239415	A*	Planning and Environment Act 1987	s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan
239416	A*	Planning and Environment Act 1987	s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	DIDW, MPE, SPO	Where Council is the development agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the collecting agency
239504	A*	Planning and Environment Act 1987	s 46GZE(2)	Function of receiving the unexpended land equalisation amount	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is also the development agency

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239505	A*	Planning and Environment Act 1987	s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan
239506	A*	Planning and Environment Act 1987	s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	DIDW, MPE, SPO	Where Council is the development agency under an approved infrastructure contributions plan
239507	A*	Planning and Environment Act 1987	s.46GZF(3)	Duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) and (b)	DIDW, MPE, SPO	Where Council is the development agency under an approved infrastructure contributions plan
239508	A*	Planning and Environment Act 1987	s 46GZF(3)	Function of receiving proceeds of sale	DIDW, MPE, SPO	Where Council is the collection agency under an approved infrastructure contributions plan

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
						This provision does not apply where Council is also the development agency
239509	A*	Planning and Environment Act 1987	s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan
239510	A*	Planning and Environment Act 1987	s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan
239511	A*	Planning and Environment Act 1987	s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	DIDW, MPE, SPO	Where Council is the collecting agency under an approved infrastructure contributions plan

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239417	A*	Planning and Environment Act 1987	s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	DIDW, MPE, SPO	Where Council is a collecting agency or development agency
239512	A*	Planning and Environment Act 1987	s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	DIDW, MPE, SPO	Where Council is a collecting agency or development agency
239513	A*	Planning and Environment Act 1987	s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	DIDW, MPE, SPO	
239025	A*	Planning and Environment Act 1987	s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239026	A*	Planning and Environment Act 1987	s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	DIDW, MPE, SPO	
239027	A*	Planning and Environment Act 1987	s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DIDW, MPE, SPO	
239028	A*	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	DIDW, MPE, SPO	
239029	A*	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	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239030	A*	Planning and Environment Act 1987	s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	DIDW, MPE, SPO	
239031	A*	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	DIDW, MPE, SPO	
239032	A*	Planning and Environment Act 1987	s 46Q(1)	Duty to keep proper accounts of levies paid	DIDW, MPE, SPO	
239033	A*	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	DIDW, MPE, SPO	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239034	A*	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	DIDW, MPE, SPO	
239035	A*	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	DIDW, MPE, SPO	Only applies when levy is paid to Council as a 'development agency'
239036	A*	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)	DIDW, MPE, SPO	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

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239037	A*	Planning and Environment Act 1987	s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	DIDW, MPE, SPO	Must be done in accordance with Part 3
239038	A*	Planning and Environment Act 1987	s46Q(4)(e)	Duty to expend that amount on other works etc.	DIDW, MPE, SPO	With the consent of, and in the manner approved by, the Minister
239039	A*	Planning and Environment Act 1987	s 46QC	Power to recover any amount of levy payable under Part 3B	DIDW, MPE, SPO	
239418	A*	Planning and Environment Act 1987	s 46QD	Duty to prepare report and give a report to the Minister	DIDW, MPE, SPO	Where Council is a collecting agency or development agency
239040	A*	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	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				documents lodged with it available in accordance with the public availability requirements, during the inspection period		
628607	A*	Planning and Environment Act 1987	s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s 197B of the Act and on payment of the prescribe fee, after the inspection period	DIDW, MPE, SPO	
628608	A*	Planning and Environment Act 1987	s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it	DIDW, MPE, SPO	
628609	A*	Planning and Environment Act 1987	s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				accordance with the public available requirements		
239041	A*	Planning and Environment Act 1987	s 46Y	Duty to carry out works in conformity with the approved strategy plan	DIDW, MPE, SPO	
239042	A*	Planning and Environment Act 1987	s 47	Power to decide that an application for a planning permit does not comply with that Act	DIDW, MPE, SPO	
239043	A*	Planning and Environment Act 1987	s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	DIDW, MPE, SPO	
239044	A*	Planning and Environment Act 1987	s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239045	A*	Planning and Environment Act 1987	s 50(4)	Duty to amend application	DIDW, MPE, SPO	
239046	A*	Planning and Environment Act 1987	s 50(5)	Power to refuse to amend application	DIDW, MPE, SPO	
239518	A*	Planning and Environment Act 1987	s 50(6)	Duty to make note of amendment to application in register	DIDW, MPE, SPO	
239047	A*	Planning and Environment Act 1987	s 50A(1)	Power to make amendment to application	DIDW, MPE, SPO	
239048	A*	Planning and Environment Act 1987	s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239049	A*	Planning and Environment Act 1987	s 50A(4)	Duty to note amendment to application in register	DIDW, MPE, SPO	
239050	A*	Planning and Environment Act 1987	s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	DIDW, MPE, SPO	
239051	A*	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	DIDW, MPE, SPO	
239052	A*	Planning and Environment Act 1987	s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239053	A*	Planning and Environment Act 1987	s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	DIDW, MPE, SPO	
239054	A*	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	DIDW, MPE, SPO	
239055	A*	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	DIDW, MPE, SPO	
239056	A*	Planning and Environment Act 1987	s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239057	A*	Planning and Environment Act 1987	s.52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	DIDW, MPE, SPO	
239058	A*	Planning and Environment Act 1987	s 52(3)	Power to give any further notice of an application where appropriate	DIDW, MPE, SPO	
239059	A*	Planning and Environment Act 1987	s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	DIDW, MPE, SPO	
239060	A*	Planning and Environment Act 1987	s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	DIDW, MPE, SPO	
239061	A*	Planning and Environment Act 1987	s 54(1)	Power to require the applicant to provide more information	DIDW, MPE, SPO	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239062	A*	Planning and Environment Act 1987	s 54(1A)	Duty to give notice in writing of information required under s 54(1)	DIDW, MPE, SPO	
239063	A*	Planning and Environment Act 1987	s 54(1B)	Duty to specify the lapse date for an application	DIDW, MPE, SPO	
239064	A*	Planning and Environment Act 1987	s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	DIDW, MPE, SPO	
239065	A*	Planning and Environment Act 1987	s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	DIDW, MPE, SPO	
239066	A*	Planning and Environment Act 1987	s 55(1)	Duty to give copy application, together with the prescribed information, to every	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				referral authority specified in the planning scheme		
239067	A*	Planning and Environment Act 1987	s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	DIDW, MPE, SPO	
239068	A*	Planning and Environment Act 1987	s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	DIDW, MPE, SPO	
239069	A*	Planning and Environment Act 1987	s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239070	A*	Planning and Environment Act 1987	s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	DIDW, MPE, SPO	
239071	A*	Planning and Environment Act 1987	s 57A(5)	Power to refuse to amend application	DIDW, MPE, SPO	
239072	A*	Planning and Environment Act 1987	s 57A(6)	Duty to note amendments to application in register	DIDW, MPE, SPO	
239073	A*	Planning and Environment Act 1987	s 57B(1)	Duty to determine whether and to whom notice should be given	DIDW, MPE, SPO	
239074	A*	Planning and Environment Act 1987	s 57B(2)	Duty to consider certain matters in determining whether notice should be given	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239075	A*	Planning and Environment Act 1987	s 57C(1)	Duty to give copy of amended application to referral authority	DIDW, MPE, SPO	
239076	A*	Planning and Environment Act 1987	s 58	Duty to consider every application for a permit	DIDW, MPE, SPO	
239077	A*	Planning and Environment Act 1987	s 58A	Power to request advice from the Planning Application Committee	DIDW, MPE, SPO	
239078	A*	Planning and Environment Act 1987	s 60	Duty to consider certain matters	DIDW, MPE, SPO	
239079	A*	Planning and Environment Act 1987	s 60(1A)	Duty to consider certain matters	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239419	A*	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	DIDW, MPE, SPO	
239080	A*	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	ND	The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006 Any refusal of a permit application must be presented to Council for decision.
239081	A*	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	ND	Any refusal of a permit application must be presented to Council for decision.
273409	A*	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	ND	Any refusal of a permit application must be presented to Council for decision.

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239082	A*	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	ND	
239083	A*	Planning and Environment Act 1987	s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	ND	Any refusal of a permit application must be presented to Council for decision.
239084	A*	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	ND	Any refusal of a permit application must be presented to Council for decision.
239085	A*	Planning and Environment Act 1987	s 62(1)	Duty to include certain conditions in deciding to grant a permit	DIDW, MPE, SPO	
239086	A*	Planning and Environment Act 1987	s 62(2)	Power to include other conditions	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239087	A*	Planning and Environment Act 1987	s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	DIDW, MPE, SPO	
239088	A*	Planning and Environment Act 1987	s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	NA	
239089	A*	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 s 173 agreement	DIDW, MPE, SPO	
239090	A*	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	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239091	A*	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 ss 46N(1), 46GV(7) or 62(5)	DIDW, MPE, SPO	
239092	A*	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 s 62(1)(a)	DIDW, MPE, SPO	
239093	A*	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)	DIDW, MPE, SPO	
239094	A*	Planning and Environment Act 1987	s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	DIDW, MPE, SPO	This provision applies also to a decision to grant an amendment to a permit - see s 75



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239095	A*	Planning and Environment Act 1987	s 64(3)	Duty not to issue a permit until after the specified period	DIDW, MPE, SPO	This provision applies also to a decision to grant an amendment to a permit - see s 75
239096	A*	Planning and Environment Act 1987	s 64(5)	Duty to give each objector a copy of an exempt decision	DIDW, MPE, SPO	This provision applies also to a decision to grant an amendment to a permit - see s 75
239097	A*	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	DIDW, MPE, SPO	This provision applies also to a decision to grant an amendment to a permit - see s 75A
239098	A*	Planning and Environment Act 1987	s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239099	A*	Planning and Environment Act 1987	s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	DIDW, MPE, SPO	
239100	A*	Planning and Environment Act 1987	s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	DIDW, MPE, SPO	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
239101	A*	Planning and Environment Act 1987	s 66(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DIDW, MPE, SPO	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
239102	A*	Planning and Environment Act 1987	s 66(6)	Duty to give a recommending referral authority a copy of any permit which	DIDW, MPE, SPO	If the recommending referral authority did not object to the grant of the permit or the recommending

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				Council decides to grant and a copy of any notice given under s 64 or 65		referral authority did not recommend a condition be included on the permit
239103	A*	Planning and Environment Act 1987	s 69(1)	Function of receiving application for extension of time of permit	DIDW, MPE, SPO	
239104	A*	Planning and Environment Act 1987	s 69(1A)	Function of receiving application for extension of time to complete development	DIDW, MPE, SPO	
239105	A*	Planning and Environment Act 1987	s 69(2)	Power to extend time	DIDW, MPE, SPO	
239106	A*	Planning and Environment Act 1987	s 70	Duty to make copy permit available for inspection in accordance with the public availability requirements	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239107	A*	Planning and Environment Act 1987	s 71(1)	Power to correct certain mistakes	DIDW, MPE, SPO	
239108	A*	Planning and Environment Act 1987	s 71(2)	Duty to note corrections in register	DIDW, MPE, SPO	
239109	A*	Planning and Environment Act 1987	s 73	Power to decide to grant amendment subject to conditions	DIDW, MPE, SPO	
239110	A*	Planning and Environment Act 1987	s 74	Duty to issue amended permit to applicant if no objectors	DIDW, MPE, SPO	
239111	A*	Planning and Environment Act 1987	s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239112	A*	Planning and Environment Act 1987	s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	DIDW, MPE, SPO	
239113	A*	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	DIDW, MPE, SPO	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
239114	A*	Planning and Environment Act 1987	s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	DIDW, MPE, SPO	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
239115	A*	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	DIDW, MPE, SPO	If the recommending referral authority did not object to the amendment of the permit or the

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				copy of any notice given under s 64 or 76		recommending referral authority did not recommend a condition be included on the amended permit
239116	A*	Planning and Environment Act 1987	s 76D	Duty to comply with direction of Minister to issue amended permit	DIDW, MPE, SPO	
239117	A*	Planning and Environment Act 1987	s 83	Function of being respondent to an appeal	DIDW, MPE, SPO	
239118	A*	Planning and Environment Act 1987	s 83B	Duty to give or publish notice of application for review	DIDW, MPE, SPO	
239119	A*	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	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239120	A*	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	DIDW, MPE, SPO	
239121	A*	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	DIDW, MPE, SPO	
239122	A*	Planning and Environment Act 1987	s 84(6)	Duty to issue permit on receipt of advice within 3 business days	DIDW, MPE, SPO	
239514	A*	Planning and Environment Act 1987	s 84AB	Power to agree to confining a review by the Tribunal	DIDW, MPE, SPO	
239123	A*	Planning and Environment Act 1987	s 86	Duty to issue a permit at order of Tribunal within 3 business days	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239124	A*	Planning and Environment Act 1987	s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	DIDW, MPE, SPO	
239125	A*	Planning and Environment Act 1987	s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	DIDW, MPE, SPO	
239126	A*	Planning and Environment Act 1987	s 91(2)	Duty to comply with the directions of VCAT	DIDW, MPE, SPO	
239127	A*	Planning and Environment Act 1987	s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	DIDW, MPE, SPO	
239128	A*	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 s 90	DIDW, MPE, SPO	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239129	A*	Planning and Environment Act 1987	s 93(2)	Duty to give notice of VCAT order to stop development	DIDW, MPE, SPO	
239130	A*	Planning and Environment Act 1987	s 95(3)	Function of referring certain applications to the Minister	DIDW, MPE, SPO	
239131	A*	Planning and Environment Act 1987	s 95(4)	Duty to comply with an order or direction	DIDW, MPE, SPO	
239132	A*	Planning and Environment Act 1987	s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239133	A*	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	DIDW, MPE, SPO	
239134	A*	Planning and Environment Act 1987	s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	DIDW, MPE, SPO	
239135	A*	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 s 96C	DIDW, MPE, SPO	
239136	A*	Planning and Environment Act 1987	s 96F	Duty to consider the panel's report under s 96E	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239137	A*	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 s 23 of the Planning and Environment (Planning Schemes) Act 1996	DIDW, MPE, SPO	
239138	A*	Planning and Environment Act 1987	s 96H(3)	Power to give notice in compliance with Minister's direction	DIDW, MPE, SPO	
239139	A*	Planning and Environment Act 1987	s 96J	Duty to issue permit as directed by the Minister	DIDW, MPE, SPO	
239140	A*	Planning and Environment Act 1987	s 96K	Duty to comply with direction of the Minister to give notice of refusal	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239391	A*	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	DIDW, MPE, SPO	
239141	A*	Planning and Environment Act 1987	s 97C	Power to request Minister to decide the application	DIDW, MPE, SPO	
239142	A*	Planning and Environment Act 1987	s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	DIDW, MPE, SPO	
239143	A*	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	DIDW, MPE, SPO	
239144	A*	Planning and Environment Act 1987	s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with the public availability requirements	DIDW, MPE, SPO	

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239145	A*	Planning and Environment Act 1987	s 97L	Duty to include Ministerial decisions in a register kept under s 49	DIDW, MPE, SPO	
239146	A*	Planning and Environment Act 1987	s 97MH	Duty to provide information or assistance to the Planning Application Committee	DIDW, MPE, SPO	
239147	A*	Planning and Environment Act 1987	s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	DIDW, MPE, SPO	
239148	A*	Planning and Environment Act 1987	s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	DIDW, MPE, SPO	
239149	A*	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	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239150	A*	Planning and Environment Act 1987	s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	DIDW, MPE, SPO	
239151	A*	Planning and Environment Act 1987	s 97Q(4)	Duty to comply with directions of VCAT	DIDW, MPE, SPO	
239152	A*	Planning and Environment Act 1987	s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	DIDW, MPE, SPO	
239153	A*	Planning and Environment Act 1987	s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	DIDW, MPE, SPO	
239154	A*	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	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239155	A*	Planning and Environment Act 1987	s 101	Function of receiving claim for expenses in conjunction with claim	DIDW, MPE, SPO	
239156	A*	Planning and Environment Act 1987	s 103	Power to reject a claim for compensation in certain circumstances	DIDW, MPE	
239157	A*	Planning and Environment Act 1987	s.107(1)	Function of receiving claim for compensation	DIDW, MPE	
239158	A*	Planning and Environment Act 1987	s 107(3)	Power to agree to extend time for making claim	DIDW, MPE	
594742	A*	Planning and Environment Act 1987	s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	ND	The power remains with the Council.
239159	A*	Planning and Environment Act 1987	s 114(1)	Power to apply to the VCAT for an enforcement order	MPE, SPO	
239160	A*	Planning and Environment Act 1987	s 117(1)(a)	Function of making a submission to the VCAT where objections are received	MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239161	A*	Planning and Environment Act 1987	s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	MPE, SPO	
239162	A*	Planning and Environment Act 1987	s 123(1)	Power to carry out work required by enforcement order and recover costs	MPE, SPO	
239163	A*	Planning and Environment Act 1987	s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	CEO, DIDW	Except Crown Land
703095	A*	Planning and Environment Act 1987	s 125(1)	Power to apply to any court of competent jurisdiction or to the tribunal for an injunction restraining any person from contravening an enforcement order or an interim enforcement order.	DIDW, MPE	Section 123 of the Victorian Civil and Administrative Tribunal Act 1998 applies on an application to the Tribunal.
239164	A*	Planning and Environment Act 1987	s 129	Function of recovering penalties	DIDW, MPE, SPO	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239165	A*	Planning and Environment Act 1987	s 130(5)	Power to allow person served with an infringement notice further time	DIDW, MPE, SPO	
239166	A*	Planning and Environment Act 1987	s 149A(1)	Power to refer a matter to the VCAT for determination	DIDW, MPE, SPO	
239167	A*	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	DIDW, MPE, SPO	
703096	A*	Planning and Environment Act 1987	s 149B	Power to apply to the Tribunal for a declaration.	DIDW, MPE, SPO	
239168	A*	Planning and Environment Act 1987	s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(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 s	DIDW, MPE, SPO	Where Council is the relevant planning authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				156(2B)power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)		
239169	A*	Planning and Environment Act 1987	s 171(2)(f)	Power to carry out studies and commission reports	DIDW, MPE, SPO	
239519	A*	Planning and Environment Act 1987	s 171(2)(g)	Power to grant and reserve easements	DIDW, MPE, SPO	
239515	A*	Planning and Environment Act 1987	s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	NA	Where Council is a development agency specified in an approved infrastructure contributions plan
239516	A*	Planning and Environment Act 1987	s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	NA	Where Council is a collecting agency specified in an approved infrastructure contributions plan

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239517	A*	Planning and Environment Act 1987	s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	NA	Where Council is the development agency specified in an approved infrastructure contributions plan
239170	A*	Planning and Environment Act 1987	s 173(1)	Power to enter into agreement covering matters set out in s 174	CEO, DIDW	
239466	A*	Planning and Environment Act 1987	s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	CEO	Where Council is the relevant responsible authority
239171	A*	Planning and Environment Act 1987		Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires something to be to the	DIDW, MPE, SPO	In consultation with DIDW

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				satisfaction of Council or Responsible Authority		
239172	A*	Planning and Environment Act 1987		Power to give consent on behalf of Council, where an agreement made under s 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	DIDW, MPE, SPO	In consultation with DIDW
239173	A*	Planning and Environment Act 1987	s 177(2)	Power to end 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	DIDW, MPE, SPO	
239174	A*	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	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239175	A*	Planning and Environment Act 1987	s 178A(1)	Function of receiving application to amend or end an agreement	DIDW, MPE, SPO	
239176	A*	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)	DIDW, MPE, SPO	
239177	A*	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	DIDW, MPE, SPO	
239178	A*	Planning and Environment Act 1987	s 178A(5)	Power to propose to amend or end an agreement	DIDW, MPE, SPO	
239179	A*	Planning and Environment Act 1987	s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239180	A*	Planning and Environment Act 1987	s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	DIDW, MPE, SPO	
239181	A*	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	DIDW, MPE, SPO	
239182	A*	Planning and Environment Act 1987	s 178C(4)	Function of determining how to give notice under s 178C(2)	DIDW, MPE, SPO	
239183	A*	Planning and Environment Act 1987	s 178E(1)	Duty not to make decision until after 14 days after notice has been given	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239184	A*	Planning and Environment Act 1987	s.178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	DIDW, MPE, SPO	If no objections are made under s 178D  Must consider matters in s 178B
239185	A*	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	DIDW, MPE, SPO	If no objections are made under s 178D  Must consider matters in s 178B
239186	A*	Planning and Environment Act 1987	s 178E(2)(c)	Power to refuse to amend or end the agreement	DIDW, MPE, SPO	If no objections are made under s 178D  Must consider matters in s 178B
239187	A*	Planning and Environment Act 1987	s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	DIDW, MPE, SPO	After considering objections, submissions and matters in s 178B

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239188	A*	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	DIDW, MPE, SPO	After considering objections, submissions and matters in s 178B
239189	A*	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	DIDW, MPE, SPO	After considering objections, submissions and matters in s.178B
239190	A*	Planning and Environment Act 1987	s 178E(3)(d)	Power to refuse to amend or end the agreement	DIDW, MPE, SPO	After considering objections, submissions and matters in s 178B
239191	A*	Planning and Environment Act 1987	s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	DIDW, MPE, SPO	
239192	A*	Planning and Environment Act 1987	s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	DIDW, MPE, SPO	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239193	A*	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	DIDW, MPE, SPO	
239194	A*	Planning and Environment Act 1987	s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	DIDW, MPE, SPO	
239195	A*	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	DIDW, MPE, SPO	
239196	A*	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	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239197	A*	Planning and Environment Act 1987	s 179(2)	Duty to make copy of each agreement available in accordance with the public availability requirements	DIDW, MPE, SPO	
239198	A*	Planning and Environment Act 1987	s 181	Duty to apply to the Registrar of Titles to record the agreement	DIDW, MPE, SPO	
239199	A*	Planning and Environment Act 1987	s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	DIDW, MPE, SPO	
239200	A*	Planning and Environment Act 1987	s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239201	A*	Planning and Environment Act 1987	s 182	Power to enforce an agreement	DIDW, MPE, SPO	
239202	A*	Planning and Environment Act 1987	s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	DIDW, MPE, SPO	
239203	A*	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	DIDW, MPE, SPO	
239204	A*	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	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239205	A*	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	DIDW, MPE, SPO	
239206	A*	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	DIDW, MPE, SPO	
239207	A*	Planning and Environment Act 1987	s 184G(2)	Duty to comply with a direction of the Tribunal	DIDW, MPE, SPO	
239208	A*	Planning and Environment Act 1987	s 184G(3)	Duty to give notice as directed by the Tribunal	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
628610	A*	Planning and Environment Act 1987	s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	DIDW, MPE, SPO	
239209	A*	Planning and Environment Act 1987	s 198(1)	Function to receive application for planning certificate	NA	Planning certificates are issued by DELWP
239210	A*	Planning and Environment Act 1987	s 199(1)	Duty to give planning certificate to applicant	NA	
239211	A*	Planning and Environment Act 1987	s 201(1)	Function of receiving application for declaration of underlying zoning	DIDW, MPE, SPO	
239212	A*	Planning and Environment Act 1987	s 201(3)	Duty to make declaration	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239213	A*	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	DIDW, MPE, SPO	
784175	A*	Planning and Environment Act 1987	-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be altered or modified with Council's consent	DIDW, MPE, SPO	
784176	A*	Planning and Environment Act 1987	-	Power to decide, in relation to any planning scheme or permit, that a specified thing may be done subject to Council's prior consent or must not be done without Council's prior consent	DIDW, MPE, SPO	
784177	A*	Planning and Environment Act 1987	-	Power to decide, in relation to any planning scheme or permit, that a specified thing is required to be approved and or endorsed by Council	DIDW, MPE, SPO	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239214	A*	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	DIDW, MPE, SPO	
239215	A*	Planning and Environment Act 1987	-	Power to approve and or endorse 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	DIDW, MPE, SPO	
239216	A*	Planning and Environment Act 1987	-	Power to give written authorisation in accordance with a provision of a planning scheme	DIDW, MPE, SPO	
239217	A*	Planning and Environment Act 1987	s 201UAB(1)	Function of providing the Victoria Planning Authority with information	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				relating to any land within municipal district		
239218	A*	Planning and Environment Act 1987	s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	ND	
239244	A*	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	DIDW, EHO, EHT	
239245	A*	Residential Tenancies Act 1997	s 522(1)	Power to give a compliance notice to a person	EHO, MPE, EHT	
239246	A*	Residential Tenancies Act 1997	s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEO	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239247	A*	Residential Tenancies Act 1997	s 525(4)	Duty to issue identity card to authorised officers	CEO	
239248	A*	Residential Tenancies Act 1997	s 526(5)	Duty to keep record of entry by authorised officer under s 526	EHO, EHT	
239249	A*	Residential Tenancies Act 1997	s 526A(3)	Function of receiving report of inspection	EHO, EHT	
239250	A*	Residential Tenancies Act 1997	s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	CEO	
239251	A*	Road Management Act 2004	s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	DIDW, MIE, MA&GIS	Obtain consent in circumstances specified in s 11(2) Note – subject to:

