

# AGENDA

# ORDINARY MEETING OF COUNCIL

# Tuesday, 21 August 2018

To be held the Swan Hill Town Hall Meeting Room 1 McCallum Street, Swan Hill Commencing at 4:00 PM

> **COUNCIL:** Cr LT McPhee – Mayor

Cr JN Katis Cr GW Norton Cr C Jeffery Cr L Johnson Cr B Moar Cr A Young

45 Splatt Street SWAN HILL VIC 3585 PO Box 488 SWAN HILL VIC 3585 Telephone: 03 5036 2333 Fax: 03 5036 2340 Email: <u>council@swanhill.vic.gov.au</u> Website: <u>www.swanhill.vic.gov.au</u>

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## SECTION A – PROCEDURAL MATTERS

- Open
- Acknowledgement to Country
- Prayer
- Apologies
- Confirmation of Minutes
  - 1) Ordinary Meeting held on 17 July 2018
- Declarations of Conflict of Interest
- Receptions and Reading of Petitions, Memorials, Joint Letters and Deputations
- Public Question Time

## SECTION B – REPORTS

B.18.57 S5 INSTRUMENT OF DELEGATION TO THE CHIEF EXECUTIVE OFFICER

Responsible Officer:	Director Corporate Services
File Number:	74-00-23
Attachments:	1 Maddocks Letter 29-6-18
	2 S5 Delegation to CEO

## **Declarations of Interest:**

David Lenton - as the responsible officer, I declare that I have no disclosable interests in this matter.

#### Summary

Section 98 of the Local Government Act (1989) enables council to delegate to a member of council staff, with specified exemptions, 'any power, duty or function of a council under this Act or any other Act' and delegate the Chief Executive Officer the power to delegate a power of the council, other than power of delegation, to another member of council staff.

Maddocks, in their attached letter, has recommended that Council should refresh the Chief Executive Officer's delegations on a regular basis.

## Discussion

In order to comply with the various legislative requirements, Council delegates a range of powers and responsibilities to the Chief Executive Officer. These delegations are made in accordance with section 98 of the Local Government Act 1989.

As per letter attached from Maddocks dated 29 June 2018 it has been advised that all Instruments of Delegation should be updated, or refreshed, on a regular basis to ensure that they incorporate all recent legislative developments. This includes the Instrument of Delegation to Council's Chief Executive Officer, even though it is expressed in general terms.

No changes to the delegations to the Chief Executive Officer are proposed.

Section 94A of the Act states:

- (1) A Council's Chief Executive Officer is responsible for
  - (a) Establishing and maintaining an appropriate organisational structure for the Council; and
  - (b) Ensuring that the decisions of the Council are implemented with undue delay; and

- (c) The day to day management of the Council's operations in accordance with the Council's Corporate Plan; and
- (d) Providing timely advice to the Council.
- (2) The Chief Executive Officer may appoint as many members of Council staff as are required to enable the functions of the Council under this Act or any other Act to be carried out and to enable the Chief Executive Officer to carry out his or her functions.
- (3) The Chief Executive Officer is responsible for appointing, directing, managing and dismissing Council staff and for all other issues that relate to Council staff.

The delegation to the Chief Executive Officer is a 'delegation by exception'.

## Consultation

This is a statutory requirement of Council and as such consultation is not part of the process.

## **Financial Implications**

Not applicable

## **Social Implications**

Not applicable

## **Economic Implications**

Not applicable

## **Environmental Implications**

Not applicable

## **Risk Management Implications**

Not applicable

## Council Plan Strategy Addressed

Governance and Leadership - Effective and efficient utilisation of resources.

## Options

Council can choose to vary the level of delegations however the efficiency of day to day management of Council would be affected.

## Recommendations

That Council:

- 1. Exercise the powers conferred by section 98(1) of the Local Government Act 1989 and the other legislation referred to in the attached Instrument of Delegation to the Chief Executive Officer as attached.
- 2. Delegate to the person holding the position of Chief Executive Officer, or Acting Chief Executive Officer, the powers, duties and functions set out in the attached Instrument of Delegation to the Chief Executive Officer as attached to the report, subject to the conditions and limitations specified in that Instrument.
- 3. Affix the common seal of the Council to the Instrument.

Maddocks

Australia

Lawyers Collins Square, Tower Two Level 25, 727 Collins Street Melbourne VIC 3008

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#### Email Letter

From Bronte Wright Direct 03 9258 3832 Date 29 June 2018 Email bronte.wright@maddocks.com.au

Partner Mark Hayes

Our Ref MRH:BWW:628721

#### Dear subscriber

#### Delegations and Authorisations Service Update First Full Update for 2018

We are pleased to provide you with our first full update to the Delegations and Authorisations Service for 2018. This update takes into account legislative changes made since December 2017, which affect councils' powers, duties and functions.

The update is contained on our Delegations and Authorisations Website, which can be accessed by clicking on the following link: <u>https://indepth.maddocks.com.au</u>.

As always, please carefully review this explanatory letter and refer to the updated instruments to ensure that you are aware of the recent legislative changes that affect your Council's delegations and authorisations.

#### **Changes Made In This Update**

This update amends our S6, S7, S11, S12, S13 and S14 Instruments. We have outlined *some* of the changes to each instrument below. We note that our update only includes Acts and Regulations which were assented to, or made, before 25 June 2018.

# 1. Changes to the S6 Instrument of Delegation from Council to Members of Council Staff (S6)

- 1.1 Our S6 template has changed in the following ways:
  - 1.1.1 the conditions and limitations column for s 41A(1) in the *Domestic Animals Act* 1994 (**DA Act**) has been updated to reflect the new language of the DA Act (discussed at paras 2.2 and 3.1 below);
  - 1.1.2 the *Heritage Act 1995* has been replaced by the *Heritage Act 2017* and the relevant provision for councils has now changed from s 84(2) to s 116;
  - 1.1.3 there have been extensive changes to the *Planning and Environment Act* 1987 (**P&E Act**) prompted by the *Planning and Environment Amendment (Public Land Contributions) Act* 2018 (**Public Land Contributions Amendment Act**). These

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changes commence on 2 July 2018, and include, for the purposes of this Instrument, the:

- (a) removal of ss 46GF 46GI(5), 46GL, 46GM and 224(8);
- (b) insertion of ss 46GI(2)(b)(i) 46LB(3) and 172C 172D (2), which are provisions conferring powers, and functions, and imposing duties, on Council acting in one or more of the following capacities:
  - (i) collecting authority;
  - (ii) development authority;
  - (iii) municipal council;
  - (iv) planning authority; and
- (c) amendment of ss 62(5)(a) and 62(6)(a).
- 1.1.4 further changes to the P&E Act have been made by the Planning and Environment Amendment (Distinctive Areas and Landscapes) Act 2018 (Distinctive Areas and Landscapes Amendment Act), which include the insertion of ss 46AW – 46AZK. These provisions have already commenced and apply where Council is a 'responsible public entity'.

#### 2. Changes to the S7 Instrument of Sub-Delegation from Council's CEO to Staff (S7)

- 2.1 In relation to our S7 template, we note the following in particular:
- 2.2 that the Domestic Animals Amendment (Puppy Farms and Pet Shops) Act 2017 (Puppy Farms and Pet Shops Amendment Act) has introduced significant changes to the DA Act, which include the insertion of a number of new powers, duties and functions in relation to applications and registrations;
- 2.3 that the 'power to offer [a] payment plan' under s 46 of the *Fines Reform Act 2014* has been removed and ss 174 and 175 have been clarified to indicate the capacity in which Council is acting when exercising the function and duty (respectively);
- 2.4 amendments to the Infringements Act 2006, specifically the removal of ss 27D(3), 27F(3) and 54(1) 164(3);
- 2.5 the amendment of s 411 of the *Land Act 1958*, which will commence on 1 November 2018, unless proclaimed earlier;
- 2.6 the insertion of new duties under ss 3H(1)(a) 3H(1)(c) of the Local Government Act 1989 (LGA) following the commencement of the Distinctive Areas and Landscapes Amendment Act;
- 2.7 the amendment of s 27(1) of the *National Parks Act* 1975 to reflect assent being given to the *Parks Victoria Act* 2018 which will commence on 1 November 2018, unless proclaimed earlier;
- 2.8 the repeal of ss 147 and 148 of the Public Health and Wellbeing Act 2008 due to the Health and Child Wellbeing Legislation Amendment Act 2018;
- 2.9 the insertion of the Service Victoria Act 2018 (SV Act), which will commence on 1 July 2018;

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- .2.10 that there have been consequential amendments to the Subdivision Act 1988 caused by the Public Land Contributions Amendment Act, which affects s 21(1) and introduces s 21(2CA). These changes are not yet in force and will commence on 2 July 2018;
- 2.11 Ithat significant changes have been made to the Valuation of Land Act 1960 (VLA) by virtue of the State Taxation Acts Further Amendment Act 2017;
- 2.12 regulations 155(7) and 155(8) of the Building Regulations 2018 (Building Regulations) will be revoked on 1 July 2018, and
- 2.13 regulations 32 and 35 of the *Intringements Regulations 2016* have been revoked by the IA Regulations.

#### 3. Changes to the S11 Instrument of Appointment and Authorisation (S11)

- 3.1 Our S11 template has been amended to reflect changes to the DA Act by the Puppy Farms and Pet Shops Amendment Act. We note, in particular, the new definitions – 'Council authorised officer' and 'Council contracted authorised officer' which affect paras 5 and 6 of our S11 template. The changes also include a limitation for Council to only appoint, as a 'Council contracted authorised officer' a person who is not an employee of the Council if the person has the qualifications or experience prescribed by the Secretary (see footnote 3 of our S11 template).
- 3.2 These changes mean that councils must update all S11 instruments. We recommend that, when doing so, councils ensure each person employed or engaged by Council as an authorised officer have their own individual instrument of Appointment and Authorisation that is personal to them.
- Changes to the S12 Instrument of Delegation and Authorisation by Municipal Building Surveyor (S12)
- 4.1 There have been further changes to our S12 template since our mini-update in May 2018. These include:
  - 4.1.1 under the Building Act 1993 -
    - (a) the amendment of s 24(6); and
    - (b) insertion of a new duty under s 24(7).
    - which will both commence on 1 September 2018, unless proclaimed earlier;
  - 4.1.2 under the Building Regulations -
    - (a) the insertion of a new power under reg 36A;
    - (b) the Insertion of a new function under reg 42; and
    - (c) amendment of reg 268,

which were affected by the Building Amendment Regulations 2018, and will commence on 1 July 2018.

#### Changes to the 13 Instrument of Delegation of CEO powers, duties and functions to Members of Council Staff (S13)

5.1 In relation to our S13 template, we note the following in particular:

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- 5.1.1 the insertion of two new powers under ss 46K(1)(g) and 46K(1)(h) of the *Child Wellbeing and Safety Act 2005* which will commence on 31 December 2019, unless proclaimed earlier;
- 5.1.2 clarification has been provided under s 175(1)(b) to indicate the capacity in which Council's CEO is conferred the power;
- 5.1.3 the introduction of the SV Act which will commence on 1 July 2018; and
- 5.1.4 the removal of the duty under s 13DJ(1) of the VLA and insertion of the 'power to request valuations of land' under s 3(5)(ba).

#### 6. Changes to the S14 Instrument of Delegation from CEO to Members of Council Staff (Vicsmart)

- 7. There have been changes in our S14 template to reflect the following under the P&E Act:
- 7.1 section 59(1) is now a 'power to decide an application without delay';
- 7.2 sections 62(5)(a) and 62(6)(a) have been amended by the Distinctive Areas and Landscapes Amendment Act). These amendments will commence on 2 July 2018; and
- section 84AB has been inserted, which is a 'power to agree to confining a review by the Tribunal' where Council is a party to an application for review.

#### Local Laws

While this has been mentioned in our previous updates, we again remind councils of the importance of delegating not only the powers, duties and functions existing under legislation, but also any Council powers, duties and functions existing in any local laws made by their council.

Our Delegations and Authorisations Service covers only the former and so it is up to each council to ensure that it reviews all of its local laws and, where appropriate, delegates relevant powers, duties and functions.

#### Updating Your Instruments

As a final comment, we recommend that you re-make all of your Council delegations regularly to ensure that they remain up to date and cover all relevant provisions. This includes the S5 Instrument.

Please feel free to contact us if you have any questions regarding the Service or you would like assistance with your Council's Instruments of Delegation or Authorisation.

Yours sincerely Maddocks

Transmission authorised by:		
Mark Hayes	 E	
Partner		

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## S5 Instrument of Delegation to The Chief Executive Officer

#### Preamble

Instrument of Delegation

In exercise of the power conferred by section 98(1) of the Local Government Act 1989 (the Act) and all other powers enabling it, the Swan Hill Rural City Council (Council) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that

1. this Instrument of Delegation is authorised by a Resolution of Council passed on 21 August 2018;

2. the delegation

2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;

2.2 is subject to any conditions and limitations set out in the Schedule;

2.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and 2.4 remains in force until Council resolves to vary or revoke it.

)

3. The member of Council staff occupying the position or title of or acting in the position of Chief Executive Officer may delegate to a member of Council staff any of the powers (other than the power of delegation conferred by section 98(3) of the Act or any other powers not capable of sub-delegation) which this Instrument of Delegation delegates to him or her.

The COMMON SEAL OF THE SWAN HILL
RURAL CITY COUNCIL was hereunto
affixed in the presence of:

Chief Executive Officer

(Print Name)

Councillor

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Councillor

(Print Name)

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subject of a lawful delegation, when	subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or
otherwise: or	erwise: or
9. the determining of the issue, the	9. 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	subject of an exclusive delegation to another member of Council staff.

S5 Instrument of Delegation to The Chief Executive Officer

# B.18.58 S6 INSTRUMENT OF DELEGATION TO MEMBERS OF COUNCIL STAFF

Responsible Officer:	Dire	ector Corporate Services
File Number:	74-(	00-23
Attachments:	1	Maddocks Letter 29-6-18
	2	S6 Delegation Members of Staff

## **Declarations of Interest:**

David Lenton- as the responsible officer, I declare that I have no disclosable interests in this matter.

## Summary

In order to deliver services to the community and discharge obligations placed on Council by legislation in an efficient and effective manner, Council has in place a range of delegations to members of Council staff. Periodically these delegations need to be reviewed and, if appropriate, updated. This report recommends changes to some delegations made by Council to members of Council staff.

The changes are the result of legislative changes to the relevant Acts, changes to position titles and organisational structure.

The vast majority of the delegations have not changed.

Some new Acts or Regulations have come into force. Delegations for these new Acts or Regulations are also included in the attached document.

## Discussion

In order to comply with the various legislative requirements, Council delegates a range of powers and accountabilities to appropriately qualified and experienced members of Council staff. These delegations are made in accordance with section 98 of the Local Government Act 1989. A delegation may be made subject to limitations on these powers, such as the need to inform Council of a determination.

The powers and obligations delegated are mostly procedural in nature, allowing the delivery of services in accordance with Council policy, adopted strategies and plans, the authorised budget, and discharging Council obligations in accordance with legislative requirements.

The delegation of powers and obligations to Council staff by Council is managed by the Maddocks 'delegations and authorisations service'. Maddocks monitors changes to State legislation, and every six months provides a listing of the sections of legislation that a municipality could delegate to enable efficient and effective delivery of services.

The six monthly review of legislative changes has resulted in the recommended amendments in the attached document which are summarised in the attached letter from Maddocks.

Council delegations are made to positions in the organisation rather than to individual members of staff to avoid the need to change the delegation upon the departure of a staff member or the staff member taking up a different position in the Council.

## Consultation

Community consultation is not appropriate for the subject of this report.

## **Financial Implications**

Not applicable

## Social Implications

Not applicable

## **Economic Implications**

Not applicable

## **Environmental Implications**

Not applicable

## **Risk Management Implications**

Not applicable

## **Council Plan Strategy Addressed**

Governance and Leadership - Effective and efficient utilisation of resources.

## Options

Council can choose to vary the delegations however the efficiency of Council operations would be affected.

#### Recommendations

## That Council:

- 1. Amend the schedule of delegated authorities, duties and functions of the various officers as detailed in the attached document.
- 2.a) Delegate to the members of Council staff holding or acting in the officer's position referred to in the Instrument of Delegation the powers, duties and functions once amended by the attached changes, subject to the conditions and limitations specified in that amended Instrument effective from the date that the Common Seal of Council is affixed to the instrument.
  - b) Revoke all the previous delegations related to the amended instrument on the coming into force of the amended instrument.

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#### Email Letter

From Bronte Wright Direct 03 9258 3832 Date 29 June 2018 Email bronte.wright@maddocks.com.au

Partner Mark Hayes

Our Ref MRH:BWW:628721

#### Dear subscriber

## Delegations and Authorisations Service Update First Full Update for 2018

We are pleased to provide you with our first full update to the Delegations and Authorisations Service for 2018. This update takes into account legislative changes made since December 2017, which affect councils' powers, duties and functions.

The update is contained on our Delegations and Authorisations Website, which can be accessed by clicking on the following link: <u>https://indepth.maddocks.com.au</u>.

As always, please carefully review this explanatory letter and refer to the updated instruments to ensure that you are aware of the recent legislative changes that affect your Council's delegations and authorisations.

#### **Changes Made In This Update**

This update amends our S6, S7, S11, S12, S13 and S14 Instruments. We have outlined *some* of the changes to each instrument below. We note that our update only includes Acts and Regulations which were assented to, or made, before 25 June 2018.

# 1. Changes to the S6 Instrument of Delegation from Council to Members of Council Staff (S6)

- 1.1 Our S6 template has changed in the following ways:
  - 1.1.1 the conditions and limitations column for s 41A(1) in the *Domestic Animals Act* 1994 (**DA Act**) has been updated to reflect the new language of the DA Act (discussed at paras 2.2 and 3.1 below);
  - 1.1.2 the *Heritage Act 1995* has been replaced by the *Heritage Act 2017* and the relevant provision for councils has now changed from s 84(2) to s 116;
  - 1.1.3 there have been extensive changes to the *Planning and Environment Act* 1987 (**P&E Act**) prompted by the *Planning and Environment Amendment (Public Land Contributions) Act* 2018 (**Public Land Contributions Amendment Act**). These

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changes commence on 2 July 2018, and include, for the purposes of this Instrument, the:

- (a) removal of ss 46GF 46GI(5), 46GL, 46GM and 224(8);
- (b) insertion of ss 46GI(2)(b)(i) 46LB(3) and 172C 172D (2), which are provisions conferring powers, and functions, and imposing duties, on Council acting in one or more of the following capacities:
  - (i) collecting authority;
  - (ii) development authority;
  - (iii) municipal council;
  - (iv) planning authority; and
- (c) amendment of ss 62(5)(a) and 62(6)(a).
- 1.1.4 further changes to the P&E Act have been made by the Planning and Environment Amendment (Distinctive Areas and Landscapes) Act 2018 (Distinctive Areas and Landscapes Amendment Act), which include the insertion of ss 46AW – 46AZK. These provisions have already commenced and apply where Council is a 'responsible public entity'.

#### 2. Changes to the S7 Instrument of Sub-Delegation from Council's CEO to Staff (S7)

- 2.1 In relation to our S7 template, we note the following in particular:
- 2.2 that the Domestic Animals Amendment (Puppy Farms and Pet Shops) Act 2017 (Puppy Farms and Pet Shops Amendment Act) has introduced significant changes to the DA Act, which include the insertion of a number of new powers, duties and functions in relation to applications and registrations;
- 2.3 that the 'power to offer [a] payment plan' under s 46 of the *Fines Reform Act 2014* has been removed and ss 174 and 175 have been clarified to indicate the capacity in which Council is acting when exercising the function and duty (respectively);
- 2.4 amendments to the Infringements Act 2006, specifically the removal of ss 27D(3), 27F(3) and 54(1) 164(3);
- 2.5 the amendment of s 411 of the *Land Act 1958*, which will commence on 1 November 2018, unless proclaimed earlier;
- 2.6 the insertion of new duties under ss 3H(1)(a) 3H(1)(c) of the Local Government Act 1989 (LGA) following the commencement of the Distinctive Areas and Landscapes Amendment Act;
- 2.7 the amendment of s 27(1) of the *National Parks Act* 1975 to reflect assent being given to the *Parks Victoria Act* 2018 which will commence on 1 November 2018, unless proclaimed earlier;
- 2.8 the repeal of ss 147 and 148 of the Public Health and Wellbeing Act 2008 due to the Health and Child Wellbeing Legislation Amendment Act 2018;
- 2.9 the insertion of the Service Victoria Act 2018 (SV Act), which will commence on 1 July 2018;

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- .2.10 that there have been consequential amendments to the Subdivision Act 1988 caused by the Public Land Contributions Amendment Act, which affects s 21(1) and introduces s 21(2CA). These changes are not yet in force and will commence on 2 July 2018;
- 2.11 Ithat significant changes have been made to the Valuation of Land Act 1960 (VLA) by virtue of the State Taxation Acts Further Amendment Act 2017;
- 2.12 regulations 155(7) and 155(8) of the Building Regulations 2018 (Building Regulations) will be revoked on 1 July 2018, and
- 2.13 regulations 32 and 35 of the *Intringements Regulations 2016* have been revoked by the IA Regulations.

#### 3. Changes to the S11 Instrument of Appointment and Authorisation (S11)

- 3.1 Our S11 template has been amended to reflect changes to the DA Act by the Puppy Farms and Pet Shops Amendment Act. We note, in particular, the new definitions – 'Council authorised officer' and 'Council contracted authorised officer' which affect paras 5 and 6 of our S11 template. The changes also include a limitation for Council to only appoint, as a 'Council contracted authorised officer' a person who is not an employee of the Council if the person has the qualifications or experience prescribed by the Secretary (see footnote 3 of our S11 template).
- 3.2 These changes mean that councils must update all S11 instruments. We recommend that, when doing so, councils ensure each person employed or engaged by Council as an authorised officer have their own individual instrument of Appointment and Authorisation that is personal to them.
- Changes to the S12 Instrument of Delegation and Authorisation by Municipal Building Surveyor (S12)
- 4.1 There have been further changes to our S12 template since our mini-update in May 2018. These include:
  - 4.1.1 under the Building Act 1993 -
    - (a) the amendment of s 24(6); and
    - (b) insertion of a new duty under s 24(7).
    - which will both commence on 1 September 2018, unless proclaimed earlier;
  - 4.1.2 under the Building Regulations -
    - (a) the insertion of a new power under reg 36A;
    - (b) the Insertion of a new function under reg 42; and
    - (c) amendment of reg 268,

which were affected by the Building Amendment Regulations 2018, and will commence on 1 July 2018.

#### Changes to the 13 Instrument of Delegation of CEO powers, duties and functions to Members of Council Staff (S13)

5.1 In relation to our S13 template, we note the following in particular:

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- 5.1.1 the insertion of two new powers under ss 46K(1)(g) and 46K(1)(h) of the *Child Wellbeing and Safety Act 2005* which will commence on 31 December 2019, unless proclaimed earlier;
- 5.1.2 clarification has been provided under s 175(1)(b) to indicate the capacity in which Council's CEO is conferred the power;
- 5.1.3 the introduction of the SV Act which will commence on 1 July 2018; and
- 5.1.4 the removal of the duty under s 13DJ(1) of the VLA and insertion of the 'power to request valuations of land' under s 3(5)(ba).

#### 6. Changes to the S14 Instrument of Delegation from CEO to Members of Council Staff (Vicsmart)

- 7. There have been changes in our S14 template to reflect the following under the P&E Act:
- 7.1 section 59(1) is now a 'power to decide an application without delay';
- 7.2 sections 62(5)(a) and 62(6)(a) have been amended by the Distinctive Areas and Landscapes Amendment Act). These amendments will commence on 2 July 2018; and
- section 84AB has been inserted, which is a 'power to agree to confining a review by the Tribunal' where Council is a party to an application for review.

#### Local Laws

While this has been mentioned in our previous updates, we again remind councils of the importance of delegating not only the powers, duties and functions existing under legislation, but also any Council powers, duties and functions existing in any local laws made by their council.

