

S5. Instrument of Delegation to Chief Executive Officer

Murrindindi Shire Council

Instrument of Delegation

to

The Chief Executive Officer



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 Murrindindi Shire 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 25 February 2015.
- 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.

DATED this day of 2016

THE COMMON SEAL OF THE MURRINDINDI)
SHIRE COUNCIL was hereunto affixed in the)
presence of:)

Chief Executive Officer

Councillor

SCHEDULE

The power to

1. determine any issue;
2. take any action; or
3. do any act or thing

arising out of or connected with any duty imposed, or function or power conferred on Council by or under any Act.

Conditions and Limitations

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

4. if the issue, action, act or thing is an issue, action, act or thing which involves
 - 4.1 awarding a contract exceeding the value of \$150,000 for operating and \$200,000 for capital.
 - 4.2 making a local law under Part 5 of the Act;
 - 4.3 approval of the Council Plan under s.125 of the Act;
 - 4.4 adoption of the Strategic Resource Plan under s.126 of the Act;
 - 4.5 preparation or adoption of the Budget or a Revised Budget under Part 6 of the Act;
 - 4.6 adoption of the Auditor's report, Annual Financial Statements, Standard Statements and Performance Statement under Part 6 of the Act;
 - 4.7 determining pursuant to s.37 of the Act that an extraordinary vacancy on Council not be filled;
 - 4.8 exempting a member of a special committee who is not a Councillor from submitting a return under s.81 of the Act;
 - 4.9 appointment of councillor or community delegates or representatives to external organisations; or
 - 4.10 the return of the general valuation and any supplementary valuations;
5. if the issue, action, act or thing is an issue, action, act or thing which is required by law to be done by Council resolution;
6. if the issue, action, act or thing is an issue, action, act or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;

7. 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
 - 7.1 policy; or
 - 7.2 strategy
adopted by Council; or
8. 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
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 to another member of Council staff.



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S6. Instrument of Delegation – Members of Staff

Murrindindi Shire Council

Instrument of Delegation

to

Members of Council Staff



Instrument of Delegation

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

“CAD” means Coordinator Assets and Development

“CADIS” means Coordinator Aged and Disability

“CADCC” means Coordinators Aged and Disability Community Care

“CCW” means Coordinator Capital Works

“CES” means Coordinator Environmental Services

“CEO” means Chief Executive Officer

“CGP” means Coordinator Governance & Performance

“CHBC” means Coordinator Home Based Childcare

“CHR” means Coordinator Human Resources

“CIT” means Coordinator Information Technology

“CIO” Coordinator Infrastructure Operations - Depots

“CLS” means Coordinator Library Services

“CLL” means Coordinator Local Laws

“CMCH” means Coordinator Maternal & Child Health

“CPR” means Coordinator Procurement & Risk

“CRPM” means Coordinator Roads and Park Maintenance

“CRR” means Coordinator Rates and Revenue

“CSP” means Coordinator Statutory Planning

“CYR” means Coordinator Youth & Recreation

“CWM” means Coordinator Waste Management

“DMERO” means Deputy Municipal Emergency Resource Officer




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“EHO” means Environmental Health Officer

“FA” means Financial Accountant

“GMCCS” means General Manager Corporate & Community Services

“GMIDS” means General Manager Infrastructure and Development Services

“GC” means Grants Coordinator

“MA” means Management Accountant

“MIA” means Manager Infrastructure Assets

“MBS” means Municipal Building Surveyor

“MBUS” means Manager Business Services

“MCC” means Manager Customer & Communications

“MCHN” means Maternal & Child Health Nurse

“MCS” means Manager Community Services & Recovery

“MDS” means Manager Development Services

“MIO” means Manager Infrastructure Operations

“MERO” means Municipal Emergency Resource Officer

“MRM” means Municipal Recovery Manager

“POS” means Senior Planning Officer

“RS” means Records Supervisor

“SPO” means Strategic Planning Officer

“YCTS” means Yea Cemetery Trust Secretary

3. declares that:

3.1 this Instrument of Delegation is authorised by **resolution** of Council passed on **19 September 2016**

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



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SCHEDULE



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CEMETERIES AND CREMATORIA ACT 2003			
[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)]			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.8(1)(a)(ii)	power to manage one or more public cemeteries	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.12(1)	function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act	GMCCS	where council is a Class B cemetery trust GMIDS is a secondary delegate in the absence of GMCCS
s.12(2)	duty to have regard to the matters set out in paragraphs (a)-(c) in exercising its functions	GMCCS	where council is a Class B cemetery trust GMIDS is a secondary delegate in the absence of GMCCS
s.13	duty to do anything necessary or convenient to enable it to carry out its functions	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.14	power to manage multiple public cemeteries as if they are one cemetery	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.15(1) and (2)	power to delegate powers or functions other than those listed	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.15(4)	duty to keep records of delegations	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.17(1)	power to employ any persons necessary	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.17(2)	power to engage any professional, technical or other assistance considered necessary	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)]			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s. 17(3)	power to determine the terms and conditions of employment or engagement	GMCCS	subject to any guidelines or directions of the Secretary GMIDS is a secondary delegate in the absence of GMCCS
s.18(3)	duty to comply with a direction from the Secretary	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.19	power to carry out or permit the carrying out of works	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.20(1)	duty to set aside areas for the interment of human remains	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.20(2)	power to set aside areas for the purposes of managing a public cemetery	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.20(3)	power to set aside areas for those things in paragraphs (a) – (e)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.24(2)	power to apply to the Secretary for approval to alter the existing distribution of land	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.36	power to grant licences to enter and use part of the land or building in a public cemetery in accordance with this section	GMCCS	subject to the approval of the Minister GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.37	power to grant leases over land in a public cemetery in accordance with this section	GMCCS	subject to the Minister approving the purpose GMIDS is a secondary delegate in the absence of GMCCS
s.40	duty to notify Secretary of fees and charges fixed under section 39	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.47	power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	GMCCS	provided the street was constructed pursuant to the Local Government Act 1989 GMIDS is a secondary delegate in the absence of GMCCS
s.57(1)	duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	GMCCS	applies only to municipal councils, not cemetery trusts report must contain the particulars listed in s.57(2) GMIDS is a secondary delegate in the absence of GMCCS
s.59	duty to keep records for each public cemetery	GMCCS, YCTS	
s.60(1)	duty to make information in records available to the public for historical or research purposes	GMCCS, YCTS	
s.60(2)	power to charge fees for providing information	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.64(4)	duty to comply with a direction from the Secretary under section 64(3)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.64B(d)	power to permit interments at a reopened cemetery	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.66(1)	power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	GMCCS	the application must include the requirements listed in s.66(2)(a)–(d) GMIDS is a secondary delegate in the absence of GMCCS
s.69	duty to take reasonable steps to notify of conversion to historic cemetery park	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.70(1)	duty to prepare plan of existing places of interment and make a record of any inscriptions on memorials which are to be removed	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.70(2)	duty to make plans of existing place of interment available to the public	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.71(1)	power to remove any memorials or other structures in an area to which an approval to convert applies	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.71(2)	power to dispose of any memorial or other structure removed	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.72(2)	duty to comply with request received under section 72	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.73(1)	power to grant a right of interment	GMCCS, YCTS	
s.73(2)	power to impose conditions on the right of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.75	power to grant the rights of interment set out in subsections (a) and (b)	GMCCS, YCTS	
s.76(3)	duty to allocate a piece of interment if an unallocated right is granted	GMCCS, YCTS	
s.77(4)	power to authorise and impose terms and conditions on the removal of cremated human remains or body parts from the place of interment on application	GMCCS, YCTS	
s.80(1)	function of receiving notification and payment of transfer of right of interment	GMCCS, YCTS	
s.80(2)	function of recording transfer of right of interment	GMCCS, YCTS	
s.82(2)	duty to pay refund on the surrender of an unexercised right of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.83(2)	duty to pay refund on the surrender of an unexercised right of interment (sole holder)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.83(3)	power to remove any memorial and grant another right of interment for a surrendered right of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.84(1)	function of receiving notice of surrendering an entitlement to a right of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
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Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.85(1)	duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	GMCCS	the notice must be in writing and contain the requirements listed in s.85(2) GMIDS is a secondary delegate in the absence of GMCCS
s.85(2)(b)	duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	GMCCS	does not apply where right of interment relates to remains of a deceased veteran. GMIDS is a secondary delegate in the absence of GMCCS
85(2)(c)	power to leave interred cremated remains undistributed in perpetuity and convert right of interment to perpetual right of interment or; remove interred remains and re-inter at another location within cemetery grounds and remove any memorial at that place and re-establish at new or equivalent location.	GMCCS	may only be exercised where right of interment relates to cremated human remains of a deceased identified veteran, if right of interment is not extended or converted to a perpetual right of interment GMIDS is a secondary delegate in the absence of GMCCS
s.86	power to remove and dispose of cremated human remains and remove any memorial if no action taken by right holder within time specified	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.86(2)	power to leave interred cremated human remains undisturbed or convert the right of interment to a perpetual right of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.86(3)(a)	power to leave interred cremated human remains undisturbed in perpetuity and convert the right of interment to a perpetual right of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.86(3)(b)	power to remove interred cremated human remains and take further action in accordance with s.86(3)(b)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.86(4)	power to take action under s.86(4) relating to removing and re-interring cremated human remains	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.86(5)	duty to provide notification before taking action under s.86(4)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s 86A	duty to maintain place of interment and any memorial at place of interment, if action taken under s.86(3)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.87(3)	duty, if requested, to extend the right for a further 25 years or convert the right to a perpetual right of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.88	function to receive applications to carry out a lift and re-position procedure at a place of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.91(1)	power to cancel a right of interment in accordance with this section	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.91(3)	duty to publish notice of intention to cancel right of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.92	power to pay refund or grant a right of interment in respect of another place of interment to the previous holder of the cancelled right of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.98(1)	function of receiving application to establish or alter a memorial or a place of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.99	power to approve or refuse an application made under section 98, or to cancel an approval	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.99(4)	duty to make a decision on an application under section 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.100(1)	power to require a person to remove memorials or places of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.100(2)	power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with section 100(1)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.100(3)	power to recover costs of taking action under section 100(2)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.101	function of receiving applications to establish or alter a building for ceremonies in the cemetery	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.102(1)	power to approve or refuse an application under section 101, if satisfied of the matters in (b) and (c)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.102(2) & (3)	power to set terms and conditions in respect of, or to cancel, an approval granted under section 102(1)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.103(1)	power to require a person to remove a building for ceremonies	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.103(2)	power to remove and dispose of a building for ceremonies or remedy the failure to comply with section 103(1)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.103(3)	power to recover costs of taking action under section 103(2)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.106(1)	power to require the holder of the right of interment of the requirement to make the memorial or place of interment safe and proper or carry out specified repairs	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.106(2)	power to require the holder of the right of interment to provide for an examination	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.106(3)	power to open and examine the place of interment if section 106(2) not complied with	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.106(4)	power to repair or – with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under section 106(1) is not complied with	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.107(1)	power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.107(2)	power to repair or take down, remove and dispose any building for ceremonies if notice under section 107(1) is not complied with	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.108	power to recover costs and expenses	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.109(1)(a)	power to open, examine and repair a place of interment	GMCCS	where the holder of right of interment or responsible person cannot be found GMIDS is a secondary delegate in the absence of GMCCS
s.109(1)(b)	power to repaid a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	GMCCS	where the holder of right of interment or responsible person cannot be found GMIDS is a secondary delegate in the absence of GMCCS
s.109(2)	power to repair the building for ceremonies or, with the consent of the Secretary, take down, remove and dispose of a building for ceremonies	GMCCS	where the holder of right of interment or responsible person cannot be found GMIDS is a secondary delegate in the absence of GMCCS
s. 110A	power to use cemetery trust funds or other funds for the purposes of establishing, maintaining, repairing or restoring any memorial or place of interment of any deceased identified veteran	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.110(1)	power to maintain, repair or restore a memorial or place of interment from other funds if unable to find right of interment holder. with consent of the Secretary	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.110(2)	power to maintain, repair or restore any building for ceremonies from other funds if unable to find responsible person and with consent of the Secretary	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.111	power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.112	power to sell and supply memorials	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.116(4)	duty to notify the Secretary of an interment authorisation granted	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.116(5)	power to require an applicant to produce evidence of the right of interment holder's consent to application	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.118	power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.119	power to set terms and conditions for interment authorisations	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.131	function of receiving an application for cremation authorisation	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.133(1)	duty not to grant a cremation authorisation unless satisfied that requirements of section 133 have been complied with	GMCCS	Subject to subsection (2) GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA ACT 2003			
[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)]			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.145	duty to comply with an order made by the Magistrates' Court or a coroner	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.146	power to dispose of bodily remains by a method other than interment or cremation	GMCCS	subject to the approval of the Secretary GMIDS is a secondary delegate in the absence of GMCCS
s.147	power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.149	duty to cease using method of disposal if approval revoked by the Secretary	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.150 & 152(1)	power to authorise the interment or cremation of body parts if the requirements of Division 1 of Part 11 are met	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.151	function of receiving applications to inter or cremate body parts	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
s.152(2)	power to impose terms and conditions on authorisation granted under section 150.	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
Schedule 1 clause 8(3)	power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
Schedule 1 clause 8(8)	power to regulate own proceedings	GMCCS	subject to clause 8 GMIDS is a secondary delegate in the absence of GMCCS

DOMESTIC ANIMALS ACT 1994			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s.41A(1)	power to declare a dog to be a menacing dog	GMIDS, MIO	Council may delegate this power to an authorised officer

ENVIRONMENT PROTECTION ACT 1970			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.53M(3)	power to require further information	GMIDS, MIO, EHO	
s.53M(4)	duty to advise applicant that application is not to be dealt with	GMIDS, MIO, EHO	
s.53M(5)	duty to approve plans, issue permit or refuse permit	GMIDS, MIO, EHO	refusal must be ratified by council or it is of no effect
s.53M(6)	power to refuse to issue septic tank permit	GMIDS, MIO	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)	GMIDS, MIO	refusal must be ratified by council or it is of no effect

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19(2)(a)	power to direct by written order that the food premises be put into a clean and sanitary condition	EHO	If section 19(1) applies

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19(2)(b)	power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	EHO	If section 19(1) applies
s.19(4)(a)	power to direct that an order made under section 19(3)(a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	EHO	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	GMIDS, MIO, EHO	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	GMIDS, MIO, EHO	If section 19(1) applies
s.19AA(2)	power to direct, by written order, that a person must take any of the actions described in (a)-(c).	EHO	where council is the registration authority
s.19AA(4)(c)	power to direct, in an order made under s.19AA(2) or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	EHO	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	GMIDS, MIO, EHO	where council is the registration authority
s.19CB(4)(b)	power to request copy of records	EHO	where council is the registration authority
s.19E(1)(d)	power to request a copy of the food safety program	EHO	where council is the registration authority

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.19GB	power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	EHO	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	EHO	where council is the registration authority
s.19NA(1)	power to request food safety audit reports	EHO	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	
s.19UA	power to charge fees for conducting a food safety assessment or inspection	EHO	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	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	EHO	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	where council is the registration authority
---	power to register, renew or transfer registration	EHO	where council is the registration authority refusal to grant/renew/transfer registration must be ratified by Council or the CEO (see section 58A(2))

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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	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)	EHO	where council is the registration authority
s.38A(4)	power to request a copy of a completed food safety program template	EHO	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	where council is the registration authority
s.38B(1)(b)	duty to ensure proprietor has complied with requirements of section 38A	EHO	where council is the registration authority
s.38B(1)(c)	duty to inspect premises	EHO	where council is the registration authority
s.38B(2)	duty to be satisfied of the matters in section 38B(2)(a)-(b)	EHO	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	where council is the registration authority
s.38D(2)	duty to be satisfied of the matters in section 38D(2)(a)-(d)	EHO	where council is the registration authority
s.38D(3)	power to request copies of any audit reports	EHO	where council is the registration authority
s.38E(2)	power to register the food premises on a conditional basis	EHO	where council is the registration authority; not exceeding the prescribed time limit defined under subsection (5).

FOOD ACT 1984			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.38E(4)	duty to register the food premises when conditions are satisfied	EHO	where council is the registration authority
s.38F(3)(b)	power to require proprietor to comply with requirements of this Act	EHO	where council is the registration authority
s.39A	power to register, renew or transfer food premises despite minor defects	EHO	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 <i>Public Health and Wellbeing Act 2008</i>	EHO	
s.40C(2)	power to grant or renew the registration of food premises for a period of less than 1 year	EHO	where council is the registration authority
s.40D(1)	power to suspend or revoke the registration of food premises	EHO	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	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	EHO	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 instituted against the person first charged	EHO	where council is the registration authority

HERITAGE ACT 1995			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.84(2)	power to sub-delegate Executive Director's functions	GMIDS, MDS	must obtain Executive Director's written consent first.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.4B	power to prepare an amendment to the Victoria Planning Provisions	GMIDS, MDS	if authorised by the Minister
s.4G	function of receiving prescribed documents and a copy of the Victoria Planning Provisions from the Minister	GMIDS, MDS	
s.4H	duty to make amendment to Victoria Planning Provisions available	GMIDS, MDS, CSP, POS	
s.4I	duty to keep Victoria Planning Provisions and other documents available	GMIDS, MDS, CSP, POS	
s.8A(2)	power to prepare amendment to the planning scheme where the Minister has given consent under s.8A	GMIDS, MDS	
s. 8A(3)	power to apply to Minister to prepare an amendment to the planning scheme	GMIDS, MDS	
s.8A(5)	function of receiving notice of the Minister's decision	GMIDS, MDS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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	GMIDS	GMCCS is a secondary delegate in the absence of GMIDS
s.8B(2)	power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	GMIDS, MDS	
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	GMIDS, MDS	
s 12A(1)	duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under section 19 of the <i>Planning and Environment (Planning Schemes) Act 1996</i>)	GMIDS, MDS	
s.12B(1)	duty to review planning scheme	GMIDS, MDS	
s.12B(2)	duty to review planning scheme at direction of Minister	GMIDS, MDS	
s.12B(5)	duty to report findings of review of planning scheme to Minister without delay	GMIDS, MDS	
s.14	duties of a Responsible Authority as set out in subsections (a) to (d)	GMIDS, MDS	
s.17(1)	duty of giving copy amendment to the planning scheme	GMIDS, MDS	
s.17(2)	duty of giving copy s.173 agreement	GMIDS, MDS	
s.17(3)	duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	GMIDS, MDS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.18	duty to make amendment etc. available	GMIDS, MDS	
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	GMIDS, MDS	
s.19	function of receiving notice of preparation of an amendment to a planning scheme	GMIDS, MDS, CSP, POS	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	GMIDS, MDS	
s.21(2)	duty to make submissions available	GMIDS, MDS, CSP, POS	
s.21A(4)	duty to publish notice in accordance with section	GMIDS, MDS, CSP, POS	
s.22	duty to consider all submissions	GMIDS, MDS, CSP, POS	
s.23(1)(b)	duty to refer submissions which request a change to the amendment to a panel	GMIDS, MDS, CSP, POS	
s.23(2)	power to refer to a panel submissions which do not require a change to the amendment	GMIDS, MDS, CSP, POS	
s.24	function to represent council and present a submission at a panel hearing (including a hearing referred to in section 96D)	GMIDS, MDS, CSP, POS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.26(1)	power to make report available for inspection	GMIDS, MDS, CSP, POS	
s.26(2)	duty to keep report of panel available for inspection	GMIDS, MDS, CSP	
s.27(2)	power to apply for exemption if panel's report not received	GMIDS, MDS	
s.28	duty to notify the Minister if abandoning an amendment	GMIDS, MDS	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	GMIDS, MDS	
s.30(4)(b)	duty to provide information in writing upon request	GMIDS, MDS	
s.32(2)	duty to give more notice if required	GMIDS, MDS	
s.33(1)	duty to give more notice of changes to an amendment	GMIDS, MDS	
s.36(2)	duty to give notice of approval of amendment	GMIDS, MDS	
s.38(5)	duty to give notice of revocation of an amendment	GMIDS, MDS	
s.39	function of being a party to a proceeding commenced under section 39 and duty to comply with determination by VCAT	GMIDS, MDS	
s.40(1)	function of lodging copy of approved amendment	GMIDS, MDS	
s.41	duty to make approved amendment available	GMIDS, MDS, CSP, POS, SPO	
s.42	duty to make copy of planning scheme available	GMIDS, MDS, CSP, POS, SPO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46AS(ac)	power to request the Growth Areas Authority to provide advice on any matter relating to land in Victoria or an objective of planning in Victoria	GMIDS, MDS	
s.46GF	duty to comply with directions issued by the Minister	GMIDS, MDS	
s.46GG	duty to include a condition in a permit relating to matters set out in s.46GG(c) and (d)	GMIDS, MDS, CSP, POS	
s.46GH(1)	power to require the payment of an amount of infrastructure levy to be secured to Council's satisfaction	GMIDS, MDS, CSP, POS	where council is a collecting agency
s.46GH(2)	power to accept the provision of land, works, services or facilities in part or full satisfaction of the amount of infrastructure levy payable	GMIDS	where council is a collecting agency GMCCS is a secondary delegate in the absence of GMIDS
s.46GH(3)	duty to obtain the agreement of the relevant development agency or agencies specified in the approved infrastructure contributions plan before accepting the provision of land, works, services or facilities by the applicant	GMIDS	where council is a collecting agency GMCCS is a secondary delegate in the absence of GMIDS
s.46GI(1)	duty to keep proper accounts of any amount of infrastructure levy paid to it as a collecting agency or a development agency under part 2 of the <i>Planning and Environment Act 1987</i>	GMIDS, MDS, CSP, POS, SPO	must be done in accordance <i>with Local Government Act 1989.</i>