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
						<ul style="list-style-type: none"> <li>obtaining consents (including Ministerial consent) in the circumstances specified in section 11(2); and</li> <li>a previous Council resolution.</li> </ul>
239252	A*	Road Management Act 2004	s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	RO, F&RC	<p>Subject to:</p> <ul style="list-style-type: none"> <li>a Council resolution to name or change the name of a road; and</li> <li>compliance with the Geographic Place Names Act 1998.</li> </ul>
239253	A*	Road Management Act 2004	s 11(9)(b)	Duty to advise Registrar	RO, F&RC	<p>Note – "Registrar" refers to the Registrar of Titles.</p>

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239254	A*	Road Management Act 2004	s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	DIDW, MIE, MA&GIS	Subject to s 11(10A)
239255	A*	Road Management Act 2004	s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	DIDW, MIE, MA&GIS	Where Council is the coordinating road authority Where Council is the coordinating road authority
756002	A*	Road Management Act 2004	s 12(2)(b)	Function of providing consent to the Head, Transport for Victoria for the discontinuance of a road or part of a road	DIDW, MIE	
239261	A*	Road Management Act 2004	s 12(10)	Duty to notify of decision made	DIDW, MIE, MA&GIS	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

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239262	A*	Road Management Act 2004	s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	DIDW, MIE, MA&GIS	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
239263	A*	Road Management Act 2004	s 14(4)	Function of receiving notice from the Head, Transport for Victoria	DIDW, MIE, MA&GIS	
239264	A*	Road Management Act 2004	s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	CEO, DIDW	
239265	A*	Road Management Act 2004	s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	DIDW, MIE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239266	A*	Road Management Act 2004	s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	DIDW, MIE	
239267	A*	Road Management Act 2004	s 15(2)	Duty to include details of arrangement in public roads register	MIE, MA&GIS	
239268	A*	Road Management Act 2004	s 16(7)	Power to enter into an arrangement under s 15	DIDW, MIE, MA&GIS	
239269	A*	Road Management Act 2004	s 16(8)	Duty to enter details of determination in public roads register	MIE, MA&GIS	
239270	A*	Road Management Act 2004	s 17(2)	Duty to register public road in public roads register	MIE, MA&GIS	Where Council is the coordinating road authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239271	A*	Road Management Act 2004	s 17(3)	Power to decide that a road is reasonably required for general public use	DIDW, MIE, MA&GIS	Where Council is the coordinating road authority
239272	A*	Road Management Act 2004	s 17(3)	Duty to register a road reasonably required for general public use in public roads register	MIE, MA&GIS	Where Council is the coordinating road authority
239273	A*	Road Management Act 2004	s 17(4)	Power to decide that a road is no longer reasonably required for general public use	ND	Where Council is the coordinating road authority
239274	A*	Road Management Act 2004	s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	MIE, MA&GIS	Where Council is the coordinating road authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239275	A*	Road Management Act 2004	s 18(1)	Power to designate ancillary area	DIDW, MIE, MA&GIS	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
239276	A*	Road Management Act 2004	s 18(3)	Duty to record designation in public roads register	MIE, MA&GIS	Where Council is the coordinating road authority
239277	A*	Road Management Act 2004	s 19(1)	Duty to keep register of public roads in respect of which it is the coordinating road authority	MIE, MA&GIS	
239278	A*	Road Management Act 2004	s 19(4)	Duty to specify details of discontinuance in public roads register	MIE, MA&GIS	
239279	A*	Road Management Act 2004	s 19(5)	Duty to ensure public roads register is available for public inspection	MIE, MA&GIS	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239280	A*	Road Management Act 2004	s 21	Function of replying to request for information or advice	DIDW, MIE, MA&GIS	Obtain consent in circumstances specified in s 11(2)
239281	A*	Road Management Act 2004	s 22(2)	Function of commenting on proposed direction	DIDW, OM, MIE, MA&GIS	
239282	A*	Road Management Act 2004	s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report.	DIDW, MIE	
239283	A*	Road Management Act 2004	s 22(5)	Duty to give effect to a direction under s 22	DIDW, MIE	
239284	A*	Road Management Act 2004	s 40(1)	Duty to inspect, maintain and repair a public road.	OM, MIE, MA&GIS	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239285	A*	Road Management Act 2004	s 40(5)	Power to inspect, maintain and repair a road which is not a public road	OM, MIE, MA&GIS	
239286	A*	Road Management Act 2004	s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	OM, MIE, MA&GIS	
239287	A*	Road Management Act 2004	s 42(1)	Power to declare a public road as a controlled access road	DIDW, MIE, MA&GIS	Power of coordinating road authority and sch 2 also applies
239288	A*	Road Management Act 2004	s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	DIDW, MIE, MA&GIS	Power of coordinating road authority and sch 2 also applies

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239289	A*	Road Management Act 2004	s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority  If road is a municipal road or part thereof
239290	A*	Road Management Act 2004	s 42A(4)	Power to approve Minister's decision to specify a road as a specified freight road	DIDW, MIE, MA&GIS	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
239291	A*	Road Management Act 2004	s 48EA	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)	MIE, MA&GIS	Where Council is the responsible road authority, infrastructure manager or works manager

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239292	A*	Road Management Act 2004	s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	DIDW, OM, MIE, MA&GIS	
239293	A*	Road Management Act 2004	s 49	Power to develop and publish a road management plan	DIDW, MIE, MA&GIS	
239294	A*	Road Management Act 2004	s 51	Power to determine standards by incorporating the standards in a road management plan	DIDW, MIE, MA&GIS	
239295	A*	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	MIE, MA&GIS	
239296	A*	Road Management Act 2004	s 54(2)	Duty to give notice of proposal to make a road management plan	DIDW, MIE, MA&GIS	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239297	A*	Road Management Act 2004	s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	DIDW, OM, MIE, MA&GIS	
239298	A*	Road Management Act 2004	s 54(6)	Power to amend road management plan	MIE, MA&GIS	
239299	A*	Road Management Act 2004	s 54(7)	Duty to incorporate the amendments into the road management plan	MIE, MA&GIS	
239300	A*	Road Management Act 2004	s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	DIDW, OM, MIE, MA&GIS	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239301	A*	Road Management Act 2004	s 63(1)	Power to consent to conduct of works on road	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority
239302	A*	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	DIDW, OM, MIE, MA&GIS	Where Council is the infrastructure manager
239303	A*	Road Management Act 2004	s 64(1)	Duty to comply with cl 13 of sch 7	DIDW, MIE, MA&GIS	Where Council is the infrastructure manager or works manager
239304	A*	Road Management Act 2004	s 66(1)	Power to consent to structure etc	DIDW, MIE, MA&GIS	Where Council is the coordinating road authority
239305	A*	Road Management Act 2004	s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	MIE, MA&GIS	Where Council is the coordinating road authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239306	A*	Road Management Act 2004	s 67(3)	Power to request information	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority
239307	A*	Road Management Act 2004	s 68(2)	Power to request information	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority
239308	A*	Road Management Act 2004	s 71(3)	Power to appoint an authorised officer	CEO	
239309	A*	Road Management Act 2004	s 72	Duty to issue an identity card to each authorised officer	CEO	
239310	A*	Road Management Act 2004	s 85	Function of receiving report from authorised officer	DIDW, MIE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239311	A*	Road Management Act 2004	s 86	Duty to keep register re s 85 matters	DIDW, MIE	
239312	A*	Road Management Act 2004	s 87(1)	Function of receiving complaints	DIDW, OM, MIE, MA&GIS	
239313	A*	Road Management Act 2004	s 87(2)	Duty to investigate complaint and provide report	DIDW, MIE, MA&GIS	
594743	A*	Road Management Act 2004	s 96	Power to authorise a person for the purpose of instituting legal proceedings	ND	
239314	A*	Road Management Act 2004	s 112(2)	Power to recover damages in court	DIDW	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239315	A*	Road Management Act 2004	s 116	Power to cause or carry out inspection	DIDW, MIE, MA&GIS	
239316	A*	Road Management Act 2004	s 119(2)	Function of consulting with the Head, Transport for Victoria	DIDW, MIE	
239317	A*	Road Management Act 2004	s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	DIDW, OM, MIE	
239318	A*	Road Management Act 2004	s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	DIDW, OM, MIE	
239319	A*	Road Management Act 2004	s 121(1)	Power to enter into an agreement in respect of works	DIDW	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239320	A*	Road Management Act 2004	s 122(1)	Power to charge and recover fees	DIDW, OM, MIE, MA&GIS	
239321	A*	Road Management Act 2004	s 123(1)	Power to charge for any service	DIDW, OM, MIE, MA&GIS	
239322	A*	Road Management Act 2004	sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	DIDW, MIE, MA&GIS	
239323	A*	Road Management Act 2004	sch 2 cl 3(1)	Duty to make policy about controlled access roads	DIDW	
239324	A*	Road Management Act 2004	sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	DIDW	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239325	A*	Road Management Act 2004	sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	DIDW, MIE	
239326	A*	Road Management Act 2004	sch 2 cl 5	Duty to publish notice of declaration	DIDW, MIE, MA&GIS	
239327	A*	Road Management Act 2004	sch 7 cl 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	DIDW, OM, MA&GIS	Where Council is the infrastructure manager or works manager
239328	A*	Road Management Act 2004	sch 7 cl 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	DIDW, OM, MIE, MA&GIS	Where Council is the infrastructure manager or works manager

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
				affected by any proposed installation of infrastructure or related works on a road or road reserve of any road		
239329	A*	Road Management Act 2004	sch 7 cl 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	DIDW, OM, MIE, MA&GIS	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
239330	A*	Road Management Act 2004	sch 7 cl 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	DIDW, OM, MIE, MA&GIS	Where Council is the infrastructure manager or works manager

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239331	A*	Road Management Act 2004	sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	DIDW, OM, MIE, MA&GIS	Where Council is the infrastructure manager or works manager
239332	A*	Road Management Act 2004	sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	DIDW, MIE, MA&GIS	Where Council is the coordinating road authority
239333	A*	Road Management Act 2004	sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority
239334	A*	Road Management Act 2004	sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	OM, MIE, MA&GIS	Where Council is the coordinating road authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239335	A*	Road Management Act 2004	sch 7 cl 12(5)	Power to recover costs	DIDW, MIE	Where Council is the coordinating road authority
239336	A*	Road Management Act 2004	sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	DIDW, OM, MIE	Where Council is the works manager
239337	A*	Road Management Act 2004	sch 7 cl 13(2)	Power to vary notice period	DIDW, OM, MIE	Where Council is the coordinating road authority
239338	A*	Road Management Act 2004	sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	DIDW, MIE	Where Council is the infrastructure manager
239339	A*	Road Management Act 2004	sch 7 cl 16(1)	Power to consent to proposed works	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239340	A*	Road Management Act 2004	sch 7 cl 16(4)	Duty to consult	DIDW, OM, MIE	Where Council is the coordinating road authority, responsible authority or infrastructure manager
239341	A*	Road Management Act 2004	sch 7 cl 16(5)	Power to consent to proposed works	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority
239342	A*	Road Management Act 2004	sch 7 cl 16(6)	Power to set reasonable conditions on consent	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority
239343	A*	Road Management Act 2004	sch 7 cl 16(8)	Power to include consents and conditions	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority
239344	A*	Road Management Act 2004	sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239345	A*	Road Management Act 2004	sch 7 cl18(1)	Power to enter into an agreement	CEO, DIDW, OM, MIE	Where Council is the coordinating road authority
239346	A*	Road Management Act 2004	sch7 cl 19(1)	Power to give notice requiring rectification of works	DIDW, OM, MIE	Where Council is the coordinating road authority
239347	A*	Road Management Act 2004	sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DIDW, OM, MIE	Where Council is the coordinating road authority
239348	A*	Road Management Act 2004	sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239349	A*	Road Management Act 2004	sch 7A cl 2	Power to cause street lights to be installed on roads	DIDW, MIE, MA&GIS	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
239350	A*	Road Management Act 2004	sch 7 cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	DIDW, MIE	Where Council is the responsible road authority
239351	A*	Road Management Act 2004	sch 7A cl 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	DIDW, OM, MIE	Where Council is the responsible road authority
239352	A*	Road Management Act 2004	sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with cls 3(2) and 4	DIDW, OM, MIE	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
						is relevant municipal council (re: operating costs)
239420	A*	Cemeteries and Crematoria Regulations 2025	r 36	Duty to ensure that cemetery complies with depth of burial requirements	ND	
239421	A*	Cemeteries and Crematoria Regulations 2025	r 37	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	ND	
784178	A*	Cemeteries and Crematoria Regulations 2025	r 38	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	ND	
784179	A*	Cemeteries and Crematoria Regulations 2025	r 39(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	ND	
784180	A*	Cemeteries and Crematoria Regulations 2025	r 39(2)	Duty to ensure that coffin, container or receptacle is labelled.	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
784181	A*	Cemeteries and Crematoria Regulations 2025	r 39(3)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	ND	
784182	A*	Cemeteries and Crematoria Regulations 2025	r 40	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)	ND	
239422	A*	Cemeteries and Crematoria Regulations 2025	r 43(2)	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	ND	
239457	A*	Cemeteries and Crematoria Regulations 2025	r 44(2)	Power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator	ND	
239423	A*	Cemeteries and Crematoria Regulations 2025	r 44(3)	Duty to ensure any fittings removed of are disposed in an appropriate manner	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239424	A*	Cemeteries and Crematoria Regulations 2025	r 45	Power to dispose of any metal substance or non-human substance recovered from a cremator	ND	
239425	A*	Cemeteries and Crematoria Regulations 2025	r 46(2)	Power to release cremated human remains to certain persons	ND	Subject to any order of a court
239426	A*	Cemeteries and Crematoria Regulations 2025	r 47(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	ND	
239427	A*	Cemeteries and Crematoria Regulations 2025	r 47(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	ND	
239428	A*	Cemeteries and Crematoria Regulations 2025	r 47(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239429	A*	Cemeteries and Crematoria Regulations 2025	r 47(4)	Duty to take reasonable steps to notify persons specified in r 46(2) of intention to intern or dispose of remains at expiry of 12 month period	ND	
239440	A*	Cemeteries and Crematoria Regulations 2025	r 48	Power to approve certain activities under the r 57 or 58(2) if satisfied of regulation (1)(a)-(c)	ND	
784183	A*	Cemeteries and Crematoria Regulations 2025	r 50	Duty to provide statement that alternative vendors or supplier of memorials exist	ND	
784184	A*	Cemeteries and Crematoria Regulations 2025	r 51	Power to inspect any work that is being carried out on memorials, places or internments and buildings for ceremonies	ND	
784185	A*	Cemeteries and Crematoria Regulations 2025	r 52	Power to approval the arrangement or conduct of a funeral	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
784186	A*	Cemeteries and Crematoria Regulations 2025	r 53(1)	Power to give written direction regarding the manner in which a funeral is to be conducted	ND	
784187	A*	Cemeteries and Crematoria Regulations 2025	r 56(1)	Power to give directions regarding the objects, things or items affixed to, or placed on or around, the places of interment and memorials	ND	
784188	A*	Cemeteries and Crematoria Regulations 2025	r 56(3)	Power to remove objects, things or items specified in (a)-(d) from a place of interment or memorial	ND	
784189	A*	Cemeteries and Crematoria Regulations 2025	r 56(4)	Duty to dispute items under r 56(3) in a manner considered appropriate	ND	
239441	A*	Cemeteries and Crematoria Regulations 2025	r 57(1)	Power to approve the use of fire in a public cemetery	ND	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239442	A*	Cemeteries and Crematoria Regulations 2025	r 58(2)	Power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	ND	
784190	A*	Cemeteries and Crematoria Regulations 2025	r 59	Duty to display the hours during which the public can access the cemetery	DCCS	
239443	A*	Cemeteries and Crematoria Regulations 2025		Note: sch 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules	ND	
239444	A*	Cemeteries and Crematoria Regulations 2025	sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 5, 7 8, 9, 10, 11, 12, 13, 15, 16, 17 and 18 of sch 2	ND	See note above regarding model rules
239353	A*	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	DIDW, MPE, SPO	where Council is not the planning authority and the amendment affects land within Council's municipal district; or

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
						where the amendment will amend the planning scheme to designate Council as an acquiring authority.
239354	A*	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	DIDW, MPE, SPO	
239402	A*	Planning and Environment Regulations 2015	r.25(a)	Duty to make copy of matter considered under section 60(1A)(g) in accordance with the public availability requirements	DIDW, MPE, SPO	Where Council is the responsible authority
239403	A*	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 in accordance with the public availability requirements	DIDW, MPE, SPO	Where Council is not the responsible authority but the relevant land is within Council's municipal district

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239355	A*	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	DIDW, MPE, SPO	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.
239392	A*	Planning and Environment (Fees) Regulations 2016	r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	DIDW, MPE, SPO	
239463	A*	Planning and Environment (Fees) Regulations 2016	r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	DIDW, MPE, SPO	
239393	A*	Planning and Environment (Fees) Regulations 2016	r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r 19 or 20	DIDW, MPE, SPO	



ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239381	A*	Road Management (General) Regulations 2016	r 8(1)	Duty to conduct reviews of road management plan	DIDW, MIE, MA&GIS	
239382	A*	Road Management (General) Regulations 2016	r 9(2)	Duty to produce written report of review of road management plan and make report available	DIDW, MIE, MA&GIS	
239460	A*	Road Management (General) Regulations 2016	r 9(3)	Duty to give notice where road management review is completed and no amendments will be made (or no amendments for which notice is required)	DIDW, MIE, MA&GIS	Where Council is the coordinating road authority
239383	A*	Road Management (General) Regulations 2016	r.10	Duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under s 41 of the Act	DIDW, MIE, MA&GIS	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239461	A*	Road Management (General) Regulations 2016	r 13(1)	Duty to publish notice of amendments to road management plan	MIE, MA&GIS	where Council is the coordinating road authority
239384	A*	Road Management (General) Regulations 2016	r 13(3)	Duty to record on road management plan the substance and date of effect of amendment	MIE, MA&GIS	
239385	A*	Road Management (General) Regulations 2016	r 16(3)	Power to issue permit	DIDW, MIE, MA&GIS	Where Council is the coordinating road authority
239386	A*	Road Management (General) Regulations 2016	r 18(1)	Power to give written consent re damage to road	DIDW, OM, MIE, MA&GIS	Where Council is the coordinating road authority
239387	A*	Road Management (General) Regulations 2016	r 23(2)	Power to make submission to Tribunal	DIDW, MIE, MA&GIS	Where Council is the coordinating road authority

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239462	A*	Road Management (General) Regulations 2016	r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	DIDW, MIE, MA&GIS	Where Council is the coordinating road authority
239388	A*	Road Management (General) Regulations 2016	r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	LLO, OM, MIE	Where Council is the responsible road authority
239389	A*	Road Management (General) Regulations 2016	r 25(2)	Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3))	DIDW, MIE	Where Council is the responsible road authority
239390	A*	Road Management (General) Regulations 2016	r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	DIDW, LLO, MIE	

ID	Status Code	Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
239458	A*	Road Management (Works and Infrastructure) Regulations 2015	r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	CEO, DIDW, MA&GIS	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
239459	A*	Road Management (Works and Infrastructure) Regulations 2015	r 22(2)	Power to waive whole or part of fee in certain circumstances	CEO, DIDW, MA&GIS	Where Council is the coordinating road authority



## 14.2 Support for Public Art Policy

*Directorate: Corporate and Community Services*

*Report Author: Community Development Manager*

*Report Purpose: For Decision*

### Purpose

This Policy will clarify the approval, commissioning, and ongoing management processes associated with quality public art.

### OFFICER RECOMMENDATION:

**That Council adopts the attached Support for Public Art Policy.**

**Moved: Cr Helen Hobbs**

**Seconded: Cr Richard Hicks**

**That Council adopts the attached Support for Public Art Policy 19 November 2025.**

**CARRIED UNANIMOUSLY (5 / 0)**

### Declaration of Interest

No officer declared an interest under the Local Government Act 2020 (LGA 2020) in preparing this report.

### Background

This policy establishes a clear and culturally respectful framework to guide the development, management, and celebration of public art throughout the Shire. Public art plays a vital role in enriching public spaces, expressing community values, and fostering creativity and social connections.

It defines the processes for the approval, commissioning, and ongoing maintenance of high-quality public artworks, with a primary focus on pieces created and managed by community groups that are not owned by Council.



Council-owned artworks such as the honor boards in the Edenhope Council Office foyer, paintings located in various Council offices, the Melbourne 2006 Commonwealth Games Bigeye Scad Fish sculpture, and Council-owned war memorials are currently excluded from the scope of this policy.

### **Risk Management Implications**

Risk identified:

There are no obvious risks for Council to mitigate or eliminate regarding the proposal considered for funding support in this report.

### **Legislative Implications**

Not Applicable

### **Environmental Implications**

Nil

### **Financial and Budgetary Implications**

Nil

### **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:  
Support to Public Art Policy

### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

#### ***Goal 1 – Liveable & Healthy Community***

1.5 Support and encourage our events, cultural and arts communities.

### **Communication Implications**

No Communication Implications

### **Equal Impact Assessment**

No Equal Impact Assessment is required.



## Conclusion

Council plays a vital role in supporting, highlighting, and promoting art within the community. Across the Shire, public art is represented in many forms—from works created by individuals and community groups to the natural artistry found in our landscapes.

This policy formalises Council’s commitment to a fair, transparent, and culturally respectful approach to public art, clarifying its responsibilities and guiding principles in the development and stewardship of artistic expression in public spaces.