Our Delegations and Authorisations Service covers only the former and so it is up to each council to ensure that it reviews all of its local laws and, where appropriate, delegates relevant powers, duties and functions.

#### Updating Your Instruments

As a final comment, we recommend that you re-make all of your Council delegations regularly to ensure that they remain up to date and cover all relevant provisions. This includes the S5 Instrument.

Please feel free to contact us if you have any questions regarding the Service or you would like assistance with your Council's Instruments of Delegation or Authorisation.

Yours sincerely Maddocks

Transmission authorised by:		
Mark Hayes	 E	
Partner		-

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## S6 Instrument of Delegation - Members of Staff

#### Preamble

Instrument of Delegation

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

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;

2. record that references in the Schedule are as follows:

#### Titles

- AC: Asset Co-ordinator
- AO: Authorised Officer
- CEO: Chief Executive Officer
- CSO: Customer Service Officer
- DCS: Director Corporate Services
- DDP: Director Development & Planning
- DI: Director Infrastructure
- DM: Development Manager
- EHO: Environmental Health Officer
- EPAM: Engineering Projects & Assets Manager
- FM: Finance Manager
- MBS: Municipal Building Surveyor
- MERO: Municipal Emergency Resource Officer
- MFPO: Municipal Fire Prevention Officer
- ND: Not Delegated
- PHRSC: Public Health & Regulatory Services Co-ordinator
- PM: Project Manager
- PO: Planning Officer
- PP: Principal Planner
- SDE: Senior Design Engineer
- SRO: Senior Revenue Officer
- WM: Works Manager

#### 3. declares that:

3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 21 August 2018, and 3.2 the delegation:

3.2.1 comes into force immediately the common seal of Council is affixed to this 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; or

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; or

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, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or

3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The COMMON SEAL OF THE SWAN HILL RURAL CITY COUNCIL) Was hereunto affixed in the presence of )

Chief Executive Officer

John McLinden

(Print Name)

Councillor\_\_\_\_\_

Councillor\_\_\_\_\_

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(Print Name)\_\_\_\_\_

(Print Name)\_\_\_\_\_

## **Delegation Sources**

- Domestic Animals Act 1994
- Environment Protection Act 1970
- Food Act 1984
- Heritage Act 2017
- Local Government Act 1989
- Planning and Environment Act 1987
- Rail Safety (Local Operations) Act 2006
- Residential Tenancies Act 1997
- Road Management Act 2004
- Planning and Environment Regulations 2015
- Planning and Environment (Fees) Regulations 2016
- Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010
- Road Management (General) Regulations 2016
- Road Management (Works and Infrastructure) Regulations 2015

nomestic	Domestic Animals Act 1394		
Provision	Item Delegated	Delegate	Conditions and Limitations
s.41A(1)	power to declare a dog to be a menacing dog	AO, DDP, PHRSC	Council may delegate this power to a Council authorised officer
Environm	Environment Protection Act 1970		
Provision	Item Delegated	Delegate	Conditions and Limitations
s.53M(3)	power to require further information	EHO, PHRSC	
s.53M(4)	duty to advise applicant that application is not to be dealt with	EHO, PHRSC	
s.53M(5)	duty to approve plans, issue permit or refuse permit	EHO, PHRSC	refusal must be ratified by Council or it is of no effect
s.53M(6)	power to refuse to issue septic tank permit	EHO, PHRSC	refusal must be ratified by Council or it is of no effect
s.53M(7)	duty to refuse to issue a permit in circumstances in (a)-(c)	EHO, PHRSC	refusal must be ratified by Council or it is of no effect
Food Act. 1984 Provision Iter	1984 Item Delegated	Delegate	Conditions and Limitations
s.19(2)(a)	power to direct by written order that the food premises be put into a clean and sanitary condition	DDP, EHO, PHRSC	DDP, EHO, PHRSC If section 19(1) applies
s.19(2)(b)	power to direct by written order that specified steps be taken to ensure that food DDP, EHO, PHRSC If section 19(1) applies prepared, sold or handled is safe and suitable	DDP, EHO. PHRSC	If section 19(1) applies
s.19(3)	power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	daa	If section 19(1) applies Only in relation to temporary food premises or mobile food premises
s.19(4)(a)	power to direct that an order made under section 19(3)(a) or (b), (i) be affixed to DDP, EHO, PHRSC If section 19(1) applies a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	DDP, EHO, PHRSC	If section 19(1) applies
s.19(6)(a)	duty to revoke any order under section 19 if satisfied that an order has been complied with	EHO, PHRSC	If section 19(1) applies
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, PHRSC	If section 19(1) applies

Food Act 1984	984		
s.19AA(2)	power to direct, by written order, that a person must take any of the actions described in (a)-(c).	DDP, EHO, PHRSC	DDP, EHO, PHRSC where Council is the registration authority
s.19AA(4)(c)	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	DDP, EHO, PHRSC	DDP, EHO, PHRSC 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
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	DDP, EHO, PHRSC	DDP, EHO, PHRSC where Council is the registration authority
s.19CB(4)(b)	s.19CB(4)(b) power to request copy of records	EHO, PHRSC	where Council is the registration authority
s.19E(1)(d)	power to request a copy of the food safety program	EHO, PHRSC	where Council is the registration authority
s.19GB	power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	EHO, PHRSC	where Council is the registration authority
s.19M(4)(a) & (5)	power to conduct a food safety audit and take actions where deficiencies are identified	DDP, EHO	where Council is the registration authority
s.19NA(1)	power to request food safety audit reports	EHO, PHRSC	where Council is the registration authority
s.19U(3)	power to waive and vary the costs of a food safety audit if there are special circumstances	EHO, PHRSC	
s.19UA	power to charge fees for conducting a food safety assessment or inspection	EHO, PHRSC	except for an assessment required by a declaration under section 19C or an inspection under sections 38B(1)(c) or 39.
s.19W	power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	EHO, PHRSC	where Council is the registration authority
s.19W(3)(a)	power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	DDP, EHO, PHRSC	DDP, EHO, PHRSC where Council is the registration authority
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, PHRSC	where Council is the registration authority
	power to register, renew or transfer registration	DDP, EHO, PHRSC	DDP, EHO, PHRSC where Council is the registration authority refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see section 58A(2))
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, PHRSC	where Council is the registration authority
s.38AB(4)	power to fix a fee for the receipt of a notification under section 38AA in accordance with a declaration under subsection (1)	ND	where Council is the registration authority

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s.38A(4)	power to request a copy of a completed food safety program template	EHO, PHRSC	where Council is the registration authority
s.38B(1)(a)	duty to assess the application and determine which class of food premises under section 19C the food premises belongs	EHO, PHRSC	where Council is the registration authority
s.38B(1)(b)	duty to ensure proprietor has complied with requirements of section 38A	EHO, PHRSC	where Council is the registration authority
s.38B(2)	duty to be satisfied of the matters in section 38B(2)(a)-(b)	EHO, PHRSC	where Council is the registration authority
s.38D(1)	duty to ensure compliance with the applicable provisions of section 38C and inspect the premises if required by section 39	EHO, PHRSC	where Council is the registration authority
s.38D(2)	duty to be satisfied of the matters in section 38D(2)(a)-(d)	EHO, PHRSC	where Council is the registration authority
s.38D(3)	power to request copies of any audit reports	EHO, PHRSC	where Council is the registration authority
s.38E(2)	power to register the food premises on a conditional basis.	DDP, EHO, PHRSC	DDP, EHO, PHRSC where Council is the registration authority
			not exceeding the prescribed time limit defined under subsection (5).
s.38E(4)	duty to register the food premises when conditions are satisfied	EHO, PHRSC	where Council is the registration authority
s.38F(3)(b)	power to require proprietor to comply with requirements of this Act	EHO, PHRSC	where Council is the registration authority
s.39A	power to register, renew or transfer food premises despite minor defects	DDP, EHO, PHRSC	DDP, EHO, PHRSC where Council is the registration authority
			only if satisfied of matters in subsections (2)(a)-(c)
s.40(2)	power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the Public Health and Wellbeing Act 2008	EHO, PHRSC	
s.40C(2)	power to grant or renew the registration of food premises for a period of less than 1 year	EHO, PHRSC	where Council is the registration authority
s.40D(1)	power to suspend or revoke the registration of food premises	DN	where Council is the registration authority
s.43F(6)	duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	EHO, PHRSC	where Council is the registration authority
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	DDP, PHRSC	where Council is the registration authority
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	EHO, PHRSC	where Council is the registration authority

	instituted against the person first charged		
Heritage Act 2017	Act 2017		
Provision	Item Delegated	Delegate	Conditions and Limitations
s.116	power to sub-delegate Executive Director's functions, duties or powers	CEO, DDP, DM	must first obtain Executive Director's written consent Council can only sub-delegate if the instrument of delegation from the Executive Director authorises sub-delegation
Local Gov	Local Government Act 1989		
Provision	Item Delegated	Delegate	Conditions and Limitations
s.181H	power to enter into an environmental upgrade agreement on behalf of Council and declare and levy an environmental upgrade charge	QN	
Planning	Planning and Environment Act 1987		
Provision	Item Delegated	Delegate	Conditions and Limitations
s.4B	power to prepare an amendment to the Victorian Planning Provisions	QN	if authorised by the Minister
s.4G	function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	g DDP, DM, PO, PP	
s.4H	duty to make amendment to Victoria Planning Provisions available	DDP, DM, PO, PP	
s.41	duty to keep Victorian Planning Provisions and other documents availables	DDP, DM, PO, PP	
s.8A(2)	power to prepare amendment to the planning scheme where the Minister has given consent under s.8A	DDP, DM, PP	
s.8A(3)	power to apply to Minister to prepare an amendment to the planning scheme	ND	
s.8A(5)	function of receiving notice of the Minister's decision	DDP, DM, PP	
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	DDP, DM	
s.8B(2)	power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	DDP, DM, PP	
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	DDP, DM, PO, PP	

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s.12A(1)	duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under section 19 of the Planning and Environment (Planning Schemes) Act 1996)	Q	
s.12B(1)	duty to review planning scheme	DN	
s.12B(2)	duty to review planning scheme at direction of Minister	QN	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	ND	
s.14	duties of a Responsible Authority as set out in subsections (a) to (d)	QN	
s.17(1)	duty of giving copy amendment to the planning scheme	DDP, DM, PO, PP	
s.17(2)	duty of giving copy s.173 agreement	DDP, DM, PO, PP	
s.17(3)	duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	CEO, DDP, DM, PO, PP	
s.18	duty to make amendment etc. available	DDP, DM, PO, PP	
s.19	power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under section 19 to a planning scheme	DDP, DM, PP	
s.19	function of receiving notice of preparation of an amendment to a planning scheme	DDP, DM, PP	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.
s.20(1)	power to apply to Minister for exemption from the requirements of section 19	CEO, DDP, DM, PP	
s.21(2)	duty to make submissions available	DDP, DM, PO, PP	
s.21A(4)	duty to publish notice in accordance with section	DDP, DM, PO, PP	
s.22	duty to consider all submissions	CEO, DDP	except submissions which request a change to the items in s.22(5)(a) and (b)
s.23(1)(b)	duty to refer submissions which request a change to the amendment to a panel	DDP, DM	
s.23(2)	power to refer to a panel submissions which do not require a change to the amendment	CEO, DDP, DM, PP	
s.24	function to represent Council and present a submission at a panel hearing (including a hearing referred to in section 96D)	DDP, DM, PO, PP	
s.26(1)	power to make report available for inspection	DDP, DM, PP	
s.26(2)	duly to keep report of panel available for inspection	DDP, DM, PO, PP	

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s.27(2)	power to apply for exemption if panel's report not received	DDP, DM, PP	
s.28	duty to notify the Minister if abandoning an amendment	DDP, DM, PP	Note: the power to make a decision to abandon an amendment cannot be delegated
s.30(4)(a)	duty to say if amendment has lapsed	DDP, DM, PO, PP	
s.30(4)(b)	duty to provide information in writing upon request	DDP, DM, PO, PP	
s.32(2)	duty to give more notice if required	DDP, DM, PO, PP	
s.33(1)	duty to give more notice of changes to an amendment	DDP, DM, PO, PP	
s.36(2)	duty to give notice of approval of amendment	DDP, DM, PO, PP	
s.38(5)	duty to give notice of revocation of an amendment	DDP, DM, PP	
s.39	function of being a party to a proceeding commenced under section 39 and duty to comply with determination by VCAT	QN	
s.40(1)	function of lodging copy of approved amendment	DDP, DM. PO, PP	
s.41	duty to make approved amendment available	DDP, DM, PO, PP	
s.42	duty to make copy of planning scheme available	DDP, DM, PM, PO	
s.46AAA	dury 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	Q	where Council is a responsible public entity and is a planning authority note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of Councils
s.46AS(ac)	power to request the Victorian Planning Authority (VPA) to provide advice on any matter relating to land in Victoria or an objective of planning in Victoria	DDP, DM	
s.46AW	function of being consulted by the Minister	CEO, DDP	where Council is a responsible public entity
s.46AX	function of receiving a draft Statement of Planning Policy and written direction in DDP, DM relation to the endorsement of the draft Statement of Planning Policy power to endorse the draft Statement of Planning Policy	DDP, DM	where Council is a responsible public entity
s.46AZC(2)	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	DDP, DM, PO, PP	DDP, DM, PO, PP where Council is a responsible public entity
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	DDP, DM, PO, PP	DDP, DM, PO, PP where Council is a responsible public entity

Planning an	Planning and Environment Act 1987		
	function or duty or exercising a power in relation to the declared area		
s.46Gl(2)(b)(i	s.46Gl(2)(b) 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	DDP, DM	where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency
s.46GJ(1)	function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	DDP, DM	
s,46GK	duty to comply with a Minister's direction that applies to Council as the planning authority	DDP, DM	
s.46GN(1)	duty to arrange for estimates of values of inner public purpose land	DDP, DM	
s.46GO(1)	duty to give notice to owners of certain inner public purpose land	DDP, DM	
s.46GP	function of receiving a notice under s.46GO	DDP, DM	where Council is the collecting agency
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	DDP, DM	
s.46GR(1)	duty to consider every submission that is made by the closing date for submissions included in the notice under s.46GO	DDP, DM	
s.46GR(2)	power to consider a late submission	DDP, DM	
	duty to consider a late submission if directed to do so by the Minister		
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	QN	
s.46GS(2)	duty, if Council rejects the estimate of the value of the inner public purpose land DDP 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	DDP	
s.46GT(2)	duty to pay half of the fee fixed by the valuer-general for arranging and attending DDP the conference	DDP	
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	DDP, PM	
s.46GT(6)	function of receiving, from the valuer-general, written notice of a determination under s.46GT(5)	DDP, PM	
s.46GU	duty not to adopt an amendment under s.29 to an infrastructure contributions	DDP, PM	

Planning ar	Planning and Environment Act 1987		
	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		
s.46GV(3)	function of receiving the monetary component and any land equalisation amount DDP, PM of the infrastructure contribution	DDP, PM	where Council is the collecting agency
	power to specify the manner in which the payment is to be made		
s.46GV(3)(b)	power to enter into an agreement with the applicant	DDP, PM	where Council is the collecting agency
s.46GV(4)(a)	s.46GV(4)(a) [function of receiving the inner public purpose land in accordance with s.46GV(5) [DDP, PM and (6)]	DDP, PM	where Council is the development agency
s.46GV(4)(b)	s.46GV(4)(b) function of receiving the inner public purpose land in accordance with s.46GV(5) DDP, PM and (6)	DDP, PM	where Council is the collecting agency
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	DDP, DM	
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	DDP, DM	where Council is the collecting agency
s.46GX(1)	power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	DDP, DM	where Council is the collecting agency
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	DDP, DM	where Council is the collecting agency
s.46GY(1)	duty to keep proper and separate accounts and records	DCS, DDP	where Council is the collecting agency
s.46GY(2)	duty to keep the accounts and records in accordance with the Local Government Act 1989	DCS, DDP	where Council is the collecting agency
s.46GZ(2)(a)	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	DCS, DDP	where Council is the collecting agency under an approved Infrastructure contributions plan this duty does not apply where Council is that planning authority
s.46GZ(2)(a)	s.46GZ(2)(a) function of receiving the monetary component	DCS, DDP	where the Council is the planning authority this duty does not apply where Council is also the collecting agency
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	DDP, DM	where Council is the collecting agency under an approved infrastructure contributions plan

Planning at	Planning and Environment Act 1987		
	specified in the plan, as responsible for those works, services or facilities		this provision does not apply where Council is also the relevant development agency
s.46GZ(2)(b)	s.46GZ(2)(b) function of receiving the monetary component D	DDP, DM	where Council is the development agency under an approved infrastructure contributions plan this provision does not apply where Council is also the collecting
s.46GZ(4)	duty to use any land equalisation amounts to pay land credit amounts under D s.46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s.46GZ(5)	dūp	where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZ(5)	lisation amount required for the d by a development agency specified in ns plan to that development agency	DDP, DI, FM	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
s.46GZ(5)	function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	DDP, DI, FM	where Council is the development agency specified in the approved infrastructure contributions plan this provision does not apply where Council is also the collecting agency
s.46GZ(7)	duty to pay to each person who must provide an infrastructure contribution D under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s.46GW	DDP, DI, FM	where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZ(9)	dury 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	400	If any inner public purpose land is vested in Council under the Subdivision Act 1988 or acquired by Council before the time it is required to be provided to Council under s.46GV(4) where Council is the collecting agency under an approved infrastructure contributions plan this duty does not apply where Council is also the development agency

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s.46GZ(9) function			
	function of receiving the fee simple in the land	DP	where Council is the development agency under an approved infrastructure contributions plan this durty does not apply where Council is also the collecting
			uns duy does not appry where council is also the conecting agency
s.46GZA(1) duty to k	duty to keep proper and separate accounts and records	DDP	where Council is a development agency under an approved infrastructure contributions plan
s.46GZA(2) duty to k Governr	duty to keep the accounts and records in accordance with the Local Government Act 1989	DDP	where Council is a development agency under an approved infrastructure contributions plan
s.46GZB(3) duty to f	duty to follow the steps set out in s.46GZB(3)(a) – (c)	DDP	where Council is a development agency under an approved infrastructure contributions plan
s.46GZB(4) duty, in a infrastru provide	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	DDP	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
s.46GZD(2) duty, wit contribu	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)	DDP	where Council is the development agency under an approved infrastructure contributions plan
s.46GZD(3) duty to fi	duty to follow the steps set out in s.46GZD(3)(a) and (b)	DDP	where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZD(5) duty to r and 46G	duty to make payments under s.46GZD(3) in accordance with ss.46GZD(5)(a) and 46GZD(5)( (b)	DDP	where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZE(2) duty to f within 6	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	DDP	where Council is the development agency under an approved infrastructure contributions plan
pard or land has the date	paid or normarked 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		this duty does not apply where Council is also the collecting agency
s.46GZE(2) function	function of receiving the unexpended land equalisation amount	DDP, DM	where Council is the collecting agency under an approved infrastructure contributions plan
			this duty does not apply where Council is also the development agency
s.46GZE(3) duty, wit contribut	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)	DDP, DM	where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZF(2) duty, wit	duty, within 12 months after the date on which the approved infrastructure	DDP, DM	where Council is the development agency under an approved

	contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land		infrastructure contributions plan
s.46GZF(3)	duty, if land is sold under s.46GZF(2)(b), to follow the steps in s.46GZF(3)(a) I and (b)	DDP, DM	where Council is the development agency under an approved infrastructure contributions plan
s.46GZF(3)	s.46GZF(3)(a) function of receiving proceeds of sale	DDP, DM	where Council is the collection agency under an approved infrastructure contributions plan
			this provision does not apply where Council is also the development agency
s.46GZF(4)	duty to divide the proceeds of the public purpose land among the current owners DCS, DDP 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)	DCS, DDP	where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZF(6)	duty to make the payments under s.46GZF(4) in accordance with s.46GZF(6)(a) DCS, DDP and (b)	DCS, DDP	where Council is the collecting agency under an approved infrastructure contributions plan
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	DCS, DDP	where Council is the collecting agency under an approved infrastructure contributions plan
s.46GZI	duty to prepare and give a report to the Minister at the times required by the limister	DDP	where Council is a collecting agency or development agency
s.46GZK	power to deal with public purpose land which has vested in, been acquired by, I or transferred to, Council	DDP	where Council is a collecting agency or development agency
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)	DCS, DDP	
s.46N(1)	duty to include condition in permit regarding payment of development infrastructure levy	DDP, DM, PO, PP	
s.46N(2)(c)	function of determining time and manner for receipt of development contributions levy	DDP, DM, PO, PP	
s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of development infrastructure levy	DDP, DM, PP	
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	DDP, DM, PP	
s.46O(1)(d) & (2)(d)	power to enter into agreement with the applicant regarding payment of community infrastructure levy	DDP, DM, PP	
s.46P(1)	power to require payment of amount of levy under section 46N or section 46O to DDP, DM, PP	DDP. DM. PP	

	be satisfactorily secured		
s.46P(2)	power to accept provision of land, works, services or facilities in part or full payment of levy payable	DDP, DM, PP	
s.46Q(1)	duty to keep proper accounts of levies paid	DCS, DM, PO, PP, SRO	
s.46Q(1A)	duty to forward to development agency part of levy imposed for carrying out works, services, or facilities on behalf of development agency or plan preparation costs incurred by a development agency or plan preparation costs incurred by a development agency	DDP, DM, PP	
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	DDP, DM, PP	
s.46Q(3)	power to refund any amount of levy paid if it is satisfied the development is not to proceed	DDP, DM, PP	only applies when levy is paid to Council as a 'development agency'
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.460(4)(a)	DDP, DM, PP	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
s.46Q(4)(d)	duty to submit to the Minister an amendment to the approved development contributions plan	DDP, DM, PP	must be done in accordance with Part 3
s.46Q(4)(e)	duty to expend that amount on other works etc.	DDP, DM, PP	with the consent of, and in the manner approved by, the Minister
s.46QC	power to recover any amount of levy payable under Part 3B	DDP, DM, PP	
s.46QD	duty to prepare report and give a report to the Minister	DDP	where Council is a collecting agency or development agency
s.46V(3)	duty to make a copy of the approved strategy plan (being the Melbourne Airport ND Environs Strategy Plan) and any documents lodged with it available	QN	
s.46Y	duty to carry out works in conformity with the approved strategy plan	ND	
s.47	power to decide that an application for a planning permit does not comply with that Act	CEO, DDP, DM, PP	
s.49(1)	duty to keep a register of all applications for permits and determinations relating to permits	DDP, DM, PO, PP	
s.49(2)	duty to make register available for inspection	DDP, DM, PO, PP	
s.50(4)	duty to amend application	DDP, DM, PO, PP	

s.50(5)	power to refuse to amend application	DDP, DM, PP	
s.50(6)	duty to make note of amendment to application in register	DDP, DM, PO, PP	PP
s.50A(1)	power to make amendment to application	DDP, DM, PO, PP	, PP
s.50A(3)	power to require applicant to notify owner and make a declaration that notice has been given	DDP, DM, PO, PP	PP P
s.50A(4)	duty to note amendment to application in register	DDP, DM, PO, PP	, PP
s.51	duty to make copy of application available for inspection	DDP, DM, PO, PP	dd 1
s.52(1)(a)	duty to give notice of the application to owners/occupiers of adjoining allotments DDP, DM, PO, PP unless satisfied that the grant of permit would not cause material detriment to any person	DDP, DM, PO	dd 1
s.52(1)(b)	duty to give notice of the application to other municipal Councils where appropriate	DDP, DM, PO, PP	(PP
s.52(1)(c)	duty to give notice of the application to all persons required by the planning scheme	DDP, DM, PO, PP	dd î
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	DDP, DM, PO, PP	PP 1
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	DDP, DM, PO, PP	, PP
s.52(1)(d)	dury to give notice of the application to other persons who may be detrimentally effected	DDP, DM, PO, PP	dd
s.52(1AA)	duty to give notice of an application to remove or vary a registered restrictive covenant	DDP, DM, PO, PP	, PP
s.52(3)	power to give any further notice of an application where appropriate	DDP, DM, PO, PP	(PP)
s.53(1)	power to require the applicant to give notice under section 52(1) to persons specified by it	DDP, DM, PO, PP	dd
s.53(1A)	power to require the applicant to give the notice under section 52(1AA)	DDP, DM, PO, PP	de d'
s.54(1)	power to require the applicant to provide more information	DDP, DM, PO, PP	, PP
s.54(1A)	duty to give notice in writing of information required under section 54(1)	DDP, DM, PO, PP	, PP
s.54(1B)	duty to specify the lapse date for an application	DDP, DM, PO, PP	, PP
s.54A(3)	power to decide to extend time or refuse to extend time to give required	DDP, DM, PO, PP	PP