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46GI(2)	duty to forward to a development agency any part of an infrastructure levy paid to council which is imposed for plan preparation costs incurred by development agency or for carrying out of works, services or facilities on behalf of the development agency	GMIDS, MDS, CSP, POS, SPO	
s.46GI(3)	duty to apply levy amount only in accordance with s.46GI(3) (a) and (b)	GMIDS, MDS, CSP, POS, SPO	
s.46GI(4)	power to refund any amount of infrastructure levy paid to it as a development agency under Part 2 of the <i>Planning and Environment Act 1987</i> if satisfied that the development is not to proceed	GMIDS, MDS	
s.46GI(5)	duty to take action described in s.46GI(5)(c) – (e) where s.46GI(5)(a) and (b) applies.	GMIDS, MDS	
s.46GL	power to recover any amount of infrastructure levy as a debt due to Council	GMIDS, MDS	where council is a collecting agency
s.46GM	duty to prepare report and give a report to the Minister	GMIDS, MDS	where council is a collecting agency or development agency
s.46N(1)	duty to include condition in permit regarding payment of development infrastructure levy	GMIDS, MDS, CSP, POS	
s.46N(2)(c)	function of determining time and manner for receipt of development contributions levy	GMIDS, MDS, CSP, POS	
s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of development infrastructure levy	GMIDS, MDS, CSP, POS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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	GMIDS, MDS, CSP, POS	
s.46O(1)(d) & (2)(d)	power to enter into agreement with the applicant regarding payment of community infrastructure levy	GMIDS, MDS, CSP, POS	
s.46P(1)	power to require payment of amount of levy under section 46N or section 46O to be satisfactorily secured	GMIDS, MDS, CSP, POS	
s.46P(2)	power to accept provision of land, works, services or facilities in part or full payment of levy payable	GMIDS, MDS,	
s.46Q(1)	duty to keep proper accounts of levies paid	GMIDS, MDS, CSP, POS	
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	GMIDS, MDS, CSP, POS	
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.	GMIDS, MDS, CSP, POS	
s.46Q(3)	power to refund any amount of levy paid if it is satisfied the development is not to proceed	GMIDS, MDS	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.46Q(4)(a)	GMIDS, MDS, CSP, POS	must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.46Q(4)(d)	duty to submit to the Minister an amendment to the approved development contributions plan	GMIDS, MDS	must be done in accordance with Part 3
s.46Q(4)(e)	duty to expend that amount on other works etc.	GMIDS, MDS	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	GMIDS, MDS, CSP, POS	
s.46QD	duty to prepare report and give a report to the Minister	GMIDS, MDS	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 Environs Strategy Plan) and any documents lodged with it available	GMIDS, MDS, CSP, POS	
s.46Y	duty to carry out works in conformity with the approved strategy plan	GMIDS, MDS, CSP, POS	
s.47	power to decide that an application for a planning permit does not comply with that Act	GMIDS, MDS, CSP, POS	
s.49(1)	duty to keep a register of all applications for permits and determinations relating to permits	GMIDS, MDS, CSP, POS	
s.49(2)	duty to make register available for inspection	GMIDS, MDS, CSP, POS	
s.50(4)	duty to amend application	GMIDS, MDS, CSP, POS	
s.50(5)	power to refuse to amend application	GMIDS, MDS, CSP, POS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.50(6)	duty to make note of amendment to application in register	GMIDS, MDS, CSP, POS	
s.50A(1)	power to make amendment to application	GMIDS, MDS, CSP, POS	
s.50A(3)	power to require applicant to notify owner and make a declaration that notice has been given	GMIDS, MDS, CSP, POS	
s.50A(4)	duty to note amendment to application in register	GMIDS, MDS, CSP, POS	
s.51	duty to make copy of application available for inspection	GMIDS, MDS, CSP, POS	
s.52(1)(b)	duty to give notice of the application to other municipal councils where appropriate	GMIDS, MDS, CSP, POS	
s.52(1)(c)	duty to give notice of the application to all persons required by the planning scheme	GMIDS, MDS, CSP, POS, SPO	
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	GMIDS, MDS, CSP, POS, SPO	
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	GMIDS, MDS, CSP, POS, SPO	
s.52(1)(d)	duty to give notice of the application to other persons who may be detrimentally effected	GMIDS, MDS, CSP, POS, SPO	
s.52(1AA)	duty to give notice of an application to remove or vary a registered restrictive covenant	GMIDS, MDS, CSP, POS, SPO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.52(3)	power to give any further notice of an application where appropriate	GMIDS, MDS, CSP, POS, SPO	
s.53(1)	power to require the applicant to give notice under section 52(1) to persons specified by it	GMIDS, MDS, CSP, POS, SPO	
s.53(1A)	power to require the applicant to give the notice under section 52(1AA)	GMIDS, MDS, CSP, POS, SPO	
s.54(1)	power to require the applicant to provide more information	GMIDS, MDS, CSP, POS, SPO	
s.54(1A)	duty to give notice in writing of information required under section 54(1)	GMIDS, MDS, CSP, POS, SPO	
s.54(1B)	duty to specify the lapse date for an application	GMIDS, MDS, CSP, POS, SPO	
s.54A(3)	power to decide to extend time or refuse to extend time to give required information	GMIDS, MDS, CSP, POS, SPO	
s.54A(4)	duty to give written notice of decision to extend or refuse to extend time und section 54A(3)	GMIDS, MDS, CSP, POS, SPO	
s.55(1)	duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	GMIDS, MDS, CSP, POS, SPO	
s.57(2A)	power to reject objections considered made primarily for commercial advantage for the objector	GMIDS, MDS, CSP, POS	
s.57(3)	function of receiving name and address of persons to whom notice of decision is to go	GMIDS, MDS, CSP, POS, SPO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.57(5)	duty to make available for inspection copy of all objections	GMIDS, MDS, CSP, POS	
s.57A(4)	duty to amend application in accordance with applicant's request, subject to section 57A(5)	GMIDS, MDS, CSP, POS, SPO	
s.57A(5)	power to refuse to amend application	GMIDS, MDS, CSP, POS	Subject to Council ratification
s.57A(6)	duty to note amendments to application in register	GMIDS, MDS, CSP, POS, SPO	
s.57B(1)	duty to determine whether and to whom notice should be given	GMIDS, MDS, CSP, POS, SPO	
s.57B(2)	duty to consider certain matters in determining whether notice should be given	GMIDS, MDS, CSP, POS, SPO	
s.57C(1)	duty to give copy of amended application to referral authority	GMIDS, MDS, CSP, POS, SPO	
s.58	duty to consider every application for a permit	GMIDS, MDS, CSP, POS	
s.58A	power to request advice from the Planning Application Committee	GMIDS, MDS	
s.60	duty to consider certain matters	GMIDS, MDS, CSP, POS, SPO	
s60(1A)	power to consider certain matters before deciding on application	GMIDS, MDS, CSP, POS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.60(1B)	duty to consider number of objectors in considering whether use or development may have significant social effect	GMIDS, MDS, CSP, POS	
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	GMIDS, MDS, CSP, POS	the permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i> The power to refuse a permit application or to determine an application for which objections have been lodged is not delegated.
s.61(2)	duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	GMIDS, MDS, CSP, POS	
s.61(3)(a)	duty not to decide to grant a permit to use coastal Crown land without Minister's consent	GMIDS, MDS, CSP, POS	
s.61(3)(b)	duty to refuse to grant the permit without the Minister's consent	GMIDS, MDS, CSP, POS	
s.61(4)	duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	GMIDS, MDS, CSP, POS, SPO	
s.62(1)	duty to include certain conditions in deciding to grant a permit	GMIDS, MDS, CSP, POS, SPO	
s.62(2)	power to include other conditions	GMIDS, MDS, CSP, POS, SPO	
s.62(4)	duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	GMIDS, MDS, CSP, POS, SPO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan	GMIDS, MDS, CSP, POS	
s.62(5)(b)	power to include a permit condition that specified works be provided on or to the land or paid for in accordance with section 173 agreement	GMIDS, MDS, CSP, POS, SPO	
s.62(5)(c)	power to include a permit condition that specified works be provided or paid for by the applicant	GMIDS, MDS, CSP, POS, SPO	
s.62(6)(a)	duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with section 62(5) or section 46N	GMIDS, MDS, CSP, POS	
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)	GMIDS, MDS, CSP, POS	
s.63	duty to issue the permit where made a decision in favour of the application (if no one has objected)	GMIDS, MDS, CSP, POS, SPO	
s.64(1)	duty to give notice of decision to grant a permit to applicant and objectors	GMIDS, MDS, CSP, POS, SPO	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	GMIDS, MDS, CSP, POS, SPO	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	GMIDS, MDS, CSP, POS	this provision applies also to a decision to grant an amendment to a permit - see section 75

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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	GMIDS, MDS, CSP, POS, SPO	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	GMIDS, MDS, CSP, POS, SPO	
s.66(1)	duty to give notice under section 64 or section 65 and copy permit to relevant determining referral authorities	GMIDS, MDS, CSP, POS, SPO	
s.66(2)	duty to give a recommending referral authority notice of its decision to grant a permit	GMIDS, MDS, CSP, POS, SPO	if the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s.66(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	GMIDS, MDS, CSP, POS, SPO	if the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
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	GMIDS, MDS, CSP, POS, SPO	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

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.69(1)	function of receiving application for extension of time of permit	GMIDS, MDS, CSP, POS, SPO	
s.69(1A)	function of receiving application for extension of time to complete development	GMIDS, MDS, CSP, POS, SPO	
s.69(2)	power to extend time	GMIDS, MDS, CSP, POS	
s.70	duty to make copy permit available for inspection	GMIDS, MDS, CSP, POS, SPO	
s.71(1)	power to correct certain mistakes	GMIDS, MDS, CSP, POS	
s.71(2)	duty to note corrections in register	GMIDS, MDS, CSP, POS	
s.73	power to decide to grant amendment subject to conditions	GMIDS, MDS, CSP, POS	
s.74	duty to issue amended permit to applicant if no objectors	GMIDS, MDS, CSP, POS	
s.76	duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	GMIDS, MDS, CSP, POS	
s.76A(1)	duty to give relevant determining referral authorities copy of amended permit and copy of notice	GMIDS, MDS, CSP, POS, SPO	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.76A(2)	duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	GMIDS, MDS, CSP, POS, SPO	if the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s.76A(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	GMIDS, MDS, CSP, POS, SPO	if the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit
s.76A(6)	duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under section 64 or 76	GMIDS, MDS, CSP, POS, SPO	if the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s.76D	duty to comply with direction of Minister to issue amended permit	GMIDS, MDS, CSP, POS	
s.83	function of being respondent to an appeal	GMIDS, MDS, CSP, POS	
s.83B	duty to give or publish notice of application for review	GMIDS, MDS, CSP, POS	
s.84(1)	power to decide on an application at any time after an appeal is lodged against failure to grant a permit	GMIDS, MDS, CSP, POS	
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	GMIDS, MDS, CSP, POS	
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	GMIDS, MDS, CSP, POS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.84(6)	duty to issue permit on receipt of advice within 3 working days	GMIDS, MDS, CSP, POS	
s.86	duty to issue a permit at order of Tribunal within 3 working days	GMIDS, MDS, CSP, POS	
s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	GMIDS, MDS, CSP, POS	
s.90(1)	function of being heard at hearing of request for cancellation or amendment of a permit	GMIDS, MDS, CSP, POS	
s.91(2)	duty to comply with the directions of VCAT	GMIDS, MDS, CSP, POS	
s.91(2A)	duty to issue amended permit to owner if Tribunal so directs	GMIDS, MDS, CSP, POS	
s.92	duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under section 90	GMIDS, MDS, CSP, POS	
s.93(2)	duty to give notice of VCAT order to stop development	GMIDS, MDS, CSP, POS	
s.95(3)	function of referring certain applications to the Minister	GMIDS, MDS, CSP, POS	
s.95(4)	duty to comply with an order or direction	GMIDS, MDS, CSP, POS	
s.96(1)	duty to obtain a permit from the Minister to use and develop its land	GMIDS, MDS, CSP, POS	
s.96(2)	function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	GMIDS, MDS, CSP, POS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.96A(2)	power to agree to consider an application for permit concurrently with preparation of proposed amendment	GMIDS, MDS, CSP, POS	
s.96C	power to give notice, to decide not to give notice, to publish notice and to exercise any other power under section 96C	GMIDS, MDS, CSP, POS	
s.96F	duty to consider the panel's report under section 96E	GMIDS, MDS, CSP, POS	
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 <i>Planning and Environment (Planning Schemes) Act 1996</i>)	GMIDS, MDS, CSP, POS	
s.96H(3)	power to give notice in compliance with Minister's direction	GMIDS, MDS, CSP, POS	
s.96J	power to issue permit as directed by the Minister	GMIDS, MDS, CSP, POS	
s.96K	duty to comply with direction of the Minister to give notice of refusal	GMIDS, MDS, CSP, POS	
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	GMIDS, MDS, CSP, POS	
s.97C	power to request Minister to decide the application	GMIDS, MDS, CSP, POS	
s.97D(1)	duty to comply with directions of Minister to supply any document or assistance relating to application	GMIDS, MDS, CSP, POS	
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	GMIDS, MDS, CSP, POS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.97G(6)	duty to make a copy of permits issued under section 97F available for inspection	GMIDS, MDS, CSP, POS	
s.97L	duty to include Ministerial decisions in a register kept under section 49	GMIDS, MDS, CSP, POS	
s.97MH	duty to provide information or assistance to the Planning Application Committee	GMIDS, MDS, CSP, POS	
s.97MI	duty to contribute to the costs of the Planning Application Committee or subcommittee	GMIDS, MDS	
s.97O	duty to consider application and issue or refuse to issue certificate of compliance	GMIDS, MDS, CSP, POS	
s.97P(3)	duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	GMIDS, MDS, CSP, POS	
s.97Q(2)	function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	GMIDS, MDS, CSP, POS	
s.97Q(4)	duty to comply with directions of VCAT	GMIDS, MDS, CSP, POS	
s.97R	duty to keep register of all applications for certificate of compliance and related decisions	GMIDS, MDS, CSP, POS	
s.98(1)&(2)	function of receiving claim for compensation in certain circumstances	GMIDS, MDS	
s.98(4)	duty to inform any person of the name of the person from whom compensation can be claimed	GMIDS, MDS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.101	function of receiving claim for expenses in conjunction with claim	GMIDS, MDS	
s.103	power to reject a claim for compensation in certain circumstances	GMIDS, MDS	
s.107(1)	function of receiving claim for compensation	GMIDS, MDS	
s.107(3)	power to agree to extend time for making claim	GMIDS, MDS	
s.114(1)	power to apply to the VCAT for an enforcement order	GMIDS, MDS	
s.117(1)(a)	function of making a submission to the VCAT where objections are received	GMIDS, MDS	
s.120(1)	power to apply for an interim enforcement order where section 114 application has been made	GMIDS, MDS	
s.123(1)	power to carry out work required by enforcement order and recover costs	GMIDS, MDS	
s.123(2)	power to sell buildings, materials, etc salvaged in carrying out work under section 123(1)	GMIDS, MDS	except Crown Land
s.129	function of recovering penalties	GMIDS, MDS	
s.130(5)	power to allow person served with an infringement notice further time	GMIDS, MDS	
s.149A(1)	power to refer a matter to the VCAT for determination	GMIDS, MDS	
s.149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	GMIDS, MDS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.156	duty to pay fees and allowances (including a payment to the Crown under subsection (2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under subsection (2B) power to ask for contribution under subsection (3) and power to abandon amendment or part of it under subsection (4)	GMIDS, MDS	where council is the relevant planning authority
s.171(2)(f)	power to carry out studies and commission reports	GMIDS, MDS	
s.171(2)(g)	power to grant and reserve easements	GMIDS, MDS	
s.173	power to enter into agreement covering matters set out in section 174	GMIDS	GMCCS is a secondary delegate in the absence of GMIDS
---	power to decide whether something is to the satisfaction of Council, where an agreement made under section 173 of the <i>Planning and Environment Act 1987</i> requires something to be to the satisfaction of Council or Responsible Authority	GMIDS, MDS	
---	power to give consent on behalf of Council, where an agreement made under section 173 of the <i>Planning and Environment Act 1987</i> requires that something may not be done without the consent of Council or Responsible Authority	GMIDS, MDS	
s.177(2)	power to end a section 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	GMIDS	GMCCS is a secondary delegate in the absence of GMIDS
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	GMIDS	GMCCS is a secondary delegate in the absence of GMIDS

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178A(1)	function of receiving application to amend or end an agreement	GMIDS, MDS	
s.178A(3)	function of notifying the owner as to whether it agrees in principle to the proposal under s.178A(1)	GMIDS, MDS	
s.178A(4)	function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	GMIDS, MDS	
s.178A(5)	power to propose to amend or end an agreement	GMIDS, MDS	
s.178B(1)	duty to consider certain matters when considering proposal to amend an agreement	GMIDS, MDS	
s.178B(2)	duty to consider certain matters when considering proposal to end an agreement	GMIDS, MDS	
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	GMIDS, MDS	
s.178C(4)	function of determining how to give notice under s.178C(2)	GMIDS, MDS	
s.178E(1)	duty not to make decision until after 14 days after notice has been given	GMIDS, MDS	
s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	GMIDS, MDS	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	GMIDS, MDS	If no objections are made under s.178D Must consider matters in s.178B