## Attachments

1. WWSC Public Art Policy 2025 28 DRAFT (2) [14.2.1 - 7 pages]



## Council Policy Manual

### WEST WIMMERA SHIRE COUNCIL

#### COUNCIL POLICY

PUBLIC ART POLICY (2025-2028)		Policy No:	
		Adopted:	DD MMMM 2025
		Next review date:	MMMM <del>2027</del> 2029
Executive Director:	Director Corporate & Community Services		
Responsible Officer:	Community Development & Tourism Manager		
Functional Area:	Corporate & Community Services		
Introduction & Background	West Wimmera Shire Council (WWSC) recognises the significant role public art plays in celebrating community identity, enhancing public spaces, strengthening civic pride, supporting tourism, and fostering connection to place. The unique character of our Shire is shaped by agricultural landscapes, unique biodiversity, and rich history. This Policy sets a consistent, transparent framework for commissioning, approving, installing, maintaining, and, where necessary, decommissioning public art across the Shire. It brings together best practice guidance for Council-initiated, community-led and developer-delivered artworks, and supports both permanent and temporary works.		
Purpose & Objectives	This Policy aims to: <ul style="list-style-type: none"><li>• Celebrate local identity, Country and culture through high-quality public art.</li><li>• Embed public art into placemaking, capital works and tourism strategies to enhance the visitor economy.</li><li>• Enable inclusive participation and build the capacity of local and regional artists through mentoring, up-skilling and collaboration.</li><li>• Provide clear pathways for proposals, commissioning, approvals, installation, maintenance and deaccessioning.</li><li>• Ensure public artworks are culturally safe, accessible, durable, safe to use and appropriately insured (if required).</li><li>• Promote respectful engagement with Traditional Owners and protect Indigenous Cultural and Intellectual Property (ICIP).</li></ul>		





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Policy Details	
1.	Scope & Definitions
1.1	<p>Scope:</p> <p>This Policy applies to public art on Council-owned or managed land and, where relevant, on privately owned properties that are visible from the public realm and provide a demonstrable community benefit. It covers Council-initiated, community-led, and developer-delivered projects, and applies to both permanent and temporary works.</p>
1.2	<p>What is Public Art:</p> <p>Public art refers to creative works intentionally placed in public spaces for the benefit of the broader community. This includes (but is not limited to) sculptures, murals, mosaics, digital projections, interactive installations, artist-designed street furniture, lighting, and artworks integrated into landscaping or building design. Public art may be permanent (intended lifespan of 10+<del>or more</del> years) or temporary (including installations and event-based works).</p>
1.3	<p>Exclusions:</p> <p>Commercial advertising, business signage, and mass-produced decorative items are not considered public art under this Policy.</p>
1.4	<p>Related Terms:</p> <ul style="list-style-type: none"> <li>Public places: Spaces freely accessible to the public, regardless of ownership.</li> <li>Site-specific art: Works designed in response to a particular site, context or cultural story.</li> <li>Community art: Projects co-designed and/or delivered with community involvement under the leadership of a <a href="#">practicingqualified</a> artist.</li> </ul>
2.	Guiding Principles
	<ul style="list-style-type: none"> <li>Place, identity and story: artworks reflect our people, places, culture, history and environment.</li> <li>Cultural safety and inclusion: engage respectfully with Traditional Owners; ensure accessibility and universal design.</li> <li>Quality and innovation: pursue artistic excellence, originality and relevance to site.</li> <li>Safety and durability: ensure suitability of materials, fabrication and installation for local conditions.</li> <li>Transparency and accountability: apply clear processes, criteria and agreements.</li> </ul>



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	<ul style="list-style-type: none"> <li>Capacity-building: preference opportunities that up-skill local artists and communities.</li> <li>Sustainability: consider environmental impacts, maintenance and end-of-life from project inception.</li> </ul>
3.	Governance & Legislative Alignment
	<p>This Policy gives effect to the overarching governance principles of the Local Government Act 2020, including the community engagement, public transparency and service performance principles. It should be read alongside relevant Council frameworks and policies.</p> <p>Key legislation (Victoria):</p> <ul style="list-style-type: none"> <li>Creative Victoria Act 2017</li> <li>Charter of Human Rights and Responsibilities Act 2006</li> <li>Equal Opportunity Act 2010</li> <li>Gender Equality Act 2020</li> <li>Heritage Act 2017</li> <li>Local Government Act 2020</li> <li>Planning and Environment Act 1987</li> </ul> <p>Associated Council documents:</p> <ul style="list-style-type: none"> <li>Community Engagement Framework &amp; Policy</li> <li>Arts &amp; Culture Strategic Plan (when adopted)</li> <li>Disability Access and Inclusion Plan</li> <li>Privacy Policy</li> <li>Procurement Policy</li> <li>Risk Management Framework</li> </ul>
4.	First Nations Engagement & ICIP
	<p>WWSC is committed to ensuring that any artwork referencing Aboriginal stories, language, designs or symbols is developed with the guidance of Traditional Owners and done respectfully. Proponents must consult early with the Barengi Gadjin Land Council (or relevant Traditional Owner body) to seek cultural approval and ensure appropriate representation. Indigenous Cultural and Intellectual Property (ICIP) rights will be respected; agreements must address cultural permissions, attribution, moral rights, and ongoing custodianship as applicable.</p>
5.	Locations & Integration with Capital Works
	<p>Public art may be located in civic buildings, town entrances, streetscapes, community halls, playgrounds, walkways, reserves and other public places. Where appropriate, artworks may be installed on private properties visible from the public realm, subject to landholder permissions and community benefit.</p>



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	Early involvement of artists in capital works, building design and landscaping projects is encouraged to enable meaningful integration. All completed works should include interpretive material (e.g., plaque or artist statement) and may include technology-enabled features (e.g., QR codes) to deepen engagement with the story of the work.
6.	Commissioning & Artist Selection
6.1	<p>Initiation Pathways:</p> <ul style="list-style-type: none"> <li>• Council-initiated commissions (including expressions of interest).</li> <li>• Direct invitation to artists with relevant experience or site connection (with probity and value-for-money demonstrated).</li> <li>• Community-initiated proposals in collaboration with Council.</li> <li>• Developer-delivered artworks as part of planning approvals or conditions (where applicable).</li> </ul>
6.2	<p>Proposal Requirements (All Proponents):</p> <ul style="list-style-type: none"> <li>• Project intent and community benefit (including alignment to this Policy and place-based context).</li> <li>• Artist/collective CVs and relevant experience; referees.</li> <li>• Concept visuals (sketches/renders), materials, scale and technical specifications.</li> <li>• Site analysis, installation methodology and program timeline.</li> <li>• Budget (inclusive of artist fees, fabrication, installation, permits, insurances, maintenance and decommissioning allowances).</li> <li>• Risk assessment (including public safety), permits/approvals required, and public liability details.</li> <li>• First Nations engagement plan (where relevant) and confirmation of cultural permissions.</li> <li>• Maintenance plan and anticipated lifespan.</li> </ul>
6.3	<p>Assessment Criteria:</p> <ul style="list-style-type: none"> <li>• Artistic quality, originality and relevance to site/place.</li> <li>• Cultural safety and appropriateness (including Traditional Owner input where relevant).</li> <li>• Feasibility (technical, timeline, budget) and value for money.</li> <li>• Public safety, durability, maintenance needs and environmental considerations.</li> <li>• Community engagement and capacity-building opportunities (local artists, apprentices, schools).</li> <li>• Contribution to civic pride, tourism and placemaking outcomes.</li> </ul>
6.4	<p>Agreements:</p> <p>All approved projects must be governed by a written agreement covering scope, deliverables, program, payment schedule, warranties, insurance and indemnity,</p>



## Council Policy Manual WEST WIMMERA SHIRE COUNCIL

	intellectual property and moral rights, attribution, maintenance responsibilities, access, safety, and decommissioning.
7.	Community Proposals & Engagement
	Community members and groups are encouraged to develop ideas collaboratively and seek early advice from Council. Proposals should demonstrate broad community benefit and outline community contributions to delivery. Council provides a single point of contact within Corporate and Community Services to discuss concepts, navigate approvals and identify funding pathways.
8.	Ownership, Maintenance & Asset Management
	<p>Ownership will be confirmed in the commissioning agreement. As a general principle:</p> <ul style="list-style-type: none"> <li>• Council-owned/managed artworks: recorded in Council's cultural asset register and planned for lifecycle maintenance and cleaning.</li> <li>• Community-led artworks on Council land: the proponent (community group/artist) is the default owner and is responsible for insurance, maintenance and end-of-life, unless Council formally agrees to accept the asset at completion under defined conditions.</li> </ul> <p><u>All proposals must include a maintenance plan and budget commensurate with the artwork's materials, exposure and expected lifespan. Each proposal must outline how the artwork will be cared for over time, with a maintenance plan and budget suited to its materials, setting, and expected lifespan.</u> Council cannot provide insurance or ongoing maintenance for artworks it does not own or manage.</p>
9.	Relocation, Removal & Decommissioning
	Artworks may be relocated, restored, removed or decommissioned when one or more of the following apply: the artwork is unsafe; has deteriorated beyond repair; no longer reflects the artist's intent; site use has changed; the work is repeatedly vandalised; cultural or community expectations have shifted; or other reasonable grounds exist. Decisions will, where practicable, be made in consultation with the artist/owner and relevant stakeholders.
10.	Funding & Partnerships
	Public art may be funded through Council budgets, grants (state, federal, philanthropic), developer contributions and community partnerships. Council may assist eligible community groups with grant application development. Bequests and gifts of artworks may be considered subject to assessment against this Policy and asset management implications. Joint projects with other municipalities require a Council resolution in an open meeting.



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11.	Interpretation & Digital Engagement (QR Codes)														
	<p>Council encourages interpretive materials (plaques/artist statements) and the integration of <u>Dynamic</u> QR codes to <del>deepen engagement</del><u>provide further information about the artwork and its creator</u>. For artworks using <u>Dynamic</u> QR codes, applicants must provide the target URL(s) at application stage and ensure ongoing link integrity. Council reserves the right to remove or disable QR codes if links cannot be verified or are found to be unsafe. Owners of non-Council <u>owned</u> artworks are responsible for monitoring and maintaining QR code content.</p>														
12.	Roles & Responsibilities														
	<table> <tr> <th>Group</th><th>Responsibilities</th></tr> <tr> <td><b>Council</b></td><td>Endorses policy, approves major commissions, considers funding via existing community grant applications, considers bequests/gifts.</td></tr> <tr> <td><b>Council Staff</b></td><td>Provide single point of contact; assess proposals; manage procurement, contracts, installation and maintenance for Council-owned works.</td></tr> <tr> <td><b>Community Groups</b></td><td>Propose ideas; partner with artists; contribute to project delivery and ongoing care where they are the owner.</td></tr> <tr> <td><b>Artists</b></td><td>Design and deliver artworks in line with the brief, agreement and this Policy; participate in engagement and safety processes.</td></tr> <tr> <td><b>Traditional Owners</b></td><td>Provide cultural guidance and permissions where needed; ensure appropriate use of Indigenous cultural content.</td></tr> <tr> <td><b>Developers/Funders</b></td><td>Collaborate with Council to integrate and resource public art aligned to this Policy and planning requirements.</td></tr> </table>	Group	Responsibilities	<b>Council</b>	Endorses policy, approves major commissions, considers funding via existing community grant applications, considers bequests/gifts.	<b>Council Staff</b>	Provide single point of contact; assess proposals; manage procurement, contracts, installation and maintenance for Council-owned works.	<b>Community Groups</b>	Propose ideas; partner with artists; contribute to project delivery and ongoing care where they are the owner.	<b>Artists</b>	Design and deliver artworks in line with the brief, agreement and this Policy; participate in engagement and safety processes.	<b>Traditional Owners</b>	Provide cultural guidance and permissions where needed; ensure appropriate use of Indigenous cultural content.	<b>Developers/Funders</b>	Collaborate with Council to integrate and resource public art aligned to this Policy and planning requirements.
Group	Responsibilities														
<b>Council</b>	Endorses policy, approves major commissions, considers funding via existing community grant applications, considers bequests/gifts.														
<b>Council Staff</b>	Provide single point of contact; assess proposals; manage procurement, contracts, installation and maintenance for Council-owned works.														
<b>Community Groups</b>	Propose ideas; partner with artists; contribute to project delivery and ongoing care where they are the owner.														
<b>Artists</b>	Design and deliver artworks in line with the brief, agreement and this Policy; participate in engagement and safety processes.														
<b>Traditional Owners</b>	Provide cultural guidance and permissions where needed; ensure appropriate use of Indigenous cultural content.														
<b>Developers/Funders</b>	Collaborate with Council to integrate and resource public art aligned to this Policy and planning requirements.														
13.	Filming in Public Places ( <del>Replated but Separate</del> )														



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	WWSC welcomes filming in public places subject to compliance with relevant legislation and permits. Applicants should contact Corporate and Community Services for advice.
14.	Contact
	West Wimmera Shire Council Corporate & Community Services Phone: (03) [insert] Email: [insert] Website: [insert]
15.	Review & Version Control
	Review cycle: Every four years in July. Next review due: July 2029.

<b>Policy Adopted:</b>	Council Meeting --/--/----	Minute Book Page	SRV Governance-Policies, Procedures, Plans Strategies
<b>Policy Reviewed:</b>			



### 14.3 Non Council Owned Community Halls Grant

*Directorate: Corporate and Community Services*

*Report Author: Community Development Manager*

*Report Purpose: For Decision*

#### **Purpose**

West Wimmera Shire Council is committed to working in partnership with the community to encourage, develop and support not for profit community-based organisations, to form a positive contribution to the West Wimmera Shire and strengthen the development of a supported, cohesive community.

Each financial year, council will provide financial assistance for not-for-profit voluntary committees who manage non council owned community halls.

#### **OFFICER RECOMMENDATION:**

**That Council approves the Non-Council Owned Community Halls Grant application from Connewirricoo Community Centre for a total of \$638.61 being for Public and Products Liability Insurance Contribution.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Jodie Pretlove**

**That Council approves the Non-Council Owned Community Halls Grant application from Connewirricoo Community Centre for a total of \$638.61 being for Public and Products Liability Insurance Contribution.**

**CARRIED UNANIMOUSLY (5 / 0)**

#### **Declaration of Interest**

No officer declared an interest under the Local Government Act 2020 (LGA 2020) in the preparation of this report.

#### **Background**

This Guideline aims to:



- Define how Council determines annual allocations to not for profit committees who manage non council owned community Halls
- Demonstrate accountability and responsibility to ratepayers.
- Ensure that all processes are monitored and recorded.

Non-Council Owned Community Halls Grant amount requested by Connewirricoo Community Centre is \$638.61 from a Grant maximum of \$800.00

Connewirricoo Community Centre meets the criteria as discussed in the WWSC Grants Policy and the Non-Council Owned Community Halls Grant Guidelines.

### **Risk Management Implications**

Risk identified:

There are no obvious risks for Council to mitigate or eliminate in regard to the proposal considered for funding support in this report.

### **Legislative Implications**

Not Applicable

### **Environmental Implications**

Nil

### **Financial and Budgetary Implications**

Nil

### **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:

Council Grants Policy

### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

#### ***Goal 1 – Liveable & Healthy Community***

1.1 Create a healthy, active, and vibrant community.

### **Communication Implications**

No Communication Implications





### **Equal Impact Assessment**

No Equal Impact Assessment is required

### **Conclusion**

This grant allows hall committees to apply for an annual contribution towards the cost of their facilities' insurance (Public and Products Liability and Contents and Building Contribution). This grant stream provides financial support only.

### **Attachments**

Nil



## 15 Infrastructure Development and Works

### 15.1 Planning Permit Application PA1192 Construction of 3 Dwellings & 6 Lot Subdivision Kelly Street Kaniva

*Directorate: Infrastructure Development and Works*

*Report Author: Senior Planning Officer*

*Report Purpose: For Decision*

#### **Purpose**

This report seeks a Council decision on Planning permit application PA1192 for the subdivision of six lots and construction of three dwellings in Kelly Street, Kaniva.

Three objections to the issuing of the permit have been received.

#### **OFFICER RECOMMENDATION:**

**That Council resolves to issue a Notice of Decision to Grant a Planning Permit for land known and described as Kelly Street Kaniva Vic 3419, for the Construction 3 Dwellings & 6 Lot Subdivision, in accordance with endorsed plans, and subject to the following conditions on the planning permit:**

#### **ENDORSED PLANS/DOCUMENTS**

- 1. The approved subdivision and development must be generally in accordance with the endorsed plans which form part of this permit and must not be altered or modified without the written consent of the Responsible Authority.**

#### **STORMWATER**

- 2. Stormwater drainage must be directed to the legal point of discharge, to the satisfaction of the Responsible Authority.**

#### **DETAILED CONSTRUCTION PLANS**

- 3. Before any works associated with the subdivision start, detailed construction plans must be approved and endorsed by the responsible authority. The construction plans must:**
  - a) be prepared to the satisfaction of the responsible authority**
  - b) be drawn to scale with dimensions and submitted electronically.**
  - c) Include the following:**
    - i. fully sealed pavement with concrete kerb and channel for the extent of the lot frontages.**
    - ii. concrete footpaths**
    - iii. underground drains**
    - iv. vehicular crossings to each lot**



- d) The responsible authority may consent in writing to vary any of the details of these requirements.
- e) Any modifications to the detailed construction plans agreed to by the responsible authority must be shown on an amended plan that is endorsed by the responsible authority to the satisfaction of the responsible authority. Car spaces, access lanes and driveways must be kept available for these purposes at all times.

#### **LANDSCAPE PLAN REQUIRED**

- 4. Before the development starts, a landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions. The plan must show:
  - a) A survey (including botanical names) of all existing vegetation to be retained and/or removed.
  - b) Details of surface finishes of pathways and driveways.
  - c) Planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.
  - d) All fencing proposed.
    - i. The fencing along Kelly Street must taper down to a maximum height of 1.2 metres at the frontage of the proposed dwelling on Lot 3, with the taper commencing at least 5 metres from the dwelling frontage.
    - ii. All remaining fencing must not exceed 1.8m in height

#### **LANDSCAPING MAINTENANCE**

- 5. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced

#### **COMPLETION OF LANDSCAPING**

- 6. Before the occupation of the development starts or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.

#### **CONSTRUCTION MANAGEMENT PLANS**

- 7. Before the commencement of any buildings and/or works, a Construction Management Plan must be submitted to, and be to the satisfaction of the Responsible Authority. The Construction Management Plan must include details of:



- a) Working hours.
- b) Details of Site Environmental Controls.
- c) Methods to contain sediment, dust, spillages, mud and debris within the subject land, and the method and frequency of clean up procedures.
- d) A traffic management plan for both vehicle and pedestrian movements including working hours and after-hours signage.
- e) A liaison officer to contract by residents and the Responsible Authority in the event of relevant enquiries or problems expired with construction activity.
- f) Details of stock pile areas, other proposed storage and a site office.

#### **PEDESTRIAN ACCESS**

- 8. At all times during the construction phase of the development, appropriate measures must be taken to ensure that pedestrians are able to use any footpath along the boundaries of the site safely.

#### **LITTER – CONSTRUCTION**

- 9. Any litter generated by the development/building activities must be collected and stored in an appropriate enclosure. The enclosures must be regularly emptied and maintained such that no litter overspills onto adjoining land.

#### **STORAGE OF GOODS**

- 10. Equipment, materials, goods or machinery must be stored internal to the building or screened from public view to the satisfaction of the Responsible Authority.

#### **AMENITY**

- 11. Noise sources, such as mechanical plant, must not be located near bedrooms of immediately adjacent existing dwellings or small second dwellings.

#### **CLAUSE 66.01-1 MANDATORY CONDITIONS**

- 12. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities and electricity services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.
- 13.
- 14. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
- 15. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.



16. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:

- a) a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
- b) a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

17. Before a statement of compliance is issued under the Subdivision Act 1988 the applicant must provide:

- a) Access to each lot;
- b) all drainage works to be provided in accordance with the endorsed stormwater management plan.
- c) Construct common property in accordance with the endorsed plans
- d) Remove and reinstate any redundant laybacks as shown on the endorsed plans.

All in accordance with the endorsed plans to the satisfaction of the responsible authority.

#### PERMIT EXPIRY

18. This permit will expire if one of the following circumstances applies:

- a) The subdivision is not certified under the Subdivision Act 1988 within two years of the date of this permit.
- b) The registration of the subdivision is not completed within five years of the date of certification.
- c) The development is not started within two years of the date of this permit.
- d) The development is not completed within five years if the date if this permit.

The responsible authority may extend the permit if a request is made in writing prior to expiry of the permit or within six months afterwards.

Moved: Cr Richard Hicks

Seconded: Cr Helen Hobbs

That Council resolves to issue a Notice of Decision to Grant a Planning Permit for land known and described as Kelly Street Kaniva Vic 3419, for the Construction 3 Dwellings & 6 Lot Subdivision, in accordance with endorsed plans, and subject to the following conditions on the



**planning permit:**

#### **ENDORSED PLANS/DOCUMENTS**

1. The approved subdivision and development must be generally in accordance with the endorsed plans which form part of this permit and must not be altered or modified without the written consent of the Responsible Authority.

#### **STORMWATER**

2. Stormwater drainage must be directed to the legal point of discharge, to the satisfaction of the Responsible Authority.

#### **DETAILED CONSTRUCTION PLANS**

3. Before any works associated with the subdivision start, detailed construction plans must be approved and endorsed by the responsible authority. The construction plans must:
  - f) be prepared to the satisfaction of the responsible authority
  - g) be drawn to scale with dimensions and submitted electronically.
  - h) Include the following:
    - v. fully sealed pavement with concrete kerb and channel for the extent of the lot frontages.
    - vi. concrete footpaths
    - vii. underground drains
    - viii. vehicular crossings to each lot
  - i) The responsible authority may consent in writing to vary any of the details of these requirements.
  - j) Any modifications to the detailed construction plans agreed to by the responsible authority must be shown on an amended plan that is endorsed by the responsible authority to the satisfaction of the responsible authority. Car spaces, access lanes and driveways must be kept available for these purposes at all times.

#### **LANDSCAPE PLAN REQUIRED**

4. Before the development starts, a landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions. The plan must show:
  - e) A survey (including botanical names) of all existing vegetation to be retained and/or removed.
  - f) Details of surface finishes of pathways and driveways.
  - g) Planting schedule of all proposed trees, shrubs and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant.



**h) All fencing proposed.**

- i. The fencing along Kelly Street must taper down to a maximum height of 1.2 metres at the frontage of the proposed dwelling on Lot 3, with the taper commencing at least 5 metres from the dwelling frontage.**
- ii. All remaining fencing must not exceed 1.8m in height**

**LANDSCAPING MAINTENANCE**

- 5. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced**

**COMPLETION OF LANDSCAPING**

- 6. Before the occupation of the development starts or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.**

**CONSTRUCTION MANAGEMENT PLANS**

- 7. Before the commencement of any buildings and/or works, a Construction Management Plan must be submitted to, and be to the satisfaction of the Responsible Authority. The Construction Management Plan must include details of:**
  - g) Working hours.**
  - h) Details of Site Environmental Controls.**
  - i) Methods to contain sediment, dust, spillages, mud and debris within the subject land, and the method and frequency of clean up procedures.**
  - j) A traffic management plan for both vehicle and pedestrian movements including working hours and after-hours signage.**
  - k) A liaison officer to contract by residents and the Responsible Authority in the event of relevant enquiries or problems expired with construction activity.**
  - l) Details of stock pile areas, other proposed storage and a site office.**

**PEDESTRIAN ACCESS**

- 8. At all times during the construction phase of the development, appropriate measures must be taken to ensure that pedestrians are able to use any footpath along the boundaries of the site safely.**

**LITTER – CONSTRUCTION**

- 9. Any litter generated by the development/building activities must be collected and stored in an appropriate enclosure. The enclosures must be regularly emptied and maintained such that no litter overflows onto adjoining land.**

**STORAGE OF GOODS**

- 10. Equipment, materials, goods or machinery must be stored internal to the building or screened from public view to the satisfaction of the Responsible Authority.**



## **AMENITY**

11. Noise sources, such as mechanical plant, must not be located near bedrooms of immediately adjacent existing dwellings or small second dwellings.

## **CLAUSE 66.01-1 MANDATORY CONDITIONS**

12. The owner of the land must enter into agreements with the relevant authorities for the provision of water supply, drainage, sewerage facilities and electricity services to each lot shown on the endorsed plan in accordance with the authority's requirements and relevant legislation at the time.
- 13.
14. All existing and proposed easements and sites for existing or required utility services and roads on the land must be set aside in the plan of subdivision submitted for certification in favour of the relevant authority for which the easement or site is to be created.
15. The plan of subdivision submitted for certification under the Subdivision Act 1988 must be referred to the relevant authority in accordance with Section 8 of that Act.
16. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:
  - c) a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
  - d) a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.
17. Before a statement of compliance is issued under the Subdivision Act 1988 the applicant must provide:
  - e) Access to each lot;
  - f) all drainage works to be provided in accordance with the endorsed stormwater management plan.
  - g) Construct common property in accordance with the endorsed plans
  - h) Remove and reinstate any redundant laybacks as shown on the endorsed plans.All in accordance with the endorsed plans to the satisfaction of the responsible authority.

## **PERMIT EXPIRY**





**18. This permit will expire if one of the following circumstances applies:**

- e) The subdivision is not certified under the Subdivision Act 1988 within two years of the date of this permit.
- f) The registration of the subdivision is not completed within five years of the date of certification.
- g) The development is not started within two years of the date of this permit.
- h) The development is not completed within five years of the date of this permit.

The responsible authority may extend the permit if a request is made in writing prior to expiry of the permit or within six months afterwards.

**CARRIED UNANIMOUSLY (5 / 0)**

**Declaration of Interest**

No officer declared an interest under the Local Government Act 2020 (LGA 2020) in the preparation of this report.

**Background**

The subject land is owned by Council and is located on the outskirts of Kaniva. The current use of the land is for grazing.

The proposal represents an expansion of Kaniva's urban area. No development Plan for the land has been prepared. There is no strategic planning guidance for how development of this land should proceed.

The development is not in keeping with the established character of the adjacent developed area of Paterson Street.

The proposal addresses the requirements of the Township Zone.

**Risk Management Implications**

Risk identified:

There are no obvious risks for Council to mitigate or eliminate in regard to the proposal considered for funding support in this report.

**Legislative Implications**



The report complies with the requirements of the:  
Planning and Environment Act 1987

### **Environmental Implications**

Environmental Risk rating has been assessed as: Low

### **Financial and Budgetary Implications**

Nil

### **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:

Not applicable

### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

#### ***Goal 1 – Liveable & Healthy Community***

- 1.1 Create a healthy, active, and vibrant community.
- 1.3 Provide well planned and sustainable community infrastructure.
- 1.7 Improve the liveability of the shire to assist in growing our population into the future.

#### ***Goal 2 – Diverse and Prosperous Economy***

- 2.3 Facilitate the development of the local economy and jobs.

### **Communication Implications**

Consultation has already been undertaken in development of the plans.  
During the period of advertising three objections were received regarding the application with the main concerns being around view and amenity, loss of informal open space and property values, the objections and the response from the applicant are attachments to this report.

### **Equal Impact Assessment**

No Equal Impact Assessment is required

### **Conclusion**

The proposal expands the urban area of Kaniva in the absence of strategic planning guidance for the land.



The proposal is considered to adequately address the Township Zone, Farming Zone, Clause 55 and Clause 56.

The proposal will contribute to the existing residential area of Kaniva.

### **Attachments**

Nil



## 15.2 Domestic Animal Management Plan

*Directorate: Infrastructure Development and Works*

*Report Author: Manager Planning and Environment*

*Report Purpose: For Decision*

### Purpose

The Purpose of this report is to present the Domestic Animal Management Plan 2026-2029 (DAMP) to the Council for adoption.