	Information		
s.54A(4)	duty to give written notice of decision to extend or refuse to extend time und section 54A(3)	DDP, DM, PO, PP	
s.55(1)	duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	DDP, DM, PM, PO	
s.57(2A)	power to reject objections considered made primarily for commercial advantage for the objector	CEO, DDP, DM, PP	
s.57(3)	function of receiving name and address of persons to whom notice of decision is DDP, DM, PO, PP to go	DDP, DM, PO, PP	
s.57(5)	duty to make available for inspection copy of all objections	DDP, DM, PO, PP	
s.57A(4)	duty to amend application in accordance with applicant's request, subject to section 57A(5)	DDP, DM, PO, PP	
s.57A(5)	power to refuse to amend application	DDP, DM, PP	
s.57A(6)	duty to note amendments to application in register	DDP, DM, PO, PP	
s.57B(1)	duty to determine whether and to whom notice should be given	DDP, DM, PO, PP	
s.57B(2)	duty to consider certain matters in determining whether notice should be given	DDP, DM, PO, PP	
s.57C(1)	duty to give copy of amended application to referral authority	DDP, DM, PO, PP	
s.58	duty to consider every application for a permit	DDP, DM, PO, PP	
s.58A	power to request advice from the Planning Application Committee	DDP, DM, PO, PP	
s.60	duty to consider certain matters	DDP, DM, PO, PP	
s.60(1A)	power to consider certain matters before deciding on application	DDP, DM, PO, PP	
s.60(1B)	duty to consider number of objectors in considering whether use or development DDP, DM, PO, PP may have significant social effect	DDP, DM, PO, PP	
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	DDP, DM, PP	the permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006
s.61(2)	duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	CEO, DDP, DM, PP	
s.61(2A)	power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	QN	
s.61(3)(a)	duty not to decide to grant a permit to use coastal Crown land without Minister's consent	CEO, DDP, DM, PO, PP	

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s.61(3)(b)	duty to refuse to grant the permit without the Minister's consent	CEO, DDP, DM, PO, PP	
s.61(4)	duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	DDP, DM. PP	
s.62(1)	duty to include certain conditions in deciding to grant a permit	DDP, DM, PO, PP	
s.62(2)	power to include other conditions	DDP, DM, PO, PP	
s.62(4)	duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	DDP, DM, PM, PO	
s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	DDP, DM, PO, PP	
s.62(5)(b)	power to include a permit condition that specified works be provided on or to the DDP, DM, PO, PP land or paid for in accordance with section 173 agreement	DDP, DM, PO, PP	
s.62(5)(c)	power to include a permit condition that specified works be provided or paid for by the applicant	DDP, DM, PO, PP	
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)	DDP, DM, PO, PP	
s.62(6)(b)	duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in section 62(1)(a)	DDP, DM, PO, PP	
s.63	duty to issue the permit where made a decision in favour of the application (if no DDP, DM, PO, PP one has objected)	DDP, DM, PO, PP	
s.64(1)	duty to give notice of decision to grant a permit to applicant and objectors	DDP, DM, PO, PP	DDP, DM, PO, PP this provision applies also to a decision to grant an amendment to a permit - see section 75
s.64(3)	duty not to issue a permit until after the specified period	DDP, DM, PM, PO	this provision applies also to a decision to grant an amendment to a permit - see section 75
s.64(5)	duty to give each objector a copy of an exempt decision	DDP, DM, PM, PO	this provision applies also to a decision to grant an amendment to a permit - see section 75
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	DDP, DM, PO, PP	DDP, DM, PO, PP this provision applies also to a decision to grant an amendment to a permit - see section 75A
s.65(1)	duty to give notice of refusal to grant permit to applicant and person who objected under section 57	DDP, DM, PM. PO	
s.66(1)	duty to give notice under section 64 or section 65 and copy permit to relevant	DDP, DM, PP	

	determining referral authorities		
s.66(2)	duty to give a recommending referral authority notice of its decision to grant a permit	DDP, DM, PO, PP	DDP, DM, PO, PP 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
s.66(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	DDP, DM, PM, PO	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
s.66(6)	duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under section 64 or 65	DDP, DM, PO, PP	DDP, DM. PO, PP if the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s.69(1)	function of receiving application for extension of time of permit	DDP, DM, PM, PO	
s.69(1A)	function of receiving application for extension of time to complete development	DDP, DM, PP	
s.69(2)	power to extend time	DDP, DM, PO, PP	
s.70	duty to make copy permit available for inspection	DDP, DM, PP	
s.71(1)	power to correct certain mistakes	DDP, DM, PP	
s.71(2)	duty to note corrections in register	DDP, DM, PO, PP	
s.73	power to decide to grant amendment subject to conditions	DDP, DM, PO, PP	
s.74	duty to issue amended permit to applicant if no objectors	DDP, DM, PO, PP	
s.76	duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	DDP, DM, PP	
s.76A(1)	duty to give relevant determining referral authorities copy of amended permit and copy of notice	DDP, DM, PP	
s.76A(2)	duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	DDP, DM, PO, PP	DDP, DM, PO, PP 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
s.76A(4)	dufy to give a recommending referral authority notice of its decision to refuse a permit	DDP, DM, PM, PO	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
s.76A(6)	durty to give a recommending referral authority a copy of any amended permit	DDP, DM, PO, PP	DDP, DM, PO, PP if the recommending referral authority did not object to the

	which Council decides to grant and a copy of any notice given under section 64 or 76		amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s.76D	duty to comply with direction of Minister to issue amended permit	DDP, DM, PO, PP	
s.83	function of being respondent to an appeal	DDP, DM, PP	
s.83B	duty to give or publish notice of application for review	CEO, DDP, DM, PP	
s.84(1)	power to decide on an application at any time after an appeal is lodged against failure to grant a permit	CEO, DDP, DM, PP	
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	DDP, DM, PO, PP	
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	DDP, DM, PP	
s.84(6)	duty to issue permit on receipt of advice within 3 working days	DDP, DM, PP	
s.84AB	power to agree to confining a review by the Tribunal	DDP, DM, PO, PP	
s.86	duty to issue a permit at order of Tribunal within 3 working days	DDP, DM, PP	
s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	DDP, DM, PP	
s.90(1)	function of being heard at hearing of request for cancellation or amendment of a permit	DDP, DM, PP	
s.91(2)	duty to comply with the directions of VCAT	CEO, DDP, DM, PP	
s.91(2A)	duty to issue amended permit to owner if Tribunal so directs	DDP, DM, PP	
s.92	duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under section 90	DDP, DM, PO, PP	
s.93(2)	duty to give notice of VCAT order to stop development	DDP, DM, PO, PP	
s.95(3)	function of referring certain applications to the Minister	DDP, DM, PO, PP	
s.95(4)	duty to comply with an order or direction	DDP, DM, PO, PP	
s.96(1)	duty to obtain a permit from the Minister to use and develop its land	CEO, DDP, DM, PO, PP	
s.96(2)	function of giving consent to other persons to apply to the Minister for a permit to DDP, DM, PO, PP use and develop Council land	DDP, DM, PO, PP	

s.96A(2)	power to agree to consider an application for permit concurrently with preparation of proposed amendment	CEO, DDP, DM, PO, PP	
s.96C	power to give notice, to decide not to give notice, to publish notice and to exercise any other power under section 96C	CEO, DDP, DM. PO, PP	
s.96F	duty to consider the panel's report under section 96E	DDP, DM, PP	
s.96G(1)	power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under section 23 of the Planning and Environment (Planning Schemes) Act 1996)	DDP, DM, PP	
s.96H(3)	power to give notice in compliance with Minister's direction	CEO, DDP, ND	
s.96J	power to issue permit as directed by the Minister	DDP, DM, PP	
s.96K	duty to comply with direction of the Minister to give notice of refusal	DDP, DM, PO, PP	
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	DDP, DM, PO, PP	
s.97C	power to request Minister to decide the application	CEO, ND	
s.97D(1)	duty to comply with directions of Minister to supply any document or assistance relating to application	CEO, DDP, DM, PP	
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	CEO, DDP, DM, PP	
s.97G(6)	duty to make a copy of permits issued under section 97F available for inspection CEO, DDP, DM, PP	CEO, DDP, DM, PP	
s.97L	duty to include Ministerial decisions in a register kept under section 49	CEO, DDP, DM, PP	
HM76.s	duty to provide information or assistance to the Planning Application Committee	DDP, DM, PP	
s.97MI	duty to contribute to the costs of the Planning Application Committee or subcommittee	DDP, DM, PP	
s.970	duty to consider application and issue or refuse to issue certificate of compliance	DDP, DM, PP	
s.97P(3)	duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	CEO, DDP, DM, PP	
s.97Q(2)	function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	CEO, DDP, DM,	

s.97Q(4)	duty to comply with directions of VCAT	CEO, DDP, DM, PP	
s.97R	duty to keep register of all applications for certificate of compliance and related decisions	CEO, DDP, DM, PP	
s.98(1)&(2)	function of receiving claim for compensation in certain circumstances	CEO, DDP, DM, PP	
s.98(4)	duty to inform any person of the name of the person from whom compensation can be claimed	CEO, DDP, DM, PP	
s.101	function of receiving claim for expenses in conjunction with claim	CEO, DDP, DM, PP	
s.103	power to reject a claim for compensation in certain circumstances	CEO, DDP, DM, PP	
s.107(1)	function of receiving claim for compensation	CEO, DDP, DM, PP	
s.107(3)	power to agree to extend time for making claim	CEO, DDP, DM, PP	
s.114(1)	power to apply to the VCAT for an enforcement order	CEO, DDP, DM, PP	
s.117(1)(a)	function of making a submission to the VCAT where objections are received	CEO, DDP, DM, PO, PP	
s.120(1)	power to apply for an interim enforcement order where section 114 application has been made	CEO, DDP, DM, PO, PP	
s.123(1)	power to carry out work required by enforcement order and recover costs	DDP, DM, PP	
s.123(2)	power to sell buildings, materials, etc salvaged in carrying out work under section 123(1)	CEO, DDP, DM, PP	except Crown Land
s.129	function of recovering penalties	DDP, DM, PP	
s.130(5)	power to allow person served with an infringement notice further time	CEO, DDP, DM, PP	
s.149A(1)	power to refer a matter to the VCAT for determination	CEO, DDP	
s.149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	DDP, DM, PP	
s.156	duty to pay fees and allowances (including a payment to the Crown under subsection (2A)), and payment or reimbursement for reasonable costs and extenses incurred by the panel in carrying out its functions unless the Minister	CEO, DDP, DM, PP	where Council is the relevant planning authority

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	directs otherwise under subsection (2B)power to ask for contribution under subsection (3) and power to abandon amendment or part of it under subsection (4)		
s.171(2)(f)	power to carry out studies and commission reports	CEO, DDP, ND	
s.172C	power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	DDP	where Council is a development agency specified in an approved infrastructure contributions plan
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)	daa	where Council is a collecting agency specified in an approved infrastructure contributions plan
s.172D(2)	power to compulsority 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)	dop	where Council is the development agency specified in an approved infrastructure contributions plan
s.171(2)(g)	power to grant and reserve easements	CEO, DDP, DM, ND	
5.173(1)	power to enter into agreement covering matters set out in section 174	DDP, DI, DM, EPAM, PP	
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	сео	where Council is the relevant responsible authority note: this provision is not yet in force and will commence on 1 June 2018, if not proclaimed earlier
	power to decide whether something is to the satisfaction of Council, where an agreement made under section 173 of the Planning and Erwironment Act 1987 requires something to be to the satisfaction of Council or Responsible Authority	DDP, DI, DM, EPAM, PP	
	power to give consent on behalf of Council, where an agreement made under section 173 of the Planning and Environment Act 1987 requires that something may not be done without the consent of Council or Responsible Authority	CEO, DDP, DM, ND	
s.177(2)	power to end a section 173 agreement with the agreement of all those bound by DDP, DM, ND any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	DDP, DM, ND	
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	DDP, DM, ND	
s.178A(1)	function of receiving application to amend or end an agreement	CEO, DDP	
s.178A(3)	function of notifying the owner as to whether it agrees in principle to the proposal under s.178A(1)	DDP	

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s.178A(4)	function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	CEO, DDP	
s.178A(5)	power to propose to amend or end an agreement	CEO, DDP	
s.178B(1)	duty to consider certain matters when considering proposal to amend an agreement	DDP, DM, PP	
s.178B(2)	duty to consider certain matters when considering proposal to end an agreement	DDP, DM, PP	
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	DDP, DM, PP	
s.178C(4)	function of determining how to give notice under s.178C(2)	DDP, DM, PP	
s.178E(1)	duty not to make decision until after 14 days after notice has been given	CEO, DDP	
s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	CEO, DDP	If no objections are made under s.178D Must consider matters in s.178B
s.178E(2)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	CEO, DDP	If no objections are made under s.178D Must consider matters in s.178B
s.178E(2)(c)	power to refuse to amend or end the agreement	CEO, DDP	If no objections are made under s.178D Must consider matters in s.178B
s.178E(3)(a)	power to amend or end the agreement in accordance with the proposal	CEO, DDP	After considering objections, submissions and matters in s.178B
s.178E(3)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	CEO, DDP	After considering objections, submissions and matters in s.178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different CEO, DDP from the proposal	CEO, DDP	After considering objections, submissions and matters in s.178B
s.178E(3)(d)	power to refuse to amend or end the agreement	CEO	After considering objections, submissions and matters in s.178B
s.178F(1)	duty to give notice of its decision under s.178E(3)(a) or (b)	CEO, DDP	
s.178F(2)	duty to give notice of its decision under s.178E(2)(c) or (3)(d)	CEO, DDP	
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	CEO, DDP	
s.178G	duty to sign amended agreement and give copy to each other party to the agreement	CEO	
s.178H	power to require a person who applies to amend or end an agreement to pay	CEO, DDP	

	the costs of giving notices and preparing the amended agreement		
s.178l(3)	duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	CEO, DDP	
s.179(2)	duty to make available for inspection copy agreement	DDP, DM, PO, PP	ded 1
s.181	duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	DDP, DM, PP	
s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	DDP, DM, PP	
s.181(1A)(b)	duty to apply to the Registrar of Titles, without delay, to record the agreement	DDP, DM, PP	
s.182	power to enforce an agreement	CEO, DDP, DM, PP	M,
s.183	duty to tell Registrar of Titles of ending/amendment of agreement	DDP, DM, PO, PP	, PP
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	CEO, DDP	
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	CEO, DDP	
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	DDP, DM, PP	
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	DDP, DM, PP	
s.184G(2)	duty to comply with a direction of the Tribunal	DDP, DM, PP	
s.184G(3)	duty to give notice as directed by the Tribunal	DDP, DM, PP	
s.198(1)	function to receive application for planning certificate	DDP, DM, PO, PP	de la
s.199(1)	duty to give planning certificate to applicant	DDP, DM, PO, PP	, PP
s.201(1)	function of receiving application for declaration of underlying zoning	DDP, DM, PO, PP	, pp
s.201(3)	duty to make declaration	DDP, DM, PP	
	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	DDP, DM, PO, PP	44 V
	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	DDP, DM, PO, PP	, PP
	momento annove any nian or any amondment to a nian or other document in	DDP. DM. PO. PP	, PP

Planning a	Planning and Environment Act 1987		
	accordance with a provision of a planning scheme or condition in a permit		
	power to give written authorisation in accordance with a provision of a planning scheme	DDP, DM, PO, PP	
s.201UAB(1)	s.201UAB(1) function of providing the Victoria Planning Authority with information relating to any land within municipal district	DDP. DM. PO. PP	
s.201UAB(2)	s.201UAB(2) duty to provide the Victoria Planning Authority with information requested under subsection (1) as soon as possible	DDP, DM, ND	
Rail Safety	Rail Safety (Local Operations) Act 2006		
Provision	Item Delegated	Delegate	Conditions and Limitations
s.33	duty to comply with a direction of the Safety Director under this section	DI, EPAM	where Council is a utility under section 3
s.33A	duty to comply with a direction of the Safety Director to give effect to arrangements under this section	DI, EPAM	duty of Council as a road authority under the Road Management Act 2004
s.34	duty to comply with a direction of the Safety Director to alter, demolish or take away works carried out contrary to a direction under section 33(1)	DI, EPAM	where Council is a utility under section 3
s.34C(2)	function of entering into safety interface agreements with rail infrastructure manager	DI, EPAM	where Council is the relevant road authority
s.34D(1)	function of working in conjunction with rail infrastructure manager in determining whether risks to safety need to be managed	DI, EPAM	where Council is the relevant road authority
s.34D(2)	function of receiving written notice of opinion	DI	where Council is the relevant road authority
s.34D(4)	function of entering into safety interface agreement with infrastructure manager	DI, EPAM	where Council is the relevant road authority
s.34E(1)(a)	s.34E(1)(a) duty to identify and assess risks to safety	DI, EPAM	where Council is the relevant road authority
s.34E(1)(b)	s.34E(1)(b) duty to determine measures to manage any risks identified and assessed having regard to items set out in section 34E(2)(a)-(c)	DI, EPAM	where Council is the relevant road authority
s.34E(3)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	DI, EPAM	where Council is the relevant road authority
s.34F(1)(a)	duty to identify and assess risks to safety, if written notice has been received under section 34D(2)(a)	EPAM, WM	where Council is the relevant road authority
s.34F(1)(b)	s.34F(1)(b) duty to determine measures to manage any risks identified and assessed, if written notice has been received under section 34D(2)(a)	DI, EPAM	where Council is the relevant road authority
s.34F(2)	duty to seek to enter into a safety interface agreement with rail infrastructure	DI, EPAM	where Council is the relevant road authority

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	manager		
s.34H	power to identify and assess risks to safety as required under sections 34B, 34C, 34D, 34E or 34F in accordance with subsections (a)-(c)	EPAM, WM	where Council is the relevant road authority
s.34I	function of entering into safety interface agreements	DI, EPAM	where Council is the relevant road authority
s.34J(2)	function of receiving notice from Safety Director	EPAM. WM	where Council is the relevant road authority
s.34J(7)	duty to comply with a direction of the Safety Director given under section 34J(5)	EPAM, WM	where Council is the relevant road authority
s.34K(2)	duty to maintain a register of items set out in subsections (a)-(b)	EPAM, WM	where Council is the relevant road authority
tesidenti	Residential Tenancies Act 1997		
Provision	Item Delegated	Delegate	Conditions and Limitations
s.142D	function of receiving notice regarding an unregistered rooming house	DDP, PHRSC	
s.142G(1)	duty to enter required information in Rooming House Register for each rooming house in municipal district	DDP, MBS, PHRSC	
s.142G(2)	power to enter certain information in the Rooming House Register	DDP, MBS, PHRSC	
s.142I(2)	power to amend or revoke an entry in the Rooming House Register if necessary to DDP, MBS, maintain the accuracy of the entry	DDP, MBS, PHRSC	
s.252	power to give tenant a notice to vacate rented premises if subsection (1) applies	DDP, MBS, PHRSC	where Council is the landlord
s.262(1)	power to give tenant a notice to vacate rented premises	DDP, MBS, PHRSC	where Council is the landlord
s.262(3)	power to publish its criteria for eligibility for the provision of housing by Council	DDP, MBS, PHRSC	
s.518F	power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	DDP, MBS, PHRSC	
s.522(1)	power to give a compliance notice to a person	EHO, MBS, PHRSC	
s.525(2)	power to authorise an officer to exercise powers in section 526 (either generally or in a particular case)	CEO	
s.525(4)	duty to issue identity card to authorised officers	CEO	
s.526(5)	duty to keep record of entry by authorised officer under section 526	CEO	

Manisav	Lesidential relations Act 1997		
s.526A(3)	function of receiving report of inspection	EHO, MBS, PHRSC	
s.527	power to authorise a person to institute proceedings (either generally or in a particular case)	EHO, MBS, PHRSC	
Road Ma	Road Management Act 2004		
Provision	Item Delegated	Delegate	Conditions and Limitations
s.11(1)	power to declare a road by publishing a notice in the Government Gazette	DN	obtain consent in circumstances specified in section 11(2)
s.11(8)	power to name a road or change the name of a road by publishing notice in Government Gazette	DN	
s.11(9)(b)	duty to advise Registrar	AC, DI, EPAM	
s.11(10)	duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	AC, DI, EPAM	clause subject to section 11(10A)
s.11(10A)	duty to inform Secretary to Department of Environment, Land, Water and Planning AC, DI, EPAM or nominated person	AC, DI, EPAM	where Council is the coordinating road authority
s.12(2)	power to discontinue road or part of a road	AC, DI, EPAM	were Council is the coordinating road authority
s.12(4)	power to publish, and provide copy, notice of proposed discontinuance	QN	power of coordinating road authority where it is the discontinuing body unless subsection (11) applies
s.12(5)	duty to consider written submissions received within 28 days of notice	AC, DI, EPAM	duty of coordinating road authority where it is the discontinuing body unless subsection (11) applies
s.12(6)	function of hearing a person in support of their written submission	AC, DI, EPAM	function of coordinating road authority where it is the discontinuing body unless subsection (11) applies
s.12(7)	duty to fix day, time and place of meeting under subsection (6) and to give notice	AC, DI, EPAM	duty of coordinating road authority where it is the discontinuing body unless subsection (11) applies
s.12(10)	duty to notify of decision made	AC, DI, EPAM	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
s.13(1)	power to fix a boundary of a road by publishing notice in Government Gazette	AC, DI, EPAM	power of coordinating road authority and obtain consent under section 13(3) and section 13(4) as appropriate

s.14(4)	function of receiving notice from VicRoads	CEO, DI	
s.14(7)	power to appeal against decision of VicRoads	AC, DI, EPAM	
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	CEO, DI, EPAM	
s.15(1A)	power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	CEO, DI, EPAM	
s.15(2)	duty to include details of arrangement in public roads register	AC, DI, EPAM	
s.16(7)	power to enter into an arrangement under section 15	CEO, DI, EPAM	
s.16(8)	duty to enter details of determination in public roads register	AC, DI, EPAM	
s.17(2)	duty to register public road in public roads register	AC, DI, EPAM	where Council is the coordinating road authority
s.17(3)	power to decide that a road is reasonably required for general public use	DI, EPAM	where Council is the coordinating road authority
s.17(3)	duty to register a road reasonably required for general public use in public roads register	AC, DI, EPAM	where Council is the coordinating road authority
s.17(4)	power to decide that a road is no longer reasonably required for general public use ND	ND	where Council is the coordinating road authority
s.17(4)	duty to remove road no longer reasonably required for general public use from public roads register	AC, EPAM	where Council is the coordinating road authority
s.18(1)	power to designate ancillary area	AC, DI, EPAM	where Council is the coordinating road authority, and obtain consent in circumstances specified in section 18(2)
s.18(3)	duty to record designation in public roads register	AC, DI, EPAM	where Council is the coordinating road authority
s.19(1)	duty to keep register of public roads in respect of which it is the coordinating road authority	AC, DI, EPAM	
s.19(4)	duty to specify details of discontinuance in public roads register	AC. DI, EPAM	
s.19(5)	duty to ensure public roads register is available for public inspection	AC, DI, EPAM	
s.21	function of replying to request for information or advice	AC, CEO, DI, EPAM	obtain consent in circumstances specified in section 11(2)
s.22(2)	function of commenting on proposed direction	AC, CEO, DI, EPAM	
s.22(4)	duty to publish a copy or summary of any direction made under section 22 by the Minister in its annual report.	AC, CEO, DI, EPAM	
s.22(5)	duty to give effect to a direction under this section.	DI, EPAM	

s.40(1)	duty to inspect, maintain and repair a public road.	DI, EPAM, WM	
s.40(5)	power to inspect, maintain and repair a road which is not a public road	DI, EPAM, WM	
s.41(1)	power to determine the standard of construction, inspection, maintenance and repair	AC, EPAM	
s.42(1)	power to declare a public road as a controlled access road	DI, EPAM	power of coordinating road authority and Schedule 2 also applies
s.42(2)	power to amend or revoke declaration by notice published in Government Gazette DI, EPAM	DI, EPAM	power of coordinating road authority and Schedule 2 also applies
s.42A(3)	duty to consult with VicRoads before road is specified	AC, DI, EPAM	where Council is the coordinating road authority if road is a municipal road or part thereof
s.42A(4)	power to approve Minister's decision to specify a road as a specified freight road	DI, EPAM	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
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)	AC, DI, EPAM	where Council is the responsible road authority, infrastructure manager or works manager
s.48M(3)	function of consulting with the relevant authority for purposes of developing guidelines under section 48M	AC, DI, EPAM	
s.49	power to develop and publish a road management plan	AC, DI, EPAM	
s.51	power to determine standards by incorporating the standards in a road management plan	AC, DI, EPAM	
s.53(2)	power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	QN	
s.54(2)	duty to give notice of proposal to make a road management plan	AC, DI, EPAM	
s.54(5)	duty to conduct a review of road management plan at prescribed intervals	AC, DI, EPAM	
s.54(6)	power to amend road management plan	AC, DI, EPAM	
s.54(7)	duty to incorporate the amendments into the road management plan	AC, DI, EPAM	
s.55(1)	duty to cause notice of road management plan to be published in Government Gazette and newspaper	AC, DI, EPAM	
s.63(1)	power to consent to conduct of works on road	DI, EPAM	where Council is the coordinating road authority
s.63(2)(e)	power to conduct or to authorise the conduct of works in, on, under or over a road in an emergency	DI, EPAM	where Council is the infrastructure manager
s.64(1)	duty to comply with clause 13 of Schedule 7	DI. EPAM	where Council is the infrastructure manager or works manager