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178E(2)(c)	power to refuse to amend or end the agreement	GMIDS, MDS	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	GMIDS, MDS	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	GMIDS, MDS	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 from the proposal	GMIDS, MDS	After considering objections, submissions and matters in s.178B
s.178E(3)(d)	power to refuse to amend or end the agreement	GMIDS, MDS	After considering objections, submissions and matters in s.148B
s.178F(1)	duty to give notice of its decision under s.178E(3)(a) or (b)	GMIDS, MDS, CSP, POS	
s.178F(2)	duty to give notice of its decision under s.178E(2)(c) or (3)(d)	GMIDS, MDS, CSP, POS	
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	GMIDS, MDS, CSP, POS	
s.178G	duty to sign amended agreement and give copy to each other party to the agreement	GMIDS, MDS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.178H	power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	GMIDS, MDS	
s.178I(3)	duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	GMIDS, MDS	
s.179(2)	duty to make available for inspection copy agreement	GMIDS, MDS	
s.181	duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	GMIDS, MDS	
s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	GMIDS, MDS, CSP, POS	
s.181(1A)(b)	duty to apply to the Registrar of Titles, without delay, to record the agreement	GMIDS, MDS, CSP, POS	
s.182	power to enforce an agreement	GMIDS, MDS	
s.183	duty to tell Registrar of Titles of ending/amendment of agreement	GMIDS, MDS, CSP, POS	
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	GMIDS, MDS	
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	GMIDS, MDS	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
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	GMIDS, MDS	
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	GMIDS, MDS	
s.184G(2)	duty to comply with a direction of the Tribunal	GMIDS, MDS	
s.184G(3)	duty to give notice as directed by the Tribunal	GMIDS, MDS	
s.198(1)	function to receive application for planning certificate	GMIDS, MDS, CSP, POS, SPO	
s.199(1)	duty to give planning certificate to applicant	GMIDS, MDS, CSP, POS, SPO	
s.201(1)	function of receiving application for declaration of underlying zoning	GMIDS, MDS, CSP, POS, SPO	
s.201(3)	duty to make declaration	GMIDS, MDS, CSP	
-	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	GMIDS, MDS, CSP	
	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	GMIDS, MDS, CSP	
	power to approve any plan or any amendment to a plan or other document in accordance with a provision of a planning scheme or condition in a permit	GMIDS, MDS, CSP	
		GMIDS, MIA, CAD	As it relates to Engineering Plans relating to developments.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
-	power to give written authorisation in accordance with a provision of a planning scheme	GMIDS, MDS, CSP, POS	
s.201UAB(1)	function of providing the Growth Areas Authority with information relating to any land within municipal district	GMIDS, MDS, CSP	
s.201UAB(2)	duty to provide the Growth Areas Authority with information requested under subsection (1) as soon as possible	GMIDS, MDS, CSP, POS	

RAIL SAFETY (LOCAL OPERATIONS) ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s.33	duty to comply with a direction of the Safety Director under this section	GMIDS, MIA	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	GMIDS, MIA	duty of council as a road authority under the <i>Road Management Act 2004</i>
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)	GMIDS, MIA	where council is a utility under section 3
s.34C(2)	function of entering into safety interface agreements with rail infrastructure manager	GMIDS, MIA	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	GMIDS, MIA	where council is the relevant road authority

RAIL SAFETY (LOCAL OPERATIONS) ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s.34D(2)	function of receiving written notice of opinion	GMIDS, MIA	where council is the relevant road authority
s.34D(4)	function of entering into safety interface agreement with infrastructure manager	GMIDS, MIA	where council is the relevant road authority
s.34E(1)(a)	duty to identify and assess risks to safety	GMIDS, MIA	where council is the relevant road authority
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)	GMIDS, MIA	where council is the relevant road authority
s.34E(3)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	GMIDS, MIA	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)	GMIDS, MIA	where council is the relevant road authority
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)	GMIDS, MIA	where council is the relevant road authority
s.34F(2)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	GMIDS, MIA	where council is the relevant road authority
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)	GMIDS, MIA	where council is the relevant road authority
s.34I	function of entering into safety interface agreements	GMIDS, MIA	where council is the relevant road authority
s.34J(2)	function of receiving notice from Safety Director	GMIDS, MIA	where council is the relevant road authority

RAIL SAFETY (LOCAL OPERATIONS) ACT 2006			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
s.34J(7)	duty to comply with a direction of the Safety Director given under section 34J(5)	GMIDS, MIA	where council is the relevant road authority
s.34K(2)	duty to maintain a register of items set out in subsections (a)-(b)	GMIDS, MIA	where council is the relevant road authority

RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.142D	function of receiving notice regarding an unregistered rooming house	GMIDS, MIO, EHO	
s.142G(1)	duty to enter required information in Rooming House Register for each rooming house in municipal district	GMIDS, MIO, EHO	
s. 142G(2)	power to enter certain information in the Rooming House Register	GMIDS, MIO, EHO	
s.142I(2)	power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	GMIDS, MIO, EHO	
s.252	power to give tenant a notice to vacate rented premises if subsection (1) applies	GMIDS, MIO, EHO	where council is the landlord
s.262(1)	power to give tenant a notice to vacate rented premises	GMIDS, MIO, EHO	where council is the landlord
s.262(3)	power to publish its criteria for eligibility for the provision of housing by council	GMIDS, MIO, EHO	

RESIDENTIAL TENANCIES ACT 1997			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.518F	power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	GMIDS, MIO, EHO	
s.522(1)	power to give a compliance notice to a person	GMIDS, MIO, EHO	
s.525(2)	power to authorise an officer to exercise powers in section 526 (either generally or in a particular case)	GMIDS, MIO, EHO	
s.525(4)	duty to issue identity card to authorised officers	GMIDS, MIO, EHO	
s.526(5)	duty to keep record of entry by authorised officer under section 526	GMIDS, MIO, EHO	
s.526A(3)	function of receiving report of inspection	GMIDS, MIO, EHO	
s.527	power to authorise a person to institute proceedings (either generally or in a particular case)	GMIDS, MIO, EHO	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.11(1)	power to declare a road by publishing a notice in the Government Gazette	GMIDS, MIA	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	GMCCS, GMIDS, MIA, CSP	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.11(9)(b)	duty to advise Registrar	GMIDS, MIA, CSP, CAD	
s.11(10)	duty to inform Secretary to Department Environment, Land, Water and Planning of declaration etc.	GMIDS, MIA, CAD	clause subject to section 11(10A)
s.11(10A)	duty to inform Secretary to Department Environment, Land, Water and Planning or nominated person	GMIDS, MIA, CAD	where council is the coordinating road authority
s.12(2)	power to discontinue road or part of a road	GMIDS, MIA, MDS	were council is the coordinating road authority
s.12(4)	power to publish, and provide copy, notice of proposed discontinuance	GMIDS, MIA, MDS	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	GMIDS, MIA, MDS	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	GMIDS, MIA, MDS	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	GMIDS, GMCCS, MIA, MDS, CAD,	duty of coordinating road authority where it is the discontinuing body unless subsection (11) applies
s.12(10)	duty to notify of decision made	GMIDS, MDS, MIA, CAD	duty of coordinating road authority where it is the discontinuing body does not apply where an exemption is specified by the regulations or given by the Minister

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.13(1)	power to fix a boundary of a road by publishing notice in Government Gazette	GMIDS, MDS, MIA	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	GMIDS, MIA	
s.14(7)	power to appeal against decision of VicRoads	GMIDS	GMCCS is a secondary delegate in the absence of GMIDS
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	GMIDS	GMCCS is a secondary delegate in the absence of GMIDS
s.15(1A)	power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	GMIDS	GMCCS is a secondary delegate in the absence of GMIDS
s.15(2)	duty to include details of arrangement in public roads register	GMIDS, MIA	
s.16(7)	power to enter into an arrangement under section 15	GMIDS, MIA	
s.16(8)	duty to enter details of determination in public roads register	GMIDS, MIA	
s.17(2)	duty to register public road in public roads register	GMIDS, MIA	where council is the coordinating road authority
s.17(3)	power to decide that a road is reasonably required for general public use	GMIDS, MIA	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	GMIDS, MIA	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	GMIDS, MIA	where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.17(4)	duty to remove road no longer reasonably required for general public use from public roads register	GMIDS, MIA	where council is the coordinating road authority
s.18(1)	power to designate ancillary area	GMIDS, MIA	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	GMIDS, MIA, CAD	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	GMIDS, MIA, CAD	
s.19(4)	duty to specify details of discontinuance in public roads register	GMIDS, MIA, CAD	
s.19(5)	duty to ensure public roads register is available for public inspection	GMIDS, MIA, CAD	
s.21	function of replying to request for information or advice	GMIDS, GMCCS, MIA	obtain consent in circumstances specified in section 11(2)
s.22(2)	function of commenting on proposed direction	GMIDS, GMCCS, MIA	
s.22(4)	duty to publish a copy or summary of any direction made under section 22 by the Minister in its annual report.	GMIDS, GMCCS, MIA	
s.22(5)	duty to give effect to a direction under this section.	GMIDS, GMCCS, MIA	
s.40(1)	duty to inspect, maintain and repair a public road.	GMIDS, MIA, MIO, CRPM	
s.40(5)	power to inspect, maintain and repair a road which is not a public road	GMIDS, MIA, MIO	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.41(1)	power to determine the standard of construction, inspection, maintenance and repair	GMIDS, MIA, MIO	
s.42(1)	power to declare a public road as a controlled access road	GMIDS	power of coordinating road authority and Schedule 2 also applies GMCCS is a secondary delegate in the absence of GMIDS
s.42(2)	power to amend or revoke declaration by notice published in Government Gazette	GMIDS	power of coordinating road authority and Schedule 2 also applies GMCCS is a secondary delegate in the absence of GMIDS
s.42A(3)	duty to consult with VicRoads before road is specified	GMIDS, MIA	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	GMIDS, MIA	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)	GMIDS, MIA	where council is the responsible road authority, infrastructure manager or works manager
s.48M(3)	function of consulting with the Secretary for purposes of developing guidelines under section 48M	GMIDS, MIA	
s.48N	duty to notify the relevant authority of the location of the bus stopping point and the action taken by council	GMIDS, MIA	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.49	power to develop and publish a road management plan	GMIDS, MIA	
s.51	power to determine standards by incorporating the standards in a road management plan	GMIDS, MIA	
s.53(2)	power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	GMIDS, MIA	
s.54(2)	duty to give notice of proposal to make a road management plan	GMIDS, MIA	
s.54(5)	duty to conduct a review of road management plan at prescribed intervals	GMIDS, MIA	
s.54(6)	power to amend road management plan	GMIDS, MIA	
s.54(7)	duty to incorporate the amendments into the road management plan	GMIDS, MIA, CAD	
s.55(1)	duty to cause notice of road management plan to be published in Government Gazette and newspaper	GMIDS, MIA, CAD	
s.63(1)	power to consent to conduct of works on road	GMIDS, MIA, CAD	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	GMIDS, MIA, CAD	where council is the infrastructure manager
s.64(1)	duty to comply with clause 13 of Schedule 7	GMIDS, MIA	where council is the infrastructure manager or works manager
s.66(1)	power to consent to structure etc	GMIDS, MIA, CAD	where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.67(2)	function of receiving the name & address of the person responsible for distributing the sign or bill	GMIDS, MIA, CAD	where council is the coordinating road authority
s.67(3)	power to request information	GMIDS, MIA, CAD	where council is the coordinating road authority
s.68(2)	power to request information	GMIDS, MIA, CAD	where council is the coordinating road authority
s.71(3)	power to appoint an authorised officer	GMIDS	GMCCS is a secondary delegate in the absence of GMIDS
s.72	duty to issue an identity card to each authorised officer	GMIDS	GMCCS is a secondary delegate in the absence of GMIDS
s.85	function of receiving report from authorised officer	GMIDS, MIA	
s.86	duty to keep register re section 85 matters	GMIDS, MIA	
s.87(1)	function of receiving complaints	GMIDS, MIA	
s.87(2)	duty to investigate complaint and provide report	GMIDS, MIA	
s.112(2)	power to recover damages in court	GMIDS	GMCCS is a secondary delegate in the absence of GMIDS
s.116	power to cause or carry out inspection	GMIDS, MIO, MIA, CAD, CRPM	
s.119(2)	function of consulting with VicRoads	GMIDS, MIA, MIO	
s.120(1)	power to exercise road management functions on an arterial road (with the consent of VicRoads)	GMIDS, MIA, MIO	

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.120(2)	duty to seek consent of VicRoads to exercise road management functions before exercising power in section 120(1)	GMIDS, MIA, MIO	
s.121(1)	power to enter into an agreement in respect of works	GMIDS, MIA	
s.122(1)	power to charge and recover fees	GMIDS, MIA	
s.123(1)	power to charge for any service	GMIDS, MIA	
Schedule 2 Clause 2(1)	power to make a decision in respect of controlled access roads	GMIDS, MIA	
Schedule 2 Clause 3(1)	duty to make policy about controlled access roads	GMIDS, MIA	
Schedule 2 Clause 3(2)	power to amend, revoke or substitute policy about controlled access roads	GMIDS, MIA	
Schedule 2 Clause 4	function of receiving details of proposal from VicRoads	GMIDS, MIA	
Schedule 2 Clause 5	duty to publish notice of declaration	GMIDS, MIA	
Schedule 7, Clause 7(1)	duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	GMIDS, MIA, MIO	where council is the infrastructure manager or works manager

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7, Clause 8(1)	duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	GMIDS, MIA, MIO	where council is the infrastructure manager or works manager
Schedule 7, Clause 9(1)	duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	GMIDS, MIA, MIO	where council is the infrastructure manager or works manager responsible for non-road infrastructure
Schedule 7, Clause 9(2)	duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	GMIDS, MIA, MIO	where council is the infrastructure manager or works manager
Schedule 7, Clause 10(2)	where Schedule 7 Clause 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	GMIDS, MIA, MIO	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 works	GMIDS, MIA, CAD	where council is the coordinating road authority
Schedule 7 Clause 12(3)	power to take measures to ensure reinstatement works are completed	GMIDS, MIA	where council is the coordinating road authority
Schedule 7 Clause 12(4)	duty to ensure that works are conducted by an appropriately qualified person	GMIDS, MIA, CAD	where council is the coordinating road authority
Schedule 7 Clause 12(5)	power to recover costs	GMIDS, MIA	where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7, Clause 13(1)	duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Schedule 7, Clause 13(2)	GMIDS, MIA, CAD	where council is the works manager
Schedule 7 Clause 13(2)	power to vary notice period	GMIDS, MIA	where council is the coordinating road authority
Schedule 7, Clause 13(3)	duty to ensure works manager has complied with obligation to give notice under Schedule 7, Clause 13(1)	GMIDS, MIA	where council is the infrastructure manager
Schedule 7 Clause 16(1)	power to consent to proposed works	GMIDS, MIA,	where council is the coordinating road authority
Schedule 7 Clause 16(4)	duty to consult	GMIDS, MIA, CAD	where council is the coordinating road authority, responsible authority or infrastructure manager
Schedule 7 Clause 16(5)	power to consent to proposed works	GMIDS, MIA	where council is the coordinating road authority
Schedule 7 Clause 16(6)	power to set reasonable conditions on consent	GMIDS, MIA	where council is the coordinating road authority
Schedule 7 Clause 16(8)	power to include consents and conditions	GMIDS, MIA	where council is the coordinating road authority
Schedule 7 Clause 17(2)	power to refuse to give consent and duty to give reasons for refusal	GMIDS, MIA	where council is the coordinating road authority
Schedule 7 Clause 18(1)	power to enter into an agreement	GMIDS, MIA	where council is the coordinating road authority
Schedule 7 Clause 19(1)	power to give notice requiring rectification of works	GMIDS, MIA, CAD	where council is the coordinating road authority

ROAD MANAGEMENT ACT 2004			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 7 Clause 19(2) & (3)	power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	GMIDS, MIA	where council is the coordinating road authority
Schedule 7 Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	GMIDS, MIA	where council is the coordinating road authority
Schedule 7A Clause 2	power to cause street lights to be installed on roads	GMIDS, MIA	power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
Schedule 7A Clause 3(1)(d)	duty to pay installation and operation costs of street lighting - where road is not an arterial road	GMIDS, MIA	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	GMIDS, MIA	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	GMIDS, MIA	duty of council as responsible road authority that installed the light (re: installation costs) and where council is relevant municipal council (re: operating costs)

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.24	duty to ensure that cemetery complies with depth of burial requirements	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.25	duty to ensure that the cemetery complies with the requirements for interment in concrete-lined graves	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.27	power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.28(1)	power to remove any fittings on any coffin, container or other receptacle if the fittings may impede the cremation process or damage the cremator	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.28(2)	duty to ensure any fittings removed of are disposed in an appropriate manner	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.29	power to dispose of any metal substance or non-human substance recovered from a cremator	GMCCS	
r.30(2)	power to release cremated human remains to certain persons	GMCCS	subject to any order of a court GMIDS is a secondary delegate in the absence of GMCCS
r.31(1)	duty to make cremated human remains available for collection within 2 working days after the cremation	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act</i> 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
r.31(2)	duty to hold cremated human remains for at least 12 months from the date of cremation	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.31(3)	power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.31(4)	duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.32	duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.33(1)	duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.33(2)	duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.34	duty to ensure that a crypt space in a mausolea is sealed in accordance with paragraphs (a)-(b)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.36	duty to provide statement that alternative vendors or supplier of monuments exist	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r. 40	power to approve a person to play sport within a public cemetery	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r. 41(1)	power to approve fishing and bathing within a public cemetery	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act</i> 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
r. 42(1)	power to approve hunting within a public cemetery	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r. 43	power to approve camping within a public cemetery	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r. 45(1)	power to approve the removal of plants within a public cemetery	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.46	power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r. 47(3)	power to approve the use of fire in a public cemetery	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
r.48(2)	power to approve a person to drive, ride or use a vehicle on any surface other than a road, track or parking area	GMCCS	GMIDS is a secondary delegate in the absence of GMCCS
Note: Schedule 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules			
Schedule 2, clause 4	power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of Schedule 2	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS
Schedule 2, clause 5(1)	duty to display the hours during which pedestrian access is available to the cemetery	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS
Schedule 2, clause 5(2)	duty to notify the Secretary of, (a) the hours during which pedestrian access is available to the cemetery; and (b) any changes to those hours	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act</i> 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Schedule 2, clause 6(1)	power to give directions regarding the manner in which a funeral is to be conducted	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS
Schedule 2, clause 7(1)	power to give directions regarding the dressing of places of interment and memorials	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS
Schedule 2, clause 8	power to approve certain mementos on a memorial	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS
Schedule 2, clause 11(1)	power to remove objects from a memorial or place of interment	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS
Schedule 2, clause 11(2)	duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS
Schedule 2, clause 12	power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS
Schedule 2, clause 14	power to approve an animal to enter into or remain in a cemetery	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS
Schedule 2, clause 16(1)	power to approve construction and building within a cemetery	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS

CEMETERIES AND CREMATORIA REGULATIONS 2015			
[##These provisions apply to Councils appointed as a cemetery trust under section 5 of the <i>Cemeteries and Crematoria Act</i> 2003, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii) as though it were a cemetery trust (see section 53)			
Schedule 2, clause 17(1)	power to approve action to disturb or demolish property of the cemetery trust	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS
Schedule 2, clause 18(1)	power to approve digging or planting within a cemetery	GMCCS	see note above regarding model rules GMIDS is a secondary delegate in the absence of GMCCS

PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING 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	GMIDS, MDS	where Council is not the planning authority and the amendment affects land within its municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21	power of responsible authority to require a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	GMIDS, MDS	
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	GMIDS, MDS, CSP, POS	where Council is the responsible authority

PLANNING AND ENVIRONMENT REGULATIONS 2015			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
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	GMIDS, MDS, CSP, POS	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	GMIDS, MDS	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.