### OFFICER RECOMMENDATION:

**That the Council adopts the West Wimmera Shire Domestic Animal Management Plan 2026-2029.**

**Moved: Cr Richard Hicks**

**Seconded: Cr Helen Hobbs**

**That the Council adopts the West Wimmera Shire Domestic Animal Management Plan 2026-2029.**

**CARRIED UNANIMOUSLY (5 / 0)**

### Declaration of Interest

No officer declared an interest under the Local Government Act 2020 (LGA 2020) in the preparation of this report.

### Background

In accordance with Section 68A of the Domestic Animals Act 1994, Council is required to undertake a number of activities with respect to the development, review and ongoing management of its DAMP.

The proposed DAMP 2026-2029 aims to achieve the objectives of the Act, which include to promote;

- Animal welfare
- Responsible pet ownership; and
- Protection to the community and environment



Council completed a survey receiving 45 responses from residents of the West Wimmera Shire providing information and feedback on domestic animal issues for inclusion into the draft plan. The draft Plan was then put out to a three-week period of community consultation with four Submissions received.

### **Risk Management Implications**

Risk identified:

Regulatory risk

Reputation risk

### **Legislative Implications**

The Domestic Animals Act 1994 states:

(1) A Damp set out by a Council must -

- a. Set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and
- b. Outline programs for the training of authorised officers to ensure they can properly administer and enforce the requirements of this Act in the Councils municipal district; and
- c. Outline programs, services and strategies which the Council intends to pursue in its municipal district -
  - i. To promote and encourage the responsible ownership of dogs and cats; and
  - ii. To ensure that people comply with this Act, the regulations and any related legislation; and
  - iii. To minimise the risk of attacks by dogs on people and animals; and
  - iv. To address any over-population and high euthanasia rates for dogs and cats; and
  - v. To encourage the registration and identification of dogs and cats; and
  - vi. To minimise the potential for dogs and cats to create a nuisance; and
  - vii. To effectively identify all dangerous dogs, menacing dogs, and restricted breed dogs in the district to ensure that those dogs are kept in compliance with this Act and the regulations; and
- d. Provide for the review of existing orders made under this Act and local laws that relate to Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and



- e. Provide for the the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and
- f. Provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.

### **Environmental Implications**

Environmental Risk rating has been assessed as: Low

### **Financial and Budgetary Implications**

The financial risk rating has been assessed as: Low

### **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:

Not applicable

### **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

#### ***Goal 1 – Liveable & Healthy Community***

- 1.1 Create a healthy, active, and vibrant community.
- 1.2 Support a safe and inclusive community.
- 1.4 Deliver quality services that support community life.

### **Communication Implications**

Initial Consultation has already been undertaken in development of the plan; a community survey has been undertaken to gather initial information and direction for the plan. 45 responses were received. A three-week period of community consultation has been completed with the draft plan with four submissions received.

### **Equal Impact Assessment**

No Equal Impact Assessment is required

### **Conclusion**

Council is required under the Domestic Animals Act 1994 to produce a Domestic Animal Management Plan by the December the year after a Council election. Council has conducted a comprehensive community survey and taken on the submissions within the results of the survey to develop the Draft Domestic Animal Management Plan 2026 – 2029, this plan has



now been out for a three-week period of community consultation with four submissions received.

### **Attachments**

1. DAMP 2026 2029 Draft Nicole Wearne [**15.2.1** - 14 pages]



# DOMESTIC ANIMAL MANAGEMENT PLAN 2026-29





Domestic Animal Management Plan 2026-29

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## BACKGROUND

Under Section 68A of the Domestic Animals Act 1994, every Council must prepare a domestic animal management plan, as follows:

68A Councils to prepare domestic animal management plans

- (1) Every Council must, in consultation with the Secretary (of the Department of Primary Industries), prepare at 4 year intervals a domestic animal management plan.
- (2) A domestic animal management plan prepared by a Council must—
  - (a) set out a method for evaluating whether the animal control services provided by the Council in its municipal district are adequate to give effect to the requirements of this Act and the regulations; and
  - (b) outline programs for the training of authorised officers to ensure that they can properly administer and enforce the requirements of this Act in the Council's municipal district; and
  - (c) outline programs, services and strategies which the Council intends to pursue in its municipal district—
    - (i) to promote and encourage the responsible ownership of dogs and cats; and
    - (ii) to ensure that people comply with this Act, the regulations and any related legislation; and
    - (iii) to minimise the risk of attacks by dogs on people and animals; and
    - (iv) to address any over-population and high euthanasia rates for dogs and cats; and
    - (v) to encourage the registration and identification of dogs and cats; and
    - (vi) to minimise the potential for dogs and cats to create a nuisance; and
    - (vii) to effectively identify all dangerous dogs, menacing dogs and restricted breed dogs in that district and to ensure that those dogs are kept in compliance with this Act and the regulations; and
  - (d) provide for the review of existing orders made under this Act and local laws that relate to the Council's municipal district with a view to determining whether further orders or local laws dealing with the management of dogs and cats in the municipal district are desirable; and
  - (e) provide for the review of any other matters related to the management of dogs and cats in the Council's municipal district that it thinks necessary; and
  - (f) provide for the periodic evaluation of any program, service, strategy or review outlined under the plan.
- (3) Every Council must—
  - (a) review its domestic animal management plan annually and, if appropriate, amend the plan; and
  - (b) provide the Secretary with a copy of the plan and any amendments to the plan; and
  - (c) publish an evaluation of its implementation of the plan in its annual report

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Domestic Animal Management Plan 2026-29

## Executive Summary

The West Wimmera Shire Council Domestic Animal Management Plan has been developed in accordance with Section 68A of the Domestic Animal Management Act 1994.

Following a community consultation process, numerous suggestions that were submitted have been considered and incorporated as actions within the plan. Consideration was also given toward current day legislative requirements, best contemporary practice and technical information at the officer level when developing future actions.

In outlining the actions, four common themes have merged and as a result the plan has been categorised as follows;

1. Community Safety
2. Neighbourhood Amenity, Wellbeing and Environment Protection
3. Registration and Identification, Governance and Statutory Compliance
4. Domestic Animal Management Plan Reporting and Review

## Introduction - The Purpose of a Domestic Animal Management Plan

In developing its Domestic Animal Management Plan 2026-2029, the Council will meet its legal obligations under Section 68A of the Domestic Animals Act 1994 by identifying key issues needing to be implemented through its animal management activities that will provide beneficial social, environmental, wellbeing and economic outcomes. During the process, the council has consulted with its community and stakeholders in order to identify current and emerging issues that are relevant to achieving sound animal welfare outcomes and a high level of community satisfaction.

The importance of domestic pet ownership and its positive impact on physical and mental wellbeing is well recognised. Whilst domestic pets can certainly contribute to our quality of life, it is also recognised that Council needs to maintain a balance between the competing interests that may exist within the community in relation to domestic animal matters. Therefore, this plan outlines the best outcomes to ensure a high level of community safety and amenity and to protect environmental values. Responsible pet ownership requires taking responsibility, not only in the care of the animals owned but in considering impacts on neighbours and the

community, this benefits of this apply to both domestic animal owners and others. Essentially the plan aims to identify measures upon which to achieve responsible domestic animal ownership focussing on registration, microchipping and desexing of cats and dogs, control of dogs in public places, proper behaviour of cats and dogs within neighbourhoods and protecting the environment from any impact of dogs or cats.

In adopting this plan, Council will, over the next four years, implement strategies and actions that are responsive to emerging issues and matters of importance to its community. Additionally, such strategies will identify innovative ways for council officers to meet the various statutory obligations that council has with respect to domestic animal management.

Achieving compliance will likely require a diverse and targeted approach to issues whereby numerous measures may be applied including education and awareness campaigns, pro-active initiatives/incentives, stakeholder partnerships and robust but fair compliance strategies

Domestic Animal Management Plan 2026-29

## The West Wimmera Shire Council - Demographic and People

West Wimmera Shire is located in the West of Victoria, encompassing an area of 9200 square kilometres, joining the South Australian border to the west, along the Glenelg River to the south and The Big Desert to the north, making it one of the largest area size Victorian municipalities. The municipality has a community of 4006 people centred in the townships of Edenhope, Kaniva, Apsley, Goroke and Harrow. The majority of the municipal area consists of agriculture related industries, broad acre grazing and cropping, rural farming properties and community services.

West Wimmera also boasts a large variety of natural environments including the Big Desert Wilderness Park, the Little Desert National Park and about 3000 wetlands.

### Domestic Animal Statistics and Data

Key Statistics	2021/22	2024/25
Population	4006	4006
Area (km2)	9200	9200
No of Authorised Officers	1	1
<b>Dogs</b>		
No Registered	1026	619
No Impounded	47	18
No Returned to Owner	39	10
No Rehoused	2	4
No Euthanised	8	4
No Dogs Declared Menacing	0	0
No Dogs Declared Dangerous	0	0
No of Restricted Breed Dogs	0	0
<b>Cats</b>		
No Registered	222	122
No Impounded	52	45
No Returned to Owner	2	4
No Rehoused	2	11
No Euthanised	48	29

Domestic Animal Management Plan 2026-29

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## Current Situation

Council currently employs a fulltime Local Laws Officer, who's duties amongst other things include the responsibilities of an Animal Management Officer. Through the various versions of this plan, further development has taken place with respect to actions, projects and activities.

The tasks and activities undertaken by the Animal Management Officer are vast, diverse and at times complex, often competing with other duties. In striving to achieve maximum compliance, a range of approaches are applied to support the various program area including animal registrations, dangerous and aggressive dogs, dogs in public places, nuisance animals and general compliance.

It is recognised that effectiveness can be achieved by applying the right balance of educational and compliance enforcement activities on a case-by-case scenario.

Examples of current activities include;

- Website development and hard copy educational material
- Distributing various brochures relating to the responsible keeping of dogs and cats, including the containment to their property, working dogs and cat nuisances
- Assisting animal owners with information about proper fencing and cages to contain domestic animals
- Administering the animal registration and domestic business licensing processes
- Regular cat trapping
- Regular patrols to monitor for compliance
- Responding to requests, high risk incidents and emergency scenarios

The actions outlined in this plan seek to further consolidate existing actions that have been successful in the past and to also include new and emerging actions that have been developed as a result of community consultation, service trends and observations and amended legislation. Collectively, the plan aims to address the issues, identified as important issues during the consultation process, over the next four years.

Domestic Animal Management Plan 2026-29

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## **Domestic Animal Management Plan – 2026-2029**

A range of issues arising from the community consultation and stakeholder engagement process, service data, emerging issues and legislative requirements have informed the development of the Domestic Animal Management Plan – 2026-2029. These issues have been categorised within four main sections and sub-categories as follows;

**1. Community Safety**

- i. Dog Attacks
- ii. Dangerous Dogs
- iii. Overpopulation and High Euthanasia
- iv. Dogs in Public Places

**2. Neighbourhood Amenity, Wellbeing and Environment Protection**

- i. Nuisance Dogs and Cats
- ii. Open Space Needs
- iii. Dog Litter

**3. Registration and Identification, Governance and Statutory Compliance**

- i. Authorised Officers
- ii. Animal Registration
- iii. Animal Identification and Lost Animals
- iv. Animal Desexing
- v. Domestic Animal Businesses
- vi. Dangerous Dogs
- vii. Responsible Pet Ownership
- viii. Compliance
- ix. Animal Care in Emergencies

**4. Domestic Animal Management Plan Reporting and Review**

- i. Annual Review

Domestic Animal Management Plan 2026-29

## Community Safety and Wellbeing

### ***(Dog Attacks, Dangerous Dogs, Overpopulation and High Euthanasia and Dogs in Public Places)***

Aim: To ensure a high level of safety to the broader community by minimising the opportunity for incidents to occur that would have a detrimental impact and to actively promote strategies and educate the community on matters that would improve responsible pet ownership and ultimately community safety outcomes.

<b>1 – COMMUNITY SAFETY AND WELLBEING</b>	
<b>1.1 – DOG ATTACKS</b>	
<b>Objective 1. Reduce the number of dog attacks</b>	
<b>Actions</b>	<b>When</b>
Conduct targeted patrols at random times in the vicinity of frequent complaint locations	Ongoing
Promote responsible dog ownership practices that may prevent incidents through all communication medium	Ongoing
Encourage the reporting of dog rushes as 'near misses' to prevent potential attacks	Ongoing
Educate the community about how to prevent dogs from escaping from private properties	Periodic and Ongoing
Develop a user-friendly online reporting process for dog attacks and dog rushes on Council website	Ongoing
<b>Objective 2. Decrease attacks on livestock</b>	
Distribute 'Responsible Ownership of a Working Dog' booklet to relevant properties	Annually
Encourage the reporting of dogs at large and dog attacks on stock in rural areas	Ongoing
Advise the farming community of Section 30 of the Domestic Animals Act relating to their right to destroy any dog or cat found near their livestock	Annually
<b>Objective 3. Improve communication and liaison with Police for reports of dog attacks</b>	
Continue Local Laws/Police Liaison for reports of serious dog attacks including awareness of Crimes Act 1958 offences relating to restricted breed and declared dogs.	Ongoing
<b>1.2 – DANGEROUS and MENACING DOGS</b>	
<b>Objective 1. Identification of Restricted Breeds, menacing and dangerous dogs</b>	
To identify and enforce the Acts provisions in respect of restricted breed dogs	Ongoing
Identification of dogs that meet criteria for declaration as either a dangerous or menacing dog	Ongoing
Process the dangerous dog declaration process following serious dog attacks	Ongoing

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Conduct random inspections of declared dogs to ensure compliance with the Act and Regulations	Ongoing
Ensure all declared dogs are recorded on the VDDR	Annually
<b>1.3 OVERPOPULATION AND HIGH EUTHANASIA</b>	
<b>Objective 1: Reduction of stray/feral animals in residential areas</b>	
Promoting the availability of cat traps	Ongoing
Promote the benefits of desexing and the detrimental environmental/animal welfare impacts of not desexing animals, via media, social media, website etc	Annually
Undertake fencing assessments of properties from where dogs have escaped and implement compliance actions	Ongoing
<b>Objective 2: Collate data to research and determine any over population</b>	
Review impoundment records to monitor for repeat offenders, multiple animals, non- registration	Ongoing
Audit Council's registration database for numbers of animals owned by one entity	Ongoing
<b>Objective 3: Rehoming program</b>	
Maintain relationships and agreements with foster carers to increase rehoming outcomes	Ongoing



Domestic Animal Management Plan 2026-29

## Neighbourhood Amenity, Wellbeing and Environment Protection

### *(Nuisance Dogs and Cats, Open Space Needs, Dog Litter)*

Aim: To ensure that domestic animal owners exercise responsible pet ownership practices in order to prevent any disturbance, intrusion, annoyance or impact to other's enjoyment of their own property and/or their use of a public space and to protect flora and fauna from any detrimental impact that may be caused by domestic animals.

2 - NEIGHBOURHOOD AMENITY, WELLBEING AND ENVIRONMENT PROTECTION	
2.1 NUISANCE DOGS AND CATS	
Objective 1: Review of off leash areas	
Actions	When
Consider implementing dog control orders to provide for specific on and off leash areas in key locations	2027-28
Evaluate the need to establish dog park open space facilities within the municipality	ongoing
Objective 2: Implement cat management measures to mitigate nuisance	
Educate the community about the environmental impacts of roaming cats	ongoing
Consider adopting cat containment and/or confinement orders	2026-27
Promote containment to cat owners	2027-28
Create and Promote cat desexing program 'information packs'	2026 and ongoing
Provide cat enclosure and cat proof fencing booklets to repeat offenders	Ongoing
In conjunction with local veterinarians, investigate any sponsorship opportunities to conduct a subsidised cat desexing program	2026 and ongoing
Objective 3: Implement measures to mitigate barking dog nuisances	
Educate community about health impacts of barking dog nuisances	2026-27 and ongoing
Provide information to affected persons to assist resolution, including barking dog collars	2026 and ongoing
Advise affected persons of the legal process required to satisfy a common law nuisance and make such information readily available	2026
Access Neighbourhood mediation services to assist with dispute resolution	As required
2.2 OPEN SPACE NEEDS	
Objective 1: Identify opportunities to maximise public space enjoyment by all users	
Investigate opportunities to establish open range off leash spaces to assist with dog socialisation	2026-27
Continue to reinforce and monitor for compliance with dogs being under effective control and/or any other dog control orders	Ongoing
Establish a brand to promote 'safe and shared spaces' for all of community	2026

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Ensure that adequate dog controls signage is installed and maintained at key locations; maintain a register of such	2026-27
<b>2.3 DOG LITTER</b>	
<b>Objective 1: To prevent offensive and unsanitary conditions and the loss of enjoyment by public space users</b>	
Provide dog poo bag dispensers in high use parks and at public toilets	Ongoing
Provide biodegradable litter disposal bags suitable for use in any bin	Ongoing

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## Registration and Identification, Governance and Statutory Compliance

**(Authorised Officers, Animal Registration, Animal Identification and Lost Animals, Animal Desexing, Domestic Animal Businesses, Dangerous Dogs, Responsible Pet Ownership and Animal Care in Emergencies)**

Aim: To ensure that domestic animal owners exercise responsible pet ownership practices in order to prevent any disturbance, intrusion, annoyance or impact to other's enjoyment of their own property and/or their use of a public space and to protect flora and fauna from any detrimental impact that may be caused by domestic animals.

<b>3 - REGISTRATION AND IDENTIFICATION, GOVERNANCE AND STATUTORY COMPLIANCE</b>	
<b>3.1 AUTHORISED OFFICERS</b>	
<b>Objective 1: To ensure adequate skill, competency and capacity levels for Authorised Officers</b>	
<b>Actions</b>	<b>When</b>
Update the Animal Management Officer Position Description to include the minimum qualifications for the role; Certificate 1V Government (Statutory Compliance) and Certificate 1V Animal Control and Regulation	2027
Investigate opportunities for ongoing professional development and formal training for Animal Management Officer	Ongoing
Investigate establishing a reciprocal 'resource sharing' arrangement with neighbouring shires in order to deal with peak service demands, emergencies, absenteeism, assist with training/induction etc	2027-28
Incorporate training documentation into operational and officer induction manuals	2026- 27
Conduct regular reviews of key procedures relating to dog attacks/rushes, dogs at large, barking dogs, unregistered dogs and nuisance cats	annual
Undertake a regular analysis of resource capacity to undertake the full breadth of AMO duties	2026 and annual
<b>3.2 ANIMAL REGISTRATIONS</b>	
<b>Objective 1: To maximise the number of dog and cat registrations</b>	
Update website to provide online registration links to all correspondence, educational and promotional material that is easily accessed by residents	2026
Record reuniting data lodged with council by vets or foster carers and implement registration procedures	Ongoing
Notify pet owners of registration requirements by various means, i.e. letter drop, social media, /door knocks signage, A-Frames	Ongoing
Identify any unpaid registrations and implement compliance action	Ongoing
Periodic audit of properties without an animal registration to detect unregistered animals	Ongoing/Annual

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Periodic audit and visit to properties that have advertised dog/cat sales (not a Domestic Animal Business) to collect registration data	Ongoing
Issue Notice to Comply in respect of unregistered animals requiring application or registration	Ongoing
Consider a periodic registration amnesty, whereby fines are waived if owners of unregistered animals register their animal	Prior to Annual Registration Period - Ongoing
<b>3.3 ANIMAL IDENTIFICATION AND LOST ANIMALS</b>	
<b>Objective 1: To maximise the identify and reunite lost animals</b>	
Investigate officers acquiring microchip implanter qualifications to capture microchipping opportunities in the field	2026
<b>3.4 ANIMAL DESEXING</b>	
<b>Objective 1: Identify opportunities to increase the number of desexed animals</b>	
In conjunction with local veterinarians, investigate any sponsorship opportunities to conduct a subsidised dog and cat desexing program	2024/25
<b>3.5 DOMESTIC ANIMAL BUSINESSES</b>	
<b>Objective 1: Ensure compliance of regulated entities such as Domestic Animal Businesses with regards to identification, appropriate notification and registration requirements of dogs and cats</b>	
Identify unregistered dog and cat breeding establishments by monitoring various communication and media platforms	Ongoing
Ensure Domestic Animal Business compliance and registration in accordance with the relevant Code of Practice relating to business type	Ongoing
Regularly audit and data cleanse registration database to detect sources of multiple registrations	Annual
Visit/contact sellers of animals to ensure compliance of providing microchipping requirements with each sale	Ongoing
Follow up notifications from Domestic Animal Businesses for animals sold to residents of Council	Ongoing
Follow up notifications from Veterinarians or shelters involved in the reuniting of any animal	Ongoing
<b>3.6 DANGEROUS DOGS</b>	
<b>Objective 1: Ensure compliance of the Dangerous Dogs provisions of the Domestic Animal Act 1994 and relevant regulations and Codes of Practice</b>	
Regularly audit the compliance of declared Dangerous Dogs	Ongoing
<b>3.7 RESPONSIBLE PET OWNERSHIP</b>	
<b>Objective 1: Promote and implement Responsible Pet Ownership Initiatives</b>	
Publish and promote to the community key messages derived from service trends, common officer observations, regular sources of complaint	Ongoing

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Conduct regular reviews of Council's website to ensure relevant and contemporary information is listed that can assist and/or educate the community	Ongoing
Promote key responsible pet ownership messages to primary school children through educational packages	Annual
Provide educational packages highlighting the detrimental social, safety, wellbeing and environmental impact of irresponsible dog and/or cat ownership	2027-28
Provide a specific educational package relating to dog and cat confinement along with useful self-help resources	2026
<b>3.8 COMPLIANCE</b>	
<b>Objective 1: Compliance Framework – to ensure compliance outcomes through implementing fair and reasonable compliance actions</b>	
Develop a Compliance Strategy to inform compliance actions for corresponding events/incidents	2026
Maintain a compliance database to record and monitor informal and Official Warnings, Notices to Comply, Infringements and Prosecutions	Ongoing
Investigate safety options to ensure lone worker safety for Animal Management Officer	2026
<b>3.9 ANIMAL CARE IN EMERGENCIES</b>	
<b>Objective 1: Develop and Maintain an Animal Emergency Management Plan, policies and procedures for domestic animals in emergencies</b>	
Regularly review the Animal Emergency Management Plan and associated procedures, practice notes etc; ensure this plan is updated and integrated into council Emergency Management Plan	Annual
Refresher/debrief and induction training to be conducted with officers.	Annual
<b>4 - DOMESTIC ANIMAL MANAGEMENT PLAN REPORTING AND REVIEW</b>	
<b>4.1 ANNUAL REVIEW</b>	
<b>Objective 1: Measure the effectiveness of activities undertaken and any opportunities for change/improvements</b>	
<b>Actions</b>	<b>When</b>
Conduct annual review of current Domestic Animal Management Plan and make minor amendments	Annual
Publish an evaluation of the implementation of the plan in its annual report	Annual
Maintain an inventory of emerging issues for consideration and adoption into any revised/new plan	Ongoing
Prepare submissions and reports to council for any periodic amendment to the plan and lodge same with the Department of Jobs, Precincts and Regions	As required
Develop new Domestic Animal Management Plan 2029-2033	2028-29



### 15.3 Kaniva Recreation Reserve Strategic Masterplan

*Directorate: Infrastructure Development and Works*

*Report Author: Innovation & PMO Manager*

*Report Purpose: For Decision*

#### **Purpose**

Kaniva Recreation Reserve is the central hub for sport, recreation and community life in Kaniva. The 2025–2035 Strategic Master Plan provides a clear 10-year framework to guide future development of the Reserve, ensuring its facilities remain sustainable, flexible, accessible and fit for purpose.

The plan identifies priorities informed by extensive consultation with user groups, residents, state sporting associations, Council and government agencies, and will serve as the principal guide for infrastructure investment and decision making over the coming decade.

#### **OFFICER RECOMMENDATION:**

That Council adopts the *'2025-2035 Kaniva Recreation Reserve Strategic Master Plan'* as the principal guiding strategy for the future development of the Kaniva Recreation Reserve.

**Moved:** Cr Helen Hobbs

**Seconded:** Cr Richard Hicks

That Council adopts the *'2025-2035 Kaniva Recreation Reserve Strategic Master Plan'* as the principal guiding strategy for the future development of the Kaniva Recreation Reserve.

**CARRIED UNANIMOUSLY (5 / 0)**

#### **Declaration of Interest**

No officer declared an interest under the Local Government Act 2020 (LGA 2020) in the preparation of this report.

#### **Background**



Kaniva Recreation Reserve is located on Crown Land at Budjik Street, Kaniva, within West Wimmera Shire, approximately 417 km north-west of Melbourne and 25 km east of the South Australian border.

West Wimmera Shire Council is the Committee of Management for the site.

The Reserve supports a wide range of organised sports and activities including football, netball, cricket, tennis, hockey, basketball, badminton, gym and fitness classes, as well as informal recreation such as skateboarding, walking, jogging and bike riding. It also hosts major community events including the annual Kaniva Agricultural Show, the Kaniva Car and Bike Show, weddings, and other social gatherings.