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11100.5		AC DI FDAM	
s.67(2)	Itunction of receiving the name & address of the person responsible for distributing AC, DI, EPAM the sign or bill	AC, DI, EPAM	where Council is the coordinating road authority
s.67(3)	power to request information	AC, DI, EPAM	where Council is the coordinating road authority
s.68(2)	power to request information	AC, DI, EPAM	where Council is the coordinating road authority
s.71(3)	power to appoint an authorised officer	CEO, DI, EPAM	
s.72	duty to issue an identity card to each authorised officer	CEO	
s.85	function of receiving report from authorised officer	DI, EPAM	
s.86	duty to keep register re section 85 matters	DI, EPAM	
s.87(1)	function of receiving complaints.	DI, EPAM	
s.87(2)	duty to investigate complaint and provide report	AC, CEO, DI, EPAM	
s.112(2)	power to recover damages in court	AC, CEO, DI, EPAM	
s.116	power to cause or carry out inspection	AC, DI, EPAM	
s.119(2)	function of consulting with VicRoads	AC, DI, EPAM	
s.120(1)	power to exercise road management functions on an arterial road (with the consent of VicRoads)	DI, EPAM	
s.120(2)	duty to seek consent of VicRoads to exercise road management functions before exercising power in section 120(1)	AC, DI, EPAM	
s.121(1)	power to enter into an agreement in respect of works	DI, EPAM	
s.122(1)	power to charge and recover fees	DI, EPAM	
s.123(1)	power to charge for any service	DI, EPAM	
Schedule 2 Clause 2(1)	power to make a decision in respect of controlled access roads	DN	
Schedule 2 Clause 3(1)	duty to make policy about controlled access roads	QN	
Schedule 2 Clause 3(2)	power to amend, revoke or substitute policy about controlled access roads	ND	
Schedule 2 Clause 4	Schedule 2 function of receiving details of proposal from VicRoads	DI, EPAM	

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Schedule 2 Clause 5	duty to publish notice of declaration	AC, DI, EPAM	
Schedule 7, Clause 7(1)	Schedule 7, duty to give notice to relevant coordinating road authority of proposed installation Clause 7(1) of non-road infrastructure or related works on a road reserve	DI, EPAM, WM	where Council is the infrastructure manager or works manager
Schedule 7, Clause 8(1)	Schedule 7, duty to give notice to any other infrastructure manager or works manager Clause 8(1) responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	DI, EPAM, WM	where Council is the infrastructure manager or works manager
Schedule 7, Clause 9(1)	Schedule 7, duty to comply with request for information from a coordinating road authority, an Clause 9(1) 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	AC, DI, EPAM, WM	where Council is the infrastructure manager or works manager responsible for non-road infrastructure
Schedule 7, Clause 9(2)	Schedule 7, duty to give information to another infrastructure manager or works manager Clause 9(2) 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	AC, DI, EPAM	where Council is the infrastructure manager or works manager
Schedule 7, Clause 10(2)	Schedule 7, where Schedule 7 Clause 10(1) applies, duty to, where possible, conduct Clause appropriate consultation with persons likely to be significantly affected 10(2)	DI, EPAM	where Council is the infrastructure manager or works manager
Schedule 7 Clause 12(2)	power to direct infrastructure manager or works manager to conduct reinstatement DI, EPAM, WM works	DI, EPAM, WM	where Council is the coordinating road authority
Schedule 7 Clause 12(3)	power to take measures to ensure reinstatement works are completed	DI, EPAM, WM	where Council is the coordinating road authority
Schedule 7 Clause 12(4)	Schedule 7 duty to ensure that works are conducted by an appropriately qualified person Clause 12(4)	DI, EPAM, WM	where Council is the coordinating road authority
Schedule 7 Clause 12(5)	Schedule 7 power to recover costs Clause 12(5)	DI, EPAM, WM	where Council is the coordinating road authority
Schedule 7, Clause 13(1)	Schedule 7, duty to notify relevant coordinating road authority within 7 days that works have Clause been completed, subject to Schedule 7, Clause 13(2) 13(1)	AC, DI, EPAM, WM	where Council is the works manager
Schedule 7 Clause 13(2)	power to vary notice period	AC, DI, EPAM	where Council is the coordinating road authority

Schedule 7, 0 Clause	2		
	Schedule 7, duty to ensure works manager has complied with obligation to give notice under Clause Schedule 7, Clause 13(1) 13(3)	AC, DI, EPAM	where Council is the infrastructure manager
Schedule 7 p Clause 16(1)	power to consent to proposed warks	DI, EPAM, WM	where Council is the coordinating road authority
Schedule 7 o Clause 16(4)	duty to consult	AC, DI, EPAM	where Council is the coordinating road authority, responsible authority or infrastructure manager
Schedule 7 p Clause 16(5)	power to consent to proposed works	AC, DI, EPAM, SDE	where Council is the coordinating road authority
Schedule 7 p Clause 16(6)	power to set reasonable conditions on consent	AC, DI, EPAM, SDE	where Council is the coordinating road authority
Schedule 7 p Clause 16(8)	power to include consents and conditions	AC, DI, EPAM, SDE	where Council is the coordinating road authority
Schedule 7 p Clause 17(2)	Schedule 7 power to refuse to give consent and duty to give reasons for refusal Clause 17(2)	AC, DI, EPAM. SDE	where Council is the coordinating road authority
Schedule 7 p Clause 18(1)	power to enter into an agreement	DI, EPAM	where Council is the coordinating road authority
Schedule 7 p Clause 19(1)	power to give notice requiring rectification of works	AC, DI, EPAM, SDE, WM	where Council is the coordinating road authority
Schedule 7 p Clause 19(2) & (3)	power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	DI, EPAM, WM	where Council is the coordinating road authority
Schedule 7 p Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road DI, EPAM, WM infrastructure	DI, EPAM, WM	where Council is the coordinating road authority
Schedule p 7A Clause 2	power to cause street lights to be installed on roads	DI, EPAM	power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road

ROAD MAI	Koau management Act 2004		
Schedule 7A Clause 3(1)(d)	duty to pay installation and operation costs of street lighting - where road is not an DI, EPAM, SDE arterial road	DI, EPAM, SDE	where Council is the responsible road authority
Schedule 7A Clause 3(1)(e)	duty to pay installation and operation costs of street lighting - where road is a service road on an arterial road and adjacent areas	AC, DI, EPAM, SDE	where Council is the responsible road authority
Schedule 7A Clause (3)(1)(f).	duty to pay installation and percentage of operation costs of street lighting - for arterial roads in accordance with clauses 3(2) and 4	DI, EPAM	duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal Council (re: operating costs)
Planning	Planning and Environment Regulations 2015		
Provision	Item Delegated	Delegate	Conditions and Limitations
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	DDP, DM	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.
1.21	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	CEO, DDP, DM, PP	
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	DDP	where Council is the responsible authority
r.25(b)	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	DDP	where Council is not the responsible authority but the relevant land is within Council's municipal district
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	DDP, DM	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
Planning	Planning and Environment (Fees) Regulations 2016		
Provision	Item Delegated	Delegate	Conditions and Limitations
r.19	power to waive or rebate a fee relating to an amendment of a planning scheme	CEO, DDP	
r.20	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	CEO, DDP	

r.21	duty to record matters taken into account and which formed the basis of a decision DM to waive or rebate a fee under r.19 or 20	Md	
Residenti	Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2010	ds) Regulations 20	10
Provision	Item Delegated	Delegate	Conditions and Limitations
r.7	function of entering into a written agreement with a caravan park owner	DDP, PHRSC	
c11	function of receiving application for registration	EHO, PHRSC	
r.13(1)	caravan park complies with these	DDP, EHO, PHRSC	
r. 13(2)	duty to renew the registration if satisfied that the caravan park complies with these regulations	EHO, PHRSC	
r.13(2)	power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	DDP, EHO, PHRSC	
r. 13(4) & (5)	duty to issue certificate of registration	EHO, PHRSC	
r.15(1)	function of receiving notice of transfer of ownership	EHO, PHRSC	
r. 15(3)	power to determine where notice of transfer is displayed	EHO, PHRSC	
r.16(1)	duty to transfer registration to new caravan park owner	EHO, PHRSC	
r.16(2)	duty to issue a certificate of transfer of registration	EHO, PHRSC	
r.17(1)	power to determine the fee to accompany applications for registration or applications for renewal of registration	EHO, PHRSC	
r. 18	duty to keep register of caravan parks	EHO, PHRSC	
r.19(4)	power to determine where the emergency contact person's details are displayed	DDP, EHO, PHRSC	
r.19(6)	power to determine where certain information is displayed	DDP, EHO, PHRSC	
r.22A(1)	duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	CSO, DDP, EHO, PHRSC	
r.22A(2)	duty to consult with relevant emergency services agencies	DDP, MERO, MFPO	
r.23	power to determine places in which caravan park owner must display a copy of emergency procedures	DDP, EHO, PHRSC	
r.24	power to determine places in which caravan park owner must display copy of	DDP, EHO,	

	public emergency warnings	EPAM, PHRSC	
r.25(3)	duty to consult with relevant floodplain management authority	DDP, EHO, PHRSC, PP	
r.26	duty to have regard to any report of the relevant fire authority	DDP, EHO, EPAM, MBS, PHRSC	
r.28(c)	power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	DDP, EHO, PHRSC	
1.39	function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	DDP, EHO, MBS, PHRSC	
r.39(b)	power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	DDP, EHO, MBS, PHRSC	
r.40(4)	function of receiving installation certificate	DDP, EHO, PHRSC	
r.42	power to approve use of a non-habitable structure as a dwelling or part of a dwelling	DDP, EHO, MBS, PHRSC	
Schedule 3 clause 4(3)	power to approve the removal of wheels and axles from unregistrable movable dwelling	DDP, EHO, MBS, PHRSC	
Road Man	Road Management (General) Regulations 2016		
Provision	Item Delegated	Delegate	Conditions and Limitations
r.8(1)	duty to conduct reviews of road management plan	AC, DI, EPAM	
r.9(2)	duty to produce written report of review of road management plan and make report AC, DI, EPAM available	t AC, DI, EPAM	
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)	AC, DI, EPAM	where Council is the coordinating road authority
r.10	duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under section 41 of the Act	AC, DI, EPAM	
r.13(1)	Duty to publish notice of amendments to road management plan	AC, DI, EPAM	where Council is the coordinating road authority
r. 13(3)	duty to record on road management plan the substance and date of effect of amendment	AC, DI, EPAM	
r.16(3)	power to issue permit	AC, DI, EPAM,	where Council is the coordinating road authority

Road Ma	Road Management (General) Regulations 2016		
		SDE, WM	
r.18(1)	power to give written consent re damage to road	AC, DI, EPAM, SDE	where Council is the coordinating road authority
r.23(2)	power to make submission to Tribunal	DI, EPAM, WM	where Council is the coordinating road authority
r.23(4)	power to charge a fee for application under section 66(1) Road Management Act	AC, DI, EPAM, SDE, WM	where Council is the coordinating road authority
r.25(1)	power to remove objects, refuse, rubbish or other material deposited or left on road	DI, EPAM, WM	where Council is the responsible road authority
r 25(2)	power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3)	DI, EPAM, WM	where Council is the responsible road authority
r.25(5)	power to recover in the Magistrates' Court, expenses from person responsible	DDP, DI	
Road Ma Note: the	Road Management (Works and Infrastructure) Regulations 2015 Note: these regulations commenced on 20 June 2015, replacing the Roads Management (works & infrastructure) Regulations 2005, which expired on 21 June 2015.	orks & infrastructure	Regulations 2005, which expired on 21 June 2015.
Provision	Item Delegated	Delegate	Conditions and Limitations
r.15	power to exempt a person from requirement under clause 13(1) of Schedule 7 of the Act to give notice as to the completion of those works	DI	where Council is the coordinating road authority and where consent given under section 63(1) of the Act
r.22(2)	power to waive whole or part of fee in certain circumstances	D	where Council is the coordinating road authority

s61(1)A power to determine permit application, either to decide to grant a permit. CEO, DDP, DM The permit must not be inconsistent with a cultural heritage Act 2006.	Conditions and LImitations         M       The permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006.	Delegate CEO, DDP, DM	<ul> <li>g and Environment Act 1987</li> <li>i ltem Delegated</li> <li>power to determine permit application, either to decide to grant a permit.</li> </ul>	Planning Provision s61(1)A
	Conditions and Limitations	Delegate	Item Delegated	Provision
			g and Environment Act 1987	Planning
t Act 1987 Delegate				

additional S6

			application.
1)B	s61(1)B power to determine permit application, to decide to grant a permit with conditions. C	CEO, DDP, DM	to grant a permit with conditions. CEO, DDP, DM the permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006.
			Where no objections are received in relation to the permit application.
5	s61(1)C power to determine permit application or to refuse a permit application.	CEO, DDP, ND	CEO, DDP, ND the permit must not be inconsistent with a cultural heritage management plan under the Aboriginal Heritage Act 2006.

## B.18.59 KEY STRATEGIC INITIATIVES FOR 2017/18 STATUS REPORT FOR THE FOURTH QUARTER

Responsible Officer:	Director Corporate Services
File Number:	S16-28-03
Attachments:	1 KSI Document

#### **Declarations of Interest:**

David Lenton - as the responsible officer, I declare that I have no disclosable interests in this matter.

## Summary

This is the fourth quarterly report identifying the status of the Key Strategic Initiatives from the Council Plan for the 2017/18 financial year. This report also provides updates for any actions that were carried over from previous years. This is the fourth report in relation to the Council Plan 2017-21.

# Discussion

The Council Plan 2017-21 includes 86 initiatives and 226 actions through which the achievement of the Council Plan may be measured over its four-year term. Each action has a nominated responsible officer who is a member of the Leadership Team, reflecting the importance placed on achieving targets.

There are 59 actions in total identified for the 2017/18 period.

The following 17 actions were marked as completed/ongoing during the fourth quarter:

- 1.4.1Engage with local industry to identify opportunities for businesses that are upstream processors for local produce.
- 1.6.1 Investigate the housing needs and identify appropriate solutions to support growth of industry and agriculture.
- 1.6.2 Facilitate combined public and private sector investment to diversify housing stock to support growth of industry and agriculture
- Advocate for improved transport links to encourage the growth of agriculture.
- 2.4.2 Advocate for adequate and alternative utilities supplies for regionally focused infrastructure.
- 2.7.1 Implement day product at the Pioneer Settlement.
- 8.1.1 Complete 100 per cent of inspections outlined in the Road Management Plan within identified time frames.
- 8.1.2 Ensure 100 per cent of identified defects are repaired in line with Road Management Plan time frames.
- 8.2.1 Complete project scope and plan for the active trail from Lake Boga to Swan Hill.
- 8.6.1 Continuously improve the efficiency of the works and maintenance crew.

- 8.7.1 Continue working with Community Groups of the Chisholm Reserve Motor Sports complex to maximise community benefits and opportunities.
- 11.1.3 Continued implementation of the Customer Service Strategy actions.
- 11.3.1 Research and report to Council on new and alternative methods of consultation.
- 13.1.3 Form strategies and partnerships for key issues and projects to increase co-operation with businesses, organisations and individuals.
- 13.2.4 Provide training to Councillors and staff on governance responsibilities and industry based awareness.
- 14.2.2 Hold regular meetings with Swan Hill District Health and Robinvale Health Services to develop joint strategies for improved health services.
- Chair and attend Lake Boga Land and On Water Management Plan meetings to work towards improving the Lake Boga foreshore and its environs in our area of control.

As some actions span over a number of years they cannot be marked as completed until later years.

The progress of all actions is outlined in the table below and the comments section of the attachment to this report.

Year	No. of Actions	Total completed	No longer applicable	Complete/ Ongoing	Outstanding
Rolled over from previous Council Plan	6	1	0	1	4
2017/18	59	14	0	22	23
2018/19	61	2	0	21	38
2019/20	17	0	0	4	13
2020/21	83	1	0	37	45
Future years	0	0	0	0	0
Total	226	18	0	85	123

# Consultation

Council consulted the community during the development of the Council Plan 2017/21.

## **Financial Implications**

Actions are funded through existing resources or the Annual Budget process.

# **Social Implications**

Implementation of the actions will improve a number of social outcomes for our community.

## **Economic Implications**

Implementation of the actions will improve a number of economic outcomes for our community.

## **Environmental Implications**

Implementation of the actions will improve a number of environmental outcomes for our community.

## **Risk Management Implications**

Monitoring of Council's progress to implement the Council Plan helps to reduce risks associated with governance and reputation.

# **Council Plan Strategy Addressed**

*Governance and leadership* - Effective and efficient utilisation of resources.

#### Options

Not applicable for this report.

#### Recommendation

That Council adopts the Key Strategic Initiatives fourth quarter status report for 2017/18.

11	8	c	Ω	3	6	9	H	-
	4 Objective	Strategic mitatives	How we will know we have achieved this	By When	Directorate	Officer/s	Completed Date MMIYY	Comments as at 30 June 2018
01	Legend							
1	Completed Initiatives carried over from previous Connoll Plan	Currently underway/Ongeing	Action yet to be taken					
	12. Celebrating our identity	12.1 Persue funding for the residentiquinent of the Swan Hill Regional Art Gallery	12.1.1. Provide final designs and all costs and contingenates	2018-17	DCCS	DCCS		Review of redevelopment options in contrast of Riverfront Mastenplan underwey. Surveys reguesting community feedback begun in November 2014, concluding in February 2015. Upotes with Galary Advisor's Committee June 2015, Litt February 2015. Upotes with Galary Advisor's Committee June 2015, Litt Event of project June, Cr Assumbly discussion November 2015. Advisor Advisor Investment project to be underdaden to detormine noot large. Presentation in Counciliens November 2017 on Thistory of project Project Inggad with Mark Geop, Member for Presentation in Counciliens November 2017 on Failory of project for be underdaden to detormine noot large. Council: Risk Aassesment, consultations on professed altie during June 2016.
	12. Cetebrating our identity	12.5 Develop and implement a Cultural Plan	12.5.3 Development continues	2014-16	pocs	CDLM	8	The first draft of the Creative Strategy document has been reviewed and feedback provided to the consultants.
	13. Aboriginal Identity	13.1 Roview and implement identified actions following the review of Aboriginal Partnership Plan	13.1.2 Implement actions identified in Aboriginal Partnership Phen	2014-17	DDB	ECDM	8	Aborigiess Community Partnership Surategy addopted September 2017. The Actions within the Plan will coordinue to be implemented. New addiatory in dualit format. Murrary River Cuthural Centre Feasibility Study has commensed. To go to Council Meeting for adoption in 2017. ONGOING
	15. Hausing	15.3 Raview of the Municipal Strategic Statement (MSS) taking into consideration appropriate accessmodation options	15.3.1 Commence MSS review	2014-15	ďQQ	MG	Dec-17	MMS is currently being re-written removing the need for a review.
	<ol> <li>Infrastructure</li> </ol>	19.2 Authvely pursue suitable alternativa opportumilee antering from docommissioned ingetion intrastructure	19.2.6 Modenskadon undertaken, Channel decommissioned.	2016-17	ā	ō		Lend temure options lowestigation in progress. Report with suggested option will be presented to Council in July 2018.
	19. Infrastructure	19.2 Autively pursue suiteble alternative opportunities anising from decommissioned insgathen infrestructure	19.2.7 Gain ownership of the available land for future development	2016-17	ō	ō		Finelising options and actions needed to be taken to secure land. Will present a report to Council In July 2018.
			ECONO	ECONOMIC BROWTH				
	<ol> <li>Encourage and attract new business to our region</li> </ol>	<ol> <li>Formulate new ways to encourage new business development.</li> </ol>	<ol> <li>1.1.1 Identify and invasigate suitshe land parcels for new business.</li> </ol>	2017-18	900	ECOM	Mar-18	Complete and will costimue as new parcets of land become available.
			<ol> <li>1.2 Apply for funding through Regional Development Victoria (RDV).</li> </ol>	2017-21	digg	ECDM		No funding has yet basen applied for through RDV for new projects. Discussions have been held in relation to building a kerge new dairy on Wristion Road, Lake Bogs and antificent value-add products.
			1.1.3 Develop a basiness expansion or relocation shategy.	2018-19	dQ	ECDM	8	Undistaiken 50 busitees vioit in 2017. Proparing a report to present to Council.
			1.1.4 Commence an Investment attraction campaign	2018-19	el CO	ECDM		
		1.2 Identity the types of businesses suited to this region and develop investment prospectuses	1.2.1 Portorm an industry gap analysis	2017-18	400	ECOM		
			1.2.2 Review the Investment Attraction policy	2019-20	aldd	ECDM		
				1 Billio				