PLANNING AND ENVIRONMENT (FEES) INTERIM REGULATIONS 2015			
Note: these Regulations expire on 14 October 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS AND LIMITATIONS
r.16	power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	GMIDS, MDS	
r.17	power to waive or rebate a fee relating to an amendment of a planning scheme	GMIDS, MDS	
r.18	duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r.16 or 17	GMIDS, MDS	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.7	function of entering into a written agreement with a caravan park owner	GMIDS, MIO, EHO	
r.11	function of receiving application for registration	GMIDS, MIO,, EHO	
r.13(1)	duty to grant the registration if satisfied that the caravan park complies with these regulations	GMIDS, MIO,	
r.13(2)	duty to renew the registration if satisfied that the caravan park complies with these regulations	GMIDS, MIO,	
r.13(2)	power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	GMIDS, MIO,	
r.13(4) & (5)	duty to issue certificate of registration	GMIDS, MIO,	
r.15(1)	function of receiving notice of transfer of ownership	GMIDS, MIO, EHO	
r.15(3)	power to determine where notice of transfer is displayed	GMIDS, MIO,, EHO	
r.16(1)	duty to transfer registration to new caravan park owner	GMIDS, MIO,	
r.16(2)	duty to issue a certificate of transfer of registration	GMIDS, MIO,	
r.17(1)	power to determine the fee to accompany applications for registration or applications for renewal of registration	GMIDS, MIO,	
r.18	duty to keep register of caravan parks	GMIDS, MIO, EHO	
r.19(4)	power to determine where the emergency contact person's details are displayed	GMIDS, MIO, EHO	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.19(6)	power to determine where certain information is displayed	GMIDS, MIO, EHO	
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	GMIDS, MIO, EHO	
r.22A(2)	duty to consult with relevant emergency services agencies	GMIDS, MIO, EHO	
r.23	power to determine places in which caravan park owner must display a copy of emergency procedures	GMIDS, MIO, EHO	
r.24	power to determine places in which caravan park owner must display copy of public emergency warnings	GMIDS, MIO, EHO	
r.25(3)	duty to consult with relevant floodplain management authority	GMIDS, MIO	
r.26	duty to have regard to any report of the relevant fire authority	GMIDS, MIO	
r.28(c)	power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	GMIDS, MIO	
r.39	function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	GMIDS, MIO, EHO	
r.39(b)	power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	GMIDS, MIO	
r.40(4)	function of receiving installation certificate	GMIDS, MIO, EHO	
r.42	power to approve use of a non-habitable structure as a dwelling or part of a dwelling	GMIDS, MIO	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
Schedule 3 clause 4(3)	power to approve the removal of wheels and axles from unregistrable movable dwelling	GMIDS, MIO, EHO	

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.8(1)	duty to conduct reviews of road management plan	GMIDS, MIA, MIO	
r. .9(2)	duty to produce written report of review of road management plan and make report available	GMIDS, MIA, MIO	
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)	GMIDS, MIA, MIO	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	GMIDS, MIA, MIO	
r.13(1)	Duty to publish notice of amendments to road management plan	GMIDS, MIA, MIO	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	GMIDS, MIA, MIO	
r.16(3)	power to issue permit	GMIDS, MIA	where council is the coordinating road authority

ROAD MANAGEMENT (GENERAL) REGULATIONS 2016			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
r.18(1)	power to give written consent re damage to road	GMIDS, MIA	where council is the coordinating road authority
r.23(2)	power to make submission to Tribunal	GMIDS, MIA	where council is the coordinating road authority
r.23(4)	power to charge a fee for application under section 66(1) Road Management Act	GMIDS, MIA	where council is the coordinating road authority
r.25(1)	power to remove objects, refuse, rubbish or other material deposited or left on road	GMIDS, MIA, MIO, CRPM	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))	GMIDS	where council is the responsible road authority GMCCS is a secondary delegate in the absence of GMIDS
r. 25(5)	power to recover in the Magistrates' Court, expenses from person responsible	GMIDS, GMCCS, MIA, MIO,	

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.			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & 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	GMIDS, MIA	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	GMIDS, MIA	where council is the coordinating road authority

S11. Instrument of Appointment and Authorisation

Murrindindi Shire Council

Instrument of Appointment and Authorisation

Instrument of Appointment and Authorisation

In this instrument "officer" means -

- "BSTO" means Building Services Technical Officer – Ian Coller
- "CLL" means Coordinator Local Laws – Andrew Daly
- "CSP" means Coordinator Statutory Planning – Karen Girvan
- "DMERO" means Deputy Municipal Emergency Resource Officers – John Canny
- "EHO" means Environmental Health Officer – Natalie Stewart
- "GMCCS" means General Manager Corporate & Community Services – Michael Chesworth
- "GMIDS" means General Manager Infrastructure and Development Services – Elaine Wyatt
- "LLO" means Local Laws Officer – Casey Southurst
- "MBS" means Municipal Building Surveyor – Robert Skinner
- "MDS" means Manager Development Services – Shivaun Brown
- "MERO" means Municipal Emergency Resource Officer – Mark Leitinger
- "MIA" means Manager Infrastructure Assets – John Canny
- "MIO" means Manager Infrastructure Operations – Mark Leitinger
- "VAL" means Valuation Contractor – Marcus Hann, Oliver Boyd

By this instrument of appointment and authorisation Murrindindi Shire Council -

PART A

1. under section 224 of *the Local Government Act 1989* - appoints the officers to be authorised officers for the administration and enforcement of -

the <i>Building Act 1993</i>	[MDS, MBS, EHO]
the <i>Country Fire Authority Act 1958</i>	[MIO, EHO, CLL, LLO]
the <i>Domestic Animals Act 1994</i>	[MIO, EHO, CLL, LLO]
the <i>Emergency Management Act 1986</i>	[MERO, DMERO]
the <i>Environment Protection Act 1970</i>	[MIO, EHO, CLL, LLO]
the <i>Fire Services Property Levy Act 2012</i>	[GMCCS]
the <i>Food Act 1984</i>	[EHO]
the <i>Graffiti Prevention Act 2007</i>	[MIA, MIO, MDS]
the <i>Housing Act 1983</i>	[MBS, MDS, MIO, EHO]
the <i>Impounding of Livestock Act 1994</i>	[MIO, EHO, CLL, LLO]
the <i>Land Act 1958</i>	[GMCCS]
the <i>Local Government Act 1989</i>	[MIO, EHO, CLL, LLO]
the <i>Public Health and Wellbeing Act 2008</i> ¹	[EHO]
Part 14 of the <i>Residential Tenancies Act 1997</i>	[MIO, EHO]
the <i>Road Management Act 2004</i>	[GMIDS]
the <i>Road Safety Act 1986</i>	[GMIDS, MIO, EHO, CLL, LLO]

¹ Council only to appoint a person suitably qualified or trained under section 31(2).



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the <i>Sex Work Act</i> 1994	[MDS, CSP]
the <i>Shop Trading Reform Act</i> 1996	[MIO, EHO, CLL, LLO]
the <i>Summary Offences Act</i> 1966	[MIO, EHO, CLL, LLO]
the <i>Tobacco Act</i> 1987 ²	[MIO, EHO]
the <i>Valuation of Land Act</i> 1960	[VAL]

the regulations made under each of those Acts
the local laws made under the *Local Government Act* 1989
and any other Act, regulation or local law which relates to the functions and powers of the Council;

PART B

2. under section 3 of the *Building Act* 1993 (**Building Act**), appoints the officer to be Municipal Building Surveyor for the purposes of the *Building Act* 1993.
- [MBS]

AND/OR

3. under section 228(2) of the *Building Act* 1993 authorises the offices to exercise the powers of ##[**an**] authorised person##s under Division 2 of Part 13 of the *Building Act* 1993.
- [MBS, MDS, MIA, EHO]

-
4. under section 96A(1)(a) of the *Country Fire Authority Act* 1958 – appoints these officers to be the fire prevention officers.
- [MIO, EHO, CLL, LLO, BSTO]

AND

5. under section 96A(1)(b) of the *Country Fire Authority Act* 1958 – appoints these officers to be assistant fire prevention officers.
- [MIO, EHO, CLL, LLO, BSTO]

-
6. under section 72 of the *Domestic Animals Act* 1994 - appoints these officers to be authorised officers for the purposes of the *Domestic Animals Act* 1994.
- [MIO, EHO, CLL, LLO, BSTO]

-
7. under section 21 of the *Emergency Management Act* 1986 – appoints these officers to be Municipal Emergency Resource Officers.
- [MERO, DMERO]

-
8. under section 4(1) of the *Environment Protection Act* 1970 - appoints these officers to be litter enforcement officers for the purposes of the *Environment Protection Act* 1970.
- [MIO, EHO, CLL, LLO, BSTO]

² This Act provides for the CEO of a council to nominate a person to be an inspector for the purposes of the Act and the Secretary may then appoint them to be an inspector (see section 36). An environmental health officer appointed under the *Public Health and Wellbeing Act* 2008 is also regarded as an inspector under this Act.



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AND

9. under section 48A of the *Environment Protection Act 1970* – appoints these officers to be authorised officers for the purposes of section 48A.

[MIO, EHO, CLL, LLO]

-
10. under section 23 of the *Fire Services Property Levy Act 2012* – appoints the officer to be authorised officer for the purposes of the *Fire Services Property Levy Act 2012*³.

[VAL]

-
11. for the purposes of 20 of the *Food Act 1984* = appoints the officer to be authorised officer for the purposes of the *Food Act 1984*⁴⁵

[EHO]

-
12. under section 19(1) of the *Graffiti Prevention Act 2007* – appoints these officers to be authorised persons for the purposes of carrying out Council's functions under section 18⁶

[MIA, MIO, MDS, EHO, CLL, LLO, BSTO]

-
13. under section 71(1) of the *Housing Act 1983* – appoints these officers to be authorised persons for the purposes of entering a house or building and conducting an inspection under section 71.

[MBS, MDS, MIO, EHO]

-
14. under section 190 of the *Land Act 1958* – authorises these officers for the purposes of section 190 of that Act.⁷

[MIA, MIO, MDS, EHO, CLL, LLO, BSTO]

-
15. under section 81Y of the *Local Government Act 1989* – appoints the officer to be the Principal Conduct Officer.⁸

[GMCCS]

³ Persons appointed or authorised officers under the *Local Government Act 1989* are taken to be authorised officers for the purposes of the *Fire Services Property Levy Act 2012* (except in Part 4 of that Act)

⁴ Council must be satisfied that the person appointed is suitably qualified or trained to be an authorised officer.

⁵ Environmental Health Officers appointed under section 29 of the *Public Health and Wellbeing Act 2008* are regarded as an authorised officer for the purposes of the *Food Act 1984*.

⁶ Authorised person must agree in writing to exercise functions and powers of an authorised person under Part 4 of the *Graffiti Prevention Act 2007* and in accordance with any performance criteria determined by Council (see section.19(2)).

⁷ Authorisation requires the consent of the Minister (see section 190 of the *Land Act 1958*).

⁸ Only an 'eligible person' may be appointed (see the requirements in section 81Y of the *Local Government Act 1989*).



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16. under section 29 of the *Public Health and Wellbeing Act 2008*, - appoints the officer to be the Environmental Health Officer⁹ for the purposes of enforcing the *Public Health and Wellbeing Act 2008* and the *Food Act 1984*.

[EHO]

AND

17. under section 147(1)(b)(i) of the *Public Health and Wellbeing Act 2008*, - authorises the officer to issue immunisation status certificates under section 148 of the *Public Health and Wellbeing Act 2008*.

[EHO]

-
18. under section 525(2) of the *Residential Tenancies Act 1997* - appoints the officer to exercise the powers set out in section 526 of that Act.

[MIO, EHO]

-
19. under section 71(3) of the *Road Management Act 2004* – appoints these officers to be authorised officers for the purposes of the *Road Management Act 2004*.

[GMIDS, MIA]

-
20. under section 59(1)(a)(ii) of the *Road Safety Act 1986* – authorises these officers to exercise the powers under section 59(1)(a) of that Act.

[GMIDS, MIO, EHO, CLL, LLO, BSTO]

AND

21. under section 59(1)(d) of the *Road Safety Act 1986* – authorises these officers to exercise the powers under section 59(1)(d) of that Act.

[GMIDS, MIO, EHO, CLL, LLO, BSTO]

AND

22. under section 87(1A) of the *Road Safety Act 1986* – authorises these officers to exercise the power in section 87(1A) of that Act.¹⁰

[GMIDS, MIO, EHO, CLL, LLO, BSTO]

AND

23. under section 87(1B)(c) of the *Road Safety Act 1986* – authorises the officers to exercise the power in section 87(1B)(c).

[GMIDS, MIO, EHO, CLL, LLO]

AND

24. under regulation 84(c)(ii) of the *Road Safety (General) Regulations 2009* – authorises the officers for the purposes of filing a charge or an offence under section 90E of the *Road Safety Act 1986* or under a regulation under that Act.

[GMIDS, MIO, EHO, CLL, LLO, BSTO]

⁹ Council must be sure that the EHO is suitably trained or qualified under section 31(2) of the *Public Health and Wellbeing Act 2008*.

¹⁰ Council must ensure that a person appointed under section 87 is competent, of good repute and character and has agreed in writing to exercise the functions conferred on an authorised person (see section 87(1C))



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25. under section 87(8) of the *Road Safety Act 1986* – authorises the person who not a members of Council's staff for the purposes of section 87 of that Act.

[N/A]

26. under regulation 84(c)(ii) of the *Road Safety (General) Regulations 2009* – authorises these officers for the purposes of filing a charge or an offence under section 90E of the *Road Safety Act 1986* or under a regulation under that Act.

[GMIDS, MIA]

27. under section 3(1) of the *Sex Work Act 1994* - appoints these officers to be an authorised officer of the responsible authority for the purposes of enforcing Parts 4 and 5 of that Act.

[MDS, CSP]

28. under section 13DA(1) of the *Valuation of Land Act 1960* – appoints the persons who are not members of Council's staff for the purposes of section 13DA of that Act.¹¹

[VAL]

AND

29. under section 13J of the *Valuation of Land Act 1960* – appoints the persons for the purposes of section 13J of that Act.¹²

[VAL]

¹¹ Council must ensure that the person appointed holds the qualifications or experience specified from time to time by the Minister by notice published in the Government Gazette.

¹² Council must ensure that the person appointed holds the qualifications or experience specified from time to time by the Minister by notice published in the Government Gazette.



PART C

30. under -

- section 232 of the *Local Government Act 1989*¹³
- section 527 of the *Residential Tenancies Act 1997*
- section 77(2)(b) of the *Road Safety Act 1986*¹⁴
- section 77(4) of the *Road Safety Act 1986* [only where Council is a Committee of Management under the *Crown Land (Reserves) Act 1978*]
- sections 48A(9)(c) and 59(3) of the *Environment Protection Act 1970*
- section 241 of the *Building Act 1993*
- section 92 of the *Domestic Animals Act 1994*¹⁵
- section 96 of the *Road Management Act 2004*
- section 33A of the *Impounding of Livestock Act 1994*
- section 10(4) of the *Graffiti Prevention Act 2007*
- section 219 of the *Public Health and Wellbeing Act 2008*
- section 45AC of the *Food Act 1984*

authorises the officers generally to institute proceedings and represent Council in proceedings for offences against the Acts, regulations and local laws described in this instrument.

It is declared that this Instrument -

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

This Instrument is authorised by a resolution of the Murrindindi Shire Council

DATED this day of 2016

THE COMMON SEAL OF THE MURRINDINDI)
SHIRE COUNCIL was hereunto affixed in the)
presence of:)

Chief Executive Officer

Councillor

¹³ A person authorised under section 232 of the *Local Government Act 1989* is also authorised to bring proceedings under the *Fire Services Property Levy Act 2012* (see section 22 of the *Fire Services Property Levy Act 2012*).

¹⁴ A person authorised under sections 77(2)(b) and/or 77(4) of the *Road Safety Act 1986* is also an authorised officer for the purposes of rules 203 and 307 of the *Road Safety Road Rules 2009*.

¹⁵ Council may only appoint an authorised officer who is also appointed under section 72 of the Act.



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S11A. Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

Murrindindi Shire Council

Instrument of Appointment and Authorisation
(Planning and Environment Act 1987 only)



Maddocks

Instrument of Appointment and Authorisation (Planning and Environment Act 1987)

In this instrument "officer" means -

- “CSP” means Coordinator Statutory Planning – Karen Girvan
- “MDS” means Manager Development Services – Shivaun Brown
- “POS” means Senior Planning Officer – Melissa Crane
- “SPO” means Strategic Planning Officer - vacant

By this instrument of appointment and authorisation Murrindindi Shire Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - appoints the officers to be authorised officers for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and

[MDS, CSP, POS, SPO]

2. under section 232 of the *Local Government Act 1989* authorises the officers generally to institute proceedings for offences against the Acts and regulations described in this instrument.

[MDS, CSP, POS, SPO]

It is declared that this instrument -

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

This instrument is authorised by a resolution of the Murrindindi Shire Council
on

DATED this day of 2016

THE COMMON SEAL OF THE MURRINDINDI)
 SHIRE COUNCIL was hereunto affixed in the)
 presence of:)

Chief Executive Officer

Councillor

Murrindindi Shire Council Annual Financial Report

For the Year Ended 30 June 2016

Murrumbidgee Shire Council
Financial Report
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**Comprehensive
 Income Statement
 For the Year Ended 30 June 2016**

	Note	2016 \$	2015 \$
Income			
Rates and charges	3	18,293,213	16,867,705
Statutory fees and fines	4	692,421	651,314
User fees	5	2,206,192	1,931,642
Grants -operating	6	5,166,427	9,185,266
Grants - capital	6	3,332,588	3,211,051
Contributions - monetary	7	125,466	90,330
Contributions - non monetary	7	485,854	1,393,540
Other income	9	1,451,269	1,958,554
Total income		31,753,430	35,289,402
Expenses			
Employee benefits	10	12,637,588	12,159,434
Materials and services	11	9,592,393	9,130,270
Bad and Doubtful Debts	12	2,353	504,820
Depreciation and amortisation	13	8,272,031	7,666,537
Borrowing Cost	14	235,494	287,148
Net loss on disposal of property, infrastructure, plant and equipment	8	59,298	301,972
Other expenses	15	296,511	281,342
Total expenses		31,095,668	30,331,523
Surplus for the financial year		657,762	4,957,879
Other comprehensive income			
Items that will not be reclassified to surplus or deficit in future periods			
Net asset revaluation increment (decrement)	28	(2,832,566)	9,094,497
Comprehensive result		(2,174,804)	14,052,376

The above Comprehensive Income Statement should be read with the accompanying notes.

Balance Sheet
As at 30 June 2016

	Note	2016 \$	2015 \$
Assets			
Current assets			
Cash and cash equivalents	16	3,631,984	8,952,411
Trade and other receivables	17	3,028,486	2,330,680
Other financial assets	18	23,119,500	17,619,500
Inventories	19	41,493	53,121
Non-Current assets classified as held for sale	20	434,094	837,158
Other assets	21	367,381	312,019
Total current assets		<u>30,622,938</u>	<u>30,104,889</u>
Non-current assets			
Trade and other receivables	17	23,978	38,938
Property, infrastructure, plant and equipment	22	300,493,318	303,213,594
Intangible assets	23	3,815,721	259,471
Total non-current assets		<u>304,333,017</u>	<u>303,512,003</u>
Total assets		<u>334,955,955</u>	<u>333,616,892</u>
Liabilities			
Current liabilities			
Trade and other payables	24	3,109,153	2,824,160
Trust funds and deposits	25	973,558	835,466
Provisions	26	3,091,734	3,143,223
Interest-bearing loans and borrowings	27	673,639	768,570
Total current liabilities		<u>7,848,084</u>	<u>7,571,419</u>
Non-current liabilities			
Provisions	26	5,599,081	1,688,239
Interest-bearing loans and borrowings	27	1,354,511	2,028,151
Total non-current liabilities		<u>6,953,592</u>	<u>3,716,390</u>
Total liabilities		<u>14,801,676</u>	<u>11,287,809</u>
Net Assets		<u>320,154,279</u>	<u>322,329,083</u>
Equity			
Accumulated surplus		128,493,089	129,201,956
Reserves	28	191,661,190	193,127,127
Total Equity		<u>320,154,279</u>	<u>322,329,083</u>

The above Balance Sheet should be read with the accompanying notes.