Key issues identified through consultation and previous studies include:

- Inadequate change facilities for netball and hockey players
- Poor surface and lighting at the hockey field
- Poor condition of netball courts and public toilets
- Lack of cricket nets
- Limited pathway connections to the wider township

Sport and active recreation are vital to the health, wellbeing and social fabric of rural communities such as Kaniva. To sustain these benefits, it is essential to provide quality facilities and support for local clubs and community organisations.

The *Kaniva Social Infrastructure Study 2014* is now outdated and does not reflect current needs. This new Strategic Master Plan provides an updated framework to guide development priorities, support future funding applications and ensure the Reserve continues to meet community expectations.

### **Risk Management Implications**

Risk identified: There are no obvious risks for Council to mitigate or eliminate in regard to the proposal considered for funding support in this report.

Nil

### **Legislative Implications**

The report complies with the requirements of the:  
Local Government Act 2020

### **Environmental Implications**

Nil



## **Financial and Budgetary Implications**

Nil

## **Policy Implications**

This report is supported by the following West Wimmera Shire Council Policy/s:

Community Engagement Policy

## **Council Plan Implications**

This report supports the following sections of the West Wimmera Shire Council Plan 2021 – 2025:

### ***Goal 1 – Liveable & Healthy Community***

- 1.1 Create a healthy, active, and vibrant community.
- 1.3 Provide well planned and sustainable community infrastructure.
- 1.7 Improve the liveability of the shire to assist in growing our population into the future.

### ***Goal 2 – Diverse and Prosperous Economy***

- 2.2 Promote the Shire as a great place to visit, live and invest.

### ***Goal 4 – Good Governance***

- 4.2 Engage with the community in a timely and respectful way.
- 4.3 Advocate for our community on issues important to our future.

### ***Goal 5 – Our Commitment Values***

Collaboration - We will actively and openly consult with you and work constructively with community organisations, agencies, the business community and other levels of government to our community's benefit.

## **Communication Implications**

Consultation has already been undertaken in development of the plans

## **Gender Equality**

An Equal Impact Assessment (as defined in the Gender Equality Act 2020) has been undertaken in relation to this matter in accordance with the Gender Equality Act (2020).

## **Conclusion**

The *2025–2035 Kaniva Recreation Reserve Strategic Master Plan* reflects extensive community and stakeholder engagement, ensuring that identified priorities align with local needs and aspirations. Its adoption provides a robust foundation for coordinated,





sustainable investment in sport, recreation and community infrastructure, strengthening Kaniva's role as a vibrant and connected rural centre for years to come.

### Attachments

1. Kaniva Recreation Reserve Master Plan FINAL 6 Nov 25 [**15.3.1** - 49 pages]
2. REV C- M P 07 Overarching Kaniva Recreation Reserve [**15.3.2** - 1 page]
3. REV C- M P 08 Kaniva Recreation Reserve [**15.3.3** - 1 page]
4. REV C- M P 09 North east corner Kaniva Recreation Reserve [**15.3.4** - 1 page]
5. REV C- M P 10 South west corner Kaniva Recreation Reserve [**15.3.5** - 1 page]
6. REV C- M P 11 South east corner Kaniva Recreation Reserve [**15.3.6** - 1 page]

# Kaniva Recreation Reserve

## Strategic Master Plan



**2025-2035**

## Disclaimer

The information contained in this report is intended for the specific use of the within named party to which it is addressed ("the *communityvibe* client") only. All recommendations by *communityvibe* are based on information provided by or on behalf of the *communityvibe* client and *communityvibe* has relied on such information being correct at the time this report is prepared. *communityvibe* shall take no responsibility for any loss or damage caused to the *communityvibe* client or to any third party whether direct or consequential as a result of or in any way arising from any unauthorised use of this report or any recommendations contained within.

**Report Date:** November 2025

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## Executive Summary

Kaniva Recreation Reserve is at the heart and soul of Kaniva. It is a place where people come together to play, watch or officiate sport such as football, netball, tennis and hockey; take part in active recreation such as skateboarding, informal play, walking or jogging; and participate in meetings, events and community gatherings such as the annual Kaniva Agricultural Show. The reserve is highly valued by both user groups and the broader community.

This 10-year strategic master provides a blueprint for further enhancing the sport, active recreation and community activities available at Kaniva Recreation Reserve and ensuring that the facilities where these activities occur are sustainable, flexible, accessible and fit-for-purpose. Priorities have been identified through extensive engagement with user groups, state sporting associations, West Wimmera Shire Council staff, State Government agencies and local residents. This strategic master plan will be used by the Kaniva community to guide their decision making in relation to infrastructure developments over the next ten years.

In order to prioritise proposed developments at Kaniva Recreation Reserve, these potential developments have been assessed against the vision and planning principles identified for the site. The vision for the reserve is:

### *Kaniva Recreation Reserve:*

*A welcoming, sustainable and inclusive active community space for everyone to enjoy.*

The nine principles that guide future development and programming are:

1. Promotes participation, connection and liveability
2. Demonstrated by an evidence base and community need
3. Builds community capacity
4. Sustainable (to develop and operate)
5. Accessible and inclusive
6. Encourages partnerships and collaborations
7. Multipurpose / adaptable in design
8. Improves safety
- Maximises usage.

Key issues that the master plan addresses are:

- Lack of change facilities for netballers and hockey players, and existing change rooms that do not meet standards (netball and away football / cricket team)
- Poor condition of netball court surface, hockey field surface and existing public toilet block
- Lack of infrastructure to support sports participation and training, e.g. cricket practice nets and lighting
- Opportunities to provide additional sport and active recreation opportunities at the site as well as social facilities

- Improved accessibility for people with disabilities
- Need for clearly defined pathways, roads and parking throughout the site
- Drainage issues.

Key priorities of the master plan include:

**High priorities**

- Undertake necessary repair of netball court surface in the interim, with the view to relocate netball courts closer to the hub as soon as funds are available (accompanied by a fenced sandpit for children to play in)
- Extend the community hub to accommodate netball change facilities and to bring the existing change rooms up to standard
- Improve drainage near the Community Hub
- Develop an irrigated kick about area to the south-west of the Community Hub
- Construct a 2-bay cricket practice net on the irrigated kick about area accompanied by a storage shed or storage facility in the upgraded Community Hub
- Install AFL approved goal posts on the oval
- Install solar panels on the roof of the hub.

**Medium priorities**

- Construct a wheeled park comprising of the existing skate park, a pump track, a bike education course and a central gathering space with BBQ, picnic settings and drinking water
- Enhance existing play space near the existing netball courts
- Develop change facilities, an irrigation system and lighting for hockey, along with a fence around the second field
- Upgrade the Sports Complex
- Relocate the Animal Nursery closer to the Poultry and Ag Pavilions and install power
- Construct / formalise internal roads
- Construct internal pathways
- Change entry and exit points to the reserve (retain the current entrance as an alternative entrance so that event organisers can manage traffic flow and pedestrian interaction and consider the extension of Farmer Street footpath and sealing of this road).
- Relocate the ticket box.

**Low priorities**

- Construct a golf driving range and putting green
- Convert the existing site of the netball courts into a basketball court and play area
- Paint a mural onto Barney's Bar depicting sporting champions of Kaniva
- Remove / relocate sheds with rounded roofs next to hockey (if no longer structurally sound)
- Relocate shot gun club to the rifle range
- Create footpath connection to town.

## Introduction

Kaniva Recreation Reserve is situated on Crown Land and is located on Budjik Street, Kaniva. Kaniva itself is located within West Wimmera Shire, 417 km north-west of Melbourne and 25km east of the South Australian border.

The reserve offers opportunities for football, netball, cricket, tennis, hockey, basketball, badminton, gym, fitness classes, skateboarding, informal play and events such as the annual agricultural show. It also offers opportunities for informal non-organised activities such as walking, jogging / running and bike riding. Other organisations and community groups use the Community Hub for meetings and events such as Kaniva Car and Bike show and weddings.

Some of the key issues, challenges and opportunities faced by Kaniva Recreation Reserve (identified in previous plans and from general observation) include:

- Lack of change facilities for netballers and hockey players
- Lack of lighting on the hockey fields and poor-quality surface
- Poor condition of netball courts
- Poor condition of public toilets
- No cricket nets
- Poor pathway connections to other parts of Kaniva.

Sport and active recreation is of significant value to rural communities such as Kaniva – not only for physical activity and health benefits, but for the social connections that can be made through both participating and spectating. To give sport and recreation opportunities the very best chance of surviving and ensuring the community can achieve the benefits that sport and active recreation offer, it is important to identify community needs in terms of their desired activities; provide the types of facilities and infrastructure required to enable these activities to occur; and support the clubs and organisations that deliver sport and recreation opportunities.

West Wimmera Shire Council has commissioned this strategic master plan in order to identify the key actions that need to occur to ensure that the reserve continues to flourish and meet the sport and active recreation needs of the community both now and in the future.



Vision and planning principles

To help guide the future development and management of the Kaniva Recreation Reserve, a shared vision and nine planning principles have been developed. The vision is contained within the centre circle and the surrounding circles highlight the planning principles which all future works should be assessed against. This vision and associated planning principles align with West Wimmera Shire’s Sport and Active Recreation Strategy 2024-2034:



## Context

In order to understand the context and policy directions associated with Kaniva Recreation Reserve, six strategies have been reviewed, i.e.

1. West Wimmera Shire Council Community Vision 2021
2. West Wimmera Shire Council Sport and Active Recreation Strategy 2024-2034
3. West Wimmera Shire Asset Management Plan 2022-2032
4. West Wimmera Shire Council - Recreational Trails Strategy (2018)
5. Kaniva Social Infrastructure Study 2014
6. Wimmera Development Association (2020) Wimmera Southern Mallee Community Sport – securing the future of sport through COVID-19 and beyond.

Key learnings from these strategies are:

- That Council is keen to promote physical activity and highlight its role in contributing to community life.
- The overall framework for sport and active recreation facility and program development focuses on a welcoming environment that promotes a diversity opportunities and participation. Community connections, safety and empowerment are also key attributes.
- Various potential works at Kaniva Recreation Reserve have been identified through existing strategies, e.g.
  - Update master plan for the Kaniva Recreation Reserve
  - Design and install lighting for hockey fields
  - Design and construct hockey change room facility
  - Upgrade hockey field surfaces and fencing
  - Upgrade netball courts and lighting (with potential for 3<sup>rd</sup> court)
  - Upgrade public toilets
  - Design and construct netball change rooms
  - Construct junior footy oval
  - Design and construct cricket training nets
  - Improved pedestrian links from the town to the reserve
  - Various other projects that have been completed, e.g. power and water upgrade, new lights on the oval, community hub, 2<sup>nd</sup> hockey field, new playground
- That Council will minimise expenditure on new assets and limit upgrades with concentration on renewal. However, upgrades and renewal of buildings will occur when external sources of funding are available, for which Council will provide the required contribution.
- Recognition that strategic planning, financial management, diversification of income stream and volunteer management are important for sports club survival.

## Our community

The following statistics from the Australian Bureau of Statistics 2021 Census<sup>1</sup>, creates a picture of the people of Kaniva.



### Age

At the time of the 2021 Census, Kaniva had a population of 891 people. Females make up 47.6% of the population and males make up 52.4%. The median age is 51. Compared with Victoria, Kaniva has a similar percentage of children 0-4 years of age; a lower percentage of people aged 5-49 years of age; and a higher percentage of people over 50 years of age.

Population growth in West Wimmer Shire is expected to decrease marginally from 3,978 people in 2021 to 3,597 people in 2036<sup>2</sup>. By 2036, the largest two age cohorts are anticipated to be people 60-75 years of age (making up 21.7% of the population) and people aged 75+ (making up 20.4% of the population). The ageing of the population needs to be considered when planning for suitable activities and infrastructure at the Recreation Reserve.



### Cultural background

There are 7 people who identify as Aboriginal or Torres Strait Islanders living in Kaniva (0.8% of the population compared with 1.0% for Victoria). 88.6% of the population was born in Australia, compared with 65.0% of Victorians. Of those born overseas, the five top countries of birth recorded in the Census statistics are England (1.9%); Germany (0.4%); Greece (0.4%); Philippines (0.4%); and Scotland (0.3%).



### Employment

There is a smaller percentage of people in Kaniva who are in the workforce compared with Victoria (57.0% compared with 62.4%) – most likely to do with the fact that it is an ageing community. Of those who are in the workforce there is a slightly higher percentage of people working full time in Kaniva as in Victoria, slightly less working part time and slightly less away from work. The unemployment rate at the time of the 2021 Census was considerably lower in Kaniva than for Victoria overall (3.7% compared with 5.0%).

From an industry perspective, Kaniva is a mix of farming, health, education and government services. Its key industries of employment include:

- Grain-Sheep or Grain-Beef Cattle Farming
- Hospitals (except Psychiatric Hospitals)
- Other Grain Growing
- Combined Primary and Secondary Education
- Local Government Administration.

Within these industries, key occupations include:

- Managers
- Professionals

<sup>1</sup> ABS QuickStats 2021: Kaniva: <https://abs.gov.au/census/find-census-data/quickstats/2021/SAL21295>

<sup>2</sup> Victoria in Future: <https://www.planning.vic.gov.au/guides-and-resources/Data-spatial-and-insights/discover-and-access-planning-open-data/urban-development-program/victoria-in-future>

- Labourers
- Community and Personal Service Workers
- Technicians and Trades Workers
- Clerical and Administrative Workers
- Sales Workers
- Machinery Operators and Drivers.



#### **Income and housing**

The median weekly household income in Kaniva is substantially less than for Victoria overall, i.e. \$1,121 compared with \$1,759. Given the ageing of the population, this may be as a result of a significant proportion of the population receiving an aged pension. The median weekly rent in Kaniva is \$125 compared with \$370 for Victoria and the median monthly mortgage repayment is \$715 compared with \$1,859. 78.3% of houses are owned outright or owned with a mortgage (compared with 68.3% for Victoria). 14.4% of homes are rented in Kaniva compared with 28.5% in Victoria. Other forms of tenure make up 5.3% for Kaniva and 3.2% of tenures in Victoria.



#### **Family composition**

In terms of family composition, 62.1% of households are made up of families (with or without children) and 35.6% of households are single (or lone) person households. This compares with 70.1% and 25.9% respectively for Victoria. Group households in Kaniva make up 2.3% of all households compared with 4.0% for Victoria.



#### **Volunteering**

Volunteer rates for an organisation or group over the last 12 months are significantly higher in Kaniva than in Victoria, i.e. 40.0% compared with 13.3%. It is highly likely that many of Kaniva's volunteers offer their services to activities held at Kaniva Recreation Reserve.



#### **Health**

Residents of Kaniva report poorer health overall than Victorians, with 47.9% of Kaniva residents having some form of long-term health issues, compared with 39.0% of Victorians. The ageing of the community will have had some impact on this figure. Health conditions more prevalent in Kaniva than Victoria as a percentage include arthritis, asthma, cancer, diabetes, heart disease, lung conditions and mental health issues (including depression or anxiety).



#### **Car ownership**

The average number of cars per dwelling is 2.1.

## The benefits of sport and active recreation

Whilst individuals benefit from sport and active recreation from a health and wellbeing perspective and greater connections within their community, the whole community benefits from a greater sense of community cohesion, economic opportunities, improvement to the environment, reduction in crime and a more liveable and vibrant community. Some of the benefits that may occur through participation in sport and active recreation are:

Social Benefits	Health Benefits
<ul style="list-style-type: none"> <li>Creates a greater sense of community</li> <li>Creates stronger, more self-reliant and resilient communities</li> <li>Encourages greater social and friendship networks</li> <li>Helps to improve liveability</li> <li>Helps to reduce anti-social behavior and vandalism</li> <li>Helps to develop shared attitudes, values and codes of behaviour in the community</li> <li>Helps to break down barriers between different sectors of the community</li> </ul>	<ul style="list-style-type: none"> <li>Protects against certain diseases and health conditions, e.g. cardiovascular disease, hypertension, type 2 diabetes, osteoporosis, musculoskeletal impairments, obesity and some cancers</li> <li>Helps to promote positive mental health</li> <li>Improves balance and coordination, resulting in fewer falls</li> <li>Develops stronger muscles, joints and bones</li> <li>Improves confidence and self-esteem</li> <li>Improves body image</li> <li>Improves motor skills</li> <li>Helps to reduce stress, depression and anxiety</li> <li>Creates a sense of achievement</li> <li>Increases energy and concentration levels</li> <li>Reduces incidence and severity of illness and disability</li> <li>Increases life expectancy.</li> </ul>
Environmental Benefits	Economic Benefits
<ul style="list-style-type: none"> <li>Encourages a greater appreciation and awareness of the natural environment (i.e. develops environmental stewardship)</li> <li>Encourages the protection of areas of conservation or cultural heritage value</li> <li>Reduces carbon emissions, air pollution and noise pollution (through activities such as active transport in place of vehicular transportation)</li> </ul>	<ul style="list-style-type: none"> <li>Attracts visitors and generates tourism</li> <li>Attracts businesses and creates employment</li> <li>Attracts events that generate income locally</li> <li>Creates higher market value of properties near public open space</li> <li>Improves viability of local businesses through the sale of sport and recreation equipment, services and programs</li> <li>Reduces government expenditure on health care as a result of physical inactivity (and therefore premature death from inactivity)</li> </ul>

## Sport and active recreation participation and trends

### Victorian physical activity participation rates for adults and children

In recent years, there has been a shift away from organised sport to more informal recreational activities that can be undertaken in small groups, alone, or at varying times of the day. The following table<sup>3</sup> shows the most popular physical activities (organised and non-organised) for people 15 years of age and over in Victoria between January and December 2024 and the most popular activities for children during that time:

Rank	Activity - adults	% of people over 15	Rank	Activity – children (organised outside of school hours)	% of children aged 0-14 years
1	Walking (Recreational)	51.8%	1	Swimming	23.9%
2	Fitness/Gym	30.4%	2	Football / soccer	10.2%
3	Running / jogging	16.9%	3	Basketball	10.0%
4	Bush walking	15.3%	4	Australian Football	8.9%
5	Swimming	13.0%	5	Gymnastics	6.4%
6	Cycling	8.9%	6	Dancing (recreational)	5.4%
7	Pilates	6.7%	7	Netball	4.7%
8	Basketball	6.0%	8	Tennis	4.6%
9	Tennis	5.9%	9	Walking (Recreational)	4.5%
10	Yoga	5.3%	10	Cricket	4.3%

<sup>3</sup> Clearinghouse for Sport. Ausplay Data Victoria 2023-24:  
<https://www.clearinghouseforsport.gov.au/research/ausplay/results>

## Trends

The sport and active recreation landscape is constantly changing. The table below describes some of the trends currently occurring in the industry and within rural Victorian communities which should be considered when planning facilities, programs and services in the future:

<b>Trend</b>	<b>Details</b>
<b>Individual lifestyle activities</b>	<i>There has been a movement away from many traditional organised sports such as football, cricket, netball and tennis to more individual or small group non-organised activities, e.g. walking, gym workouts, fitness classes, cycling, swimming and running.</i>
<b>Growth of female participation in specific sports</b>	<i>Participation by girls and women in AFL, soccer and cricket has increased in recent years. This growth is accompanied by the need to find suitable sports grounds and change facilities for training and games. The growth in participation in ALF, soccer and cricket may or may not result in a decrease in participation by girls and women in other sports.</i>
<b>Events and tourism</b>	<i>There has been greater demand on sporting facilities and public open spaces such as parks for special events, e.g. sports tournaments, markets, festivals, weddings, fun runs and cycling events. These can create a positive economic impact for the municipality. Some recreation reserves have developed caravan and camping facilities to cater for visitors to the area.</i>
<b>Programming</b>	<i>There is a growing focus by Local Government on providing or facilitating programs in open spaces to attract greater levels of participation in physical activities, e.g. summer activities and ParkRun.</i>
<b>Dog parks</b>	<i>There has been an emergence of off leash dog parks in response to the desire to connect with other dog walkers and the desire for dogs to socialise with one another.</i>
<b>Informal play</b>	<i>There has been greater investment in developing destination play spaces in open space areas, designed to attract people from both within and outside municipalities. Within these play spaces there may be a greater focus on providing quality landscaping and more natural spaces which utilise loose materials, rocks and logs. Nationally there is also demand for half basketball courts, water play and pump tracks within community play spaces.</i>
<b>Outdoor fitness equipment</b>	<i>There has been a growth in the installation of outdoor fitness equipment in public open spaces in recent years, either clustered together in one location or spread along a linear pathway.</i>
<b>Active transport and linkages</b>	<i>There is a greater focus on ensuring that sport, recreation and open space areas are connected to existing walking / cycling networks.</i>
<b>Accessibility and inclusion</b>	<i>There is greater awareness of the need to ensure that people of all ages and all abilities can safely and easily utilise areas of open space. Universal Design Principles and Disability Discrimination Act (DDA) requirements provide guidance in this area. Infrastructure to encourage participation by people of all abilities includes ramps, unisex toilets with change tables, single story buildings to allow for wheelchair access and Braille signs.</i>

<b>Trend</b>	<b>Details</b>
<b>Multi-purpose design and diversity</b>	<i>Parks and open spaces are being used for a variety of different purposes including sport, markets and festivals; hence spaces need to be as multi-purpose as possible to cater for community needs and may include the needs for additional power outlets for food trucks or performances.</i>
<b>Safety</b>	<i>There is a greater awareness of safe design when it comes to sport and recreation facilities, parks and open spaces to ensure safety and perceived safety issues do not act as a barrier to usage. Clear sight lines, lighting, one-way roads, pedestrian-safe zones, vegetation that can be seen through, passive surveillance and shade are all tools that can be used to improve safety.</i>
<b>Sustainability</b>	<i>There has been a greater focus on the development of environmentally responsible practices such as solar hot water, recycled water systems, double glazed windows, passive heating / cooling, wetlands, community gardens, synthetic surfaces, use of recycled materials and use of locally sourced materials to reduce the impact of facilities / spaces and their users on the environment and to potentially reduce operating costs of facilities.</i>
<b>Climate change</b>	<i>There is a greater focus on climate-proofing areas of open space as much as possible to reduce water usage, provide shade and to retain some green space during periods of low rainfall.</i>
<b>Community hubs</b>	<i>There has been a trend to co-locate several sporting facilities to form recreation precincts to maximise limited resources and to cross- market activities.</i>
<b>Modified versions of existing sports</b>	<i>A variety of traditional sports have developed a modified version (or several modified versions) of their game to keep older players playing longer, to involve children at an earlier age or to attract new participants, e.g. pickleball (a form of tennis played on a smaller court), cardio tennis, walking soccer, walking netball, AFL 9's, T20 cricket.</i>
<b>Technology</b>	<i>The majority of recreation reserves will have implemented some level of technology in its activities such as electronic scoreboards, online registrations / communications, use of ipads and electronic payment systems at the gate, moisture sensors for irrigation of grass playing fields and conference / telehealth technology within its meeting spaces.</i>



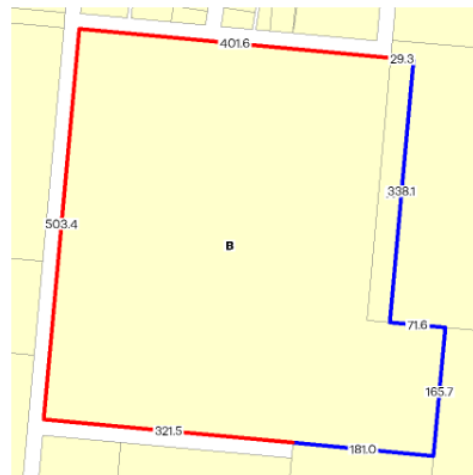
## Existing site and usage

### Management and ownership

Kaniva Recreation Reserve is located in Budjik Street, Kaniva, opposite Kaniva College, on Crown Land. Council is responsible for management of the reserve. A community Committee of Management oversees the day-to-day operations of the sporting complex.

### Zones and overlays

The land on which the Recreation Reserve and Sporting Complex is located is zoned FZ (Farming Zone). There is an Environmental Significance Overlay (ESO) impacting the site, and the site is located in a designated Bushfire Prone Area. Native plants that are indigenous to the region and are important for biodiversity may be present on this property. The site is 22.88 hectares in size and has a perimeter of 2012 metres.