1         1
A         D         C         C         C         T         C         T         C         T         C         T         C         T         C         T         C         T         C         T         C         T         C         T         C         T         C         T         C         T         C         T         C         T         C         T         C         C         T         C         C         T         C
A         B         C
A         B         C         B         Description         Stretings friendstate         How easily in transmission         Description           1         Description         Stretings friendstate         12.3 Undering and fundary and fundation         2017-31           2         Stretings friendstate         1.2.3 Undering and in the major streting friendstate or and streting friendstate or a
A         B         C         C         C         C         Biological frames and and the second sec
A     D     C       1     Objective     Strategic trittatives       2     Americipate and foculty proteinal expect strategic trittatives       1     Americipate and foculty and foculty processes for an focult proteinal strategic trittatives       1     Americipate and foculty strategic trittation foculty stration
A         B         D           1         Objective         Statingt, initiatives           1         Statingt, initiatives         Statingt, initiatives           1         Statingt, initiation, initiatinon, initininon, initiation, initinon, initiatinon, initiation, in
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-	Chjeative	Strategie Wittatives	Move we will know we have achieved the	By Witan	Directorate	Difficientia	Completed Date MM/VY	Gomments as at 30 dure 2010
1			2.1.3 Implement the Rural Land Use Strategy	2017-21	DDP	Md	00	Will be implemented as part of Amendment C73.
		2.2 Invositgato opportunities for Agricultural businesses to estabilish new enterprises	2.2.1 Engago with total industry to identify opportunities, for example clean energy on farms	2017-18	pola	ECDM		Carrently working with a number of agricultural businesses to establish new business or add on enforprisess. Eq. Dairy add on product.
1			2.2.2 Investigate opportunities for agri-lourism products and experiences e.g. paddock to plate, farm stays.	2018-19	400	ECOM	8	inibilial autit of Farm Catios Dediveor Robinvole and Swan Hill has been undertaken. Noot aloge is a develop principul dependencies based on sossecently and product type and location. Aurit to be undertaken is other outlying arous and stage the implementation.
		2.5 Encourage organisations to joint tender for works and services	2.3.1 Investigate and where pressible implement strand contracts and services with the region's Councies	2017-18	DDP DCS	080		Orgolog discussion and liaison via Loddon Melike Procursment Excellent Network.
			2.5.2 Conduct workshops and provide tahlice to local business and tenderers to improve their tendering processes	2018-19	DOS	DCS CBC ECDM	00	Procurement Policy reviewed and adopted at November 2017 Council Meeting.
		2.4 Actively pursue opportunities for regionally focused infrastructure.	2.4.1 Advocete for additional and upgraded infrastructure that will improve officiency of local businesses e.g. rail freight	2017~18	ā	CEO DOP	00	Council maintains an adive role in the Victorian Rail Freight Alliance and is the coordinating member of the Central Marray Regional Transport Froum.
			2.4.2. Actocrate for advagate and alternative utilities supplies	2017-18	ō	400	00	An excession constraint (the term projected to the Quantitations government intertainting constraints) of the An excession statements (at the municipality)
		2.5 Investigate options for investment in renewable energy technologies for the municipality.	2.5.1 Complete and adopt a study	2018-19	d010	\$EO		Council Officans are investigating the viability of Environmental Upgrade Agreements for Swan Hill Runal City Council and will prevent this information to Council by the end of the elefender year for consideration. The Social Across Edate Council project rises and and use to bring down as assess states, advectorment in the answers model applit investigations and matket in elesatori. The Micropolid ECD has been submitted and consists of discounted storage brageded to support omisis notif council and well work to the down and consists of discounted storage brageded to support omisis not reduction as well providing grid support services the interest of the local network.
-			2.4.2 Facilitata renewable energy projects	2018-21	el00	DI EPAM SEO		A mumber of adult farma are under construction of in advanced planning alogoe. Meetings have been held with State and Federal patitions to raise eventness of the need to fund a network upgrade to allow more solar energy to micr the girld and be used in Melbourno.
		2.6 Encourage and assist axisting business to pussue volve adding to their industry	<ol> <li>Lindertake forums and discussions with industry to understand opportunities</li> </ol>	2017-18	DDP	ECDM		Exploring possibility of forming a manufacturing committee
			2.6.2 Complete an analysis of relevant industry data	2017-18	dad	RCDM	00	Underlaken 50 buekees visit in 2017. Preparing a report to present to Council.
			2.6.3 Identify and prioritise government grant applications	2017-21	900	ECDM		angalng
-			2.6.4 Develop business prospectus	2018-19	dop	ECDM		
-		2.7 Improve the commercial position of the Pioneer Settlement	2.7.1 Implement the Day product review	2017-20	dOD	ĠMP\$	8	Dispets, with much sent professor, Daniel Ann die Jam's pro Faugm seretroorie – anner oo 8. Da 2016 (Self-Biologi ywas
1			2.7.2. Review the promotion plan	2018-19 age 3	düq	GMPS		Plan presented to council assembly on 12 June 2018, Plan now in place for 2018-19 financial year.

	Communits as at 30 dump 2016	Installation has commenced of new speakers and lights throughout the grounds. A review of the welk to and from the learning is acteoded to take place upon completion to entiance the welk to and form the amphibiostre.	la progress.	Availing approval of ConnexiU program by RDV Working with Polymaster to attant workers from automotive resturtioncies.			No regional cupo opportarilios in past three months have been applicable.	Council signed new MoU with Murley Regional Tourian Board in August 2017 and continues partnership with Swan Hill Ino I levenge and collaboratio on negloral promotional opportunities.	Mar-18 Advertisments link to the New Residents Guide and Discover Swan Hill sections on Council's website	Launched in September 2017. Media release publiched in The Guardian on 27/08/17. Complete.	Awaiting approval of CarneolU program by RDV.	Part of amonument C73	Carlinuad support and involvement in Mallee Local Transport Forum.	Housing summit held in Robinside in January 2018.		Dec-17 MSS is currently being re-written removing the need for a review in 2018.
×	Gommieteni Date MMIYY	00	8						Mar-18,	Sept 2017	-	8		8		Dec-17
9	Gilleoria	SUPS	ECDM	ECOM	ECDM	ECDM	ECDM	ECDM	MOO	ECDM	ECDM	Ma	ECDM	ECDM	RENPC	Ma
	Ry Winan Directorate	DOP	900	900	400	DDP	900	906	400	400	400	adq	400	900	900	00%
ы	Ry Witart	2017-18	2017-21	2018-19	2018-18	2018-21	12-1102	2017-21	2017~18	2017-18	2018-13	2017~18	2018-13	2018-20	07-7-02	2017-18
â	How we will know we have achieved this	2.7.3 Entrance the Hsenthest of the Murray night time product by improving operational effectiveness and existing additional elements to the visitor experience	2.8.1 Coelinuo agreoment vith Swan Hill Incorporated	3.1.1 ਰਿਆਈਂ ਤੇ ਖੋਚੀਡ ਡਾੰਨਾਬਿਰੁਕ ਗਾਰੇ ਵਾਗੇ ਜਾਂਦੂ ਹੁਫ਼ਾਲ	3.1.2. Advocate for support for regional training opportunities	3.1.3. Creats partnerships to deliver short courses and training	3.2.1 Participate in regional expos	3.2.2 Support regional promotion of the municipality	3.2.3 Advertised all job vacancies with a fiek to a website that cullines regional information	3.2.4 Davelop New Restdents Guide	3.3.1 Complete a project to quantify labour force data from within the municipality, with a particular forces on eguicultareal sector	3.4.1 Review the Municipal Strategic Statement (MSS) and Planning Scheme to ensure diverse- housing and land is available	3.4.2 Investigate opportanties for improved public transport.	3.4.3 Investigate alternative ways to provide accommodation.	3.6.1 Confinue to facilitate the Robinvate Employment Network project.	4.1.1 Revise Municipal Strategic Statement (MSS) and refer back to the Minister for approval
U	Alexys billediae		2.8 Utilise Swan Hill Incorporated, market and premote the region as a place to live, work and invest.	3.1 Assist local businesses in up-skill and refrain their workforce.			3.2 Presente the beseafts of the region as a place to live, work and invest.				3.3 Implement the Workforce Development: Strategy.	3.4 Encourage the development of appropriate accommodation for various workforces.			3.5 Improve the employability skille of the long form unemployed and unskilled in Robinvate and distint.	4.1 Review of the Municipal Strategic Statement . (MSS).
a.	Chinalitae			<ol> <li>Have a region with an equipped and productive workforce</li> </ol>												<ol> <li>Provide land use that is responsive and which a prosoficient encourages appropriate (everoprise).</li> </ol>
4	۲ ۲	47	46		50 20	52	52	52	1	25	36	57	8	69	9	61

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-	-	Sheatter	Atalogie kritiatiens	Mow we will know we have activityon film	By Witan	Directorute	Gifficoria	Gorgeniated Date MMYY	r.Gommente as et 30 June 2016
5			4.2 Identify and zone appropriate land for future development	4.2.1 Identified land through strategic work program	2018-21	DOP	DM		Rural Living land has been identified in the Rural Land Use Strategy to be second and is included in Amendment CP3. Other land recontings must be supported by further strategic work.
63				4.2.2 Rezone land as approved by Council	2017-21	DOP	WO		Rured Living land has boon identified in the Rured Lenied Use Strategy to be vazarined and its included in Amendment CT3. Other land rezonings must be supported by further strategiz work.
64			<ol> <li>â învestigate and develop options for de-watered farming land</li> </ol>	4.3.1 Complete autim of areas with do-wateroid lend	2018-19	dCO	WCI	8	Audit ពុណាទាំងម្នាំ ជា ពុកច្នុងទេទទ.
65				4.3.2 Develop and implement strategy to relatess issues	2018-20	elOO	PMG		Further strategic work to be undertaken
66			4.4 Review of the availability and sulfability of Industrial land in Swan Hill and Rohinvale.	4.4.1 Complete an Industrial Zones Strategy	2017-18	DDP	Md	00	A Draft Review has been prepared and is currently outhiblied for public comment.
59				4.4.2. Amend pleteing scherre as appropriate	2018-19	900	WO		Outcome will depend on what the strategy recommende.
ŝ			4.5. Review Small towns for further housing developmont.	4.5.1 Develop and implement Small Town Strategy	2018-20	900	ING		Further strategiq work to be undertaken
69				COMMUNIT	COMMUNITY ENRICHMENT	THE			
02	н́ю́	5. Hetp all people fied a place in our consmunity.	<ol> <li>Review and intribution the Aberginal Partnership Plan.</li> </ol>	5.1.1 Underlake initiativas with the Intern to work towased developing a Rogistered Aborlighnal Party (RAP).	2017-18	DDP	BCDM	8	New Abortiginal Partnorskip Plan adoptod by Council et September, 2017 Council Meeling. Stratogy being Implemented by the Wandams Advisory Group.
12			5.2 Investigate apportunities to devolop Aboriginal Readership capabilities.	5.2.1 Investigate leadership opportunities e.g. scholarship, grants, host a forum with young peopla and local service providers.	2018-19	DCCS	OAS	8	Kerni Youth Council of Victical held their Blackout event in Swan Hill in June 2017, and was targeted at engaging young aborigand community members. Around 50 attended on the day.
22			5.3 Establish and mainlain parintotship with organisations that support Culturally and Linguisticuity Diverse (CALD) communities.	5.3.1 Participation in the Settlement Services group to provide support to new arrivals through adapting how services are provided.	2017-18	DCCS	DCCB	00	Director perifolgates in Settlement Services committee meetings, and provides feedback on service changes that may impact new amivels.
23				5.3.2 Assist with the delivery of multi-cultural events	2017-21	DCOS	CDLM	8	Bwan Hill Harmony Day community delebrations took place on 24 March with Involvement from a wide range of community mombons and organisations.
74				6.3.3 Review of service access plans to ensure inclusion	2018-19	DCCS	DCCB		Plan reviewed and adopted in December 2017. Quantierly reports on advisorments to be presented to Counciller Assemblies, with site-mentify reports to Council Meeding.
۶ ۶				5.3.4 Investigate and advocate for ways of skilled people attaining permanent realitency (indexed as part of 1819 review)	2019-20	DCCS	ECDM		
76	-		5.4 Develop and implement Disebility Action Plan	5.4.1 Adopt like plam	2017~18	DP	ECOM	Dec-17	Adopted at December 2017 Council Meeling.
11				5.4.2 Implement the actives within timetimes.	2018-20	dad	RMC	8	The Community Acrosss and Inclusion Strategy (CANS) and its implementation plan was adopted by Council at its December 2017 mediting. The elitategy's exteriors are in the process of being being implemented.

JointonMatter buildMatter build <t< th=""><th>۲</th><th>8</th><th>U</th><th>â</th><th>134</th><th></th><th>3</th><th>z</th><th>_</th></t<>	۲	8	U	â	134		3	z	_
Model         Explorated calculation that Youn for Anon the Youn for Anont Anon the Youn for Anont Anon the Youn for Anont Anon the Youn for Anont Anon the Youn for Anont Anon the Youn for Anonthout for Anon the Youn for Anon the Youn for Anon the Yo	*	Gisteritore	Atrategic Wittottiens		Ry Witan	Directorate	Zilliteria	Gommeleten Date MM/YY	rCommunits as at 30 dume 2016
Image: section of the sectio			5.6 Implement acture from the Youlh Strategy 2015-19,	5.5.1 Review make up and role of Youth Council.	2017-18	DCCS	FYCSM	Sep-17	A review of the makes up and role of Youth Council was undertaken by Youth Council and discussed at Council Assembly in July and September 2017.
Image: state in the s	62			5.5.2 Implement actions in the Youth Strategy will in budget and timelines.	2017-21	pocs	FYCSM	8	2017-2018 Arescal Operational Plan has been prepared and actions for 2017-18 were implemented.
Image: Set A Mark partial words         Extra A Mark part Mark part Mark partial words         Extra A Mark part	80			6.6.3. Improve partneeships and relationships with other youth services.	2017-21	DCCS	FYCSM	CO	Youth Support Program staff record all activities undertaken on an ennal heporting / evaluation translete in chronological order that is cross referenced with the 2017-2018 Annual Operational Flam.
Image: State Strate State StateStand State	1			5.5.4 Hold youth specific events	2017-21	DCCS	FYCSM	8	Youth Support Program staff record all activities undertaken on samual reporting / eveluation temptate in cheroelogical order that is cross referenced with the 2017-2018 Aresual Operational Plan.
Additional         Securptancuc connection with youth         Securptancuc connection with youth         Society         PCISIA         Beprint           Additional         Additi	2			6.6.6 Review Youth Strategy (Inducted as part of 18/19 review)	2019-20	DOCS	FYCSM		
Image: state	3		S.A. Strengthen cur connection with youth	6.6.1 Review the structure of the Youth Council with young people.	2017-18	DOCS	FYCEM	Sep-17	A review of the makes up and role of Youth Cosencil was undertaken by Youth Council and discussed at Council Assembly x 2 in July and September 2017.
Image: state state state         State         State	34			5.6.2 Deliver a responsive and relevant program of Youth Services.	2017-21	DCCIS	FYCSM	8	Youth Support Program staff record all activities undertaken on an anvaal reporting / evaluation template in direvological order that is cross referenced with the 2017-2018 Annual Operations Plan
All Devolution of the control of the contro	42			5.6.3 Defiver the actions within the Youth Strategy.	2017=21	DCCS	FYCSM	8	Youth Support Program staff record all activities undertaken on an annual reporting / evaluation lomplate in chronological order that is cross referenced with the 2017-2018 Annual Operational Plan.
Bit Mathematical Servicies         SLG. Employment         ZMT-240         DDP         RENPC           Program In accordance with the funding agreement         ZMT-241         ZMT-241         DDP         RENPC           Program In accordance with the funding agreement         ZMT-241         ZMT-241         DDP         RENPC           Place         Sc1 Develop and Implement Culturel Services         S.7.1 Develop and develop our pathemetricity with         ZMT-241         DDDP         PCSM         CDM           Place         From Accordance with inferences w	9			5.6.4 Develop work placement and work experience programe.	2017-18	DCS	NGO	8	2017.4 activitatinps (Engineering, IT, Envirorment and Eco Den). 2 scholarship places for indigences students (no applications), we were aske to employ an indigences braintess ballerie in Robinvelle. 3017 15 students completed work experience. 7 students completed structured workforce learning as part of their Vet in School program.
Answer         EAG & Mehtainin and dovelop our pathnet/tips with         2017-24         DCGS         FYCSM         CO           Final Control         57 Develop and Implanent Culturel Services         57.1 Develop and Implanent Culturel Services         57.1 Develop and Implanent Culturel Services         57.1 Develop and Implanent Culturel Services         2017-14         DCGS         CDLM         CO           Reservices         57.2 Implanent Culturel Services         57.1 Develop and Implanent Culturel Services         57.1 Develop and Implanent Culturel Services         2017-14         DCGS         CDLM         CO           Reservices and sepont Imitatives that         Extrement Culturel Services with Interformes and apport planent action within the frames and sepont Imitatives that         2017-24         DCGS         DCGS         DCH           Reservices and sepont Imitatives that         Ext Review the Plan. Intitutives with Interformes and sepont Imitatives that         2017-24         DCGS         DCGS         DCH           Review test and segret on additive additive within the france additive within the frane intote additive within the france         2017-14         DCGS         DCGS         DCH	4			S.B.S. Implement the Robinvele Employment Program in accordance with the funding agroutent.	2017-20	GDP	RENPC		
Bit Number of a state of an and state and state and state and state and state a plan         2017-14         DCCS         CDLM           Plan         Bit Number of an and state and	50			5.6.6 Meintain and develop our partnerships with youth agencies.	2017-21	DOCS	FYOSM	00	YAC/98 Rural Officer is ce-located at Youthine. Yours Rupped Program staff attend rakewark natwork meetings holdeding Scothern Nathee SLA Rugional Group, Child Youth and Family Mekends, Vestafan Rural Youth Services, and Stream Hill Cullege Weldening Team.
S.7.2 Implement initialities within fineframes and adject to edecquate researcity         2017-21         DCCS         CDUM           6. Provide services and support initiatives that coosts a healthy and aufo community.         6.1 Review the Plan, Including actions, to address         2017-18         DCCS         Oc+17           1         Review and support initiatives that public is a healthy and aufo community.         8.1.1 Review the Plan, Including actions, to address         2017-18         DCCS         Oc+17	0		5.7 Develop and Implement Cultural Services Plan	5.7.1 Develop and odicat a plean	2017-18	DCCS	CDLM		The first draft of the Creative Strategy document has been reviewed and freedback provided to the consultants.
6. Provide services and support inlitetives that         B.1 Review and implement actions within tho Public Health and Wellbeing Plan.         A.1.1 Review the Plan, including actions, to address         2017-16         DCCS         Oc+17           coasts a healthy and safe community         Public Health and Wellbeing Plan.         Violance against women.         2017-27         DCCS         Oc+17				5.7.2 Implement intilatives within timeframes and subject to adequate researcing.	2017-21	DCCS	CDLM		
6.1.2 Rupert on status of actions biamwushy 2017-21 DCCS DCCS		<ol> <li>Provide services and support inliatives that create a healthy and safe community</li> </ol>	6.1 Roview and implement actions within the Public Health and Weltheing Plan.	<ol> <li>R. I. T. Review the Plan, including actions, to address violence against women.</li> </ol>	2017-18	pocs	DCCS	0ei-17	Adoptional as the Octobore 2017 Council Mooding. An enviral operational action plan for quarterly reporting teas been developed.
				6.1.2 Roport on status of actions blammally	2017-21	DOCS	DCCS		Reporting will be undertaken quarterty, beginning in February 2018.