Statement of Changes in Equity For the Year Ended 30 June 2016

2016	Note	Total \$	Accumulated Surplus \$	Asset Revaluation Reserve \$	Other Reserves \$
Balance at beginning of the financial year		322,329,083	129,201,956	180,546,911	12,580,216
Surplus for the year		657,762	657,762	-	-
Net asset revaluation increment	28(a)	(2,832,566)	-	(2,832,566)	-
Transfers to other reserves	28(b)	-	(2,570,779)	-	2,570,779
Transfers from other reserves	28(b)	-	1,204,150	-	(1,204,150)
Balance at end of the financial year		320,154,279	128,493,089	177,714,345	13,946,845

2015		Total \$	Accumulated Surplus \$	Asset Revaluation Reserve \$	Other Reserves \$
Balance at beginning of the financial year		308,276,707	126,728,438	171,452,414	10,095,855
Surplus for the year		4,957,879	4,957,879	-	-
Net asset revaluation increment	28(a)	9,094,497	-	9,094,497	-
Transfers to other reserves	28(b)	-	(2,714,681)	-	2,714,681
Transfers from other reserves	28(b)	-	230,320	-	(230,320)
Balance at end of the financial year		322,329,083	129,201,956	180,546,911	12,580,216

The above Statement of Changes in Equity should be read with the accompanying notes

**Statement of Cash Flows
 For the Year Ended 30 June 2016**

	Note	2016 Inflows/ (Outflows) \$	2015 Inflows/ (Outflows) \$
Cash flows from operating activities			
Rates		18,105,465	16,735,812
Statutory fees and fines		705,328	652,809
User fees		2,130,661	2,431,742
Grants - operating		4,995,203	10,720,412
Grants - capital		3,360,380	3,220,172
Contributions - monetary		130,688	92,154
Interest received		833,673	756,188
Other Income		678,248	1,179,242
Net Fire Services Property Levy received (remitted)		(29,482)	(2,101,609)
Net GST refund		1,261,816	1,026,063
Net receipt/(repayment) of trust funds and deposits		167,574	(115,771)
Payments to suppliers (inclusive of GST)		(10,594,702)	(10,568,882)
Payments to employees (including redundancies)		(12,550,157)	(11,797,849)
Net cash provided by operating activities	29	<u>9,194,694</u>	<u>12,230,483</u>
Cash flows from investing activities			
Payments for property, plant and equipment, infrastructure		(8,545,720)	(6,064,864)
Proceeds from sale of property, plant and equipment, infrastructure		543,445	448,832
Payments for Investments		(5,500,000)	(17,619,500)
Net cash used in investing activities		<u>(13,502,275)</u>	<u>(23,235,532)</u>
Cash flows from financing activities			
Finance costs		(244,275)	(228,437)
Repayment of interest bearing loans and borrowings		(768,571)	(900,773)
Net cash used in financing activities		<u>(1,012,846)</u>	<u>(1,129,210)</u>
Net increase (decrease) in cash and cash equivalents		(5,320,427)	(12,134,259)
Cash and cash equivalents at the beginning of the financial year		8,952,411	21,086,670
Cash and cash equivalents at the end of the financial year	16	<u>3,631,984</u>	<u>8,952,411</u>

The above statement of cash flows should be read with the accompanying notes.

Restrictions on cash assets	16
Financing arrangements	30

Statement of Capital Works
For the Year Ended 30 June 2016

	Note	2016	2015
Property			
Land		800,000	-
Total land		<u>800,000</u>	<u>-</u>
Buildings		2,182,673	1,414,155
Total buildings		<u>2,182,673</u>	<u>1,414,155</u>
Total property		<u>2,982,673</u>	<u>1,414,155</u>
Plant and equipment			
Heritage plant and equipment		-	11,646
Plant, machinery and equipment		675,409	849,563
Fixtures, fittings and furniture		167,968	73,322
Library books		111,263	84,523
Total plant and equipment		<u>954,640</u>	<u>1,019,054</u>
Infrastructure			
Roads		2,646,463	1,188,708
Bridges		730,766	1,715,284
Footpaths and cycleways		713,328	537,865
Drainage		55,881	356,633
Total infrastructure		<u>4,146,438</u>	<u>3,798,490</u>
Total capital works expenditure		<u>8,083,751</u>	<u>6,231,699</u>
Represented by:			
New asset expenditure		2,961,665	940,739
Asset renewal expenditure		4,080,099	3,951,615
Asset upgrade expenditure		1,041,987	1,339,345
Total capital works expenditure		<u>8,083,751</u>	<u>6,231,699</u>

The above statement of capital works should be read with the accompanying notes.

Introduction

The Murrumbidgee Shire Council was established by an Order of the Governor in Council on 18 November 1994 and is a body corporate. The Council's main office is located at Perkins Street, Alexandria.

Statement of compliance

These financial statements are a general purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and notes accompanying these financial statements. The general purpose financial report complies with Australian Accounting Standards, other authoritative pronouncements of the Australian Accounting Standards Board, the Local Government Act 1989, and the Local Government (Planning and Reporting) Regulations 2014.

Note 1 Significant accounting policies

(a) Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

Revision to accounting estimates are recognised in the period in which the estimates is revised and also in futures periods that are affected by the revision. Judgements and assumptions made by management in the application of AAS's that have significant effects on the financial statements and estimates relate to;

- the fair value of land, buildings, infrastructure, plant and equipment 1 (m)
- the determination of depreciation for buildings, infrastructure, plant and equipment 1 (l)
- the determination of employee provisions 1 (s)

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

(b) Changes in accounting policies

There have been no changes in accounting policies from the previous period.

(c) Principles of Consolidation

Subsidiaries are all entities over which Council has control. Council controls an entity when it is exposed to, or has rights to, variable returns from its involvement with the entity and has the ability to affect those returns through its power to direct the activities of the entity. Subsidiaries are fully consolidated from the date on which control is transferred to the Council. They are deconsolidated from the date that control ceases.

For the current reporting period Council had no controlled entities.

(d) Committees of Management

All Committees of Management controlled by Council that have material revenues, expenses, assets or liabilities, have been included in this financial report. Any transactions between these entities and Council have been eliminated in full.

(e) Revenue recognition

Income is recognised when the Council obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Council and the amount of the contribution can be measured reliably.

Rates and Charges

Annual rates and charges are recognised as revenues when Council issues annual rates notices. Supplementary rates are recognised when a valuation and reassessment is completed and a supplementary rates notice issued.

Statutory fees and fines

Statutory fees and fines are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

User fees

User fees are recognised as revenue when the service has been provided or the payment is received, whichever first occurs.

**Note 1 Significant accounting policies (cont.)
Revenue recognition (cont.)**

Grants

Grant income is recognised when Council obtains control of the contribution. This is normally obtained upon their receipt (or acquittal) or upon earlier notification that a grant has been secured, and are valued at their fair value at the date of transfer.

Where grants or contributions recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant or contribution is disclosed in note 6. The note also discloses the amount of unused grant or contribution from prior years that was expended on Council's operations during the current year.

Contributions

Monetary and non monetary contributions are recognised as revenue when Council obtains control over the contributed asset.

Sale of property, plant and equipment, infrastructure

The profit or loss on sale of an asset is determined when control of the asset has irrevocably passed to the buyer.

Other Income

Interest and rent are recognised as it is earned. Other income is measured at the fair value of the consideration received and is recognised when Council gains control over the right to receive the income.

(f) Fair value measurement

Council measures certain assets and liabilities at fair value where required or permitted by Australian Accounting Standards. AASB 13 Fair value measurement, aims to improve consistency and reduce complexity by providing a definition of fair value and a single source of fair value measurement and disclosure requirements for use across Australian Accounting Standards.

AASB 13 defines fair value as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Fair value under AASB 13 is an exit price regardless of whether that price is directly observable or estimated using another valuation technique.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within a fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

Level 1 — Quoted (unadjusted) market prices in active markets for identical assets or liabilities;

Level 2 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and

Level 3 — Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, Council has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, Council determines whether transfers have occurred between levels in the hierarchy by re-assessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

(g) Cash and cash equivalents

Cash and cash equivalents include cash on hand, deposits at call, and other highly liquid investments with original maturities of 90 days or less, net of outstanding bank overdrafts.

(h) Trade and other receivables

Receivables are carried at amortised cost using the effective interest rate method. A provision for doubtful debts is recognised when there is objective evidence that an impairment has occurred.

(i) Other financial assets

Other financial assets are valued at fair value, being market value, at balance date. Term deposits are measured at amortised cost. Any unrealised gains and losses on holdings at balance date are recognised as either a revenue or expense.

(j) Inventories

Inventories held for distribution are measured at cost adjusted when applicable for any loss of service potential. Other inventories are measured at the lower of cost and net realisable value. Costs are assigned on the basis of weighted average costs.

Note 1 Significant accounting policies (cont.)

(k) Non-current assets classified as held for sale

A non-current asset classified as held for sale is measured at the lower of its carrying amount and fair value less costs to sell, and are not subject to depreciation. Non-current assets held for sale are treated as current and classified as held for sale if their carrying amount will be recovered through a sale transaction rather than through continuing use. This condition is regarded as met only when the sale is highly probable and the asset's sale is expected to be completed within 12 months from the date of classification.

(l) Depreciation and amortisation of property, plant and equipment, infrastructure, intangibles

Buildings, land improvements, plant and equipment, infrastructure and other assets having limited useful lives are systematically depreciated over their useful lives to the Council in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where infrastructure assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Straight line depreciation is charged based on the residual useful life as determined each year.

Major depreciation periods used are listed below and are consistent with the prior year unless otherwise stated:

	Years
Property	
buildings	30 to 80
 Plant and Equipment	
fixtures, fittings and furniture	4 to 20
computers and telecommunications	4 to 10
heritage and cultural	20 to 200
library materials	3 to 10
plant ,machinery and equipment	3 to 15
 Infrastructure	
bridges- concrete	80 to 100
bridges- timber	30 to 40
drainage	50 to 100
footpaths and cycleways	20 to 70
recreational ,leisure and community facilities	30 to 80
road formations and earthworks	100 to 200
road pavements	20 to 40

Depreciation rates are consistent with the previous year.

(m) Recognition and measurement of property,plant and equipment , infrastructure assets

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the amount for which the asset could be exchanged between knowledgeable willing parties in an arm's length transaction.

Where assets are constructed by Council, cost includes all materials used in construction, direct labour, borrowing costs incurred during construction, and an appropriate share of directly attributable variable and fixed overheads.

Note 1 Significant accounting policies (cont.)

Recognition and measurement of assets (cont.)

In accordance with Council's policy, the threshold limits detailed below have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior years.

	Threshold \$
Property	
Land	1
Land under roads	1
Land improvements	5,000
Buildings	5,000
Plant and Equipment	
fixtures, fittings and furniture	2,000
computers and telecommunications	2,000
heritage and cultural	1,000
library materials	1,000
plant ,machinery and equipment	2,000
Infrastructure	
bridges	7,500
drainage	5,000
footpaths and cycleways	5,000
road formations and earthworks	5,000
road pavements	5,000

Subsequent to the initial recognition of assets, non-current physical assets, other than plant and equipment, furniture and equipment, library books and heritage assets, are measured at their fair value, being the amount for which the assets could be exchanged between knowledgeable willing parties in an arms length transaction. At balance date, Council reviewed the carrying value of the individual classes of assets measured at fair value to ensure that each asset materially approximated its fair value. Where the carrying value materially differed from the fair value at balance date the class of asset was revalued.

Fair value valuations are determined in accordance with a valuation hierarchy. Changes to the valuation hierarchy will only occur if an external change in the restrictions or limitations of use on an asset result in changes to the permissible or practical highest and best use of the asset. Further details regarding the fair value hierarchy are disclosed in Note 22, Property, infrastructure, plant and equipment.

In addition, Council undertakes a formal revaluation of land, buildings and infrastructure assets on a regular basis ranging from 3 to 5 years. The valuation is performed either by experienced council officers or an independent expert valuer.

Where the assets are revalued, the revaluation increments are credited directly to the asset revaluation reserve except to the extent that an increment reverses a prior year decrement for that class of asset that had been recognised as an expense in which case the increment is recognised as revenue up to the amount of the expense. Revaluation decrements are recognised as an expense except where prior increments are included in the asset revaluation reserve for that class of asset in which case the decrement is taken to the reserve to the extent of the remaining increments. Within the same class of assets, revaluation increments and decrements within the year are offset.

Land under roads

Council recognises land under roads it controls at fair value.

(n) Repairs and maintenance

Routine maintenance, repair costs, and minor renewal costs are expensed as incurred. Where the repair relates to the replacement of a component of an asset and the cost exceeds the capitalisation threshold the cost is capitalised and depreciated. The carrying value of the replaced asset is expensed.

Note 1 Significant accounting policies (cont.)

(o) Impairment of assets

At each reporting date, the Council reviews the carrying value of its assets to determine whether there is any indication that these assets have been impaired. If such an indication exists, the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, is compared to the assets carrying value. Any excess of the assets carrying value over its recoverable amount is expensed to the comprehensive income statement, unless the asset is carried at the revalued amount in which case, the impairment loss is recognised directly against the revaluation surplus in respect of the same class of asset to the extent that the impairment loss does not exceed the amount in the revaluation surplus for that same class of asset.

(p) Trust funds and deposits

Amounts received as deposits and retention amounts controlled by Council are recognised as trust funds until they are returned, transferred in accordance with the purpose of the receipt, or forfeited. (refer Note 25)

(q) Borrowings

Borrowings are initially measured at fair value, being the cost of the interest bearing liabilities, net of transaction costs. The measurement basis subsequent to initial recognition depends on whether the Council has categorised its interest-bearing liabilities as either financial liabilities designated at fair value through the profit and loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

The classification depends on the nature and purpose of the interest bearing liabilities. Council determines the classification of its interest bearing liabilities at initial recognition.

Borrowing costs

Borrowing costs are recognised as an expense in the period in which they are incurred, except where they are capitalised as part of a qualifying asset constructed by Council. Except where specific borrowings are obtained for the purpose of specific asset acquisition, the weighted average interest rate applicable to borrowings at balance date, excluding borrowings associated with superannuation, is used to determine the borrowing costs to be capitalised.

Borrowing costs include interest on borrowings.

(r) Employee costs

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Wages and salaries and leave

Liabilities for wages and salaries, including non-monetary benefits and annual leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits.

Current Liability - unconditional LSL representing 7 years service is disclosed as a current liability even when the council does not expect to settle the liability within 12 months because it will not have the unconditional right to defer settlement of the entitlement should an employee take leave within 12 months.

The components of this current liability are measured at :

- present value - component that is not expected to be settled within 12 months.
- nominal value - component that is expected to be settled within 12 months.

Classification of employee costs

Non-current liability - conditional LSL representing less than 7 years service is disclosed as a non - current liability. There is an unconditional right to defer settlement of the entitlement until the employee has completed the requisite years of service.

This non-current LSL liability is measured at present value.

Liabilities for wages and salaries and rostered days off are recognised and are measured as the amount unpaid at balance date and include appropriate oncosts.

Note 1 Significant accounting policies (cont.)

(s) Landfill rehabilitation provision

Council is obligated to restore the Alexandra landfill site to a particular standard. The forecast life of the site is based on current estimates of remaining capacity and the forecast rate of infill. The provision for landfill restoration has been calculated based on the present value of the expected cost of works to be undertaken. The expected cost of works has been estimated based on current understanding of work required to reinstate the site to a suitable standard. Accordingly, the estimation of the provision required is dependent on the accuracy of the forecast timing of the work, work required and related costs.

(t) Leases

Operating leases

Lease payments for operating leases are required by the accounting standard to be recognised on a straight line basis, rather than expensed in the years in which they are incurred.

(u) Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST. Receivables and payables in the balance sheet are shown inclusive of GST.

Cash flows are presented in the Statement of Cash flows on a gross basis, except for the GST component of investing and financing activities, which are disclosed as operating cash flows.

(v) Financial guarantees

Financial guarantee contracts are not recognised as a liability in the balance sheet unless the lender has exercised their right to call on the guarantee or Council has other reasons to believe that it is probable that that right will be exercised. Details of guarantees that Council has provided, that are not recognised in the balance sheet are disclosed at Note 34 Contingent Liabilities and Contingent Assets.

(w) Contingent assets and contingent liabilities and commitments

Contingent assets and contingent liabilities are not recognised in the Balance Sheet, but are disclosed by way of a note and, if quantifiable, are measured at nominal value. Contingent assets and liabilities are presented inclusive of GST receivable or payable respectively.

Commitments are not recognised in the Balance Sheet. Commitments are disclosed at their nominal value by way of note and presented inclusive of the GST payable.

(x) Pending accounting standards

Certain new AAS's have been issued that are not mandatory for the 30 June 2016 reporting period. Council has assessed these pending standards and has identified that no material impact will flow from the application of these standards in future reporting periods.

(y) Rounding

Unless otherwise stated, amounts in the financial report have been rounded to the nearest dollar. Figures in the financial statement may not equate due to rounding.

Note 2 Budget comparison

The budget comparison notes compare Council's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. Council has adopted a materiality threshold of the lower of 10 percent or \$500,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by Council on 27th May 2015. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. Council sets guidelines and parameters for revenue and expense targets in this budget in order to meet Council's planning and financial performance targets for both the short and long-term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

a) Income and Expenditure

	Budget 2016	Actual 2016	Variance 2016	Ref
Income				
Rates and charges	18,221,000	18,293,213	72,213	
Statutory fees and fines	685,000	692,421	7,421	
User fees	1,992,000	2,206,192	214,192	1
Grants - operating	6,935,000	5,166,427	(1,768,573)	2
Grants - capital	1,971,000	3,332,588	1,361,588	3
Contributions - monetary	54,000	125,466	71,466	4
Contributions - non monetary	-	485,854	485,854	5
Other income	1,179,000	1,451,269	272,269	6
Total income	31,037,000	31,753,430	716,430	
Expenses				
Employee costs	12,949,000	12,637,588	311,412	
Materials and services	10,600,000	9,592,393	1,007,607	7
Bad and doubtful debts	-	2,353	(2,353)	
Depreciation and amortisation	7,908,000	8,272,031	(364,031)	
Borrowing costs	284,000	235,494	48,506	8
Net loss on disposal of property, infrastructure, plant and equipment	625,000	59,298	565,702	9
Other expenses	285,000	296,511	(11,511)	
Total expenses	32,651,000	31,095,668	1,555,332	
Surplus/(deficit) for the year	(1,614,000)	657,762	2,271,762	

Note 2 Budget comparison (Cont.)

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	User Fees	User fees were \$214,000 above budget expectation. Items of extra income included landfill fees due to a neighbouring municipality using Councils facility on a short term arrangement, \$142,000, Council took over the operation of the Yea Riverside Caravan Park for a period during the changeover of the lease, \$169,000, and extra income from higher throughput at the Yea Saleyards, \$25,000. Offsetting the extra income was a reduction in aged and disabled private fees due to sector wide changes to the way these services are procured \$131,000.
2	Grants - operating	The Commonwealth Government paid approximately half of the 2015/16 Financial Assistance Grant on the 30th June 2015. This resulted in the amount being reported in the 2014/15 financial year resulting in a large budget variation in both the 2014/15 and 2015/16 reporting periods due to the timing differences.
3	Grants - capital	Council received an extra \$840,000 from the Roads to Recovery program, due to the Commonwealth Government commitment to increase and bring forward funding for all participants in the program. Vicroads black spot funding was received for Ghin Ghin road improvements \$168,000 and TIRES funding of \$79,000 was received for Myers Creek road. Council was successful in receiving an additional grant of \$139,000 under the Living Libraries Infrastructure Program to install generators to provide a reliable and stable power supply during scheduled and unexpected power outages.
4	Contributions - monetary	Council received community contributions toward infrastructure works, generally associated with grant funded projects. These included Eildon Bowls Club, Yea Football Netball Club and the Alexandra railway precinct. These contributions were unbudgeted because they were either carried forward from the previous year, and the works had been delayed, or they were required to match new unbudgeted grants for 2015-16.
5	Contributions - non monetary	Council receives infrastructure assets as a result of subdivision and developer contributions. Council did not budget for the receipt of these contributions as they are not predictable or controllable by Council. During the year Council received non monetary contributions including, roads \$208,000, drainage \$116,000 bridges \$128,000. Further details are outlined in note 7.
6	Other income	Other income exceed budget by \$272,000. Interest on investments generated an extra \$247,000 due to additional cash being invested and adopting a longer term position which has deferred the impact of falling interest rates. An extra \$65,000 was received for the provision of building control services to a neighbouring municipality. Offsetting these increase was a \$42,000 fall in the reimbursements for legal fees from debt collection due to lower cost increases in this area.
7	Materials and services	Expenditure was under budget \$1,008,000. Major variances include operating and maintenance expenditure on new and gifted assets which was \$395,000 below budget, this amount has been transferred to the New And Gifted Assets reserve in accordance with Councils policy to provide adequate resources to fund the future servicing demands of these assets. Fuel cost were below expectation due to the falling price of fuel \$144,000. Expenditure on consultants reduced by \$247,000 this is a combination of savings, utilisation of in house skills, and some projects within the operational budget being delayed and carried forward to the 2016-17 year. Maintenance cost on the Great Victorian Rail Trail were reduced, this is largely due to the works required being recorded as capital expenditure, whereas the expenditure had been anticipated as maintenance expenditure in the budget. A new roadside garbage collection contract was negotiated resulting in savings of \$108,000, while mulching expenditure was reduced \$51,000 due to contractors being unavailable prior to the end of June. Insurance cost were reduced in all areas due to lower premiums.
8	Borrowing costs	Borrowing cost have reduced due to Council not borrowing in the 2014/15 and 2015/16 years. Borrowings were budgeted to assist in the funding of Councils plant replacement program, however the purchases of several major items of plant was delayed pending further consideration of Councils ongoing plant requirements.