Existing features of Kaniva Recreation Reserve





Key features of the Kaniva Recreation Reserve are:

<p><b>Kaniva Community Hub</b></p> 	<p>The Kaniva Community Hub was constructed in 2018. It features a function room with bar; commercial kitchen; office; football / cricket and netball change rooms; umpire change room; disabled toilet; disability access and a corporate box and timekeeper's office on the first floor with a platform lift.</p> <p>The netball change rooms feature 4 showers and one bench – which are shared by all netball teams at the same time. There are no toilets for netballers. Instead, netballers have to queue up and share toilets with the general public. The netball change rooms are therefore not compliant with Netball Victoria standards.</p> <p>The away football / cricket team change room features 4 showers, but there are no partitions. There are also both pans and urinals located in the home and away rooms. Therefore, the away team change facilities are not suitable for female or junior team usage.</p> <p>The hub can seat up to 150 people but has a partition which enables a smaller meeting space capable of seating 40 people to be set up. There is a data projector and screen inside the meeting / function space at the Community Hub.</p>
<p><b>Barney's Bar and BBQ</b></p> 	<p>Next to the hub is a shed, known as Barney's Bar, that houses a bar, fridges and a BBQ. There is also an external wood heater. The veranda is used on game day as a gathering place to watch football.</p>
<p><b>Kaniva Sporting Complex</b></p>	<p>Located within the Recreation Reserve grounds near the corner of Budjik Street and Farmer Street, the Kaniva Sporting Complex is a large building (combination of besa blocks and corrugated iron sheeting) that includes a multi-lined indoor sports court which is used for</p>

	<p>activities such as basketball and badminton, as well as for hockey training. Kaniva College also use the stadium for its sports program. There are also two racquetball / squash courts, a viewing gallery, a foyer, two offices, a gym, changerooms, a canteen and two storerooms within the building. The Sporting Complex has its own community-based committee of management.</p>
<p><b>Sports oval</b></p> 	<p>The grass sports oval features new lighting (lights and light poles on the sports oval were upgraded in 2025 and are compliant with AFL standards); electronic scoreboard; chain wire fencing with galvanised posts; two coach's boxes; goal posts (which don't currently meet AFL regulations - one set of posts has netting installed behind it); an artificial cricket wicket; and an inground irrigation system. The oval is on a slope. Parking is available around the outside of the oval (although many people choose to sit under the Hub veranda or in front of Barney's Bar), and there are also bench seats installed around the perimeter. There is artificial grass in front of the hub for viewing also. Around the perimeter of the oval on the opposite side to the hub are sponsorship signs. The timekeeper's box is incorporated into the hub. There are no cricket nets at the reserve. Instead, the cricket club uses the cricket nets at Kaniva College (senior campus).</p>
<p><b>Netball / tennis courts</b></p> 	<p>There are two multi-lined acrylic hard courts used for netball. One of these courts is not compliant due to the overhang of the pavilion eave.</p> <p>According to a recent report<sup>4</sup>, the court pavement is in reasonable condition but has a few hairline cracks; drainage issues on the northern end; areas where silt accumulates; and issues with construction joints between the courts (caulking is required urgently to rectify this problem). The existing acrylic surface is also due for a resurface.</p>

<sup>4</sup> Idwala (2025) Kaniva Recreation Reserve Report on Condition of Acrylic Netball Courts






	<p>There is a shelter on the western side of the courts incorporating a small office. There is a rebound wall next to it and another shelter with seating on the east side. To the north-west of the courts there is a small practice ring over grass.</p> <p>Although there is provision for tennis poles and nets to be inserted into the surface of the courts, tennis is not played on the courts as there is no perimeter fence around the courts (there are 8 tennis courts in town). The existing fence line should be removed or replaced due to its poor condition.</p> <p>There are four non-compliant halide lights on the netball courts. Netball change rooms are located within the hub (not located adjacent to the netball courts) and include 4 showers and some benches, but the toilets are shared with the general public.</p>
<p><b>Hockey fields</b></p> 	<p>There are two grass hockey fields located at the reserve, supported by corrugated iron shelters and storage areas. There are no lights on the hockey fields, no irrigation system and no change rooms. The surface of the fields is poor.</p>
<p><b>Play spaces</b></p> 	<p>There are two play areas at Kaniva Recreation Reserve.</p> <p>The first one, located near the netball courts, features a combination unit with various balancing, climbing and upper body components, a sandpit and fencing.</p> <p>The second one features a combination unit with a wave slide, tunnel, ladder, fireman's pole and steering wheel, as well as a double swing with strap seats (no toddler seats).</p>




	
<p><b>Skatepark</b></p> 	<p>The skate park features a large concrete pad with a ramp, half pipe, hubba and pyramid. It is located along the northern frontage of the Reserve, i.e. along Budjik Street, between the ticket box and Kaniva Sporting Complex.</p>
<p><b>Showground facilities</b></p> 	<p>The Kaniva Agricultural and Pastoral Society holds its annual show on the second Saturday of October each year. It utilises the Sporting Complex, the Community Hub, the oval, the public toilets and various sheds located around the Recreation Reserve. There are free-standing power outlets located to the north of the existing public toilets where food vans and side show alley set up for the show.</p>

 <p>The image shows a map of the 2024 Kaniva Show grounds. The map is oriented with Budjik Street at the top and Farmers Street on the left. Key areas labeled include the Show Gate, Trade Display Area, Poultry, Ag Pavilion, Animal Nursery, Dog High Jump, and a Hub. A detailed schedule of events is listed on the right side of the map, starting from 8:30 AM with the Pavilion and complex opening, followed by various competitions, performances, and a fireworks display at 8:00 PM. The show office closes at 6:00 PM.</p>	
<p><b>Public toilets</b></p>  <p>A photograph of a long, single-story brick building with a gabled roof, identified as the public toilets. The building is situated on a dirt area with some trees in the background.</p>	<p>There is a set of public toilets located to the north of the oval, constructed of yellow bricks. These toilets are in poor condition, with roofing absent over some sections of the facility. There are 2 urinals, 2 pans and 1 basin in the male toilets and 5 pans and 2 basins in the female toilets. There are no facilities to change babies and no disabled toilets. These toilets are the primary toilets for the show and also used by skateboarders, hockey players, football / netball spectators and visitors who stop at the recreation reserve for a break, lunch or toilet stop (although most visitors to Kaniva would use one of the two sets of public toilets in town).</p>
<p><b>Kaniva Rifle Club</b></p>  <p>A photograph of a small, old, corrugated metal building with a brick chimney, identified as the Kaniva Rifle Club. The building is situated in a rural area with dry grass and some trees.</p>	<p>At the south end of the Recreation Reserve there is an old tin shed which is the home to the Kaniva Rifle Club. The shooting range itself is not technically part of the reserve. It is accessed by a road to the south of the reserve.</p>
<p><b>Entrance to the Reserve</b></p>	<p>The main entrance to the Recreation Reserve is located on Budjik Street near the intersection of Webb Street. The speed limit along this street is 40km per hour. There are no footpaths or marked bike lanes along the frontage of the Recreation Reserve, i.e. along Budjik Street between Farmers Street and Webb Street. The entrance to the Reserve is relatively unassuming and incorporates a small</p>



	<p>yellow brick ticket box located right at the entrance.</p> <p>People visiting the Kaniva Sporting Complex in the north-west corner of the Reserve enter via a sealed road leading off Farmers Street on the west side of the reserve. This is a one-way road that exits onto Budjik Street. Some car parking is provided at the Sporting Complex. Footpaths are located along Farmers Street to the Sporting Complex.</p> <p>There is a second entrance to the Reserve off Farmers Street about half-way down the parcel of land, just after the speed limit on this street increases from 40km per hour to 100km per hour. It is a dirt road and leads directly to the Kaniva Community Hub.</p>
<p><b>Internal roads</b></p> 	<p>The roadway leading into the reserve from Budjik Street is sealed. There is a speed hump located fairly close to the entrance with a 10km per hour sign located next to it. The zebra crossing needs repainting.</p> <p>The sealed roadway creates a loop around the oval and the Kaniva Community Hub, however both netball / tennis, hockey and the play spaces are located outside this loop (meaning that people, including children, have to cross the internal road to go to these locations). Spectators / participants park their cars around the perimeter of the oval. There are no paths for pedestrians.</p>
<p><b>Landscaping</b></p> 	<p>Minimal landscaping exists at Kaniva Recreation Reserve. Along the western boundary there is a row of trees that provide a windbreak. South of the oval there is an area of open space. There are scattered trees throughout the reserve, including a row of trees leading from the Kaniva Sporting Complex to the northern tip of the oval (presumably an old road way planted with trees).</p> <p>There is one tree along the main entrance road that has a plaque located underneath it to commemorate the coronation of Queen Elizabeth 2 in 1953.</p>



<p><b>Fencing</b></p> 	<p>Fencing along the front of the reserve comprises of steel posts and mesh fencing. Along the western boundary there are wooden fence posts and wire (some of which have fallen over).</p>
<p><b>Electricity supply</b></p> 	<p>400-amp three phase power was installed at the Reserve when the Hub was constructed. This has eliminated the requirement for the Kaniva Agricultural and Pastoral Society to use multiple large capacity generators to run its events (although it still uses a generator for the animal nursery). It also provided sufficient power to enable sports lighting to be installed on the oval and netball / tennis courts for training and competitions, as well as night-time events. The Hub itself has a 250-amp switchboard. Power is accessed from Farmers Street. There is a power board near the small playground. There is potential to use solar lighting along walking tracks.</p>
<p><b>Water supply</b></p> 	<p>The water supply at the reserve was updated recently. This has enables more efficient and cost-effective watering of the existing playing surfaces and enables opportunities for additional playing surfaces to be constructed and maintained. Water tanks are located behind the Sporting Complex, next to the Community Hub. The fire service tank holds 120k litres. There is also a bore that services the site. It provides 500 litres per minute free flow and has an 18kw submersible pump.</p>

## User groups

User groups of Kaniva Recreation Reserve include:

User Group	Spaces used and when	League and teams
Kaniva Leor United Football Netball Club	<ul style="list-style-type: none"> <li>Sports oval - training on Tuesday and Thursday afternoons / evenings and games every second Saturday between April and September. Auskick held on Thursday nights from 5.30pm-6.30pm.</li> <li>Netball courts - training on Thursday afternoons and evenings and games every second Saturday between April and September.</li> <li>Community Hub and change rooms – Tuesday and Thursday from and every second Saturday between April and September</li> </ul>	<p>Competes in the Horsham District Football Netball League.</p> <p>Football: Fields mixed gender teams in U11 and U14; and male teams for U17, reserves and seniors.</p> <p>Netball: A grade, B grade, C Grade, C Reserve, Moddies</p>
Kaniva Hockey Club	<ul style="list-style-type: none"> <li>Hockey field or indoor stadium - training held on Thursdays from 6pm-8pm from April to September and games held at the site twice each year between April and September (each of the 6 clubs in the association play at the one venue each week).</li> <li>Shelter next to the hockey fields and public toilet block used on training nights and match days.</li> <li>Storage shed next to hockey fields used to store equipment</li> </ul>	<p>Competes in the Wimmera Hockey Association</p> <p>Teams: Open men's, women's, mixed U16's and U12 Development Program.</p>
Kaniva Cricket Club	<ul style="list-style-type: none"> <li>Kaniva P-12 - training held on Thursday afternoons / evenings from October to March</li> <li>Kaniva Recreation Reserve - games held every second Saturday between October to March.</li> <li>Community Hub and change rooms – used every second Saturday between October to March.</li> </ul>	<p>Competes in the Tatiara District Cricket League.</p> <p>Teams: A grade, U16 Mixed C Grade and Mixed U12</p>
Kaniva Agricultural and Pastoral Society	<ul style="list-style-type: none"> <li>Kaniva Agricultural Show is held in October each year. Facilities used include: <ul style="list-style-type: none"> <li>Community Hub / Show Office</li> <li>Sports Complex</li> <li>A&amp;P Pavilion</li> <li>Animal nursery</li> <li>Poultry pavilion</li> </ul> </li> </ul>	N/A

User Group	Spaces used and when	League and teams
	<ul style="list-style-type: none"> <li>○ Ag pavilion</li> <li>○ Oval</li> <li>○ Horse Office</li> <li>○ Public toilets</li> <li>○ Other spaces for side show alley; car and bike show; trade display area; horse warm ups; parking.</li> </ul>	
Kaniva Basketball Club	<ul style="list-style-type: none"> <li>• Kaniva Community Sporting Complex – junior workshops held as well as a basketball tournament on Monday nights from 4pm-7.15pm.</li> </ul>	In-house competition. Juniors (grades 3-6); Seniors (grades 7-12).
Kaniva Social Badminton Club	<ul style="list-style-type: none"> <li>• Kaniva Community Sporting Complex – Social badminton programs held on Wednesdays from 7pm-9pm. Can sign up for the full 6-week periods or play on a casual basis.</li> </ul>	In-house social competition
Kaniva Gym	<ul style="list-style-type: none"> <li>• Kaniva Community Sporting Complex - Fitness classes such as boxing, abs and circuit training are held on Sundays, Mondays and Wednesdays in the mornings from 5.45am) and the gym is available for members to use 24/7. Squash courts are also available for hire. Fitness class instructors come from Feel Alive Fitness in Bordertown.</li> </ul>	Casual attendance or gym membership
Kaniva College	<ul style="list-style-type: none"> <li>• Kaniva College uses the Sports Complex for indoor sports; the Community Hub for events; and open space for the annual inter-school Cross Country event.</li> </ul>	School-based activities
General community	<ul style="list-style-type: none"> <li>• The general community uses the Community Hub and oval for a range of events; the skate park for skating; the play spaces for play; and open space for walking and cycling.</li> </ul>	Casual activities and events

### Sport and active recreation opportunities available in Kaniva

Sport and active recreation opportunities available in the town and district include:

Activity	Location
<b>Badminton</b>	<ul style="list-style-type: none"> <li>• Kaniva Sporting Complex</li> </ul>
<b>Basketball</b>	<ul style="list-style-type: none"> <li>• Kaniva Sporting Complex</li> </ul>
<b>Croquet</b>	<ul style="list-style-type: none"> <li>• Kaniva Bowls and Croquet Club</li> <li>• Serviceton Bowls and Croquet Club</li> </ul>
<b>Cricket</b>	<ul style="list-style-type: none"> <li>• Kaniva Recreation Reserve</li> </ul>
<b>Football</b>	<ul style="list-style-type: none"> <li>• Kaniva Recreation Reserve</li> </ul>
<b>Gentle Exercises for older people</b>	<ul style="list-style-type: none"> <li>• Shire Hall Supper Rooms</li> </ul>
<b>Golf</b>	<ul style="list-style-type: none"> <li>• Kaniva Golf Club</li> <li>• Serviceton Golf Club</li> </ul>
<b>Group Fitness / gym</b>	<ul style="list-style-type: none"> <li>• Kaniva Sporting Complex</li> </ul>
<b>Gym – outdoor fitness equipment</b>	<ul style="list-style-type: none"> <li>• Kaniva Wetlands and Fauna Park</li> </ul>
<b>Hockey</b>	<ul style="list-style-type: none"> <li>• Kaniva Recreation Reserve</li> </ul>
<b>Lawn Bowls</b>	<ul style="list-style-type: none"> <li>• Kaniva Bowls and Croquet Club</li> <li>• Serviceton Bowls and Croquet Club</li> </ul>
<b>Netball</b>	<ul style="list-style-type: none"> <li>• Kaniva Recreation Reserve</li> </ul>
<b>Play</b>	<ul style="list-style-type: none"> <li>• Kaniva Wetlands and Fauna Park</li> <li>• Rogerson Street Playground</li> </ul>
<b>Shooting (Kaniva Gun Club and Kaniva Rifle Club)</b>	<ul style="list-style-type: none"> <li>• Kaniva Gun Club</li> <li>• Kaniva Rifle Club</li> </ul>
<b>Squash / racquet ball</b>	<ul style="list-style-type: none"> <li>• Kaniva Sporting Complex</li> </ul>
<b>Swimming</b>	<ul style="list-style-type: none"> <li>• Kaniva Memorial Swimming Pool</li> </ul>
<b>Tennis</b>	<ul style="list-style-type: none"> <li>• Kaniva Tennis Club in town</li> <li>• Kaniva Recreation Reserve</li> </ul>
<b>Walking / cycling</b>	<ul style="list-style-type: none"> <li>• Town</li> <li>• Kaniva Wetlands and Fauna Park</li> <li>• Kaniva Recreation Reserve</li> </ul>
<b>Yoga</b>	<ul style="list-style-type: none"> <li>• Shire Hall Supper rooms</li> </ul>

## Existing site plan

## Community and stakeholder engagement

A variety of community engagement sessions were held including:

- 2 Councillor briefings and workshop attended by 5 Councillors and 5 staff
- 2 club / user group workshop attended by 9 people - representing 6 organisations (1<sup>st</sup> session) and 10 people – representing 5 organisations (2<sup>nd</sup> session)
- A community survey filled out by 107 people (on behalf of 270 people)
- Two drop-in sessions at Kaniva IGA and Kaniva Recreation Reserve involving 52 people
- Meetings with 5 key stakeholder organisations involving 8 participants.
- A West Wimmera Shire staff workshop involving 5 staff
- 6 written submissions.

Key outcomes of the community and stakeholder engagement include the need to consider the following:

<i>Hockey</i>	<p>Potential works include:</p> <ul style="list-style-type: none"> <li>• upgrade the turf hockey field surface and install inground irrigation system</li> <li>• install lights on hockey fields</li> <li>• construct a hockey change room next to the hockey fields. This facility needs to have home and away change rooms, umpire change, disabled toilet, baby change facilities, basic kitchenette and canteen, small meeting space / office, storage space and verandas and external public toilets.</li> <li>• fence around second hockey field</li> <li>• remove / relocate sheds with rounded roofs next to hockey (if no longer structurally sound)</li> </ul>
<i>Netball</i>	<p>Potential works include:</p> <ul style="list-style-type: none"> <li>• undertake necessary repairs to existing netball courts to enable them to meet safety requirements for the 2026 season, with the view to construct 2 new courts with lights and player shelters as soon as possible behind the Community Hub</li> <li>• construct a basketball court and play area over the existing netball court concrete pad.</li> <li>• construct a netball change rooms within the Community Hub. These rooms need to incorporate home and away change rooms, umpire change, small office, storage space and verandas.</li> <li>• consider placing a shelter over one of the two netball courts</li> </ul>
<i>Football</i>	Install AFL approved goal posts
<i>Cricket</i>	Develop a 2 bay cricket practice nets accompanied by a storage shed
<i>Show Society</i>	Consider relocating Animal Nursery closer to Poultry and Ag pavilions
<i>Community Hub</i>	<p>Potential works include:</p> <ul style="list-style-type: none"> <li>• convert existing netball change facility in the Hub into disabled toilet</li> <li>• develop new netball change facilities</li> <li>• formalise parking around the Hub and include disabled car parking and lighting</li> <li>• install partitions in the away change room at the Hub, remove urinals and replace with cubicles.</li> </ul>

	<ul style="list-style-type: none"> <li>install solar panels on the roof of the Hub</li> </ul>
<i>Barney's Bar</i>	Develop a mural on the rear of the bar depicting famous sports people from Kaniva
<i>Sports Complex</i>	Upgrade interior of sports complex
<i>Wheeled Park</i>	Develop a pump / BMX track and bike education course (near the skate park), accompanied by a picnic table, shelter, BBQ and drinking fountain.
<i>Public toilet</i>	Upgrade the existing public toilet block and build another near the wheeled park
<i>Entrance</i>	Develop new entrance off Farmer's Street with a ticket box (connected to power)
<i>Playgrounds</i>	Enhance the play space next to the existing netball courts Construct nature-based play opportunities near the new netball courts for children to play
<i>Walking / running tracks</i>	Formalise walking / running trails around the reserve and install solar lights
<i>Internal roads</i>	Formalise internal roads
<i>Car parking</i>	Formalise car parking at key locations around the reserve
<i>Drainage</i>	Improve drainage near the Hub
<i>Gun Club</i>	Relocate the shot gun club to the rifle range
<i>Golf</i>	Develop a golf driving range and a putting green on eastern side of oval

Details of surveys, workshops and key stakeholder meetings are included in a separate Community Engagement Report.

## Community needs

### Design principles

The design principles for Kaniva Recreation Reserve (which support the planning principles) include:

Access	<ul style="list-style-type: none"> <li>ensure accessibility throughout the reserve is achieved with excellent connectivity between all activities</li> </ul>
Activities	<ul style="list-style-type: none"> <li>support a broad variety of sport and active recreation pursuits</li> </ul>
Amenities	<ul style="list-style-type: none"> <li>ensure public amenity of water, bins, dog bags, seating, shade and general comfort is achieved to promote the reserve to a broader visitor base</li> </ul>
Definition	<ul style="list-style-type: none"> <li>ensure playing areas are clearly defined</li> </ul>
Lighting	<ul style="list-style-type: none"> <li>support lighting of key night-time precincts as necessary</li> </ul>
Linkages	<ul style="list-style-type: none"> <li>clearly defined pathways, improved sightlines</li> </ul>
Movement	<ul style="list-style-type: none"> <li>provision of clearly defined access for pedestrians and vehicles through wayfinding signage</li> </ul>
Play	<ul style="list-style-type: none"> <li>reinforce the value of play through the variety and diversity of play opportunities that can be promoted throughout the region</li> </ul>
Sense of place	<ul style="list-style-type: none"> <li>identifiable and memorable entry and exits - consider art installations</li> </ul>
Social	<ul style="list-style-type: none"> <li>provision of a range of picnic and rest area facilities - including BBQ, shelters, shaded and irrigated lawns</li> </ul>
Spectators	<ul style="list-style-type: none"> <li>provision of spectator opportunities for all sporting events with permanent and temporary seating options - including opportunities for a range of seating - freeform, open space for picnic rugs etc., seats with backs, shelters, etc</li> </ul>
Wayfinding	<ul style="list-style-type: none"> <li>ensure wayfinding signage is carefully located at all junctions/ intersections throughout the reserve</li> </ul>



### Key priorities

Based on outcomes of community engagement activities and background research, the key priorities required to ensure that Kaniva Recreation Reserve achieves its vision are:

### Community facilities

#### KANIVA COMMUNITY HUB

- Construct a netball change rooms within the Community Hub. These rooms need to incorporate home and away change rooms, umpire change, small office, storage space and verandas.
- Convert existing netball change facility in the Hub into disabled toilet.
- Install partitions in the away change room at the Hub, remove urinals and replace with cubicles.
- Install solar panels on the roof of the Hub.

#### SPORTS COMPLEX

- Upgrade interior of sports complex (after identifying exact requirements).

#### BARNEY'S BAR

- Paint a mural onto Barney's Bar depicting sporting champions of Kaniva.

### Sports facilities

#### HOCKEY

- Construct a hockey change room next to the hockey fields. This facility needs to have home and away change rooms, umpire change, disabled toilet, baby change facilities, basic kitchenette and canteen, small meeting space / office, storage space and verandas and external public toilets.
- Upgrade the turf hockey field surface and install inground irrigation system.
- Install lights on hockey fields.
- Install a fence around the second hockey field.

#### NETBALL

- Undertake necessary repairs to existing netball courts to enable them to meet safety requirements for the 2026 season, with the view to construct 2 new courts with lights and player shelters as soon as possible behind the Community Hub.
- Consider placing a shelter over one of the two netball courts.
- Provide a fenced sandpit adjacent to the netball kids for children to play in

#### FOOTBALL

- Install AFL approved goal posts on the sports oval.

#### CRICKET

- Construct a 2-bay cricket practice net on the irrigated kickabout area and storage facilities (either as a stand-alone shed or incorporated into the Community Hub redevelopment).

### Active recreation facilities

#### PUMP / BMX TRACK

- Develop a pump / BMX track in the northern section of the reserve near the skate park.

#### CHILDREN'S BICYCLE EDUCATION COURSE

- Develop a children's education course featuring t-intersections, give way signs, stop signs, etc near the skate park.

#### BASKETBALL AND HARD COURT PLAY

- Convert the existing site of the netball courts into a basketball court and play area.

#### PLAY SPACES

- Enhance the play space next to the existing netball courts.
- Construct nature-based play opportunities near the new netball courts for children to play.
- Develop an irrigated kick about area to the south-west of the Community Hub for informal play, cricket practice and football warm-ups.

#### GOLF DRIVING RANGE AND PUTTING GREEN

- Construct a golf driving range and putting green on the eastern edge of the reserve, with some fencing to prevent golf balls from straying onto the oval, hitting oval lights or straying onto walking / running tracks.

#### WALKING / RUNNING TRACKS

- Formalise walking / running tracks around the reserve, ensuring that provision is made for 1.5km and 5km circuits (suitable for school cross-country events and Parkrun).
- Create footpath connection to town.

### *Reserve infrastructure*

#### PUBLIC TOILETS

- Retain existing public toilet block and construct new public toilet block near the proposed wheeled park at the north end of the reserve.

#### BBQ / PICNIC FACILITIES

- Develop BBQ, picnic facilities and drinking water near the proposed wheeled park at the north end of the reserve.

#### SHOT GUN CLUB

- Relocate the shot gun club to the rifle range.

#### DRAINAGE

- Improve drainage at the reserve, specifically in the area near the Hub.

#### SHOW GROUNDS BUILDINGS

- Consider relocating Animal Nursery closer to Poultry and Ag pavilions and installing power in this shed.

#### ROUNDED SHEDS NEAR HOCKEY FIELDS

- Remove / relocate sheds with rounded roofs next to hockey (if no longer structurally sound).