Justice         Instant Instant         Instant         Instant Instant         Instant Instant         Instant Instant         Instant Instant         Instant Instant         Instant Instant         Instant Instant         Instant Instant         Instant Instant         Instant Instant         Instant Instant         Instant Instant         Instant Instant         InstantInstant         Instant Instant		8	C 1	1 a	ы	-	9	М	_
0.0         0.11 Function an opticate propert on integration of correst constraints.         2014         2014         2014           0.00000000000000000000000000000000000		Chication	Mudage initiations	How we will know we have achieved film	Ry Winn	Directorate		Gompleted Date MMIVY	Gommonts as at 30 Juny 2016.
6.2.2 Aboutter how th/CCCCCminteneneith Hirtin Support Fragram mercinas can be definered within funding 18.1 Review usity youns sources can be definered within a 3.1 Review usity youns sources         2016-19         DCCS         CCSM         M           mby b         8.3.1 Review usity youns sources         2016-19         DCCS         DCCS         PCSM         M           mby b         8.3.1 Review usity youns sources         2016-19         DCCS         PCSM         M           d         8.3.2 Review usity youns sources         2016-19         DCCS         PCSM         M           d         8.3.3 Review usity youns sources         2016-19         DCCS         PCSM         M           d         8.3.3 Review usity youns sources         2016-19         DCCS         PCSM         M           d         8.3.3 Review usity youns sources         2016-20         DCCS         PCSM         M           d         8.3.3 Review usity time/ferrer and commendations         2016-20         DCCS         PCCSM         M         M           d         8.3.4 Implement EPP actions within time/ferrers and commendations         2016-20         DCCS         PCCSM         PCSM         M         M           d         8.3.4 Implement EPP actions within time/ferrers and contracted explanet         2016-20         DCCS         PC				6.2.1 Produce an options paper on integration of Commonwealth Home Support Program to National Standards.	2018-19	DCCS	CCBM	2017	Options paper completed - investigation of finalings and responses to be developed.
G.3 Develop pacifies Aging Plan     2016-16     DCGSI     COSMI       my     6.3.1 Review early youns services     2016-19     DCGS     PYCSMI       5.3.2 Protection a report on outformes and providio     2016-19     DCGS     PYCSMI       6.3.3 Develop an Early Youns Film (EYP)     2016-19     DCGS     PYCSMI       6.3.4 Develop an Early Youns Film (EYP)     2016-19     DCGS     PYCSMI       6.3.5 Develop an Early Youns Film (EYP)     2016-19     DCGS     PYCSMI       8.4.1 Reprinted ETP actions within involutione and providio     2016-19     DCGS     PYCSMI       8.4.3 Linglement ETP actions within involutione and the Cartinum VC antifue     2017-18     DCGS     DCGS       8.4.1 Reviewide Actin Reviewide of the Cartinum VC antifue     2017-18     DCGS     DCGS       8.4.1 Reviewide Actin Reviewide of the Cartinum VC antifue     2017-18     DCGS     DCGS       8.4.3 Expende and continue of Child Suffey     2017-18     DCGS     DCGS     PCGMI       8.4.4 Erforcio traitine and developa MOU with     2017-18     DCGS     DCGS     PCGMI       8.4.3 Expende and continue CTV operation     2017-18     DCGS     DCGS     PCGMI       8.4.4 Refered traitine and develop a MOU with     2017-18     DCGS     DCG     DCGMI       8.4.3 Experos traited and continue of Child Suffey     20				6.2.2 Ascertaish how HACC/Commonwealth Home Support Program services can be delivered within funding levels.	2017-20	DOGS	CCSM		in progrees.
Byty B.3. Teknolow usiny youns sorviceds         Z01B-19         DCCS         PYCSM           S.3. Teknolow usiny youns sorviceds         Z01B-19         DCCS         PYCSM         PYCSM           B.3.2 Errotations a report on outformore and provids         Z01B-19         DCCS         PYCSM         PYCSM           B.3.3 Develop an Early Youns Flan (EYP)         Z01B-20         DCCS         DCCS         PYCSM           B.3.4 Implement EYP actions within line/frame and Roboted         Z01B-20         DCCS         DCCS         PYCSM           B.3.4 Implement EYP actions within line/frame and Roboted         Z01B-20         DCCS         DCCS         PYCSM           B.4.5 Eperand and continues of Child Sufety Roboted and continue CCTV operation         Z01B-20         DC <s< td="">         PCSM         PMSS           B.4.3 Eperand and continue CCTV operation         Z01B-20         DCCS         DCCS         DCCS         DCCS           B.4.3 Eperand and continue CCTV operation         Z01B-20         DCCS         DCCS         DCCS         DCCS           B.4.3 Eperand and continue CTV operation         Z01B-20         DCCS         DCCS         DCCS         DCCS           B.4.3 Eperand and continues of CTM operation         Z01B-20         DCCS         DCCS         DCCS         DCCS           B.4.3 Eperand an</s<>				6.2.3 Develop positive Aging Plan	2016-19	DOCS	OCSM		
6.3.2 Protetyse a region on outformers and provids necommendations.     2016-19     DCCS     FVCSM       6.3.3 Develop an Early Yeans Plan (EVP)     2019-20     DCCS     FVCSM       5.3.4 Implement: EVP actions within timeframes and tresources.     2019-20     DCCS     FVCSM       5.3.4 Implement: EVP actions within timeframes and tresources.     2019-20     DCCS     FVCSM       5.4.4 Implement: EVP actions within timeframes and tresources.     2019-20     DCCS     Fresh-16.       5.4.4 Emplement: EVP actions within timeframes and tresources.     2017-16.     DCCS     Fresh-16.       5.4.3 Expend and continue CTV operation     2017-16.     DCCS     Feb-16.       6.4.4 Enforce treation of Valid Safety     2017-16.     DCCS     PNSS       6.4.4 Enforce treation and volance against Women.     2017-16.     DCCS     PNSSM       6.4.5 Expend and continue CTV operation     2017-16.     DCCS     PNSSM       6.4.5 Expend and continue CTV operation     2017-21.     DDDP     PNSSC     CC       6.4.5 Expend and continue CTV operation     2017-21.     DDDP     PNSSC     CC       6.4.5 Expend and continue CTV operation     2017-21.     DDDP     PNSSC     CC       6.4.5 Expend and continue CTV operation     2017-21.     DDDP     PNSSC     CC       6.4.5 Expend and continue CTV operation     2			6.3 Review and datermine Council's role in sarly years and child care services	6.3.1 Roviow celly yoons sorraces	2018-19	DOCS	FYCSM		Scopo of Early Years Plan being developed for completion of Plan turing 2018-19.
6.3.3 Durentop an Early Yoans Plan (EVP)         2019-10         DCGS         DCGS         DCGS           6.3.4 Implement: EVP actions within timeframes and resources.         6.3.4 Implement: EVP actions within timeframes and resources.         2019-20         DCGS         PCGSM         PCGSM           8.4.4 Intention meterines of the Community Chatter resources.         2019-10         DCGS         DCGS         PCGSM         PCGSM           8.4.4 Intention meterines of that Sufety         2019-19         DCGS         DCGS         PCGSM         Feb-16           8.4.3 Implement the resolvenents of Child Sufety         2019-19         DCGS         DCGS         Feb-16           8.4.4 Enfoco total laws and develop a MCU with Child Britter.         2019-19         DCGS         DCGS         Feb-16           8.4.3 Expand and continues CTV operation         2019-20         D1         D1         D1         D1           8.4.4 Enfoco total laws and develop a MCU with Critica provertion nector additional continues/the state octional and continues/the state octional         DCGS         DCGS				6.3.2 Produce a report on euloenes and provido recommendations	2018-19	DOCS	FYCSM		
BC3         EVX3 implement EVP actions within timelitames and resources.         Z019-20         DOCS         FVCSM           BV         EvX1 Frunctob awaremenss of the Community Chanter         Z019-30         DOCS         DOCS         FVCSM           Bv3         EvX1 Frunctob awaremenss of the Community Chanter         Z019-19         DOCS         DOCS         PCSM           Bv4.3 Expendence at Violence against Vionnon.         Z019-20         D1         D1         D1         D1           Bv4.3 Expendence at Vionnon CV1 violence against Vionnon.         Z019-20         D1         D1         D1         D1           Bv4.3 Expendence at Vionnon explainencies of CNIeld Stafety         Z019-20         D1				6.3.3 Develop an Early Years Pilan (EYP)	2018-19	DOCS	DCCB		Plan to be accoped during that quarter 2018-10, as availing data from volnorabilites/disad/vertage studies. This Will assist in metroving the scope to What is required in the Plan.
Byte         BAT A Enterthole and Valence against Wormen.         2018-19         DCCS         DCCS         DCCS           Juster         For the Prevention of Valence against Wormen.         2018-19         DCCS         DCCS         Feb-16           Bateriance.         BAL3 Expend and continue CCTV operation         2019-19         DCCS         DCCS         Feb-16           Bateriance.         BAL3 Expend and continue CCTV operation         2019-19         DCCS         DC         DC           Bateriance.         BAL3 Expend and continue CCTV operation         2019-19         DC         DC         DC           BAL3 Expend and continue CCTV operation         2019-19         DD         DI         DI         DI         DI           BAL3 Expend and continue CCTV operation         2019-19         DD         DD         DI         DI         DI         DI           BAL3 Expend and continue CCTV operation         2017-21         DD         DD         DI         DI <td></td> <td></td> <td></td> <td>6.3.4 Implement EYP actions within timelnemes and resources</td> <td>2019-20</td> <td>DOCS</td> <td>FYCSM</td> <td></td> <td></td>				6.3.4 Implement EYP actions within timelnemes and resources	2019-20	DOCS	FYCSM		
64.3 Implement the regulationents of Child Safety         2017-18         DCCS         PCCSM         Feb-16           64.4.3 Expand and continue CUTV operation         2019-20         D1         D1 <td< td=""><td>   </td><td></td><td>8</td><td>6.4.1 Preniolo avarenoss of the Community Charter for the Prevention of Violence against Women.</td><td>2018-19</td><td>pocs</td><td>DCCS</td><td></td><td>Counsel participated in the VB Days of Adjoin Faceflated by the State, and undertook Okrange events that were promoted on social media and in the press, Council will be undertaking a garder equily suck and assessing While Robon compliance during 2016-18 - being assessed during June 2016.</td></td<>			8	6.4.1 Preniolo avarenoss of the Community Charter for the Prevention of Violence against Women.	2018-19	pocs	DCCS		Counsel participated in the VB Days of Adjoin Faceflated by the State, and undertook Okrange events that were promoted on social media and in the press, Council will be undertaking a garder equily suck and assessing While Robon compliance during 2016-18 - being assessed during June 2016.
6.4.3 Expand and continue CCIV operation         2019-20         DI         DI         DI           6.4.4 Enfoce board and continue CCIV operation         2.019-19         DDP         PHRSC         CO           6.4.4 Enfoce board and develop a MOU with Victories Phylics to support addictorial community         2.019-19         DDP         PHRSC         CO           6.6.1 Support the development of sport and curre prevention measures.         2.017-21         DDP         PHRSC         CO           6.6.2 Complete and implement of sport and recolding addore and implement the Recreation         2.017-21         DDP         ECDM         CO           6.6.2 Complete and implement the Recreation Project within limitation.         2.017-21         DDP         ECDM         CO           mail         6.6.1 Score, fund and complete Robinviale Library Project within limitation.         2.017-21         DDP         ECDM         CO           mail         Fig.2 Complete and implement the Recreation         2.017-21         DDP         ECDM         CO				6.4.2 implement the regulationents of Child Safety Standards.	2017-18	DCCS	DCCS	Feb-16	Cheld Safe Directive and Reporting Proceedure reviewed by ELT In September 2017. Reviewd Child Safe Samders Pelly prevented for exdeption the Descenter 2017 Council meeting. Orgoing prators to remain compliant war of memory. DHHS conductor the auth OC Child Safe Standards 7 June, and determined Council to compliant, and more advanced than other LMR councils.
64.4 Enforce total laws and develop a NOU with current prevention measures.     2019-19     DDP     PHRSC     CO       Victorials Police to support addicional community current prevention measures.     2017-21     DDP     FHRSC     CO       6.5.1 Support the development of sport and restriction atoms the mentionality.     2017-21     DDP     FREO     CO       6.5.2 Complete and implement ib Rurrentionality.     2017-21     DDP     ECDM     CO       mail     6.5.2 Complete and implement ib Rurrentionality.     2017-21     DDP     ECDM     CO       mail     6.6.1 Support the development ib Rurrentionality.     2017-21     DDP     ECDM     CO       mail     6.6.1 Support the development ib Rurrentionality.     2017-21     DDP     ECDM     CO       mail     6.6.1 Support the development ib Rurrentionality.     2017-21     DDP     ECDM     CO				6.4.3 Expand and continue CCTV operation	2019-20	ā	ō		Requirements and opportunities are monitored and investigated with relevant stakeholders.
6.5.1 Support the development of sport and recreation chains across the mentionality.         2017-2:1         DD/s         ECRIC/L         CO           6.5.2 Complete and implement the Rotreation         2017-2:1         DD/s         ECD/M         CO           6.5.2 Complete and implement the Rotreation         2017-2:1         DD/s         ECD/M         CO           mail         6.5.2 Complete and implement the Rotreation         2017-2:1         DD/s         ECD/M         CO           mail         86.1 Scope, fund and complete Robinvale Library         2018-20         DDC/S         CDL/M         CO           mail         R6.2 Chevelop an effective partimetable arrangement         2016-16         DDC/S         CDL/M         CO				6.4.4. Enforce total laws and develop a MOU with Victoria Police to support additional community orime prevention measures.	2019-19	DOP	PHRSC	8	Councel has alternated Police call out sessions to outurate and update Officers on the new Local Law No.2 2017 and provided resources in Robinvate and Swan Hill. Council and Police MoU has been updated.
6.6.2 Ownplete and implement the Recreation         2017.21         DDP         ECDM         CO           Reserve Master Plan.         86.1 Supplet and ownplete Robinvate Library         2019-20         DDP         ECDM         CO           mail         8.6.1 Supplet functions.         2019-20         DCCS         CDLM         CO           mail         6.6.2 Develop an effective partnership arrangement         2018-19         DCCS         DCCS         DCCS				6.6.1 Support the development of sport and recreation clubs across the municipality.	2017-21	DDP	CREO	8	Phority projects will be issuallized for the feature provision of sport and necretifican facilities in the Recevention Reserves Measure Place and Aquatics Strategic Plan (to be completed in 2019/19). Clubs will continue to be supported florough Councils Continuity Geants Programs.
mall Project within limitations. Project within limitations. 6.6.2 Develop an effective partnership arrangement 2019-19 DCCS DCCS DCCS with Robinvelop an effective partnership arrangement 2016-19 DCCS DCCS				6.5.2 Complete and implement the Rocreation Reserve Master Plan.	2017-21	DP	ECDM	8	Adastroplan completiod.
2018-19 DCCS			Ilan	6.6.1 Socpe, fund and complete Robinvale Library Project within limitations.	2019-20	DOCS	CDLM		RDV have confirmed the familing allocation for the 2017-18 State Government builded for the Redensite Library. Meetings have been held with RDV, the Education Department and Colman Foundation representatives. The recommendation has been put toward that the Education Department manage the project and the familing
				6.6.2 Develop an effective partnership arrangement with Robinvale P-12 Colloge	2016-19	DCCS	DCCB		

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1	-	Objective	Aladegic Antuations	How we will know you have achieved this	Ry Witten	Directorate	Citiburtia	Gommeteel Date MMivy	Community as at 30 Juny 2010
106				6.6.3 Confirm that the new library is meeting the Robinvele community's needs.	2020-21	DCCS	COLM		
105			$6.7{\rm hrvestigate the need for an off teach dog park$	6.7.1 Survey community needs for off-teach dog park.	2017-18	DDP	PHRSC	0ci-17	Survey completed. Report of suggrested locations is being prepared for consideration by Council.
Ditt				6.7.2 Develop a project scope if the community need is identified.	2018-13	đ	PHRSC	8	Contrain anappend on zr Proprinties 2017 htt mist from or its same for the system. Seguinger, mistalist finite, cog aver dispensentibages to be installed in all areas. Courrent to controlled a media employable rechtures dog aver triat, quarterity assessments will be underfacter to gauge the use, compliance and compliants. The community will have the opportunity to provide feedback through a survey at the half way paint of the trial through a survey that way point or valishibb through Councils website and Facothock page. The end date of the trial is December 2019.
101	N 85	<ol> <li>Develop a community with a sense of prise and responsibility: owneship that series to achieve its asplictions.</li> </ol>	7.1 Support the capacity of communities to sail- manage and solf-regulate.	7.1.1 Review and renew Community plans as appropriate.	3017-21	đđđ	CDRC	8	Residivame Prent-reviewance and updation Aug 2017 Late Boga-Due for review New 17 Plangt — Due 2020 Monton - review completion 2016 - currenally prioritising projoids Monton - review completion, finalising priorios etc. Baverford - due 2019 Ultima completed 2017 Marazogabay, underweay Wernent - due 2018
212				<ol> <li>1.1.2 Implement ways to encourage all communities to actively participate in the community grants program.</li> </ol>	2018-19	DDP	CDRC		Al communities are encouraged via email and by Council reps at TRG meetings to apply for the community grants. TRG are encouraged to distribute the grant info throughout their community and networks.
118				7.1.3 Advecato on bohalf of our communities for priority lesues and opportunities.	2017-21	900	CDRC		Continue to work with the TFG to priorities their projects, updating implementation plans on a yearly basis to reflect their hopes and aspirations.
110				7.1.4 Sponsor Loddon Muray Community Leadorship Program	2017-21	DDP	CDRC	03	Support is provided on an sortial basis subject to the Amnuel Budget process. COMPLETE/ONCOING
21			7.2 Review each of cur Community Plans	7.2.1 Develop and publish new Community Plans	2017-21	da a	CDRC	8	Robinivale Planteventovecti mari uppdilosi Aug 2017 Svam Hill - Dua for review Nov 17 Paragi - 1Au 2000 Volanti - Dua 2000 Most - Dua 2018 Beverford - 400 2018 Beverford - 400 2018 Beverford - 400 2018 Worman - dua 2018
316			7.3 Pfan for tho development of the Swan Hill Regional Art Gallery prestnot.	7.3.1 Determine the leng-item site for Swan Hill Regional Art Gallery.	2017-18	DCCS	DCCS CDRC		
117				7.3.2 Propere final Gallery designs for approval and oneled.	2016-19	DCCS	DCCS CDRC		
110				7.3.3 Secure funding and complete the project	2019-21	DDP	DCCS		
915				ONEHAS	ONFRASTRUCTURE				

	Comments as at 30 June 2018	Now Road Management Flan (RMP) commenced on 1 July 2017. Gourdi Difficers are meeting all innefrance edituxi is its: BMP-	Muced estimation and the set of the metric in accordance with RMAC. An internet Safety Action Phar process the been implemented set shall be used in instancess where appropriate women or a telest is resumed with a suitable repair or treatment part to complete	Bujpu	Priority projects identified and a scoreing matrix has been developed and agreeed to enable ranking of projects by the Technical Committee. Draft Strategy is expected by the end of Ame 2018. Then will become organing.			<ol> <li>Detailed designs complete.</li> <li>DELIVP and ParkVic are agreable on using the lead south of Smythy Road as a borrow Pit ( datalled design motion).</li> <li>DELIVIP and ParkVic are agreable on using the lead south of Smythy Road as a borrow Pit ( datalled design motion).</li> <li>DELIVIP granted their approval for Geo-Teathing to the area in discussion. We have a quote for this test.</li> <li>We begud an application for a planning parmit with the plannering depertment for this purpose.</li> </ol>	Council secured \$710,000 through the 2016-17 NDRGS and first installment neothod \$355,000.	every four years due 2018.		Takes computers are progressively being rolled out to WpA. Teams. These proble staff to crossed dely completion of basis.	arillise Strategy.	Working with the Engineering and Asset Departments to finalise a Public Converience Strategy.	A Cherryton Reuzeve Brunteny Meeding was had 11 April to seek futher damy nem too of the merge sprend calls: whit regimes to reconstrain the indication for several to cherry nem too of the merge sprend regimes with regimes to reconstraints and the several comparison. Dubantes to regimer as an incorporated alrou price in the merchanism of users several comparison to business to regimer as an incorporated alrou price in the merchanism of users several comparison. Dubantes to regimer as an incorporated alrou price in development of users spreamed for incorporation 6. Assess 2018 Distribution and these segmental for incorporation 6. Assess 2018 Constant Interviewing these segmental for incorporation 6. How constrained these settings of second supervised in the in place with and referent interviewing the theoremeted domy former setting usin they such learned the and these settings and transportations 6. The theoremeted domy former setting usin they such learned the and the setting and the and process.
	Gommen	New Road Management Plan (RMP) commence set unt in In-RMP.	All belied tepair implicance are being mat in acc triss been implemented and shall be used at insta a suitable repair or treatment par the completed	Project scops and plan completed. Walking on funding	Priority projects identified and a scoring matrix <sup>1</sup> by the Technical Committee. Draft Strategy is e			<ol> <li>Defiaited Kesigns compliate.</li> <li>DELWP and Park/Ke are agreethe on using through 2. DELWP granted their approval for Geo-Trastin 3.DELWP granted their approval for guarhing permit 4. We baged an application for a planning permit</li> </ol>	Council secured \$710,000 through the 2018-17	The Active transport Stratugy is to be reviewed every four years due 2018		Fables computers are prograssively bangs rolles completion of basks	Work is progressing on a Public Convenience Facilities Strategy	Working with the Engineering and Asset Depart	A Chrenerin Reasover Bourdenry Meeting were head 11 April to seek further clar cates with registries for concenter test to mobility or general concentration of the with registries for the Schedom Reasover Complex (not, 20,000m) where for the foreign were reasoned in cuby Schedom Reasover Complex (notice) of the foreign concentration of the schedom Reasover Complex (notice) of the Chedom Reasover Schedom Reasover Complex (notice) where denois the Chedom Reasover Schedom Reasover Complex (notice) of the Chedom Reasover Reasover (notice) and the schedom Reasover Concent Landom Reasover Reasover (notice) and the schedom Reasover Concent Landom Reasover Reasover (notice) and the schedom Reasover Concent Landom Reasover Reasover (notice) and the schedom Reasover Located Landom Reasover Reasover Reasover (notice) and the schedom Reasover Located Landom Reasover Reasover (notice) and the schedom Reasover Located Landom Reasover Reasover Reasover (notice) and the schedom Reasover Located Landom Reasover Reasove
π	Completed Date MMIYY	00	8	8				2017	2017			8			8
9	Officeris	MM	MW	CRGO	ō	ō	ō	EPAM	ā	CDRC	CDRC	MM	ō	MM	CREO
ц.	Directorate	ō	ō	DDP	ō	ō	ō	۵	ō	DDP	005	ō	ELT	ō	900
4	By When	2017-21	2017-21	2018-19	2017-21	2017-21	2017-21	2017-18	2017~18	2018-19	2018-19	2017-21	2018-19	2018-19	2017-21
â	How we will know we have achieved this	8.1.1 Complete 109% of Inspections outlined in Road Management Plan (RMP) by identified time frames.	8.1.2 Ensure 100% defects are repaired in line with RMP timetrames	8.2.1 Complete project scope and plan to enable future funding submission	8.3.1 Work with the Central Marray Regional Transport Forum (CMRTF) to identify regional priority projects.	8.3.2. Advocate with CMRTF for functing for identified projects	8.3.3 Advocate with the Real Freight Aliance for funding for suitable rail projects	8.4.1 Complete datallet datagn	8.4.2 Lodge funding appfication	8.5.1 Review the Strategy	8.5.2 Adopt the reviewed Strategy	8.6.1 Cardinuously improve the efficiency of our works and maîntenance crew.	8.6.2 Identify opportunities to rationalise assels and facilities that do not have an identified service need.	B.6.3 Centiuct a review of public facilities including public tollets (included as part of 18/19 review).	8.7.1 Continue to work with Community Groups of Christodin Mictae Sports complex.
υ	Strategic Initiatives	8.1 Manage Council's made and read related infrastructure in line with the Road Management Plan		8.2 Advocate for functing for an active trait between Lake Boga and Swam Hill.	8.3 Advocate for improved transport routes across the region.			6.4 Fursue funding for a leveo bank at Robinvale.		6.6 Review the Swen Hill Active Transport Strategy		8.6 Review the wey that we procure and meintain our Infrastructure.			3.7 Maximilies community bondifis from the opportunities presented at the Chilabelm Motor Sports Complex.
æ	Objective	8. Infrastructure that appropriately service community needs													
¥	4	120	121	122	123	124	125	81	127	128	BEL	130	131	ZEI	

A         B         C		DUR 2016	da to support the Lighting Up Riverside Park. ect costs \$270,000,			ndfor Consultants,	rs including; IDM Author, Design smd nollod and overnisied by the IDM requirement. d over time to Council particult needs.	cost. Working group recommendations receive and discuss in an "14, created planar, indu- t milestense developped and agrowt. Prejoor Body. Deagin consultant to pregram detailor ind revised detailed devigin spors and plans d		bigheering works team. Autholoste a propose res with Director, then E.L.T about where to from					ment of roads to improve traffic and visibility spation.	
A         B         C		OC he we ethnorgeneza.	There has been three unsuccessful attempts for external fun Another application will be submitted in the 2318/19 FY, Proj		Commercial Development Strategy draft completed.	Orgaling fitrangh; 1. IDM Counted group meetings and started information. 2. Pre-approval/Engin referet discussions with Developera a	<ol> <li>Organiza discussions and consultation with loay tableholds Development. Consultations and Council Staff.</li> <li>A report was presented to Council Staff.</li> <li>A report was presented to Council Reserve base been os 3. Old policy tamined i rocupath on Ricoard Reserve base been os 4. It was recommended that the current IDM is to be reviewed</li> </ol>	Tender and quotation documents released for response and and spectral processed by Council. Deliginer for weeks promosphilan (Network doce settimises complete and agreed, Revised prejace) variations request prepared for consideration by fockeral fundi- istructural drimings. Variation agreed by funding body. New 1 part agreed by funding body. New 2016.		Road review currently being further refined with Depot and E Road Network to be reviewed in May. With further discussio there.		Work in progress	Major Projects review will occur in October 2017.	Work in progress	Work In progress with channel decontrinisationing and realitymment of roads to improve traffic and visibility strated in faite May 2016. Land territe in final stages of sweatgartion.	
A         B         Compatibility         Industry futures         Compatibility         Description         Compatibility         Description         Descripion <thdescription< th="">         Desc</thdescription<>	×	Gompleteal	8			8		8		8					8	
A         B         C         C         C         C         D <thd< th=""> <thd< th=""> <thd< th=""> <thd< th=""></thd<></thd<></thd<></thd<>	9	Zilliontia	ECOM	ECOM	ECD4M DGRC	EPAM	EPAM	FOLEC	ē	EPAM	ō	ā	FM EPAM	ā	ā	
A         A         B         C	-	Directorale	400	906	400	ō	ō	ā	ō	ō	ō	E.		ШT	1 d	
A         B         C         C           Opention         3:1 Implement Swan Hill and Robinstation and appropriately maintained in accordance with measurements.         0:1 Implement Swan Hill and Robinstation         0:1 Implement Swan Hill and Robinstation           A         B         1 Implement Swan Hill and Robinstation         0:1 Implement Swan Hill and Robinstation           B         B         2.1 Implement Swan Hill and Robinstation         0:1 Implement Swan Hill and Robinstation           B         B         2.1 Implement Swan Hill and Robinstation         0:1 Implement Swan Hill and Robinstation           B         B         2.1 Implement Swan Hill Livestock Selicity of the swan Hill and Robinstation         0:1 Implement Swan Hill Livestock Selicity Complex           B         B         2.1 Implement Swan Hill Livestock Selicity Complex         0:1 Implement Swan Hill Livestock Selicity Complex           B         2.1 Implement Swan Hill Livestock Selicity Complex         0:1 Implement Swan Hill Livestock Selicity Complex           B         2.1 Implement Swan Hill Livestock Selicity Complex         0:1 Implement Swan Hill Livestock Selicity Complex           B         2.1 Implement Swan Hill Livestock Selicity Complex         0:1 Implement Swan Hill Livestock Selicity Complex	5		2017-21	2017-21	2017-21	2018-19	2018-19	2017-19	2018-19	2018-19	2018-21	2017-21		3017-21	2017-18	ſ
A A Allowed the provided and approximation in accordance with agreed allowed in accordance with agreed allowed in accordance with agreed allowed and the determinant of the accordance of the ac	â	Now we will know we larve achiavood true	<ol> <li>1.1 I thenfity and successfully apply for funding opportunities</li> </ol>	8.1.2 Enuure projectis complete in accordance with timelines.	<ol> <li>A Identify and encourage private sector invastment.</li> </ol>	9.2.1 Improve internal and external stakeholders understanding of the Infrastructure Design Manual	9.2.2 Develop local policy position in stream where the infrastructure Design Manual can be variout the infrastructure.		<ol> <li>B.3.2 Intentify funding opportunities for future stages</li> </ol>	9.4.1 Complete a service raview of the road network	8.4.2. Identify and pursue funding opportunities for upgrades.	8.5.1 Minimise capital works and major project carry overs from year to year.	9.5.2 Complets Major Projects Plan review each year	8.5.3 Minimise project budget overtuns	10.1.1 Work with Goulburn Murray Water to decommission channel number 9.	
	U	Windogie fritiations						9.3 Upgrade Swen Hill Livestock Selling Complex		9.4 Review the Road relivedt and classify each reach		9.5 Piten and defiver Council's capital works program and Major Project Pitan.			10.1 Actively pursue opportunities from decommissioned intigation infrastructure	
	8														10. A strong focus on asset management systems and planming	
나는 ~~ 위 위 위 위 위 위 의 의 의 의 의 의 의 의	۷	-	ja j	135	136	137	ţ	BEL	140	141	242	143	144	145	146	