9 Net loss on disposal of property, infrastructure, plant and equipment

Council had budgeted for the sale of several buildings and land parcels, in addition to the annual plant and fleet vehicle change over process. Two units were sold at the Marysville Retirement Village, this resulted in a cost of \$83,000, while the annual plant and fleet changeovers generated an income of \$24,000. The remaining variance is due to assets that were budgeted to sell that have not sold.

Note 2 Budget comparison (cont)

b) Capital Works

	Budget 2016	Actual 2016	Variance 2016	Ref
Property				
Land	-	800,000	800,000	1
Total Land	-	800,000	800,000	
Buildings	1,854,000	2,182,673	328,673	2
Total Buildings	1,854,000	2,182,673	328,673	
Total Property	1,854,000	2,982,673	1,128,673	
Plant and Equipment				
Plant, machinery and equipment	1,051,000	675,409	(375,591)	3
Fixtures, fittings and furniture	302,000	167,968	(134,032)	4
Library books	96,000	111,263	15,263	5
Total Plant and Equipment	1,449,000	954,640	(494,360)	
Infrastructure				
Roads	3,118,000	2,646,463	(471,537)	6
Bridges	637,000	730,766	93,766	7
Footpaths and cycleways	210,000	713,328	503,328	8
Drainage	249,000	55,881	(193,119)	9
Total Infrastructure	4,214,000	4,146,438	(67,562)	
Total Capital Works Expenditure	7,517,000	8,083,751	566,751	
Represented by:				
New asset expenditure	1,158,000	2,961,665	1,803,665	
Asset renewal expenditure	4,761,000	4,080,099	(680,901)	
Asset upgrade expenditure	1,598,000	1,041,987	(556,013)	
Total Capital Works Expenditure	7,517,000	8,083,751	566,751	

Note 2 Budget comparison (cont)

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	Land	Council purchased land adjoining the Yea Saleyards as part of the planned development of the facility. This purchase was not included within the adopted budget, however circumstance arose late in the reporting period where the land became available for purchase.
2	Buildings	Additional expenditure of \$329,000 is due to swimming pool works carried forward from the previous year. In addition Council received new grants during the year to extend planned works at Yea Railway Reserve and on Public Conveniences .
3	Plant, machinery and equipment	Plant purchases were under budget by \$376,000. The purchase of some major items of plant was delayed pending the further consideration of Councils ongoing plant requirements. Tenders have since been called and these funds will be expended during 2016-17.
4	Fixtures, fittings and furniture	An underspend of \$134,000 in this area is due mainly to the delay in the purchase of an asset management system. Tenders have since be called and these funds will be expended during 2016-17
5	Library books	Funds were carried forward from the 2014-15 year and spent in 2015-16.
6	Roads	Underspend on roads of \$472,000 is mainly the result of, works on the Eildon Town Centre Revitalisation being delayed to coordinate with a utility service provider \$260,000. Also the vegetation project \$115,000 was delayed pending the investigation of suitable sites. These funds will be spent in the 2016-17 year.
7	Bridges	Addition expenditure of \$93,000 was to complete works carried forward from the 2014-15 year.
8	Footpaths and Cycleways	Additional expenditure of \$503,000. This was due to \$222,000 being carried forward from the 2014-15 year for the completion of the Kinglake Ranges Art History Walk. In addition, due to weather conditions and usage, sections of the Great Victorian Rail Trail surface had deteriorated requiring reinstatement over and above normal maintenance works \$208,000.
9	Drainage	Underspend on Drainage \$193,000, the net work expansion program was delayed due to weather conditions. These works have been tendered and will be expended in the 2016-17 year.

**Notes to Financial Report
For the Year Ended 30 June 2016**

	2016	2015
	\$	\$
Note 3		
Rates and charges		
<p>Council uses Capital Improved Value (CIV) as the basis of valuation of all properties within the municipal district. The CIV of a property is its total value of land plus buildings and improvements.</p> <p>The valuation base used to calculate general rates for 2015-2016 was \$3,891 million (2014-2015 \$3,864 million). The 2015-2016 rate in the dollar for general rate was 0.003415 of the capital improved value of the property (2014-2015 - 0.003222).</p> <p>The 2015-2016 Municipal Charge was \$307 (2014-2015 \$290) per rateable assessment. In 2015-2016 the Garbage Service Charge was \$337 (2014-2015 \$325) and Recycling Charge \$83 (2014-2015 \$79.50).</p>		
	5,479,692	5,383,542
Residential	790,550	595,852
Commercial	3,166,497	2,990,545
Rural 1	2,705,324	2,558,467
Rural 2	558,175	-
Vacant Land - Residential	28,239	-
Vacant Land - Commercial	2,841,333	2,662,369
Municipal charge	2,134,285	2,024,651
Garbage charge	528,750	490,017
Recycling	-	102,728
Special rates and charges	60,368	59,534
Revenue in lieu of rates	<u>18,293,213</u>	<u>16,867,705</u>
<p>The date of the last general revaluation of land for rating purposes within the municipal district was 1 January 2014, and the valuation was first applied to the rating period commencing 1 July 2014.</p> <p>The date of the next general revaluation of land for rating purposes within the municipal district was 1 January 2016, and the valuation will be first applied in the 2016/17 rating year.</p>		

Note 4		
Statutory fees and fines		
	241,304	243,056
Building	243,225	225,423
Environmental health and local laws	139,043	110,390
Planning and subdivisions	33,293	54,562
Infrastructure	35,556	17,883
Other	<u>692,421</u>	<u>651,314</u>

Note 5		
User fees		
	46,573	290
Quarry product	21,466	23,042
Halls and Community Centres	476,601	542,635
Aged care	168,520	-
Caravan Parks	5,981	99,296
Valuation data	357,034	368,509
Saleyard fees	107,832	97,262
Recreation pools and leisure centres	38,569	-
Rural Councils Summit	948,261	759,350
Waste - transfer station & landfill fees	35,355	41,258
Other fees and charges	<u>2,206,192</u>	<u>1,931,642</u>

**Notes to Financial Report
 For the Year Ended 30 June 2016**

	2016 \$	2015 \$
Note 6 Grants		
Grants were received in respect of the following :		
Summary of grants		
Commonwealth funded grants	5,501,917	8,226,146
State funded grants	2,997,098	4,170,171
Total grants received	<u>8,499,015</u>	<u>12,396,317</u>
Operating Grants		
Recurrent -Commonwealth Government		
Victorian Grants Commission - General Purpose	1,324,645	4,043,159
Victorian Grants Commission - Local Roads	781,379	2,451,472
Aged and Disability	273,773	351,352
Children Services	659,867	583,404
Customer Services	4,671	4,569
Recurrent -State Government		
Aged and Disability	1,077,341	1,018,677
Children Services	158,877	157,034
Emergency Services	38,559	38,559
Public Health	13,888	12,507
Library Services	143,454	139,864
Road Safety	16,823	11,934
Total recurrent Operating Grants	<u>4,493,277</u>	<u>8,812,531</u>
Non-recurrent -State Government		
Aged and Disability	167,060	-
Children Services	13,500	13,500
Community Development	-	74,818
Economic Development	210,060	54,786
Emergency Management	60,000	60,000
Environmental Services	28,862	46,682
Public Health	6,381	4,307
Library Services	6,287	6,340
Recreational Services	99,000	8,500
Roads and Bridges	-	34,302
Youth Services	82,000	69,500
Total non recurrent operating grants	<u>673,150</u>	<u>372,735</u>
Total Operating grants	<u>5,166,427</u>	<u>9,185,266</u>
Capital Grants		
Recurrent-Commonwealth Government		
Roads To Recovery	2,439,457	792,190
Buildings	18,125	
Total recurrent capital grants	<u>2,457,582</u>	<u>792,190</u>
Non-recurrent-State Government		
Buildings	583,963	1,298,270
Equipment	-	29,380
Footpaths and Cycleways	44,111	61,981
Bridges		1,000,000
Roads	246,932	29,230
Total non-recurrent capital grants	<u>875,006</u>	<u>2,418,861</u>

**Notes to Financial Report
For the Year Ended 30 June 2016**

	<u>2016</u>	<u>2015</u>
	<u>\$</u>	<u>\$</u>
Total capital grants	3,332,588	3,211,051

**Notes to Financial Report
For the Year Ended 30 June 2016**

		2016	2015
		\$	\$
Note 6	Grants (Cont.)		
	Conditions on Grants		
	Unspent grants received on condition that they be spent in a specific manner		
	Balance at start of year	2,145,860	2,844,041
	Received during the financial year and remained unspent at balance date	926,019	1,137,404
	Received in prior years and spent during the financial year	<u>1,514,117</u>	<u>1,835,585</u>
	Balance at end of year	<u>1,557,762</u>	<u>2,145,860</u>
Note 7	Contributions		
	Monetary - operating	54,466	49,336
	Monetary - capital	71,000	40,994
	Non-monetary - capital	<u>485,854</u>	<u>1,393,540</u>
	Total Contributions	<u>611,320</u>	<u>1,483,870</u>
	Contributions of non monetary assets were received in relation to the following asset classes		
	land under roads	3,043	22,149
	buildings	-	321,529
	furniture and equipment	2,636	-
	bridges	128,675	278,325
	drainage	116,325	233,252
	footpaths and cycleways	27,095	24,180
	roads	<u>208,080</u>	<u>514,105</u>
	Total	<u>485,854</u>	<u>1,393,540</u>
Note 8	Gain / (Loss) on disposal of property, plant and equipment and infrastructure		
	Proceeds from sales	543,445	448,832
	less: Carrying amount of assets sold	<u>(602,743)</u>	<u>(750,804)</u>
		<u>(59,298)</u>	<u>(301,972)</u>

Users of the financial report should refer to Note 22 for additional details.

**Notes to Financial Report
 For the Year Ended 30 June 2016**

	2016	2015
	\$	\$
Note 9		
Other income		
Interest	725,410	689,798
Interest on rates	105,700	133,268
Rental	135,742	155,474
Reimbursements	339,461	306,459
Supervision and administration recoupment	12,568	9,275
Sale of quarry operations	-	550,000
Other	132,388	114,280
	<u>1,451,269</u>	<u>1,958,554</u>
Note 10		
(a) Employee benefits		
Wages and salaries	10,910,934	10,379,371
Casual Staff	460,775	491,803
Superannuation	1,046,033	1,031,100
Fringe benefits tax	75,341	92,658
Workcover	144,505	164,502
	<u>12,637,588</u>	<u>12,159,434</u>
(b) Superannuation		
Council made contributions to the following funds:		
Defined benefit fund		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	84,650	82,996
Accumulation funds		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	372,534	627,814
Employer contributions - other funds	588,849	320,290
	<u>961,383</u>	<u>948,104</u>
Employer contributions payable at reporting date.		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	13,786	16,878
Employer contributions - other funds	21,791	8,610
Refer to Note 33 for further information relating to Councils Superannuation obligations		
Note 11		
Materials and services		
Utilities	535,225	521,425
Contractors	6,883,497	6,282,407
Legal Expenses	297,278	298,240
Insurance	390,545	402,159
Materials	794,508	909,433
Contributions	444,116	493,740
Consultants	247,224	222,866
	<u>9,592,393</u>	<u>9,130,270</u>
Note 12		
Bad and Doubtful Debts		
Rate Debtors	2,353	2,452
Other Debtors	-	502,368
	<u>2,353</u>	<u>504,820</u>

**Notes to Financial Report
 For the Year Ended 30 June 2016**

	2016 \$	2015 \$
Note 13 Depreciation and amortisation		
Property	2,434,313	1,980,682
Plant and Equipment	846,992	872,176
Infrastructure	<u>4,976,332</u>	<u>4,795,639</u>
Total depreciation	<u>8,257,637</u>	<u>7,648,497</u>
Intangible assets	<u>14,394</u>	<u>18,040</u>
Total depreciation and amortisation	<u>8,272,031</u>	<u>7,666,537</u>
Refer to note 22 and 23 for a more detailed breakdown of depreciation and amortisation charges		
Note 14 Borrowing cost		
Interest - borrowings	163,204	218,429
Interest - provision for landfill rehabilitation	<u>72,290</u>	<u>68,719</u>
	<u>235,494</u>	<u>287,148</u>
Note 15 Other expenses		
Auditors remuneration - auditing of the financial report	51,600	37,000
Auditors remuneration - internal audit	36,250	40,299
Councillors allowances	181,522	183,903
Other	<u>27,139</u>	<u>20,140</u>
	<u>296,511</u>	<u>281,342</u>
Note 16 Cash and cash equivalents		
Cash at Bank and on Hand	1,336,984	2,602,411
Term Deposits and at Call	<u>2,295,000</u>	<u>6,350,000</u>
	<u>3,631,984</u>	<u>8,952,411</u>
Councils cash and cash equivalents are subject to external restrictions that limit amounts available for discretionary use . These include:		
Trust funds and deposits (Note 25)	973,558	835,466
Statutory reserves (Note 28(b))	<u>423,754</u>	<u>416,754</u>
Total restricted cash and cash equivalents	<u>1,397,312</u>	<u>1,252,220</u>
Total unrestricted cash and cash equivalents	<u>2,234,672</u>	<u>7,700,191</u>
Intended allocations		
Although not externally restricted the followings amounts have been allocated for specific future purpose by Council :		
Cash held to fund carried forward capital works	4,383,137	3,615,624
Grants received in advance	1,557,762	2,145,860
Bank Guarantee - Quarry	19,500	19,500
Cash held to fund discretionary reserves (Note 28)	13,523,091	12,163,462
Portion of Long Service Leave Liability	<u>424,324</u>	<u>292,549</u>
Total Intended allocations	<u>19,907,814</u>	<u>18,236,995</u>
Term deposits with a maturity date of greater than 90 days are reported as other financial assets refer to note 18.		

	2016 \$	2015 \$
Note 17 Trade and other receivables		
Current		
Rates debtors	1,422,997	1,259,037
Provision for doubtful rate debts	(40,065)	(37,713)
Garbage and Recycling debtors	274,509	250,722
Other debtors	569,584	337,800
Provision for doubtful debts - other debtors	(86,635)	(86,635)
Government grants	503,476	310,995
Special rate scheme	5,313	9,024
Net GST receivable	379,307	287,450
	<u>3,028,486</u>	<u>2,330,680</u>
Non-current		
Special rate scheme	23,978	38,938
	<u>23,978</u>	<u>38,938</u>
Total trade and other receivables	<u>3,052,464</u>	<u>2,369,618</u>

At balance date other debtors representing financial assets were past due but not impaired. These amounts relate to a number of independent customers for whom there is no recent history of default. The ageing of the Council's trade & other receivables (excluding statutory receivables) was:

a) Ageing of Receivables

Current (not yet due)	755,637	310,322
Past due by up to 30 days	139,292	54,868
Past due between 31 and 180 days	16,480	85,930
Past due between 181 and 365 days	1,566	75,725
Past due by more than 1 year	73,450	35,315
Total trade & other receivables	<u>986,425</u>	<u>562,160</u>

b) Movement in provisions for doubtful debts

Balance at the beginning of the year	86,635	86,635
Balance at end of year	<u>86,635</u>	<u>86,635</u>

**Notes to Financial Report
 For the Year Ended 30 June 2016**

	2016	2015
	\$	\$
Note 17		
Trade and other receivables (Cont.)		
c) Ageing of individually impaired Receivables		
At balance date, other debtors representing financial assets with a nominal value of \$86,635 (2015: \$86,635) were impaired. The amount of the provision raised against these debtors was \$86,635 (2015: \$86,635). They individually have been impaired as a result of their doubtful collection. Many of the long outstanding past due amounts have been lodged with Council's debt collectors or are on payment arrangements. Statutory receivables are not included in the analysis of aging and impairment.		
The ageing of receivables that have been individually determined as impaired at reporting date was:		
Past due by more than 1 year	<u>86,635</u>	<u>86,635</u>
Total trade & other receivables	<u>86,635</u>	<u>86,635</u>
Note 18		
Other financial assets		
Term Deposit	<u>23,119,500</u>	<u>17,619,500</u>
	<u>23,119,500</u>	<u>17,619,500</u>
Note 19		
Inventories		
Other - Alexandra Depot	22,578	32,995
Other - Yea Depot	18,915	20,126
	<u>41,493</u>	<u>53,121</u>
Note 20		
Non-Current assets classified as held for sale		
Land	434,094	561,894
Buildings	-	275,264
	<u>434,094</u>	<u>837,158</u>
Note 21		
Other assets		
Accrued Income	161,907	177,377
Prepayments	205,474	134,642
	<u>367,381</u>	<u>312,019</u>

Note 22 Property, infrastructure, plant and equipment

Summary of property, Infrastructure, plant and equipment

	At Fair Value 30-June-2016	Accumulated Depreciation	WDV 30-June-2016	At Fair Value 30-June-2015	Accumulated Depreciation	WDV 30-June-2015
Land	31,065,243	-	31,065,243	29,127,654	-	29,127,654
Buildings	99,366,880	(37,597,754)	61,769,126	96,020,450	(34,677,212)	61,343,238
Plant and Equipment	9,834,762	(4,959,169)	4,875,593	9,461,101	(4,496,114)	4,964,987
Infrastructure	300,137,833	(99,092,159)	201,045,674	300,944,170	(96,436,955)	204,507,215
Works in Progress	1,737,682	-	1,737,682	3,270,500	-	3,270,500
	<u>442,142,400</u>	<u>(141,649,082)</u>	<u>300,493,318</u>	<u>438,823,875</u>	<u>(135,610,281)</u>	<u>303,213,594</u>

Summary of Works in Progress

	Opening WIP	Additions	Transfers	Closing WIP
Buildings	1,075,017	673,811	(858,159)	890,669
Infrastructure	2,195,483	659,247	(2,007,717)	847,013
Total	<u>3,270,500</u>	<u>1,333,058</u>	<u>(2,865,876)</u>	<u>1,737,682</u>

Note 22 Property, infrastructure plant and equipment (cont'd)