#### TICKET BOX

- Install a new ticket box at the proposed new entrance at Farmer Street.

### *Vehicle movement*

#### ENTRANCE

- Create a new entrance to the reserve off Farmer Street and an exit east of the hockey fields. Retain the current entrance as an alternative entrance so that event organisers can manage traffic flow and pedestrian interaction. Consider the extension of Farmer Street footpath and sealing of this road.

#### INTERNAL ROADS

- Formalise internal roads and create a new road south of the hockey fields to connect to a new exit point to the east of the two hockey fields on Budjik Street.

#### CARPARK AREA

- Formalise parking around the reserve and near the Hub and include disabled car parking, emergency vehicle parking and lighting.

## Action Plan

The following action plan identifies the key works and initiatives to be undertaken at Kaniva Recreation Reserve in order for it to meet the existing and future needs of the Kaniva and District community. The majority of these works will require a partnership approach and external funds, i.e. grants.

Actions are prioritised as high (0-3 years); medium (4-7 years), and low (8+ years). The timing of works will be impacted by:

- How easy works are to achieve
- Whether or not they are dependent on other things happening first
- Whether or not they need to happen before other things happen
- Available resources (human, financial, equipment, materials, etc)
- Funding opportunities
- Lifespan of existing facilities
- Consequence of action not occurring.

Facility / location	Details	Partners	Resources	Priority
<b>Netball courts</b>	Undertake necessary repairs to existing netball courts to enable them to meet safety requirements for the 2026 season, with the view to construct 2 new courts with lights and player shelters as soon as possible behind the Community Hub. Install nature-based play opportunities next to the netball courts and a fenced sandpit. Consider placing a shelter over one of the two netball courts.	Kaniva Leeor United Football Netball Club	\$1,904,580	High
<b>Community hub</b>	Construct a netball change rooms within the Community Hub. These rooms need to incorporate home and away change rooms, umpire change, small office, storage space and verandas. Convert existing netball change facility in the Hub into disabled toilet.	Kaniva Leeor United Football Netball Club	\$2,465,000	High

Facility / location	Details	Partners	Resources	Priority
	Install partitions in the away change room at the Hub, remove urinals and replace with cubicles to bring change rooms up to standard. Install solar panels on the roof of the Hub. Create disabled car parking and emergency vehicle access at the Hub, supported by lighting.			
<b>Drainage</b>	Improve drainage near the Community Hub	DEECA West Wimmera Shire Council	\$25,000	High
<b>Kickabout area</b>	Develop an irrigated kick about area to the south-west of the Community Hub for informal play, cricket practice and football warm-ups	Kaniva Leeor United Football Netball Club Kaniva Cricket Club	\$136,000	High
<b>Cricket practice net</b>	Construct a 2-bay cricket practice net on the irrigated kick about area accompanied by a storage shed (or storage space in the upgraded Community Hub)	Kaniva Cricket Club	\$108,000	High
<b>Public toilets</b>	Retain existing public toilet block and construct new public toilet block near the proposed wheeled park at the north end of the reserve	Kaniva Recreation Reserve Committee of Management West Wimmera Shire Council	\$281,350	High
<b>Goal posts</b>	Install AFL approved goal posts on the oval	Kaniva Leeor United Football Netball Club	\$44,800	High
<b>Wheeled park</b>	Construct a wheeled park comprising of the existing skate park, a pump track, a bike education course (featuring t-intersections, give way signs and stop signs) and a central gathering space with BBQ, picnic settings and drinking water	Kaniva Recreation Reserve Committee of Management	\$402,500	Medium

Facility / location	Details	Partners	Resources	Priority
		West Wimmera Shire Council		
<b>Play space</b>	Enhance existing play space near the existing netball courts	Kaniva Recreation Reserve Committee of Management  West Wimmera Shire Council	\$208,480	Medium
<b>Hockey facilities</b>	Construct a hockey change room next to the hockey fields. This facility needs to have home and away change rooms, umpire change, disabled toilet, baby change facilities, basic kitchenette and canteen, small meeting space / office, storage space and verandas and external public toilets. Upgrade the turf hockey field surface and install inground irrigation system. Install lights on hockey fields. Install a fence around the second hockey field.	Kaniva Hockey Club	\$1,974,500	Medium
<b>Sports Stadium</b>	Upgrade interior of sports complex (gym, stadium, squash, basketball and badminton) and also the surrounds (carpark and landscaping).	Sports Stadium Committee of Management  West Wimmera Shire Council.	\$3,675,000	Medium
<b>Show society buildings</b>	Relocate the Animal Nursery closer to the Poultry and Ag Pavilions and install power in this shed.	Kaniva Agricultural and Pastoral Society	\$58,000	Medium
<b>Internal roadways</b>	Formalise internal roads and create a new road south of the hockey fields to connect to a new exit point to the east of the two hockey fields on Budjik Street.	Kaniva Recreation Reserve Committee of Management	\$720,000	Medium

Facility / location	Details	Partners	Resources	Priority
		West Wimmera Shire Council		
<b>Car parking</b>	Formalise parking around the reserve.	Kaniva Recreation Reserve Committee of Management  West Wimmera Shire Council	\$746,500	Medium
<b>Internal pathways</b>	Formalise walking / running tracks around the reserve, ensuring that provision is made for 1.5km and 5km circuits (suitable for school cross-country events and Parkrun).	Kaniva Recreation Reserve Committee of Management  West Wimmera Shire Council	\$442,500	Medium
<b>Entry and exits</b>	Create a new entrance to the reserve off Farmer Street and an exit east of the hockey fields. Retain the current entrance as an alternative entrance so that event organisers can manage traffic flow and pedestrian interaction. Consider the extension of Farmer Street footpath and sealing of this road.	Kaniva Recreation Reserve Committee of Management  West Wimmera Shire Council	\$249,000	Medium
<b>Ticket box</b>	Install a new ticket box at the proposed new entrance at Farmer Street.	Kaniva Leeor United Football Netball Club	Included above	Medium
<b>Golf driving range</b>	Construct a golf driving range and putting green on the eastern edge of the reserve, with some fencing to prevent golf balls from straying onto the oval, hitting oval lights or straying onto walking / running tracks.	Kaniva Recreation Reserve Committee of Management  West Wimmera Shire Council	\$196,000	Low

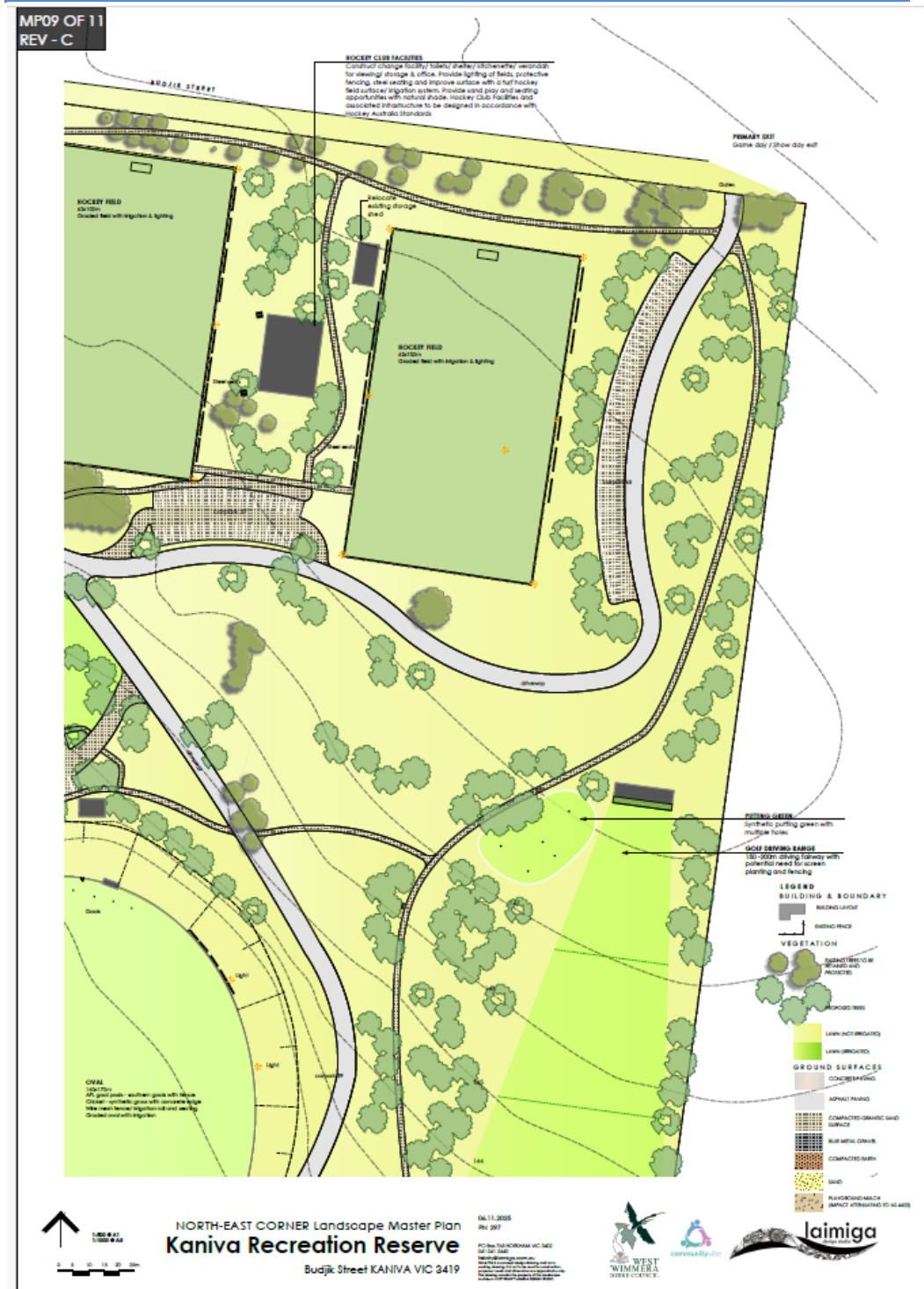
Facility / location	Details	Partners	Resources	Priority
<b>Basketball court</b>	Convert the existing site of the netball courts into a basketball court and play area	Kaniva Recreation Reserve Committee of Management  West Wimmera Shire Council	\$48,000	Low
<b>Barney's Bar</b>	<ul style="list-style-type: none"> <li>Paint a mural onto Barney's Bar depicting sporting champions of Kaniva</li> </ul>	Kaniva Leeor United Football Netball Club	\$15,000	Low
<b>Round roof sheds</b>	<ul style="list-style-type: none"> <li>Remove / relocate sheds with rounded roofs next to hockey (if no longer structurally sound)</li> </ul>	Kaniva Recreation Reserve Committee of Management  West Wimmera Shire Council	\$54,000	Low
<b>Rifle range</b>	<ul style="list-style-type: none"> <li>Relocate shot gun club to the rifle range</li> </ul>	Kaniva Rifle Club  Kaniva Shot Gun Club	Pending requirements / details	Low
<b>Town connection</b>	<ul style="list-style-type: none"> <li>Create footpath connection to town.</li> </ul>	West Wimmera Shire Council	\$11,745	Low
<b>TOTAL</b>			<b>\$13,765,955</b>	







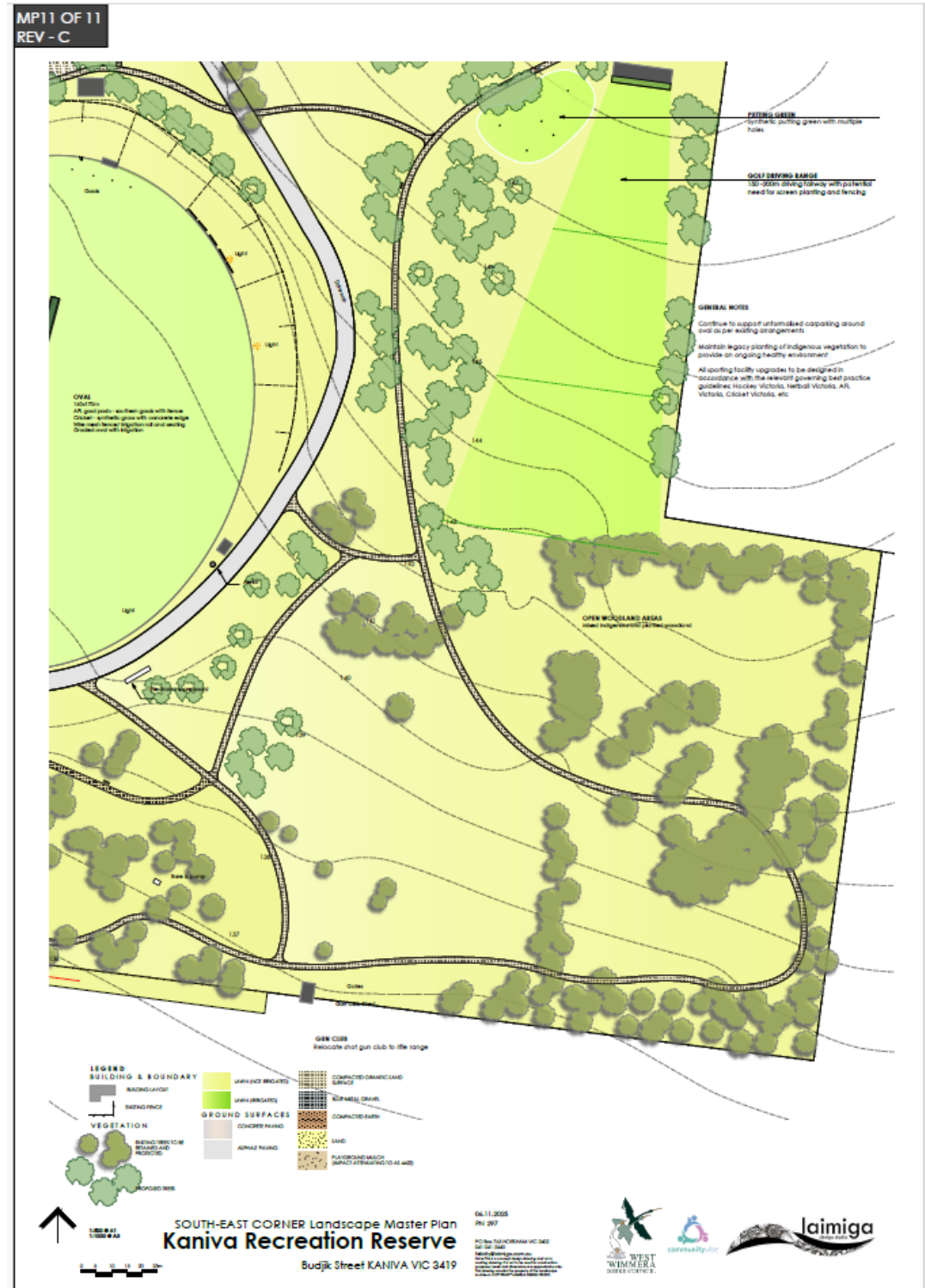
## Site plan - north-east quadrant







## Site plan - south-east quadrant



## Appendix

### Literature Review

Six strategies have been reviewed in order to understand the context and policy directions associated with Kaniva Recreation Reserve. A summary of each of these documents follows. A full literature review is included in the appendix.

#### ***West Wimmera Shire Council Community Vision 2021***

Through the engagement undertaken to develop a community vision, children and young people stated that the sport and active recreation facilities that they would like to see improved or developed in the Shire include bike tracks, BMX bike track, heated indoor pool (with waterslides), the skatepark, a hockey field, basketball stadium, new netball courts, ninja warrior course, water park, minigolf course, a cinema, bigger and better playground.

The key future direction statement identified in this vision is “Sport and recreation – facilities that encourage participation in physical activity and add to community life.”

#### ***West Wimmera Shire Council Sport and Active Recreation Strategy 2024-2034***

The vision contained within this strategy is:

A welcoming integrated network of safe sport and active recreation facilities, promoting diversity in opportunities and participation. Our programs foster strong community engagement. Through diverse and localised management arrangements, we empower local communities to take ownership of their recreational spaces.

The seven planning principles are:

1. Promotes and encourages physical activity, liveability and connections
2. Demonstrated by an evidence base and community need
3. Supporting community capacity
4. Sustainable
5. Geographical spread
6. Accessible, inclusive and safe
7. Partnerships and collaboration.

Key recommendations identified for Kaniva Recreation Reserve in this strategy include:

- Update master plan for the Kaniva Recreation Reserve
- Design and install lighting for hockey fields
- Design and construct hockey change room facility
- Upgrade hockey field surfaces and fencing
- Upgrade netball courts and lighting
- Upgrade public toilets
- Design and construct netball change rooms, possibly including tennis
- Construct junior footy oval

- Design and construct cricket training nets.

Several other projects identified for Kaniva, but without a confirmed location include:

- Construct a pump track
- Construct a dog park
- Construct a changing places facility.

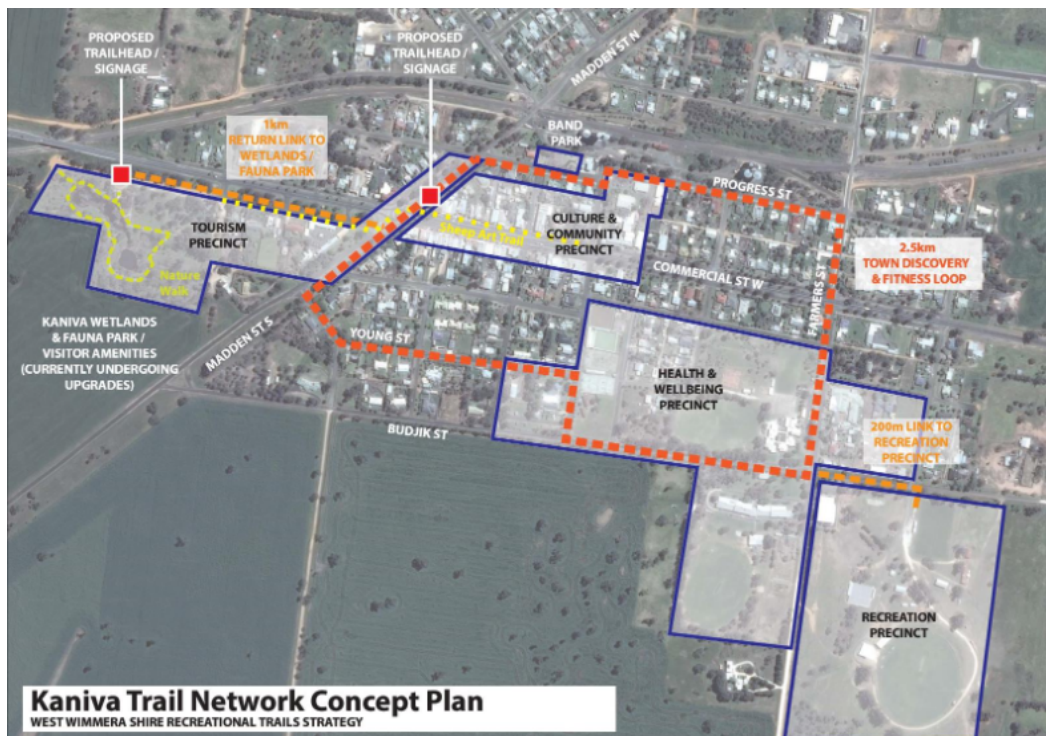
#### ***West Wimmera Shire Asset Management Plan 2022-2032***

Council has stated in this document that:

- It won't upgrade footpaths or roads if incompatible with Road Hierarchy
- It won't undertake new construction or major upgrade to buildings without significant external funding
- It will minimise expenditure on new assets and limit upgrades with concentration on renewal.
- Upgrades and renewal of buildings will occur when external sources of funding are available which Council will provide the required contribution.
- If the Crown appoints Council as the Committee of Management (COM) for crown land, Council inherits the responsibility for the management of facilities on that Crown land, and Council then manages the facilities as if they were the owner. This includes situations where Council has entered into Agreements with third parties for occupation of all or part of these reserves.
- If the Crown appoints a local COM for crown land, the local COM inherits the responsibility for the management of facilities on that Crown land, and not Council.

#### ***West Wimmera Shire Council - Recreational Trails Strategy (2018)***

The strategy notes the need to create a link from the Kaniva Recreation Reserve entrance (corner of Budjik Street and Webb Street) to Farmers Street. This pathway would then join a 2.5km town discovery and fitness loop and provide a link all the way to the Kaniva Wetlands and Fauna Park.



#### Kaniva Social Infrastructure Study 2014

Priority projects identified as Kaniva Recreation Reserve as part of this plan include:

##### Kaniva Recreation Reserve

- Upgrade the power and water supply at the Reserve to support the provision of major events and increased demand from existing and future sporting groups uses
- A new children's playground within the Recreation Reserve
- Upgraded AFL compliant lighting on the existing Oval to at least 100 lux.
- Create stronger pedestrian linkages to the adjoining Health and Wellbeing Precinct and the Kaniva township

##### Sporting and Community Facility

- New change rooms, function space, commercial kitchen and flexible meeting rooms to support community and business uses
- A new, flood-lit Multi-Sport Facility to accommodate hockey and tennis clubs (relocated from existing sites) and future use by other sports

##### Netball

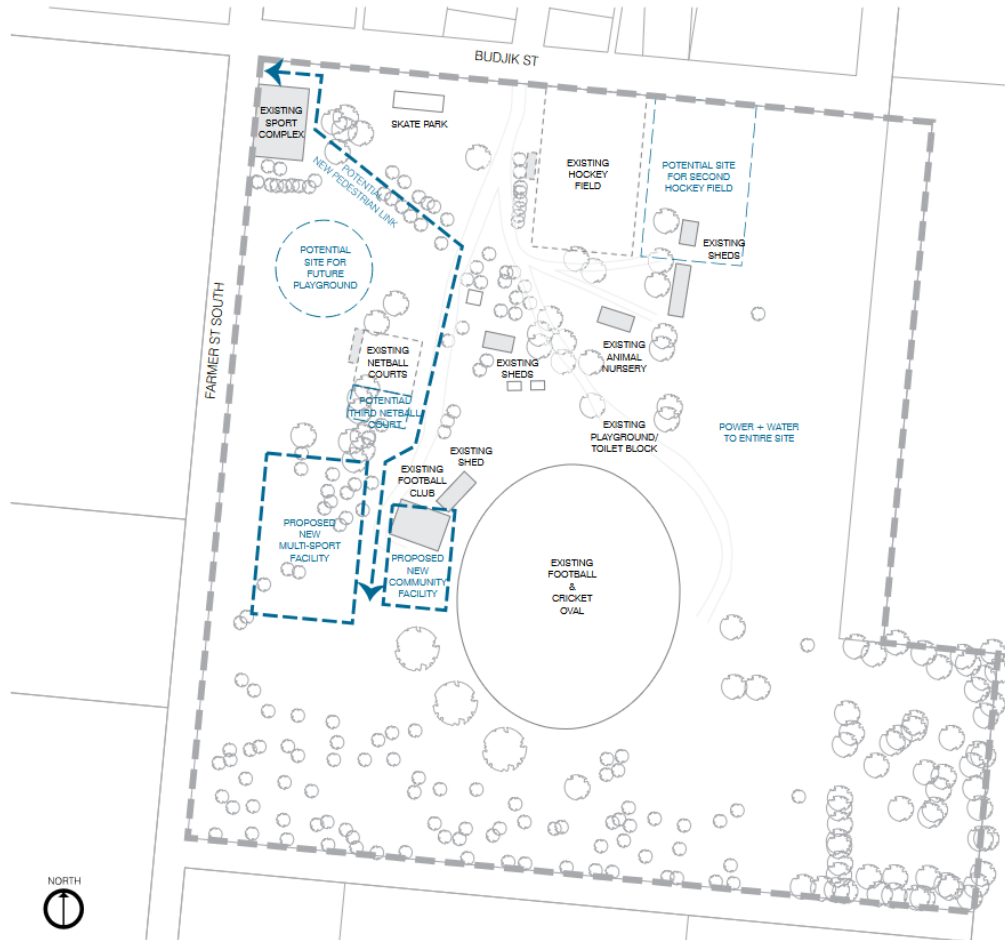
- Construction of a third netball court adjoining the existing courts
- Provide separate change room facilities within the new Sporting and Community Facility

##### Hockey

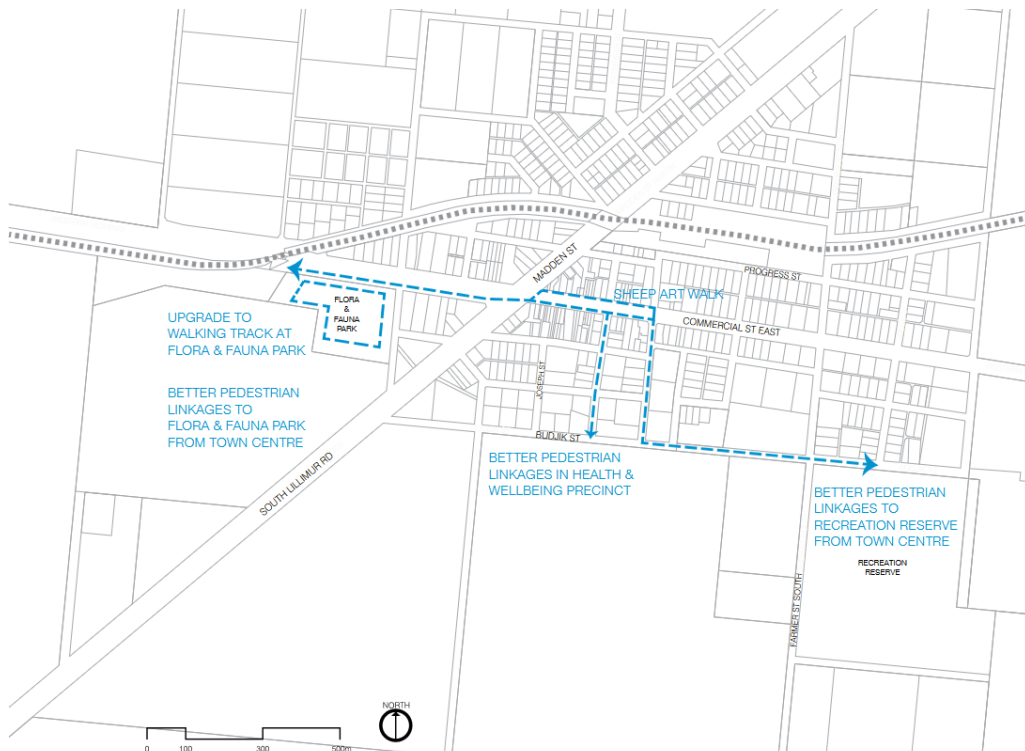
- A second playing field and change rooms adjoining the existing playing field; or access to a single, flood-lit playing field within a new Multi-Sport Facility

#### Governance

- The Sports and Recreation Precinct Working Group to become the lead agent for devising and delivering local Priority Projects within the Recreation Reserve.