-	2102 mult OC In an attornment		CRGO has not with all reserve user groups to prioritize recommendations. Writing for chars to certifirm list of prioritizes and sign off on Master Plans.	Warking through the Recreation Reserve Masterplan to identify key arses.	The Robinvade Chicket nets project has been invited to full application stage under the Community Sports Infrastructure Fund. The submission was due on 27 September 2017.	A number of Recreation Reserve Agreements are yet to be returned from other. All olds have been contacted and it has been requested that they return these documents as soon as possible (Agreements were posted to clubs in mid April).		<ol> <li>Orgafing with all leases.</li> <li>Assess currently consulting with leay statedwiddens on what they would like is a proproad building asset 2. Assess build preliminary meetings with this working group and are moving through what item are population. Yet to set a new meeting.</li> </ol>	<ol> <li>Connect has recently enjoyed Passestar Services to conduct full review for Cavica asset Modula. Report has been fazzled to Asset Managament staff for its review.</li> <li>Asset Managament Saff as conducting with other departments reparting their contribution to the 2 sesselfs rugation fincugatine process. Awaiting Financial Commitment from other Departments before engaging Penesatar to complete works.</li> </ol>	<ol> <li>Derif Lertes Pailloy and Report free been propared and is nosity to be presentiate to ELT.</li> <li>Thransport Asset Management Plan completely consultant to DI waview.</li> <li>Upstituting the Asset Register is depending on Parceletor Infiltings.</li> <li>Asset Management Plan adopted in December 2017.</li> <li>Asset Management Plan adopted in December 2017.</li> <li>Further discussions and development of policy being undertake to incorporate Reprosition Reserve Agreement Plan.</li> <li>Asset Management Plan adopted in December 2017.</li> <li>Asset Management Plan adopted in the presentant of Asset Coordinator.</li> </ol>	Review existing regieur as recommended through Pecceatur Report (once Authority upgraded in include the Pooceclash, Awaiing Financial Commitment from other Dopartments before angaging Paceetar to complex post			A number of initiatives have been completed and we are on larget for the remaining initiatives from the strategy.	Crouther:	Dave.19 Encoderede advortisible its neur darku stand
×	Completion Liste MM/YY		8		8	8			8					8	8	Dec
9	annauria.	ō	cseo	MW	DDP ECDM	ECOM	EPAM	EPAM AC	EPAM	EPAM AC	EPAM		BCS	ITM	ODM	MCO
-	Directorate	ELT	DDP	ō	CDP	900	ā	ā	ō	ā	ō	RIGHIF	티	pcs	DCS	pcs
59	Ry Winan	2017-21	2017-18	2018-19	2017-21	2018-19	2017-18	2018-19	2018-19	2017-18	2018-19	AND LEADE	2016-19	2017-21	12-1102	2017-18
à	How we will know we have achieved thus	10.1.3 identify funding apportunities to upgrade newly available tand	10.2.1 Adopt the Recretion Reserves Mestapian	10.2.2 Establish a long tern oporational maintenance program for Council managed reacrees	10.2.3 Investigale funding options to implement actions within the Masterplan.	10.2.4 Roview and updie user agreements behaven Council and recreation reserve users groups	10.3.1 Produce usege report, including analysis of non-Council facilities that provide similar services	10.3.2 klankty opportunities to rationalise Council	10.4.1 Implement an officetive asset management	10.4.2. Develop and update policies, strategies and registers.	10.4.3 Complete a contralisod assot register	GOVERIN- NICE AND LEADERSHIP	11.1.1 Undiertaka Council Services Review.	11.1.2 Implement the new IT Strategy.	11.1.3 Implement Customer Sarvice Strategy actions	11.2.1 Intraduce facebook advertising
C	Westergie frittation		10.2 Complete the Recreation Reserve Masterphan				10.3 Review current use of bound facilities.		10.4 Plan and deliver assets for the current and 10.4 Plan and deliver assets for our growing commerch and charaging surviconment.				11.1 Develop Council's systems and processes to improve our customer service, efficiency and effoctiveness of our operations			11.2 Uso social reodia as a medium for community
æ	Zhjediter												<ol> <li>Positive community engagement by appropriate and constructive consultation</li> </ol>			
×	1								10000					-	-	

-	Gomments as al 30 dure 2016	Orgoing	A document poolen hem been developed, and while powering at Chainel Alemandy, in Clastelen (V) ( /			MROC CEOs continues to be a usefut forum.	Discussions with ELT and Council have occurred in May 2018. Draft survey tool to be strotfonad.	Beef Producer consultation on the Seleyards redevelopment through the establishment of a working group will deliver a better result.	Further consultation being conducted to close the loop regarding the Murray River Interpretive Centre Fuestbillity Study outcomes. Consultation due to be held 18 and 19 June 2019.		Summer newsletter published and distributed in December 2017.	Dec-17 Promotion continues litrough regular use of Councils Facbook page.		New-17 Cificially commenced in this actions 1 Novamber 2017, first self Austr of 25 key areas submitted to MAV Nov-17 December 2017.	Initial such has been completed.	Audileg schoolde adopted by ELT October 2017. Three internal audils completed to dote.
х	Completed Date MM/VY		0								8	Dec-1		Nov-1	8	8
Ð	Difficutie	MOD	ECDM	ECDM	MOD	ELT	MOO	ET	ECDM ODM CDRC	ō	MOD	MOO	B.T	MOD	MOD	CDM
	By Witan Directorate	DCS	elan el	d00	DCS	CEO	DCS	GED	DCS DDP	Lie	pcs	DCS	CEO	DCS	DCS	DCS
ы	By Witan	2018-19	2018-18	2018-20	2018-19	2017-21	2018-19	2018	2018-19	2017~18	2017-21	2017-21	2017-21	2017-18	2017-18	2017-21
â	How we will know we have achinyod true	11.2.2 Increase the use of online survey lools	11.%.1 Research and report to council on cantemporary consultation melhods	11.3.2 Investigate the use of multilingual publications	11.3.3 Increase the use of social media, caline survey tools.	11.3.4 Increase the use of current and professional networks and contacts to carvass opinion and share information.	11.3.5 Review Councils Continuatorition stratogy.	11.4.1 Include affective community engagement processes in all planning and project delivery plans	11.4.2 Conduct training for staff	11.4.3 Implement a project management system.	11.5.1 Publish two community newsletters a year	11.5.2 Use feeebook edvertising and eocial media to premoto Council	11.6.3 Use established comoclians/partnerships to promote a positive Council image	12.1.1 Participato In MAV Workoover soff Insurance scheme	12.1.2 Develop and Implement an OH&S framework	12.1.3 Implement National Assessment Tool (NAT) auditing across the organisation
U	Stategic Millauses		11.3 Establish new and elternetive methods of consultation.					11.4 Champion a culture that values straig community engagement.			11.5 Develop a strong positive message and image for Council and the region			12.1 Contenuity improvo workplace stifely and staff health and wellbeing.		
æ	Objective													12. Effective and efficient utilisation of resources		
-	1	163	169	165	166	167	168	163	170	121	221	Ta	174	F SALE	176	IT

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1	Chientive	Strategic Initiations	How we will know we have achineod Mile	Sy Winn	By Witan Directorate	Difficentia	Gorgebieteni Dato MM/YY	8102 while OC in an attronumc.D
			12.1.4 Test the Business Cartientity Plan	2017-21	DCS	MOO	S	Bueirees Cantinuây Plan testing Completed November 2017.
			12.1.5 Review and develop Councils Risk Framework and Strategy	2017-18	DCS	ODM CSC		
		12.2. Roviow results of community satisfaction survey, submissions and community consultations to itionity and respond to changes in survice demand or expectations	12.2.4 Participeta in annual community setisfaction survey	2017-21	DC\$	MGO	8	Survey questions confirmed, and media release sent dot in February 2018 to advice the community. Survey completed and results to be presented to Council in July 2018.
			12.2.2. Review, report and and as appropriate on survey results, formal submissions and specific consultations.	2017-21	CED	EI		CISS results are analayeed and reported to Council arrundly
		12.3 Implement a Project Management System.	12.3.1 Review and improve current processes	2017-18	BLT	ō		
			12.3.2 Implement a centralised Project Management System utilised throughout the organisation.	2017-18	BLT	DCS		
		12.4 Review council services for efficiency, effectiveness and quality.	12.4.1 Prioritise services for a detailed raview	2017-18	CEO	티		
			12.4.2 Identify relevant benchmarks for a service review	2018	OED	BLT		
-			12.4.3 Implement an improvement plan	2018-21	CEO	BLT		
			12.4.4 impleament the IT Strategy	2017-21	DCS	ITM	8	A number of initiatives have been completed and we are on larget for the remeining initiatives from the strategy.
	<ol> <li>Efforcive partnerships and relationships with key stakeholders and Staff</li> </ol>	13.1 Engage and partner with organisations, business and individuals to increase co-operation and avoid duplication of resources when common objectives are literified.	13.1.1 Conduct Skells audit of continuelity organisations	2048-1\$	dQ0	CDRC		
			13.1.2 Identify areas in which to increase co- operation	2018-21	CEO	er T		
-			<ol> <li>From strategies and partnerships for key issues / projects</li> </ol>	2018-21	CED	E	8	Romoosempoles installer trocking environments entrevoluprivers, end enviroling (or the Source) Bill Bregon estimations. Herearing the Foldenschift motifier Successful Hitti Hassilia
		13.2 Encourage and support Council representations of behain positions on relevant booses that support council's solivities, providing these addes do not coordist with Council responsibilities.	13.2.1 Identity Key Board positions	2018-19	CEO	1 li		
_			13.2.2. Discuss Board position opportunities regularly at Councilior Aesemblias and Maragement meetings.	2017-21	GEO	BIT		
			- Be	Page 13				

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				4		,	1000	
7	. Objective	Strategie killintides	Now we will know we have achieved thus	By Whan	Directorate	Officeria	Completed Eate MM/VY	Comments as a DUL of the set attraction of the set of t
193			13.2.3 Develop advocacy strategies	2016-19	CEO	ELT		th progress
194			13.2.4 Train staff and Counsilions on Gevennance responsibilities and industry based awareness.	2018-19	CEO	DCS	8	Presentation arriver to Counciline on Contributed Internet line's Photpal. Docedool Different provinsion of Usual Government Act, in subjective CUT, and Usite lines (come construment) put an internet part of a landing of internet contractive in January 2018. Presentation for return of Interest Internet conduction in June 2019.
195		13.3 Ensure regular (setogue with neighbouring municipalities and other stakeholders	13.3.1 Schoolule regular moolings with Murray Rivor Shire, Balranald Shire and Murray River Group of Councits.	2017-21	CEO	ELT	00	The Mayor recently contracted newly elected Councilities to Murray River Shine advising them of our desire to have a storeg and cooperative relationship. Council continues to play an advise role in the Murray River Group of Councilis, Moeintys are being scheduloid for config 2016.
196			13.3.2 Extradula meetings with Stata Government Rapresentatives.	2017-21	CED	ELT	00	Meeting held with Andrew Brosel, Peler Walsh and Peler Crisp in Isle 2017.
197		13.4 Ensure we have appropriately skilled staff that are afigmed to the degenisational values of Douncil and are recognised accordingly.	13.4.1 Implement orgoing training and oducation program	2017-21	DC\$	ODM	8	Trainsig treods data base developed pest amual performance riviner in July 2018.
196			13.4.2 Recognise achievements in Innovation and best practice, including through the staff awards	2017-21	CED	NDO	00	Stelf avaards were held in August 2017. Commenced a regular innovation socien in the Stelf Mattere Nevaletter. Two staff recognised in December 2017 for innovative Occupational Health and Steldty practices.
199			13.4.3 Pursue Industry and professional recognition for shell	2017-21	EL	МОО		
200			13.4.4 Uillise management and leadorship development programs.	2017-18	CEO	ELT	8	The CEO, Directors and Managers are on goped in a leadership development program for 2017/18.
LÚZ			13.4.6 Increase cross-organisational awaraness and resource charing.	2017-21	CEO	ELT		
200			13.4.6 Invite Councilieus to all staff recognition events.	2017-21	GEO	MOO	8	Counciliers invited to Black Duck Avriates and Staff/Counciller Christmas event in 2017.
202		13.6 Council to lead the conversation on Bridge placement with the community.	13.6.1 Represent councils views at stakeholder meeling	2017-18	CEO	ō		Councel has requested a review of the heritage values of the Swari HBI hridge and has requested suthotites review the location of a new tridge in light of the BPAC Engineers Australia: Report.
204			13.5.2 Conduct public engagement and awareness campaign	2018-19	CEO	ā		
205	14. Effective advocecy and strategic planning	14.1 Improve effectiveness of Council's advocacy	14.1.1 Identify the key issues to be advocated for.	2017-21	CEO	ELT		A draft Adversey Strategy has been prepared and will be vorkshoped with Council In early 2018.
206			14.1.2 Develop and implement an Advocacy Strategy.	2017-21	CEO	ELT		A dreft Advocacy Sintingy has been prepared and will be wirkstroped with Council in early 2018.
207		14.2 Work with Swan Hill District Health and Rebinvalo District Health Services to dorotop joint solvocacy strategias for improved health services for our community	14.2.1 Adopt the health precind plan into the Swan Hill Planning Scheme	2017-18	DOP	WO	Nov-17	Nov-17 Coandi adopted Health Precinct Plan into Swan Hill Planning Scheme in Novambar 2017

Page 14

		o Down Hill Flowatte	Strahegy	ared and will continue to be			rling Association.	ign ACT 2017. MRGC continues	in proas.				g the 10 Year Major Projects Iho enginewing design staff			agram to take advantage of uddon Plan. 0,000), Ongeling investigation of owned beliatings where
	Commune as at 36 days 2016	Goundii in coodmining a socriminnity group (si anstroante (oi insperienrante (o the linear) fill i fondlar	SHDH and the proposed redevelopment is a key part of Council's Advocacy Strategy	A prospectua of potential government investment oportuation has been prepared and will contisue to be updated.	The MRGC has been particularly useful for Council in regional advocacy.		Swan Hill Rural Clty Council has withdrawn its memberatip to the Murray Darfing Association.	CEO has contributed to the Murray River Group of Councils advocately campaign ACT 2017, MRGC continues to have a voice on the Secte economic impacts of the MIDB Plan.	Discussions with other stakeholders will begin on who is responsible for certain areas	Assilings to the normalies are reported at A variety of payers are instance.			<ol> <li>Key issues tokertified with needed work scepad and costed through updating the 10 Year Major Projects Plan.</li> <li>Constants are suptared through Sysatis, investigated with tasks assigned to the engineering design staff whore needed.</li> </ol>		Orgoing	Council has joined Sustainability Vidoria Local Government Envergy Saver Program to take advantage of Inhalmers targeted at Identified revances constrained Municipelifies. Stream 1: clabelish - Local Government Contrast Environment Contrast Reduction Plan. Stream 3: Local Covernment Contrast Environment Contrast Reduction Plan. Stream 3: Implementation of Retrictli Work (Inntirery opportunities of up to \$100,000). Organity Investigation into addrer cybors for Stochtish Work (Inntirery opportunities of up to \$100,000). Organity Investigation into addrer cybors for Stochtish Unverligation of natural gas correction to Council owned buildings where prestabilia.
×	Completed Date MM/YY	00	8				2017	8		8						8
9	Difficertie	DDP	DOP	ELT	ELT		CEO	GED	WM PHRSC	dQD	CEO	CEO	EPAM	MO	EPAM	WM BEO
-	Directorate	CEO	CEO	CEO	CED		CEO	CED	<b>10</b>	DDP	CEO	CEO	ā	400	ā	HOO IO
	By Witau	2017-21	2017-21	2018-19	2017-21	ENVIRONMENT	2017	2017-18	1 12-112	2017-21	2017~18	2017-18	2019-20	2020-21	2018-20	2017-18
â	How we will know we have achinyod thus	14.2.2 Regular meelings with relevant bodies to determine needs	14.2.3 Advocate State and Federal Covenenest.	14.3.1 Develop markeling material on key issues.	14.3.2 Brakegically meet with key stakeholders and policy makers.	EWN	15.1.1 Nominele a Councillor to represent Council on the Murray Darting Association.	15.1.2 Lotge submissions to Federal agencies via Murray River Group of Councils and report to Council.	15.2.1 Continue restoration works.	15.2.2.Cheir and sitend Lake Bogs Land and On Water Management Pfan meetings	15.3.1 Attain membership to Caldment Managament Authorities (CMA).	15.3.2 Seek a position on CMA committees	15.4.1 Complete an investigation	15.4.2 Action recommendations	15.4.3 Identity funding opportunities and submit applications	15.5.1 Identify additional buildings to connect to renovable entergles.
U	Richage Willatives			14.3 Advocate to State and Federal governments to fund priorities in Community Plees, Major Projects Plan and other key Council plams and straingias			15.1 Be actively involved in external discussions that affect the Murray River, its tributaries and take systems		15.2 Maintain and improve the condition of Lake Boga foroshore and its environs within turr area of control in collaboration with other stateholders.		15.3 Seek to influence how environmental water is used within the municipality		15.4 Investigate opportunities to improve stormwator runolf from townships into the River			15.5 investigate attensitivo onergy for council bealdings, and a community aolar option.
æ	Chjestiter						15. Sound policies and practices that protect and embance our environment									
P	-	20e	602	210	211	ZIZ		224	512	216	217	acz	219	072	221	223

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	10.0 Z 0.0 Z	resource constrained councils including the ment Encorp Saver Program and Council has served and Council Officers sets pressing the Saver Council Officers sets pressing the Colfree Juding to Unterfere reduce Council of Saverschuter at the site and process critical IT in generation at the site and process critical IT intel can not thousands of dollars to regain.	It this stage due to holdup betwaen Landesto ultrant Heritage Awareness Workshops. It is as to start, Council has allocation proportional d on bata road langh in each area.	between landcare groups and Mellee	starroa, \$4850 grant received to assist with	hod within floot munugement system. or inclusion in energy and groen house gas ridations. Proteinieary trapent trochwold and lectric (uareascurable), Other suggestions for	quirements, current and future. Utilitisation of all reposing esstitisation darcess whole of ocumul. uncli staff. Second meeting of Plant Committee and present 10 yr plant replacement plan for	uf auguring so as to minimise damage to earth excess sprinklars to eliminalia excessive	reyoled material borders, drought tolerant plants, Nacement Is required.	a environmental enforcement obligations. The ration removal. DELWP have developed are in force. The Paramite Scheme will need to if have completed training to accusant.	e Mängerment Sarvice Controsts due for re-	irest to the Swan Hill Landfill site. rdbions.	is been investigated by EDU. (Ongoing)	ia campaign in September each year. A plan in ud Swan Hill Landfill one week end per year.
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9	Zilleuria	DI SEO WM	SEO	SEO	EDC	POLEC	FOLED	MW	MM	SEO	EPAM	EPAM	EPAM	EPAM
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	Ry Witan	2017~18	201B-18	2018-19	2018-19	2017-18	2016-19	2018-19	2017-21	2018	2017-18	2048-21	2018-19	2048-18
â	How we will know we law- achineod the	16.5.2 Propare a business case for each oplicat.	15.6.1 Ergage with local Landouse groups	15.6.2 Identity and rodure box (hom infestations.	15.&3 External fruit fly program.	15.7.1 Review our fuel usage	15.7.2 Review plant and corporate fleat requirements.	15.7.3 Investigate and use where possible studients practices	15.7.4 Investigats and use where possible recycled marketels	15.8.1 Develop a clear Policy	18.1.1. Approve a revised and updated Waste Management Plan.	16.1.2 Implement identified actions.	16.2.1 Review data for current green waste sarvice	16.2.2 Develop and implement a green waste information campaign
U	Rivitegie divination-		15.6 Advectate for Improved centrol on private and public land of foreit posts and weeds			15.7 Review our work methods to reduce the environmental impact of what we do				15.0 Define Councils approach to fulfilling our ecvironmental enforcement obligations	16.1 Raview and implement the Waste Management Plan.		16.2 Investigate opportunities for green waste and organity collection service	
a	Objective										<ol> <li>A waste management program that is environmentally and financially sustainable</li> </ol>		-	
<	-	223	224	225	226	227	228	228	DEZ	121	233	1	No.	

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	Gomments as al 30 dure 2018	Working with Adelaids based businees to establish a compositing fealing in the Swan Hill municipality.		We are investigating an energy sever program through SV.	SV has committed to funding provided certain conditions are met.																								
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ы	By Winan	2017-18	2017-21	2018-21	2018-20	2018-19																							
â	How we will know we have achieved true	16.2.3 Investigato organio waste disposal opportunities	16.3.1 Mave the container deposit exheme identified as a priority in the Loddon Mallee Waste Resource Resourery Forum	16.4.1 Identify projects	16.4.2 Secure funding for identified projects.	16.4.5 Investigaie opportunities for recycling Inductry within the municipality (inducted as part of 18/15 review).	Chiaf Executive Officer	Director Corporate Services	Director Development & Planning	Director Infrastructure	Director Community & Cultural Services	Organisational Development Manager	Information & Technology Manager	General Manager Picneer Sottlement	Development Manager	Public Health & Regulatory Services Manager	Robinvale Employment Network Coordinator	Senior Environment Officer	Economic & Community Development Manager	Community Development & Riverfront	Economic Development Coordinator	Community Recreation & Grants Officer	Engineering Projects & Assets Manager	Assets Coordinator	Fleet Operations & Livestock Exchange	Works Manager	Community Care Services Coordinator	Cultural Development & Libraries Manager	Senior Youth Officer
υ	Rindege Willaview		16.3 Contistue to lobby for a state-wide container deposit scheme	16.4. Develop projects that can be funded from the Victoria Sustainability Fund that provide environmental benefits for our community			CEO		da	DI	DCCS			80			RENPC			CDRC	EDC	CRGO	EPAM		FOLEC			CDLM	
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#### B.18.60 RELOCATION OF THE SWAN HILL PONY CLUB TO LAKE BOGA SPORTING COMPLEX

Responsible Officer:	Director Development and Planning
File Number:	AFT-PR-36474
Attachments:	Nil

#### **Declarations of Interest:**

Heather Green - as the responsible officer, I declare that I have no disclosable interests in this matter.

#### Summary

This report proposes the former Lake Boga Tennis Club and Junior Football Club on Labert Road as the preferred site for the relocated Swan Hill Pony Club.

#### Discussion

The Swan Hill Pony Club has been operating for 61 years. It is situated in Feldtmann Lane and is 3.8ha in size.

Council officers and the Swan Hill Pony Club have been working towards the relocation of a suitable site since 2016. After exploring several options, the former Lake Boga Tennis Club and Junior Football Club has been identified, as the most appropriate to meet the needs of the club.

On the 19<sup>th</sup> of February 2018, Swan Hill Pony Club wrote a letter to Council to state that: "Swan Hill Pony Club Inc. is willing to accept the relocation proposal of the Junior Football Oval, Clubrooms and Tennis Courts at Lake Boga to become our new grounds".

#### Governance Details - Incorporating Status, Membership, Meeting Schedule

The Swan Hill Pony Club is an incorporated body, and affiliated to the Victorian Pony Club Association. It holds Public Liability Insurance and all member adults over 18 years old hold a current Working with Children Card.