Land and Buildings	Note	Land - specialised	Land - non specialised	Land Under Roads	Total Land	Buildings - specialised	Buildings - non specialised	Total Buildings	Work In Progress	Total Property
At fair value 1 July 2015		21,770,969	3,527,517	3,829,168	29,127,654	76,323,800	19,696,650	96,020,450	1,075,017	126,223,121
Accumulated depreciation at 1 July 2015		-	-	-	-	(27,353,947)	(7,323,265)	(34,677,212)	-	(34,677,212)
		21,770,969	3,527,517	3,829,168	29,127,654	48,969,853	12,373,385	61,343,238	1,075,017	91,545,909
Movements in fair value										
Acquisition of assets at fair value		-	800,000	3,043	803,043	1,508,862	-	1,508,862	673,811	2,985,716
Revaluation increments/decrements		446,305	72,314	615,927	1,134,546	778,503	200,906	979,409	-	2,113,955
Fair value of assets disposed		-	-	-	-	-	-	-	-	-
Transfers		-	-	-	-	858,159	-	858,159	(858,159)	-
		446,305	872,314	618,970	1,937,589	3,145,524	200,906	3,346,430	(184,348)	5,099,671
Movements in accumulated depreciation										
Depreciation and amortisation		-	-	-	-	(1,952,114)	(482,199)	(2,434,313)	-	(2,434,313)
Accumulated depreciation of disposals		-	-	-	-	-	-	-	-	-
Revaluation increments/decrements		-	-	-	-	(298,922)	(79,616)	(378,538)	-	(378,538)
Impairment losses recognised in revaluation reserve		-	-	-	-	-	(107,691)	(107,691)	-	(107,691)
Transfers		-	-	-	-	-	-	-	-	-
		-	-	-	-	(2,251,036)	(669,506)	(2,920,542)	-	(2,920,542)
At fair value 30 June 2016		22,217,274	4,399,831	4,448,138	31,065,243	79,469,324	19,897,556	99,366,880	890,669	131,322,792
Accumulated depreciation at 30 June 2016		-	-	-	-	(29,604,983)	(7,992,771)	(37,597,754)	-	(37,597,754)
		22,217,274	4,399,831	4,448,138	31,065,243	49,864,341	11,904,785	61,769,126	890,669	93,725,038

Note 22 Property, infrastructure plant and equipment (cont'd)

Plant and Equipment	Note	Heritage plant and equipment	Plant machinery and equipment	Fixtures fittings and furniture	Library books	Total plant and equipment
At fair value 1 July 2015		345,787	6,485,591	1,837,787	791,936	9,461,101
Accumulated depreciation at 1 July 2015		(17,313)	(3,057,847)	(1,063,930)	(357,024)	(4,496,114)
		<u>328,474</u>	<u>3,427,744</u>	<u>773,857</u>	<u>434,912</u>	<u>4,964,987</u>
Movements in fair value						
Acquisition of assets at fair value		-	675,409	170,604	111,263	957,276
Fair value of assets disposed		-	(407,826)	(77,876)	(97,913)	(583,615)
		<u>-</u>	<u>267,583</u>	<u>92,728</u>	<u>13,350</u>	<u>373,661</u>
Movements in accumulated depreciation						
Depreciation and amortisation		(4,907)	(578,662)	(169,121)	(94,301)	(846,991)
Accumulated depreciation of disposals		-	208,438	77,585	97,913	383,936
		<u>(4,907)</u>	<u>(370,224)</u>	<u>(91,536)</u>	<u>3,612</u>	<u>(463,055)</u>
At fair value 30 June 2016		345,787	6,753,174	1,930,515	805,286	9,834,762
Accumulated depreciation at 30 June 2016		(22,220)	(3,428,071)	(1,155,466)	(353,412)	(4,959,169)
		<u>323,567</u>	<u>3,325,103</u>	<u>775,049</u>	<u>451,874</u>	<u>4,875,593</u>

Note 22 Property, infrastructure plant and equipment (cont'd)

Infrastructure	Note	Roads	Bridges	Footpaths and cycleways	Drainage	Work In Progress	Total Infrastructure
At fair value 1 July 2015		220,581,684	53,353,712	8,844,630	18,164,144	2,195,483	303,139,653
Accumulated depreciation at 1 July 2015		(71,020,867)	(18,114,720)	(3,052,687)	(4,248,681)	-	(96,436,955)
		<u>149,560,817</u>	<u>35,238,992</u>	<u>5,791,943</u>	<u>13,915,463</u>	<u>2,195,483</u>	<u>206,702,698</u>
Movements in fair value							
Acquisition of assets at fair value		2,683,616	669,403	442,141	172,206	659,247	4,626,613
Revaluation increments/decrements		(4,955,470)	(1,216,213)	(191,962)	(417,775)	-	(6,781,420)
Fair value of assets disposed		-	-	-	-	-	-
Transfers		560	1,644,186	362,971	-	(2,007,717)	-
		<u>(2,271,294)</u>	<u>1,097,376</u>	<u>613,150</u>	<u>(245,569)</u>	<u>(1,348,470)</u>	<u>(2,154,807)</u>
Movements in accumulated depreciation							
Depreciation and amortisation		(3,903,244)	(611,261)	(264,824)	(197,003)	-	(4,976,332)
Accumulated depreciation of disposals		-	-	-	-	-	-
Revaluation increments/decrements		1,712,779	430,385	75,713	102,251	-	2,321,128
		<u>(2,190,465)</u>	<u>(180,876)</u>	<u>(189,111)</u>	<u>(94,752)</u>	<u>-</u>	<u>(2,655,204)</u>
At fair value 30 June 2016		218,310,390	54,451,088	9,457,780	17,918,575	847,013	300,984,846
Accumulated depreciation at 30 June 2016		(73,211,332)	(18,295,596)	(3,241,798)	(4,343,433)	-	(99,092,159)
		<u>145,099,058</u>	<u>36,155,492</u>	<u>6,215,982</u>	<u>13,575,142</u>	<u>847,013</u>	<u>201,892,687</u>

Note 22 Property, infrastructure, plant and equipment (cont'd)

Valuation of land and buildings

Valuation of land and buildings were undertaken at 30 June 2015 by a qualified independent valuers Marcus Hann valuer registration number 62901 and David Elford valuer registration number 62990. Based on information from the valuers an indexation valuation was applied for 2015/16 being 2.05% land and 1.02% buildings. The valuation of land and buildings is at fair value, being market value based on highest and best use permitted by relevant land planning provisions. Where land use is restricted through existing planning provisions the valuation is reduced to reflect this limitation. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Specialised land is valued at fair value using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Land under roads is valued at fair value. Fair value is based on Council valuations at 1 January 2016 for land under roads in existence at that date and at the date acquired for subsequent acquisitions using site values adjusted for englobo (undeveloped and/or unserviced) characteristics, access rights and private interests of other parties and entitlements of infrastructure assets and services. This adjustment is an unobservable input in the valuation. The adjustment has no impact on the comprehensive income statement.

Any significant movements in the unobservable inputs for land and land under roads will have a significant impact on the fair value of these assets. Details of the Council's land and buildings and information about the fair value hierarchy as at 30 June 2016 are as follows:

	Level 1	Level 2	Level 3
Land	-	4,399,831	22,217,274
Land Under Roads	-	-	4,448,138
Buildings	-	11,904,785	49,864,341
Total	-	16,304,616	76,529,753

Specialised land including land under roads is valued using a market based direct comparison technique. Significant unobservable inputs include the extent and impact of restriction of use and the market cost of land per square metre. The extent and impact of restrictions on use varies and results in a reduction to surrounding land values between 50% and 95%. The market value of land varies significantly depending on the location of the land and the current market conditions. Currently land values range between \$1 and \$252 per square metre.

	2016	2015
Reconciliation of specialised land		
Land under roads	4,448,138	3,829,168
Active Recreation	6,241,959	6,116,569
Passive Recreation	8,660,367	8,486,396
Community centres and hall reserves	1,308,845	1,282,553
Waste Management	1,898,926	1,860,780
Other	4,107,177	4,024,671
Total specialised land	26,665,412	25,600,137

Specialised buildings are valued using a depreciated replacement cost technique. Significant unobservable inputs include the current replacement cost and remaining useful lives of buildings. Current replacement costs is calculated on a square metre basis and ranges from \$100 to \$15,000 per square metre. The remaining useful lives of buildings are determined on the basis of the current condition of buildings and vary from 8 years to 80 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of buildings are sensitive to changes in expectations or requirements that could either shorten or extend the useful lives of buildings.

Note 22 Property, infrastructure, plant and equipment (cont'd)

Valuation of infrastructure

Valuation of infrastructure road assets have been determined by Council Officer John Canny A.A.I.Q.S. The valuation was first applied in the financial year ended 30 June 2013.

Valuation of footpaths and cycleways have been determined by Council Officer John Canny A.A.I.Q.S. The valuation was first applied in the financial year ended 30 June 2013.

Valuation of storm water drainage have been determined by Council Officer John Canny A.A.I.Q.S. The valuation was first applied in the financial year ended 30 June 2015.

Valuations of bridges have been independently determined by Pitt and Sherry Pty Ltd. The valuation was first applied in the financial year ended 30 June 2014.

Valuations have been indexed as at 30 June 2016 using Victorian road and bridge construction cost data provided by the Australian Bureau of Statistics.

The valuations are at fair value as at 30 June 2016 based on replacement cost less accumulated depreciation as at the date of valuation.

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2016 are as follows:

Details of the Council's infrastructure and information about the fair value hierarchy as at 30 June 2016 are as follows:

	Level 1	Level 2	Level 3
Roads	-	-	145,099,058
Bridges	-	-	36,155,492
Footpaths and cycleway	-	-	6,215,982
Drainage	-	-	13,575,142
Total	-	-	201,045,674

Infrastructure assets are valued based on the depreciated replacement cost. Significant unobservable inputs include the current replacement cost and remaining useful lives of infrastructure. The remaining useful lives of infrastructure assets are determined on the basis of the current condition of the asset and vary from 20-200 years. Replacement cost is sensitive to changes in market conditions, with any increase or decrease in cost flowing through to the valuation. Useful lives of infrastructure are sensitive to changes in use, expectations or requirements that could either shorten or extend the useful lives of infrastructure assets.

**Notes to Financial Report
 For the Year Ended 30 June 2016**

	2016	2015
	\$	\$
Note 23		
Intangible assets		
Gross Carrying amount		
Landfill air space 1/7/2016	326,650	-
Transfer from property, infrastructure plant equipment.	-	326,650
Additions from internal developments (1)	<u>3,570,644</u>	
Landfill air space 30/6/2016	<u>3,897,294</u>	<u>326,650</u>
Accumulated amortisation		
Balance at 1 July 2015	67,179	-
Transfer from property, infrastructure plant equipment.	-	49,139
Amortisation expense	<u>14,394</u>	<u>18,040</u>
Balance at 30 June 2016	<u>81,573</u>	<u>67,179</u>
Net book value at 30 June 2016	<u>3,815,721</u>	<u>259,471</u>

(1) Landfill air space represents the unused capacity of the Alexandra landfill. The value of this asset is based on the corresponding landfill restoration provision (refer to note 26) adjusted to reflect the portion of unused air space remaining within this landfill. The corresponding landfill restoration provision was reassessed in the current year resulting in an increase in this provision. This increase represents the corresponding increase in the balance of the landfill air space asset.

Note 24		
Trade and other payables		
Trade payables	2,542,388	2,402,954
Loan Interest	23,818	32,599
Accrued wages	494,227	357,927
Accrued expenses	<u>48,720</u>	<u>30,680</u>
	<u>3,109,153</u>	<u>2,824,160</u>

Note 25		
Trust funds and deposits		
Refundable building deposits	39,500	44,500
Refundable planning permit bonds	299,886	249,820
Retention contract deposits	343,583	291,128
Fire Service Property Levy	63,601	93,083
Other refundable deposits	<u>226,988</u>	<u>156,935</u>
	<u>973,558</u>	<u>835,466</u>

Purpose and nature of items

Refundable building deposits and planning permit bonds - These amounts have been received from individuals or companies to guarantee performance of obligations under various building permits, planning permits and contract agreements.

Fire Service Property Levy- Council is the collection agent for the fire services property levy on behalf of the State Government. Council remits amounts received on a quarterly basis. Amounts disclosed here will be remitted to the state government in line with the process.

Retention Amounts - Council has a contractual right to retain certain amounts until a contractor has met certain requirements or related warrant or defect period has elapsed. Subject to the satisfactory completion of the contractual obligations, or the elapsing of time, these amounts will be paid to the relevant contractor in line with Councils contractual obligations.

**Notes to Financial Report
 For the Year Ended 30 June 2016**

Note 26 Provisions

	Employee	Landfill restoration	Total	
	\$	\$	\$	
2016				
Balance at beginning of the financial year	3,438,647	1,392,815	4,831,462	
Additional provisions	980,797	3,908,222	4,889,019	
Amounts used	(1,029,666)	-	(1,029,666)	
Balance at the end of the financial year	<u>3,389,778</u>	<u>5,301,037</u>	<u>8,690,815</u>	
2015				
Balance at beginning of the financial year	3,200,157	1,324,096	4,524,253	
Additional provisions	1,081,643	68,719	1,150,362	
Amounts used	(843,153)	-	(843,153)	
Balance at the end of the financial year	<u>3,438,647</u>	<u>1,392,815</u>	<u>4,831,462</u>	
			2016	2015
			\$	\$
(a) Employee benefits				
Current provision expected to be settled within 12				
Annual leave			742,538	726,760
Long service leave			100,879	123,640
			<u>843,417</u>	<u>850,400</u>
Current provision expected to be settled after 12				
Annual leave			384,181	371,498
Long service leave			1,864,136	1,921,325
			<u>2,248,317</u>	<u>2,292,823</u>
Total Current employee provision			<u>3,091,734</u>	<u>3,143,223</u>
Non-current				
Long service leave			298,044	295,424
Total Non-current employee provision			<u>298,044</u>	<u>295,424</u>
Aggregate carrying amount of employee benefits:				
Current			3,091,734	3,143,223
Non-current			298,044	295,424
Total aggregate carrying amount of employee benefits:			<u>3,389,778</u>	<u>3,438,647</u>
(b) Provisions				
Non-current				
Landfill Restoration			5,301,037	1,392,815
			<u>5,301,037</u>	<u>1,392,815</u>
A provision has been recognised for the costs to be incurred for the restoration of the landfill site used for waste management.				
Total Provisions			<u>8,690,815</u>	<u>4,831,462</u>

**Notes to Financial Report
 For the Year Ended 30 June 2016**

	2016	2015
	\$	\$
Note 27 Interest-bearing loans and borrowings		
Current		
Bank loans - secured	673,639	768,570
	<u>673,639</u>	<u>768,570</u>
Non-current		
Bank loans - secured	1,354,511	2,028,151
	<u>1,354,511</u>	<u>2,028,151</u>
Total	<u>2,028,150</u>	<u>2,796,721</u>
The maturity profile for Council's borrowings is:		
Not later than one year	673,639	768,570
Later than one year and not later than five years	1,054,031	1,361,125
Later than five years	300,480	667,026
	<u>2,028,150</u>	<u>2,796,721</u>
Bank Loans are secured by a charge over the general rates of the Council.		
Aggregate carrying amount of interest-bearing loans and borrowings:		
Current	673,639	768,570
Non-current	1,354,511	2,028,151
	<u>2,028,150</u>	<u>2,796,721</u>

**Notes to Financial Report
 For the Year Ended 30 June 2016**

Note 28	Reserves	2016	2015
		\$	\$
	Asset revaluation reserves (a)	177,714,345	180,546,911
	Other reserves (b)	13,946,845	12,580,216
		<u>191,661,190</u>	<u>193,127,127</u>

(a)	Asset revaluation reserves	Balance at beginning of reporting period	Increment (decrement)	Balance at end of reporting period
		\$	\$	\$
	2016			
	Property			
	Land	21,378,153	518,619	21,896,772
	Land under roads	269,053	615,928	884,981
	Buildings	25,396,999	493,179	25,890,178
		<u>47,044,205</u>	<u>1,627,726</u>	<u>48,671,931</u>
	Infrastructure			
	Bridges	5,345,173	(785,828)	4,559,345
	Drainage	9,545,230	(315,524)	9,229,706
	Footpaths and Cycleways	4,357,916	(116,249)	4,241,667
	Roads	114,254,387	(3,242,691)	111,011,695
		<u>133,502,706</u>	<u>(4,460,292)</u>	<u>129,042,413</u>
	Total Asset revaluation reserves	<u>180,546,911</u>	<u>(2,832,566)</u>	<u>177,714,345</u>
	2015			
	Property			
	Land	16,449,435	4,928,718	21,378,153
	Land under roads	269,053	-	269,053
	Buildings	24,975,477	421,522	25,396,999
		<u>41,693,965</u>	<u>5,350,240</u>	<u>47,044,205</u>
	Infrastructure			
	Bridges	5,241,170	104,003	5,345,173
	Drainage	6,353,396	3,191,834	9,545,230
	Footpaths and Cycleways	4,342,056	15,860	4,357,916
	Roads	113,821,827	432,560	114,254,387
		<u>129,758,449</u>	<u>3,744,257</u>	<u>133,502,706</u>
	Total Asset revaluation reserves	<u>171,452,414</u>	<u>9,094,497</u>	<u>180,546,911</u>

Asset revaluation reserve is used to record increments and decrements on the revaluation of non-current assets, as described in accounting policy note 1 (m).

**Notes to Financial Report
 For the Year Ended 30 June 2016**

Note 28 Reserves (cont.)

	Balance at beginning of reporting period	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting period
(b)	\$	\$	\$	\$
2016				
Statutory Reserves				
Public Open Space Reserve	416,754	7,000	-	423,754
Discretionary Reserves				
Alexandra Community Leisure Centre	16,384	-	(3,278)	13,106
Defined Benefits Superannuation	600,000	300,000	-	900,000
Garbage Reserve	4,677,985	1,354,010	(411,695)	5,620,300
Gifted and Novated Assets Reserve	920,000	-	-	920,000
Infrastructure Contributions Parking	41,080	-	-	41,080
Infrastructure Balance MAP funding	434,022	-	-	434,022
Infrastructure Maintenance Reserve	950,076	284,684	(500,000)	734,760
Infrastructure Unexpended Capital Works Reserve	463,156	28,117	-	491,273
Marysville Caravan Park	152,087	42,647	(101,843)	92,891
New and Expanded Assets Reserve	3,521,318	395,110	(100,160)	3,816,268
Marysville Community Fund	63,531	-	-	63,531
Road Maintenance - Subdividers Contribution	16,044	-	-	16,044
Shaw Avenue Redevelopment	43,752	-	-	43,752
Yea Saleyards	264,027	159,211	(87,174)	336,064
Total Other reserves	12,580,216	2,570,779	(1,204,150)	13,946,845

**Notes to Financial Report
For the Year Ended 30 June 2016**

Note 28 Reserves (cont.)

	Balance at beginning of reporting period	Transfer from accumulated surplus	Transfer to accumulated surplus	Balance at end of reporting period
	\$	\$	\$	\$
2015				
Statutory Reserves				
Public Open Space Reserve	394,004	22,750	-	416,754
Discretionary Reserves				
Alexandra Community Leisure Centre	10,881	5,503	-	16,384
Coster Street Units Reserve	42,922	-	(42,922)	-
Defined Benefits Superannuation	300,000	300,000	-	600,000
Garbage Reserve	3,789,528	956,969	(68,512)	4,677,985
Gifted and Novated Assets Reserve	920,000	-	-	920,000
Infrastructure Contributions Parking	41,080	-	-	41,080
Infrastructure Balance MAP funding	434,022	-	-	434,022
Infrastructure Maintenance Reserve	684,016	266,060	-	950,076
Infrastructure Unexpended Capital Works Reserve	426,843	41,313	(5,000)	463,156
Marysville Caravan Park	113,489	53,549	(14,951)	152,087
New and Expanded Assets Reserve	2,610,467	910,851	-	3,521,318
Marysville Community Fund	63,531	-	-	63,531
Road Maintenance - Subdividers Contribution	16,044	-	-	16,044
Shaw Avenue Redevelopment	43,752	-	-	43,752
Yea Caravan Park	19,186	-	(19,186)	-
Yea Saleyards	186,090	157,686	(79,749)	264,027
Total Other reserves	10,095,855	2,714,681	(230,320)	12,580,216

Alexandra Community Leisure Centre reserve is surplus operational funds set aside for future capital works.

Defined Benefits reserve has been created to meet any obligations for future funding calls from the Vision Super Defined Benefits Superannuation Fund

Garbage reserve represents funds set aside for rehabilitation of Landfill site. The reserve is to be utilised for future works to maximise life of the landfill site (eg. Cell construction, cell capping and Leachate management over the next 10 years)

Gifted and Novated reserve is funds set aside from State Government funding to new assets gifted after the 2009 bushfires.

Infrastructure Maintenance Reserve represents funds set aside for addressing council's long term infrastructure renewal obligations

Infrastructure Contributions reserve represents payments from Subdividers set aside for future infrastructure works relating to provision of car parking.