#### Wimmera Development Association (2020) Wimmera Southern Mallee Community Sport – securing the future of sport through COVID-19 and beyond

The four key recommendations identified in this report to ensure that sports survive post COVID-19 include strategic planning, financial management, diversification of income stream and volunteer management.

#### Clearinghouse for Sport (2023) Ausplay Sport and Physical Activity Reports

Ausplay has compiled reports for selected sports<sup>5</sup>. The following is a quick snapshot of national data as it pertains to the organised sport that takes place at Kaniva Recreation Reserve. It tells us that nationally, netball has a higher participation rate for adults than any of the other sports at Kaniva Recreation Reserve, with 3 out of 5 adults playing club-based netball. For children, the sport with the highest level of participation is Australian Rules Football.

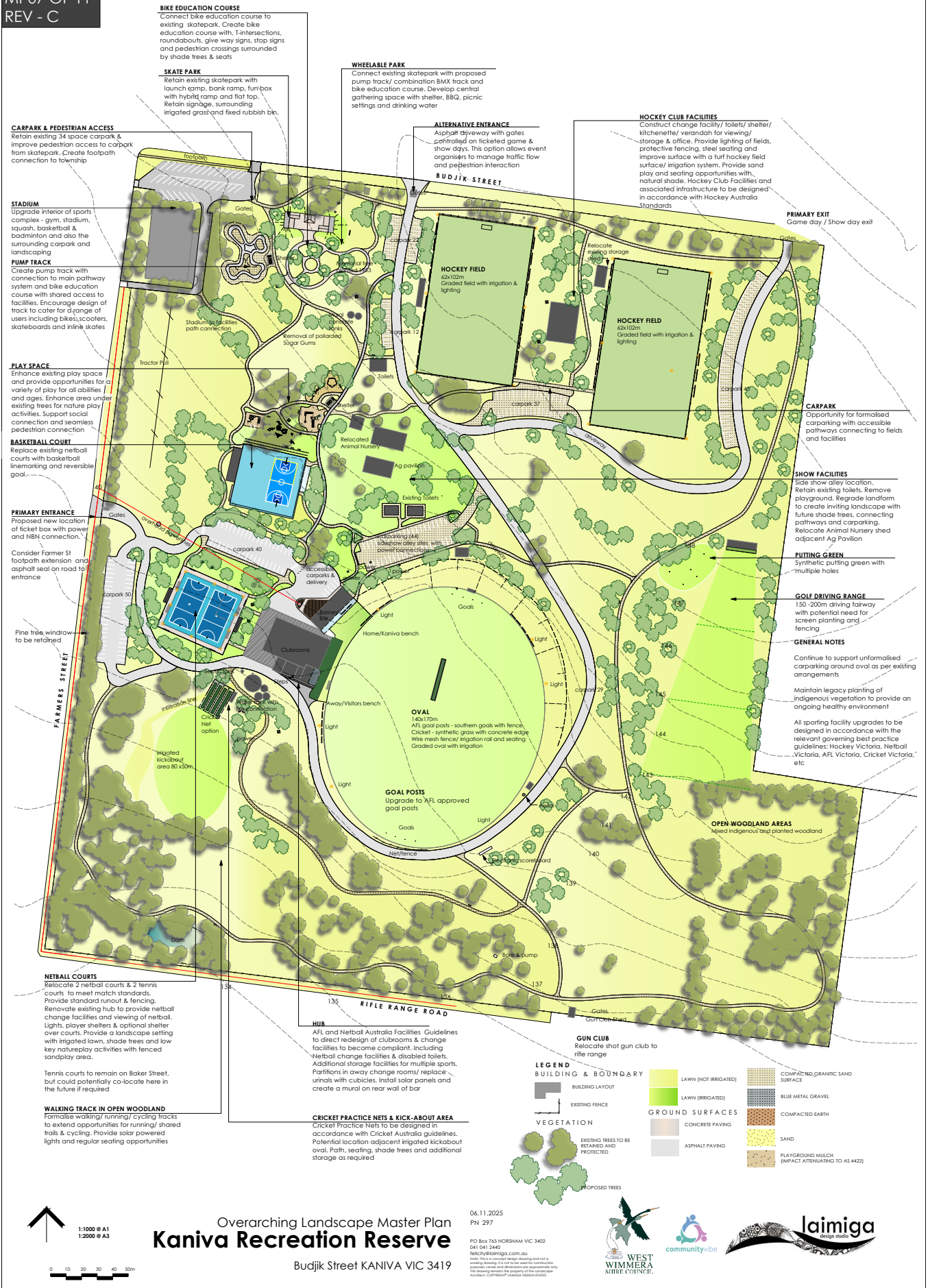
The peak age for playing the majority of sports is 15-17 years for adults, and typically 9-11 years of age for children. Unsurprisingly, more males play Australian Rules Football and Cricket in comparison

<sup>5</sup> Clearinghouse for Sport. Ausplay Sport and Physical Activity Reports:  
[https://www.clearinghouseforsport.gov.au/research/ausplay/results-2015-2023#sport\\_and\\_physical\\_activity\\_reports\\_br\\_2015-2023](https://www.clearinghouseforsport.gov.au/research/ausplay/results-2015-2023#sport_and_physical_activity_reports_br_2015-2023)

with females and more females play netball and hockey compared with males. The main reason people choose to play a particular sport is for fun and enjoyment and social reasons.

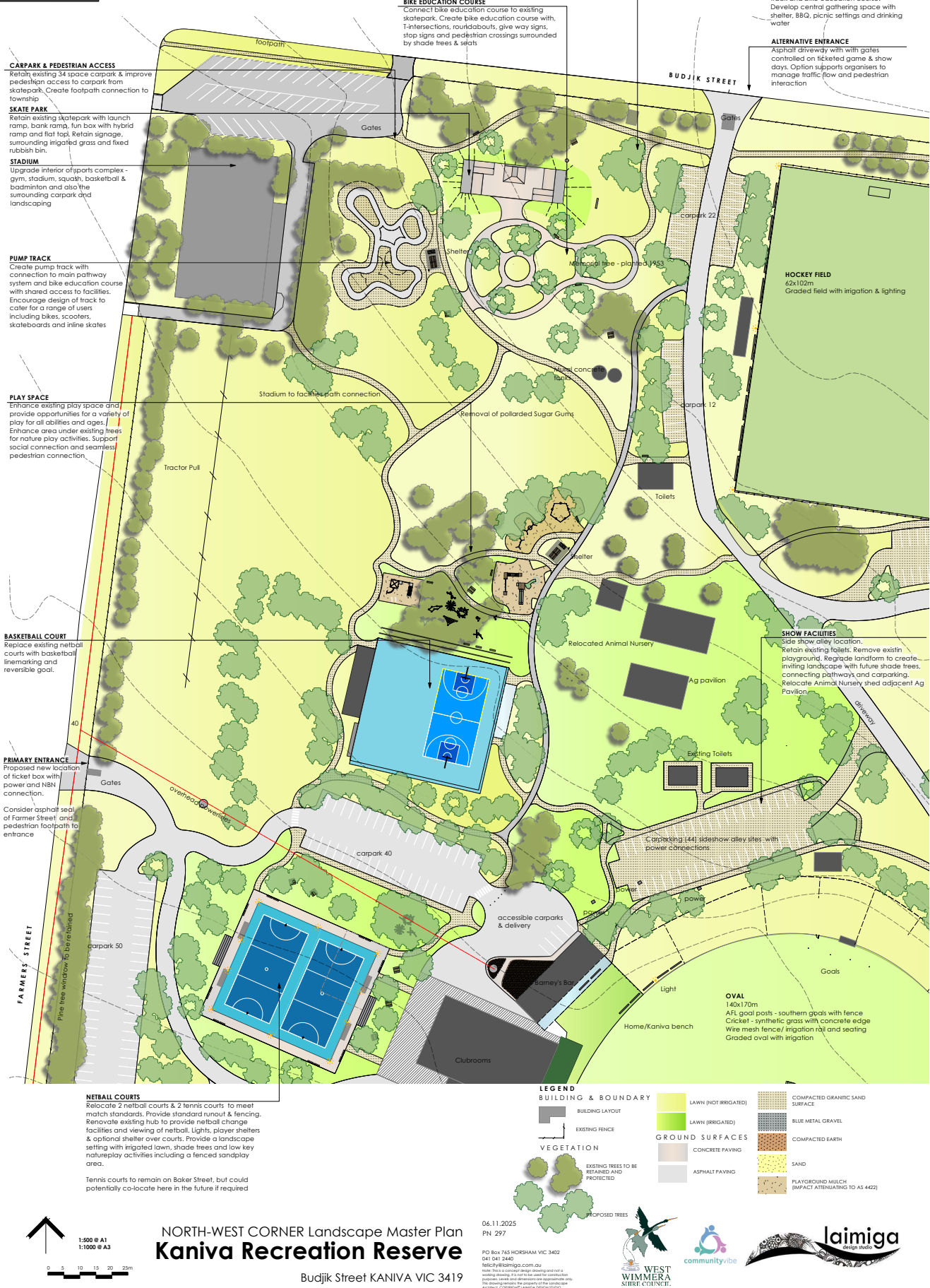
Factor	Australian Football	Netball	Cricket	Hockey
No. of adult participants in Australia	566,700	623,900	563,100	178,600
No. of child participants in Australia in organised out of school activity	386,800	315,400	233,200	89,500
% of participation by people 15+	2.7%	3.0%	2.7%	0.9%
% of participation by people 0-14	8.0%	6.5%	4.8%	1.8%
Of those who play, % of participation by males 15+	78%	14%	88%	52%
Of those who play, % of participation by females 15+	22%	86%	12%	48%
Of those who play, % of organised out of school participation by boys aged 0-14	83%	3%	88%	42%
Of those who play, % of organised out of school participation by girls aged 0-14	17%	97%	12%	58%
Peak participation by age (adult males)	15-17 years	18-24 years	15-17 years	15-17 years
Peak participation by age (adult females)	15-17 years	15-17 years	15-17 years	15-17 years
Peak participation by age (male children)	9-11 years	9-11 years	9-11 years	12-14 years
Peak participation by age (female children)	12-14 years	12-14 years	9-11 years	9-11 years
Largest male cohort of players	15-24 years (34%)	15-24 years (5%)	25-34 years (24%)	15-24 years (19%)
Largest female cohort of players	15-24 years (12%)	15-24 years (41%)	15-24 years (5%)	15-24 years (20%)
Participation through a club	63.6%	60.7%	55.1%	81.9%
Participation level 1-11 times per year for adults in 2023	21%	21%	32%	13%
Number of people considering playing this sport in Victoria	299,500	299,000	219,000	84,000
3 reasons for participation (in order of priority)	<ul style="list-style-type: none"> <li>• Fun / enjoyment</li> <li>• Social reasons</li> <li>• Health / fitness</li> </ul>	<ul style="list-style-type: none"> <li>• Social reasons</li> <li>• Fun / enjoyment</li> <li>• Health / fitness</li> </ul>	<ul style="list-style-type: none"> <li>• Fun / enjoyment</li> <li>• Social reasons</li> <li>• Other</li> </ul>	<ul style="list-style-type: none"> <li>• Fun / enjoyment</li> <li>• Social reasons</li> <li>• Physical health</li> </ul>

MP07 OF 11  
REV - C

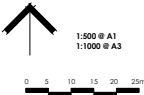
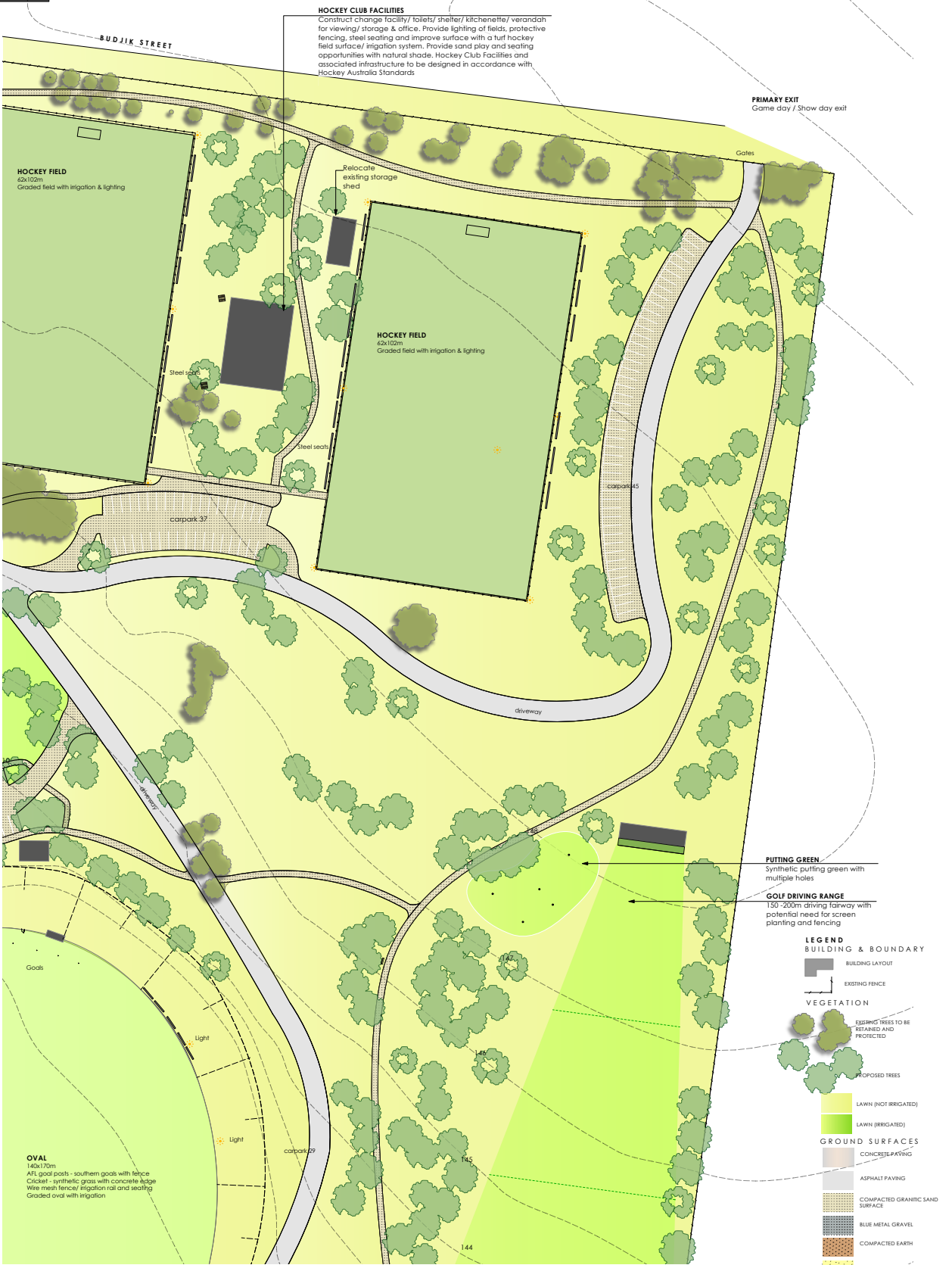




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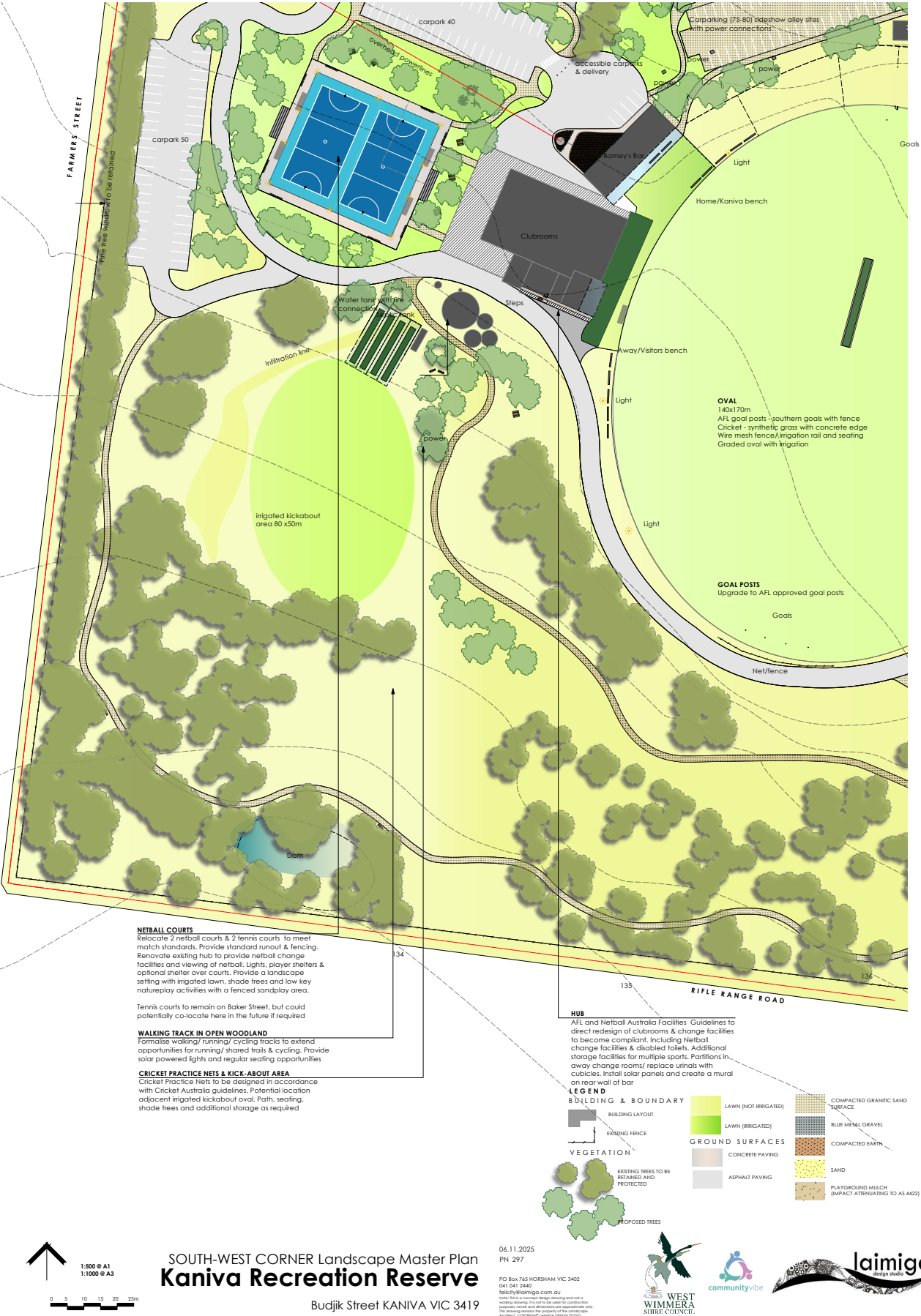


NORTH-EAST CORNER Landscape Master Plan  
**Kaniva Recreation Reserve**  
Budjik Street KANIVA VIC 3419

06.11.2025  
PN 297  
PO Box 745 HORSHAM VIC 3402  
041 041 2440  
info@westwimmera.com.au  
Note: This is a conceptual design drawing and not a working drawing. It is not to be used for construction without the approval of the Council. The design is the property of the Council. The design is not to be used for construction without the approval of the Council.

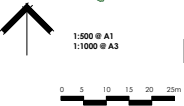


MP10 OF 11  
REV - C





MP11 OF 11  
REV - C



SOUTH-EAST CORNER Landscape Master Plan  
**Kaniva Recreation Reserve**  
Budjick Street KANIVA VIC 3419

06.11.2025  
PN 297  
PO Box 745 HORSHAM VIC 3402  
041 041 2440  
felicity@wimera.com.au  
Note: This is a conceptual design drawing and not a working drawing. It is not to be used for construction purposes. Levels and dimensions are approximate only. The drawings are the property of the consultant. All rights reserved. © 2025 Felicity Design Studio





## 16 Sealing Schedule

S6 Instrument of Delegations

## 17 Late Items of Business

Pursuant to West Wimmera Shire Council Governance Rules – Division 3 Section 20:

### 20. Late Business

*If the agenda for a Council meeting makes provision for late business, business cannot be admitted as late business other than by resolution of Council, and only then if it:*

- *20.1 relates to or arises out of a matter which has arisen since distribution of the agenda; and*
- *20.2 cannot safely or conveniently be deferred until the next Council meeting.*

## 18 Confidential Reports

### OFFICER RECOMENDATION: t

That Council considers the confidential reports below in accordance with Section 66 (5) (a) and (b) of the Local Government Act 2020 and records the ground or grounds for determining to close the meeting to the public as follows:

1. Item 18.1 C-SEP2025-PMO001 Goroke Recreation Reserve AFL Lighting Recommendation Report.  
*(g) private commercial information, being information provided by a business, commercial or financial undertaking that—*  
*(i) relates to trade secrets; or*  
*(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;*
2. Item 18.2 Serviceton Bowling Club Facilities Upgrade - Local Sports Infrastructure Fund Application.  
*(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;*





3. Item 18.3 Harrow Recreation Reserve Scoreboard Upgrade Project - Local Sports Infrastructure Fund Application.  
*(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;*
4. Item 18.4 Apsley Recreation Reserve AFL Lighting Upgrade - Local Sports Infrastructure Fund Application.  
*(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;*
5. Item 18.5 Edenhope Aquatic and Stadium Facilities Design Project - Local Sports Infrastructure Fund Application.  
*(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;*

Moved: Cr Jodie Pretlove

Seconded: Cr Richard Hicks

That Council pursuant to Section 66 (2)(a) of the Local Government Act 2020 close the meeting to members of the public at 3:06pm to resolve on matters pertaining to the following items:

1. Item 18.1 C-SEP2025-PMO001 Goroke Recreation Reserve AFL Lighting Recommendation Report.  
*(g) private commercial information, being information provided by a business, commercial or financial undertaking that—  
(i) relates to trade secrets; or  
(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage;*
2. Item 18.2 Serviceton Bowling Club Facilities Upgrade - Local Sports Infrastructure Fund Application.  
*(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;*
3. Item 18.3 Harrow Recreation Reserve Scoreboard Upgrade Project - Local Sports Infrastructure Fund Application.  
*(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;*
4. Item 18.4 Apsley Recreation Reserve AFL Lighting Upgrade - Local Sports Infrastructure Fund Application.  
*(a) Council business information, being information that would prejudice the*



***Council's position in commercial negotiations if prematurely released;***

**5. Item 18.5 Edenhope Aquatic and Stadium Facilities Design Project - Local Sports Infrastructure Fund Application.**

***(a) Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released;***

**CARRIED UNANIMOUSLY (5 / 0)**

## **19 Close of Meeting**

### **Meeting closed:**

The Council Meeting - 19 November 2025 was declared closed at 3:54 pm

### **Next Meeting:**

17 December 2025

Edenhope

Mayor's Signature

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