At least 16 people are currently involved in the Swan Hill Pony Club. As memberships are now due, it is anticipated that the current families will renew their memberships for this year. There is a probability that people who have been reluctant to commit to membership because of the venue uncertainty will be attracted to the Lake Boga site along with the new or past members.

## Evidence of commitment from the other clubs to share the facility.

Three clubs: Northern Rivers Equestrian Club, Pioneer Country Carriage Drivers and the soon to be formed Western Dressage are interested in sharing the grounds with the Swan Hill Pony Club.

The Swan Hill Pony Club holds four to six events a year, in addition to their normal rallies which are twice a month (excluding Christmas season). Although it is unknown how many events the Pioneer Country Carriage Drivers may hold, from conversations with the members, it is reasonable to assume at least two to three events and the same would be the case for Northern Rivers and Western Dressage, should it come to fruition. This is an estimate of 17 events per year. This will mean that the site would be occupied approximately 60 days a year.

The renovation of the premises will also benefit the annual Dog Show.

## <u>Assets</u>

The Swan Hill Pony Club members and other community volunteers developed the land on Feldtmann Lane and constructed the clubrooms which were also used as a childcare/playgroup facility.

Assets include:

- Clubrooms with kitchen, meeting area, showers and toilets
- 24.3mx3m horse yards
- 16m round yard with river sand
- 20m x 40m steel fence arena with river sand
- 20mx60m dressage area with river sand
- 2 60mx60m fenced show jumping arenas with sand
- Lockable storage shed
- 2 bays horse wash with cement floor
- Cross country jump and boundary fence

In May 2015, Council informed the Swan Hill Pony Club that due to the rezoning of land in the south west precinct development project (including the pony club site) from Public Park and Recreation Zone (PPRZ) to General Residential Zone (GRZ), the Swan Hill Pony Club would need to relocate.

Swan Hill Planning Scheme Amendment C58 explanatory report notes that: "The existing Pony Club from this reserve will be relocated to an appropriate location to allow this land to be developed and used for residential purpose consistent with the surrounding future uses".

After a number of sites being considered and not proving suitable, Council officers and Swan Hill Pony Club members investigated the Lake Boga Sporting Complex site. The site is suitable and presents many advantages.

## Lake Boga Sporting Complex

Council is the Committee of Management for the Lake Boga Sporting Complex. The complex comprises a sporting oval with irrigation, a clubhouse, a toilet block, an access road and disused tennis courts. It has not been used for organized sport for many years.

Tennis has not been played there for approximately 20 years and the sporting oval has not been used for two years, since the decision to consolidate junior and adult football and cricket training and games at the Lake Boga Recreation Reserve.

The area is approximately 10 acres and is divided between the sporting oval (grass) and the tennis courts (asphalt). Both of the tennis courts are overgrown and past repair. The fences however are in reasonable condition and would be mainly retained by the Swan Hill Pony Club to define areas to use as jumping and dressage type activities.

## Consultation

Consultation has been carried out with the various equestrian clubs and preliminary engagement with the Lake Boga community has occurred.

More in-depth consultation is required with the Lake Boga community to fully inform the community of the intent and advise of potential lease arrangements.

Consultation will include media releases, information on the Council website, individual consultations with the nearby residents and opportunities to provide verbal and written submissions.

## **Social Implications**

The relocation will provide an alternative outlet for sporting activities in the Lake Boga area.

## Economic Implications

The relocation of the Swan Hill Pony Club will encourage new visitors to the area and as a result the local economy will be stimulated, providing new and existing businesses within Lake Boga additional trade.

## **Environmental Implications**

Potential native vegetation will be examined and relevant approval sought should removal be required.

## **Risk Management Implications**

Nil.

## Council Plan Strategy Addressed

*Infrastructure* - Infrastructure that appropriately services community needs.

## Options

#### That Council:

- 1. Nominate the former Lake Boga Tennis Club and Junior Football Club, Lalbert Road Lake Boga as the preferred location for the relocation of the Swan Hill Pony Club.
- 2. Consult with the Lake Boga Community about the proposed relocation of the Swan Hill Pony Club.

#### or

## That Council:

1. Does not nominate the former Lake Boga Tennis Club and Junior Football Club, Lalbert Road Lake Boga as the preferred location for the relocation of the Swan Hill Pony Club and not engage with the Lake Boga Community about the proposed relocation of the Swan Hill Pony Club.

#### Recommendations

## That Council:

- 1. Nominate the former Lake Boga Tennis Club and Junior Football Club, Lalbert Road Lake Boga as the preferred location for the relocation of the Swan Hill Pony Club.
- 2. Consult with the Lake Boga Community about the proposed relocation of the Swan Hill Pony Club.

#### B.18.61 QUARTERLY DEVELOPMENT TRENDS – 2ND QUARTER 2018

Responsible Officer:	Director Development and Planning
File Number:	S28-28-01 & S31-28-01
Attachments:	Nil

#### **Declarations of Interest:**

Heather Green - as the responsible officer, I declare that I have no disclosable interests in this matter.

#### Summary

The purpose of this report is for Council to note development trends for the second quarter of 2018.

#### Discussion

The following statistics indicate development across the municipality to be steady and in terms of both type and number of applications is very similar to 2017.

## Planning comparisons – 2<sup>nd</sup> Quarter

	20	18	201	7
Туре	No. of 2 <sup>nd</sup> QTR	No. Of YTD	No. Of 2 <sup>nd</sup> QTR	No. Of YTD
Planning Permit Applications Received	44	79	50	83
Approvals under delegation	45	68	38	66
Total number of decisions (includes lapsed or withdrawn applications and				
NOD's)	46	69	38	69

	2018 2 <sup>nd</sup> QTR
Rural Councils average number of	
days to issue a permit	105
Council's average number of days to	
issue a permit	112

The first table above shows that the number of applications received for the year to date are slightly down from last year, but that the number of approvals is up.

The second table compares Swan Hill Rural City Council with the average of all rural councils in Victoria, and it shows that in terms of timelines Council is currently performing below average and are taking longer to issue permits compared to last year. However, we are improving as it took Council 124 days on average to issue a

permit in the previous quarter. The above below average performance is mostly due to a number of staff changes that happened in recent times. Officers will continue to work to improve permit issuing timeframes.

	Approved 2 <sup>nd</sup> QTR 2018	Approved YTD	Refused 2 <sup>nd</sup> QTR 2018	Refused YTD
Swan Hill	15	25	0	0
Robinvale	13	21	0	0
Lake Boga	4	4	0	0
Nyah	1	2	0	0
Nyah West	0	0	0	0

## Quarterly decision breakdown by town

The above table shows that most of the applications were lodged within the Swan Hill area with Robinvale only slightly behind.

## Quarterly breakdown of notable application types

#### Application description

#### No. of applications

	· · P.P. · · · · ·
Single dwelling	1
More than one dwelling	2
Subdivision 1 – 9 lots	7
Removal of native vegetation	3
Rural Industry/agriculture	2

The above table provides a breakdown of the most notable application types received during the second quarter of 2018. Subdivisions are located in residential and rural areas primarily in Swan Hill and Robinvale.

	-	ARTERLY to June 2018		1/01/2018 to )/06/2018	-	ARTERLY D June 2017		1/01/2017 to /06/2017
ТҮРЕ	NO.OF	VALUE	NO.OF	VALUE	NO.OF	VALUE	NO.OF	VALUE
Dwelling	15	5,025,105	29	9,580,634	14	6,185,472	26	9,200,418
Dwelling additions	10	774,057	30	1,670,985	10	994,102	37	2,952,207
Unit	1*()	39,567	1*()	39,567	2*(9)	107,800	3*(49)	651,800
Developments								
Shops	1	234,991	2	264,991	0	0	4	205,000
Offices	1	250,000	2	1,134,950	3	2,652,558	5	3,172,558
Warehouses	5	1,419,182	8	1,884,185	2	1,834,710	4	2,364,710
Factories	1	350,000	5	1,620,710	3	2,020,000	5	3,795,626
Public Buildings	3	745,150	6	919,348	1	29,000	5	689,000
Out Buildings	35	778,647	70	1,845,219	39	915,850	67	1,707,759
Other	21	517,772	34	906,518	13	324,455	30	1,020,474
Total	93	\$10,134,475	187	\$19,867,108	87	\$15,063,947	186	\$25,759,552

# Building comparisons – 2<sup>nd</sup> Quarter

- The majority of the 'Public Building' value for this quarter relates to new Child Care Centre valued at \$586,300 at 35-41 Beveridge Street, Swan Hill
- Other noticeable figures for this quarter include the construction of a dwelling on Wewak Road, Robinvale, valued at \$840,000. Also another dwelling in Swan Hill area valued at \$655,000.

New Dwellings - April to June					
2018		2017			
Swan Hill	7	Swan Hill	7		
Robinvale	3	Robinvale	1		
Woorinen South	1	Vinifera	1		
Castle Donnington	1	Bolton	1		
Lake Boga	2	Lake Boga	1		
Tyrrell	1	Woorinen	1		
		Tol Tol	1		
		Tyntynder	1		

## Consultation

The Planning Department has experienced a steady enquiry level throughout the second quarter, which was very similar to the first quarter of the year. This is evident in the similar number of planning applications received and the good numbers is reflective of steady growth and confidence in development across the municipality.

## **Financial Implications**

Currently there is similar application numbers as last year. Income is likely to be on target with budget predictions.

#### **Social Implications**

Not applicable.

#### **Economic Implications**

Development as indicated by the enquiry level, number of planning applications and then the number of building applications indicates continued steady growth. This corresponds with anecdotal information from the economic development team who recently met with business owners in Swan Hill and Robinvale.

#### **Environmental Implications**

Not applicable.

#### **Risk Management Implications**

Not applicable.

## **Council Plan Strategy Addressed**

*Economic growth* - Encourage and attract new business to our region.

**Options** Not applicable.

#### Recommendation

That Council note the continued steady development across the municipality.

# B.18.62 ROBINVALE EARLY LEARNING CENTRE REQUEST FOR ASSISTANCE

Responsible Officer:	Dire	ctor Community & Cultural Services
File Number:	S15-06-09	
Attachments:	1	Letter Robinvale Preschool Committee

#### **Declarations of Interest:**

Bruce Myers - as the responsible officer, I declare that I have no disclosable interests in this matter.

#### Summary

The Robinvale Preschool Committee have requested assistance to complete the outdoor play area of the newly-built Robinvale Early Learning Centre, due to the original funding being insufficient for the entire scope of works.

This report provides Councillors with options for providing assistance.

#### Discussion

In February 2014, the State Government announced funding for an Early Learning Centre (ELC), to be designed and constructed on the Robinvale College site. The ELC would incorporate the existing Robinvale Preschool, consulting rooms for Maternal and Child Health, and various meeting rooms to facilitate an integrated approach to early years services for the district.

This would also allow for the decommissioning of the Leonora Street preschool building, owned and maintained by Council.

The Government committed \$750,000, Council \$200,000, the Robinvale Preschool Committee \$150,000, and the former Advancing Country Towns project \$80,000.

The announcement was made without any costed plans, and the project was managed by the Department of Education and Victorian Schools Building Authority. Since the project began in early 2017, various factors have led to the available funding becoming insufficient for inclusion of the outdoor play areas.

As the outdoor play areas are a licensing requirement of the facility, the preschool operation cannot begin until this is completed to a minimum standard. To avoid unnecessary disruption to services and to allow a systematic relocation of the preschool operation, it is planned to open the new site in early February 2019, when Term 1 begins.

On 22 June 2018 Council received a letter from the Robinvale Preschool Committee requesting assistance in completing the outdoor area, which has been estimated at a total outstanding shortfall of \$130,000.

To achieve preschool licensing, the outdoor area must be of a certain size, and contain various interactive opportunities for children. The preliminary quotes sought by the Preschool Committee include earthworks, timber areas, shade cloth-covered spaces, a solid-roofed all-weather space, irrigation and concrete works. The Committee is applying for various grants for play equipment which is estimated at a further \$100,000, as the existing equipment at the Leonora Street facility is no longer compliant.

Following discussions with the Preschool Committee and review of quotations received, Council could assist by contributing towards the Following:

Total	\$50,000
3x8m shed and slab	\$10,000
Concrete for area	\$12,500
Undercover play area	\$27,500

#### Consultation

Council officers were involved in the initial design consultations, and have recently been involved with discussions about the funding shortfall.

#### **Financial Implications**

Any Council financial assistance is outside the adopted 2018-19 Budget, and will require Council approval to reallocate any funding support. Funds have been identified for strategic land acquisitions that are unlikely to be required in 2018/19.

The successful completion of the ELC project will allow for the decommissioning of the Leonora Street preschool building, removing a Council-owned asset.

#### **Social Implications**

The establishment of a completed, licensed ELC will enhance the delivery of early year's services to the Robinvale community and lead to integration of service, which provides better services to families, and can assist with staff recruitment and retention.

## **Economic Implications**

The successful completion of the ELC project will also allow for potential development of the Leonora Street preschool site for housing, or alternative uses such as privately- provided formal childcare services.

#### **Environmental Implications**

Not applicable to this report.

## **Risk Management Implications**

The successful completion of the ELC project reduces Council's risks by the removal of a Council-owned asset.

## Council Plan Strategy Addressed

*Community enrichment* - Provide services and support initiatives that create a Healthy and Safe Community.

#### Options

- 1. Council may contribute additional funding assistance of \$50,000 for the Robinvale Preschool, to achieve minimum standards for the outdoor play area, or
- 2. Council may not contribute additional funding assistance for the Robinvale Preschool, to achieve minimum standards for the outdoor play area.

#### Recommendations

That Council:

- 1. Provide additional funding assistance of \$50,000 to the Robinvale Preschool for the construction of undercover all-weather play area, 3 x 8m storage shed and concreting for each.
- 2. Request the YMCA (as preschool licensee and a beneficiary of the project), to provide financial support.

**Robinvale Preschool Committee** 

3 McCartney Court

Robinvale, VIC 3549

rvalepreschool.committee@gmail.com

Attention Bruce Myers Director Community & Cultural Services

Dear Bruce,

The Robinvale Pre School Committee is requesting the financial support of the Swan Hill Shire, for the approximate amount of \$130,000, to ensure the completion and hence compliance, of the new Early Learning Centre at Robinvale College, for opening in January 2019. This is as a result of no funds been allocated from the initial budget.

The Swan Hill Shire has entered a Joint User Agreement with Robinvale College and the YMCA around the construction of a new Early Learning Centre (ELC) and administration building at Robinvale College. The Robinvale Pre School committee has contributed \$150,000 of their fundraising budget, towards the build of the new ELC. This fundraising budget highlights the community support around the new centre and its commitment to its completion.

The Robinvale Pre School Committee have engaged in a contract with Jeavons Landscape Architects to complete the scope of works for the outdoor space at the ELC. A concept plan has been developed and the following is a breakdown of requirements for the ELC to be compliant, along with quotes that the Robinvale Pre School committee has sort to complete these scope of works:

The main areas required for the outdoor play space are list:

- Establishing of earthworks, drainage, irrigation system
- Fencing / Storage sheds
- Concrete Paving and bike track
- Undercover eating / playing area
- Multi-play equipment, swings & sandpit
- Soft landscaping & children safety surfaces

Further funding has been sort through the Inclusive Kindergartens Facilities Program – Buildings & Playgrounds of which \$103,000 has been requested for the provision of suitable play equipment.

This year marks 50 years that the Robinvale Pre School has been operating within our community. It will be the final year for our preschool and will close at the end of the school year. For more than 10 years our preschool with the assistance of family and our local community support, have been raising funds to go towards the new preschool.

We recognize the financial contribution that the Swan Hill Shire has contributed to the ELC building project, however we are requesting further support to ensure the scope of works around the outdoor space are complete to allow the centre to open in January 2019.

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Please feel free to contact us if you have any questions regarding the outdoor space project.

We look forward to hearing from you.

Kind regards,

Robinvale Preschool Committee Jessica Brigante, Carmel Natale and Stella Healy

#### SECTION C – DECISIONS WHICH NEED ACTION/RATIFICATION

# C.18.13 COUNCILLOR ASSEMBLIES - RECORD OF ATTENDANCE AND AGENDA ITEMS

Responsible Officer:	Chief Executive Officer	
File Number:	S15-05-06	
Attachments:	1	Councillor Attendance at Assemblies

#### **Declarations of Interest:**

John McLinden - as the responsible officer, I declare that I have no disclosable interests in this matter.

#### Summary

The Local Government Act 1989 requires that the details of Councillor Assemblies be reported to Council meetings on a monthly basis.

#### Discussion

The State Government has amended the Local Government Act 1989 which requires Council to report on Councillor Assemblies.

Whilst Minutes do not have to be recorded, Agenda items and those in attendance must be, and a report presented to Council.

An assembly of Councillors is defined as a meeting that is planned or scheduled at which at least half of the Council and one Officer are in attendance, and where the matters being considered that are intended or likely to be the subject of a Council decision.

No formal decisions can be made at an assembly but rather direction can be given that is likely to lead to a formal decision of Council.

Details of the most recent assemblies of Council are attached.

#### Consultation

Not applicable.

#### **Financial Implications**

Not applicable.

#### **Social Implications**

Not applicable.

#### **Economic Implications**

Not applicable.

## **Environmental Implications**

Not applicable.

#### **Risk Management Implications**

Not applicable.

## **Council Plan Strategy Addressed**

Governance and leadership - Effective advocacy and strategic planning.

#### Options

Council must comply with the requirements of the Local Government Act 1989.

#### Recommendation

That Council note the contents of the report.

## COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA 24 July 2018 at 1.00pm, Swan Hill Town Hall, Council Chambers

## AGENDA ITEMS

- Councillor Only session
- Gillespie Street
- Water Fountains test results
- Pick my project Assessment
- KSI's 4<sup>th</sup> Quarter
- Community Satisfaction Survey
- Municipal Association of Victoria Membership Subscription Renewal 2018/19

## ADDITIONAL ITEMS DISCUSSED

• Nil

## ATTENDANCE

Councillors

- Cr Les McPhee
- Cr Lea Johnson
- Cr Bill Moar
- Cr Ann Young
- Cr John Katis
- Cr Chris Jeffery

## Apologies

• Cr Gary Norton

## OFFICERS

- John McLinden, Chief Executive Officer
- Heather Green, Director Development and Planning
- Svetla Petkova, Director Infrastructure
- Bruce Myers, Director Community & Cultural Services
- Kelsey Corrie, Environmental Health Officer
- Meagan Monk, Community Recreation & Grants Officer
- Helen Morris, Organisational Development Manager

Other

• Nil

## **CONFLICT OF INTEREST**

## COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA 31 July 2018 at 2.10pm, Swan Hill Visitors Information Centre

## AGENDA ITEMS

- Swan Hill Hospital Advocacy
- Swan Hill Pony Club
- S5 & S6 Delegations
- Robinvale Pre-school request for assistance
- Our Region, Our River

## ADDITIONAL ITEMS DISCUSSED

• Nil

## ATTENDANCE

Councillors

- Cr Les McPhee
- Cr Lea Johnson
- Cr Bill Moar
- Cr Ann Young
- Cr John Katis
- Cr Chris Jeffery
- Cr Gary Norton

## Apologies

• Nil

## OFFICERS

- John McLinden, Chief Executive Officer
- David Lenton, Director Corporate Services
- Heather Green, Director Development and Planning
- Svetla Petkova, Director Infrastructure
- Bruce Myers, Director Community & Cultural Services
- Muriel Scholz, Senior Economic Development Officer

Other

• Nil

## **CONFLICT OF INTEREST**

## COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA 7 August 2018 at 1.00pm, Swan Hill Town Hall, Council Chambers

## AGENDA ITEMS

- Balranald Shire Joint Meeting
- Commercial Industrial Review
- Youth Affairs Council Victoria
- Footpath Missing Links
- Our Region, Our River

## ADDITIONAL ITEMS DISCUSSED

• Nil

## ATTENDANCE

Councillors

- Cr Les McPhee
- Cr Lea Johnson
- Cr Bill Moar
- Cr Ann Young
- Cr John Katis
- Cr Chris Jeffery
- Cr Gary Norton

## Apologies

• Nil

## OFFICERS

- John McLinden, Chief Executive Officer
- Heather Green, Director Development and Planning
- Svetla Petkova, Director Infrastructure
- Bruce Myers, Director Community & Cultural Services
- Stefan Louw, Development Manager
- Jan McEwan, Family Youth & Children's Services Manager

## Other

• Andy Bell and Rhiannon Jennings from Youth Affairs Council Victoria

## CONFLICT OF INTEREST

## COUNCILLOR ASSEMBLIES ATTENDANCE AND AGENDA 14 August 2018 at 1.45pm, Swan Hill Town Hall, Council Chambers

## AGENDA ITEMS

- Councillor Only Session
- Robinvale Asian Supermarkets
- Aged Care Discussion Paper
- Creative Strategy
- Our Region, Our River
- Youth Inc

## ADDITIONAL ITEMS DISCUSSED

• Nil

## ATTENDANCE

Councillors

- Cr Les McPhee
- Cr Bill Moar
- Cr John Katis
- Cr Chris Jeffery
- Cr Gary Norton

## Apologies

- Cr Ann Young
- Cr Lea Johnson

## OFFICERS

- John McLinden, Chief Executive Officer
- Heather Green, Director Development and Planning
- Svetla Petkova, Director Infrastructure
- Bruce Myers, Director Community & Cultural Services
- David Lenton, Director Corporate Services
- Camille Cullinan, Manager Cultural Development & Libraries
- Yvette Myhill, Performing Arts & Venue Director
- Kelsey Corrie, Environmental Health Officer

## Other

• Bryce Ives, Creative Strategy consultant

## **CONFLICT OF INTEREST**

#### C.18.14 SIGN & SEAL REPORT

**Responsible Officer:** Chief Executive Officer

#### Attachments: Nil.

#### **Declarations of Interest:**

John McLinden - as the responsible officer, I declare that I have no disclosable interests in this matter.

#### Summary

The following documents and agreements have been signed and sealed by the Councillors and the Chief Executive Officer on the respective dates. Those actions require the ratification of the Council.

#### Discussion

During the course of any month Council is required to sign and seal a range of documents arising from decisions made on a previous occasion(s). Examples include sale of land, entering into funding arrangements for Council programs etc.

As the decision to enter into these agreements has already been made, these documents are signed and sealed when received, with Council ratifying the signing and sealing at the next Council meeting.

#### Consultation

Not applicable

#### **Financial Implications**

Not applicable

#### **Social Implications**

Not applicable

#### **Economic Implications**

Not applicable

#### **Environmental Implications**

Not applicable

#### **Risk Management Implications**

Not applicable

#### Background

During the course of any month Council is required to sign and seal a range of documents arising from decisions made on a previous occasion(s). Examples include sale of land, entering into funding arrangements for Council programs etc.

As the decision to enter into these agreements has already been made, these documents are signed and sealed when received, with Council ratifying the signing and sealing at the next Council meeting.

#### Issues

The following documents were signed and sealed since the last Council meeting:

No.	Document Type	Document Description	Date signed/ sealed
888	Lease of Land in Karinie Street, Pumpa Manufacturing Lease at the Front of the Depot (Occupation Lease)	Between Swan Hill Rural City Council and Pumpa Manufacturing Pty Ltd	17-07-18
889	Section 173 Agreement 29 Hodges Road and 503 Hayward Road, Piangil	Between Swan Hill Rural City Council and Immuto Fleur Nominess Pty Ltd	24-07-18

## Conclusion

Council authorise the signing and sealing of the above documents.

#### Recommendation

That Council notes the actions of signing and sealing the documents under delegation as scheduled.

## SECTION D – NOTICES OF MOTION

## SECTION E – URGENT ITEMS NOT INCLUDED IN AGENDA

# SECTION F – TO CONSIDER & ORDER ON COUNCILLOR REPORTS

## SECTION G – IN CAMERA ITEMS