Infrastructure balance MAP represents the final payment received from State Government related to the Murrindindi Assistance Package.

Infrastructure Unexpended Capital works relate to carried forward items from 2015/16 that will be completed in early 2016/17.

Marysville Caravan Park reserve is surplus operational funds set aside for future capital works.

Marysville Community Fund are funds set aside from sale of Council assets in Marysville that are to be reinvested in infrastructure in Marysville.

New and Expanded assets reserve represents funds set aside for future capital works on assets gifted following the 2009 bushfires.

Public Open Space represents payments from Subdividers as specified under the Subdivisions Act, to fund future creation of areas of recreational land.

Road Maintenance reserve consists of contributions from Subdividers to future road maintenance cost impacted by respective subdivisions.

Shaw Avenue reserve represents funds set aside for redevelopment of remaining land.

Yea Saleyards reserve is surplus operational funds set aside for future capital works.

**Notes to Financial Report
For the Year Ended 30 June 2016**

	2016	2015
	\$	\$
Note 29		
Reconciliation of cash flows from operating activities to surplus		
Surplus for the financial year	657,762	4,957,879
Depreciation and amortisation	8,272,031	7,666,537
Contributions - non-monetary	(485,854)	(1,393,540)
Finance Costs	244,275	228,437
(Gain)/loss on disposal of property, plant and equipment, infrastructure	59,298	301,972
<i>Change in assets and liabilities:</i>		
(Increase)/Decrease in trade and other receivables	(682,846)	2,147,473
(Increase)/Decrease in inventories	11,628	215,863
(Increase)/Decrease in other current assets	(3,626,006)	(64,143)
Increase/(Decrease) in trade and other payables	746,961	80,176
Increase/(Decrease) in trust funds and deposits	138,092	(2,217,380)
Increase in provisions	3,859,353	307,209
Net cash provided by operating activities	<u>9,194,694</u>	<u>12,230,483</u>
Note 30		
Financing arrangements		
Secured bank loans at fixed interest rates:		
Facility available	2,028,150	2,796,721
Used facility	<u>2,028,150</u>	<u>2,796,721</u>
Unused facility	<u>-</u>	<u>-</u>
Secured bank overdraft subject to annual review and repayable at call:		
Facility available	400,000	400,000
Used facility	<u>-</u>	<u>-</u>
Unused facility	<u>400,000</u>	<u>400,000</u>

Should the bank overdraft be utilised the liability would be secured by a mortgage over the general rates of Council.

**Notes to Financial Report
For the Year Ended 30 June 2016**

Note 31 Commitments

The Council has entered into the following commitments

	Not later than 1 year \$	Later than 1 year and not later than 2 years \$	Later than 2 years and not later than 5 years \$	Later than 5 years \$	Total \$
2016					
Operating					
Garbage and recycling collection	871,946	898,105	2,859,230	3,124,357	7,753,638
Cleaning buildings and streets	193,981	-	-	-	193,981
Document output devices	23,139	-	-	-	23,139
Software	103,691	-	-	-	103,691
Telecommunications and web services	75,000	75,000	6,942	-	156,942
Landfill services	41,227	39,114	128,212	-	208,553
Internal audit services	27,550	27,550	26,100	-	81,200
Library services	55,234	6,966	-	-	62,200
Election Services	128,757	-	-	-	128,757
Total	1,520,525	1,046,735	3,020,484	3,124,357	8,712,101
Capital					
Buildings & improvements	956,936	-	-	-	956,936
Bridges	749,336	-	-	-	749,336
Footpaths and cycleways	47,738	-	-	-	47,738
Plant and Equipment	10,542	-	-	-	10,542
Roads	71,208	-	-	-	71,208
Total	1,835,760	-	-	-	1,835,760
2015					
Operating					
Garbage and recycling collection	1,074,000	1,074,000	2,622,000	3,496,000	8,266,000
Cleaning buildings and streets	203,770	203,770	-	-	407,540
Document output devices	23,139	-	-	-	23,139
Valuation services	156,922	18,306	356,988	-	532,216
Other	99,929	30,305	59,015	-	189,249
Total	1,557,760	1,326,381	3,038,003	3,496,000	9,418,144
Capital					
Buildings & improvements	766,720	-	-	-	766,720
Total	2,324,480	1,326,381	3,038,003	3,496,000	10,184,864

Note 32 Operating leases

(a) Operating lease commitments

At the reporting date, the Council had the following obligations under non-cancellable operating leases for the lease of equipment and land and buildings for use within Council's activities (these obligations are not recognised as liabilities):

	2016 \$	2015 \$
Not later than one year	134,165	234,246
Later than one year and not later than five years	131,741	172,530
Later than five years	4,638	5,421
	<u>270,544</u>	<u>412,197</u>

(b) Operating lease receivables

The Council has entered into commercial property leases on its Caravan Parks and other property assets. These properties held under operating leases have remaining non-cancellable lease terms of between 1 and 99 years.

Future minimum rentals receivable under non-cancellable operating leases are as follows:

	2016 \$	2015 \$
Not later than one year	133,024	145,365
Later than one year and not later than five years	550,489	332,696
Later than five years	1,718,171	971,315
	<u>2,401,684</u>	<u>1,449,376</u>

Note 33 Superannuation

Murrindindi Shire Council makes the majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision My Super/Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2016, this was 9.5% required under Superannuation Guarantee legislation (for 2014/15, this was 9.5%)).

Defined Benefit

Murrindindi Shire Council does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of Murrindindi Shire Council in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119

Funding Arrangements

Murrindindi Shire Council makes employer contributions to the defined benefit category of the Fund at rates determined by the Trustee on the advice of the Fund's Actuary.

As at 30 June 2015, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category. The vested benefit index (VBI) of the Defined Benefit category of which Council is a contributing employer was 105.8%. To determine the VBI, the fund Actuary used the following long-term assumptions:

Net investment returns	7.0% pa
Salary information	4.25% pa
Price inflation (CPI)	2.5% pa

Vision Super has advised that the estimated VBI at 30th June 2016 was 102%. The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the 2015 interim actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Employer contributions

Regular contributions

On the basis of the results of the 2015 interim actuarial investigation conducted by the Fund Actuary, Council makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2016, this rate was 9.5% of members' salaries (9.5% in 2014/2015). This rate will increase in line with any increase to the contribution rate. In addition, Council reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Note 33 Superannuation (cont.)

Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including Council) are required to make an employer contribution to cover the shortfall. Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up. If there is a surplus in the Fund, the surplus cannot be returned to the participating employers. In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

2015 Interim actuarial investigation surplus amounts

The Fund's interim actuarial investigation as at 30 June 2015 identified the following in the defined benefit category of which Council is a contributing employer:

- A VBI surplus of \$130.8 million; and
- A total service liability surplus of \$239 million.

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2015. The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses. Council was notified of the 30 June 2015 VBI during August 2015.

Future superannuation contributions

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2017 is \$84,650.

Enterprise bargaining agreement

Staff employed under Councils Enterprise Bargaining Agreement are entitled to additional superannuation depending on years of service as outlined below;

Years of service between 10- 15 1%

Years of service greater than 15 2%

Note 34 Contingent liabilities and contingent assets

Contingent liabilities

Council has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined in Note 33. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists. At this point in time it is not known if additional contributions will be required, their timing or potential amount.

Legal Liabilities

As these matters are yet to be finalised, and the financial outcomes are unable to be reliably estimated, no allowance for these contingencies has been made in the financial report.

Contingent Assets

There were no contingent assets as at 30 June 2016 (2015 Nil)

Note 35 Financial Instruments

(a) Objectives and policies

The Council's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in Note 1 of the financial statements. Risk management is carried out by senior management under policies approved by the Council. These policies include identification and analysis of the risk exposure to Council and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of our financial instruments will fluctuate because of changes in market prices. The Council's exposures to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. Our interest rate liability risk arises primarily from long term loans and borrowings at fixed rates which exposes us to fair value interest rate risk. Council does not hold any interest bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. Council has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rate.

Investment of surplus funds is made with approved financial institutions under the Local Government Act 1989. We manage interest rate risk by adopting an investment policy that ensures:

- diversification of investment product,
- monitoring of return on investment,
- benchmarking of returns and comparison with budget.

There has been no significant change in the Council's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have a material impact on the Council's year end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause us to make a financial loss.

Council have exposure to credit risk on all financial assets included in our balance sheet. To help manage this risk:

- Council have a policy for establishing credit limits for the entities we deal with;
- Council may require collateral where appropriate; and
- Council only invest surplus funds with financial institutions which have a recognised credit rating specified in our investment policy.

Receivables consist of a large number of customers, spread across the consumer, business and government sectors. Credit risk associated with the Council's financial assets is minimal because the major debtor is secured by a charge over the rateable property.

Note 35 **Financial Instruments (cont.)**
(c) Credit risk (cont.)

We may also be subject to credit risk for transactions which are not included in the balance sheet, such as when we provide a guarantee for another party. Details of our contingent liabilities are disclosed in note 34.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Council does not hold any collateral.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of our operational liquidity requirements:

- Council will not have sufficient funds to settle a transaction on the date;
- Council will be forced to sell financial assets at a value which is less than what they are worth; or
- Council may be unable to settle or recover a financial assets at all.

To help reduce these risks Council:

- have an investment policy which requires that only surplus funds are invested in financial assets;
- have readily accessible standby facilities and other funding arrangements in place;
- have a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- monitor budget to actual performance on a regular basis; and
- set limits on borrowings relating to the percentage of loans to rate revenue and percentage of loan principal repayments to rate revenue.

Council's exposure to liquidity risk is deemed insignificant based on prior periods' data and current assessment of risk.

There has been no significant change in Council's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

With the exception of borrowings, all financial liabilities are expected to be settled within normal terms of trade. Details of the maturity profile for borrowings are disclosed at Note 27.

(e) Fair value

Unless otherwise stated, the carrying amount of financial instruments reflect their fair value

Fair value hierarchy

Council's financial assets and liabilities are not valued in accordance with the fair value hierarchy. Council's financial assets and liabilities are measured at amortised cost.

(f) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the Council believes the following movements are 'reasonably possible' over the next 12 months.

- A parallel shift of +0.25% and -0.25% in market interest rates (AUD) from year-end rates of 1.75%.

These movements will not have a material impact on the valuation of Council's financial assets and liabilities, nor will they have a material impact on the results of Council's operations.

Note 36 Related party transactions

(i) Responsible Persons

Names of persons holding the position of a Responsible Person at the Council at any time during the year are:

- Councillors**
- Councillor Margaret Rae - Mayor
 - Councillor Andrew Derwent - resigned 27th April 2016
 - Councillor Bernie Magner -resigned 28th August 2015
 - Councillor Christine Challen
 - Councillor John Kennedy
 - Councillor John Walsh
 - Councillor Christopher Healy - from by-election 29th August 2015
 - Councillor Eric Lording - from by-election 29th August 2015

Chief Executive Officer Margaret Abbey

(ii) Remuneration of Responsible Persons

The numbers of Responsible Officers, whose total remuneration from Council and any related entities fall within the following bands:

	2016 No.	2015 No.
\$0 - \$9,999	1	-
\$10,000 - \$19,999	3	-
\$20,000 - \$29,999	3	6
\$30,000 - \$39,999	-	-
\$40,000 - \$49,999	-	-
\$60,000 - \$69,999	1	1
\$200,000 - \$209,999	-	-
\$220,000 - \$229,999	1	1
	<u>9</u>	<u>8</u>
	\$	\$
Total Remuneration for the reporting year for Responsible Persons included above amounted to:	405,849	405,834

(iii) No retirement benefits have been made by the Council to a Responsible Person. (2014/15, \$0).

(iv) No loans have been made, guaranteed or secured by the Council to a Responsible Person during the reporting year. (2014/15, \$0).

(v) Other Transactions

No transactions other than remuneration payments or the reimbursement of approved expenses were entered into by Council with Responsible Persons, or Related Parties of such Responsible Persons during the reporting year. (2014/15, \$0).

(vi) Senior Officers Remuneration

A Senior Officer other than a Responsible Person, is an officer of Council who has management responsibilities and reports directly to the Chief Executive Officer or whose total annual remuneration exceeds \$139,000.

The number of Senior Officers other than the Responsible Persons, are shown below in their relevant income bands:

	2016 No.	2015 No.
Income Range:		
Less than \$139,000	-	6
\$139,001 - \$149,999	2	-
\$150,000 - \$159,999	-	1
\$160,000 - \$169,999	1	1
\$170,000 - \$179,999	1	-
\$240,000 - \$249,999	1	-
	<u>5</u>	<u>8</u>
	\$	\$

Total Remuneration for the reporting year for Senior Officers included above, amounted to: 866,687 1,022,289

Note 37 Events occurring after balance date

No matters have occurred after balance date that require disclosure in the financial report

Certification of the Financial Statements

In my opinion the accompanying financial statements have been prepared in accordance with the *Local Government Act 1989*, the Local Government (Finance and Reporting) Regulations 2014, Australian Accounting Standards and other mandatory professional reporting requirements.

Andrew Bond
Principal Accounting Officer

Date :
Alexandra

In our opinion the accompanying financial statements present fairly the financial transactions of Murrindindi Shire Council for the year ended 30 June 2016 and the financial position of the Council as at that date.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify the financial statements in their final form.

Margaret Rae
Councillor

Date :
Alexandra

John Kennedy
Councillor

Date :
Alexandra

Margaret Abbey
Chief Executive Officer

Date :
Alexandra

Description of Municipality

Murrindindi Shire Council ("the Council") is situated 150 kms or 90 minutes north-east of Melbourne.

The Taungurung and Wurundjeri peoples are the traditional owners of the land known as the Murrindindi Shire. European settlement followed Hume and Hovell's overland exploration in December 1824. Many local towns were established during the 1850s and 1860s following the discovery of gold.

The Murrindindi Shire Council was declared on 18 November 1994 by the amalgamation of the former municipalities of Alexandra and Yea, and the addition of parts of the former municipalities of Healesville, Broadford, Eltham, Whittlesea and Euroa.

The main industries of the Shire include agriculture, aquaculture, horticulture, forestry and timber processing, tourism and hospitality, light manufacturing and engineering, retail and trades services, education and public services.

The council covers an area of 3,873 square kilometres, of which 48% is Crown land, and has a population of 13,595 as of the most recent Australian Bureau of Statistics update.

Basis of preparation

Council is required to prepare and include a performance statement within its annual report. The performance statement includes the results of the prescribed sustainable capacity, service performance and financial performance indicators and measures together with a description of the municipal district and an explanation of material variations in the results. This statement has been prepared to meet the requirements of the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014.

Where applicable the results in the performance statement have been prepared on accounting bases consistent with those reported in the Financial Statements. The other results are based on information drawn from council information systems or from third parties (e.g. Australian Bureau of Statistics).

The performance statement presents the actual results for the current year and for the prescribed financial performance indicators and measures, the results forecast by the council's strategic resource plan. The Local Government (Planning and Reporting) Regulations 2014 requires explanation of any material variations in the results contained in the performance statement. Council has adopted materiality thresholds relevant to each indicator and measure and explanations have not been provided for variations below the materiality thresholds unless the variance is considered to be material because of its nature.

The forecast figures included in the performance statement are based on the assumptions adopted by council in its budget and strategic resource plan on 3 August 2016. The budget and strategic resource plan includes estimates based on key assumptions about the future that were relevant at the time of adoption and aimed at achieving sustainability over the long term. Detailed information on the actual financial results is contained in the General Purpose Financial Statements. Council's budget and strategic resource plan are available on Council's website (www.murrindindi.vic.gov.au) or copies are available in all three of Council's offices.

Definitions

"Aboriginal child" means a child who is an Aboriginal person

"Aboriginal person" has the same meaning as in the Aboriginal Heritage Act 2006

"active library member" means a member of a library who has borrowed a book from the library

"adjusted underlying revenue" means total income other than -

- (a) non-recurrent grants used to fund capital expenditure; and
- (b) non-monetary asset contributions; and
- (c) contributions to fund capital expenditure from sources other than those referred to in paragraphs (a) and (b)

"adjusted underlying surplus (or deficit)" means adjusted underlying revenue less total expenditure

"annual report" means an annual report prepared by a Council under sections 131, 132 and 133 of the Act

"asset renewal expenditure" means expenditure on an existing asset or on replacing an existing asset that returns the service capability of the asset to its original

"class 1 food premises" means food premises, within the meaning of the *Food Act 1984* that have been declared as class 1 food premises under section 19C of the Act

"class 2 food premises" means food premises, within the meaning of the *Food Act 1984* that have been declared as class 2 food premises under section 19C of the Act

"Community Care Common Standards" means the Community Care Common Standards for the delivery of HACC services, published from time to time by the Commonwealth

"current assets" has the same meaning as in the AAS

"current liabilities" has the same meaning as in the AAS

"food premises" has the same meaning as in the *Food Act 1984*

"HACC program" means the Home and Community Care program established under the Agreement entered into for the purpose of the Home and Community Care Act 1985 of the Commonwealth

"HACC service" means home help, personal care of community respite provided under the HACC program

"infrastructure" means non-current property, plant and equipment excluding land

"local road" means a sealed or unsealed road for which Council is the responsible road authority under the *Road Management Act 2004*

"MCH" means the Maternal and Child Health Service provided by Council to support the health and development of children within the municipality from birth until school age

"non-current assets" means all assets other than current assets

"non-current liabilities" means all liabilities other than current liabilities

"non-recurrent grant" means a grant obtained on the condition that it be expended in a specified manner and is not expected to be received again during the period covered by Council's Strategic Resource Plan

"own-source revenue" means adjusted underlying revenue other than revenue that is not under the control of Council (including government grants)

"population" means the resident population estimated by Council

"rate revenue" means revenue from general rates, municipal charges, service rates and service charges

"recurrent grant" means a grant other than a non-recurrent grant

"relative socio-economic disadvantage", in relation to a municipality, means the relative socio-economic disadvantage, expressed as a decile for the relevant financial year, of the area in which the municipality is located according to the Index of Relative Socio-Economic Disadvantage of SEIFA

"residential rates" means revenue from general rates, municipal charges, service rates and service charges levied on residential properties

"restricted cash" means cash and cash equivalents, within the meaning of the AAS that are not available for use other than for a purpose for which it is restricted, and includes cash to be used to fund capital works expenditure from the previous financial year

"SEIFA" means the Socio-Economic Indexes for Areas published from time to time by the Australian Bureau of Statistics on its website

"target population" has the same meaning as in the Agreement entered into for the purposes of the Home and Community Care Act 1985 of the Commonwealth

"unrestricted cash" means all cash and cash equivalents other than restricted cash

"WorkSafe reportable aquatic facility safety incident" means an incident relating to a council aquatic facility that is required to be notified to the Victorian WorkCover Authority under Part 5 of the *Occupational Health and Safety Act 2004*.

**Notes to Financial Report
 For the Year Ended 30 June 2016**

PERFORMANCE STATEMENT

Sustainable Capacity Indicators

<i>Indicator / measure</i>	Results 2015	Results 2016	Material Variations
Population			
<i>Expenses per head of municipal population</i> [Total expenses / Municipal population]	\$2,231.08	\$2,287.29	No material variations for 2015/16.
<i>Infrastructure per head of municipal population</i> [Value of infrastructure / Municipal population]	\$20,160.79	\$19,818.00	No material variations for 2015/16.
<i>Population density per length of road</i> [Municipal population / Kilometres of local roads]	11.33	11.02	No material variations for 2015/16.
Own-source revenue			
<i>Own-source revenue per head of municipal population</i> [Own-source revenue / Municipal population]	\$1,574.79	\$1,665.55	No material variations for 2015/16.
Recurrent grants			
<i>Recurrent grants per head of municipal population</i> [Recurrent grants / Municipal population]	\$706.49	\$511.28	Recurrent grant revenue for 2015/16 decreased due to the timing of Roads to Recovery funding provided in 2014/15.
Disadvantage			
<i>Relative Socio-Economic Disadvantage</i> [Index of Relative Socio-Economic Disadvantage by decile]	8.00	8.00	No variation for 2015/16.

**Notes to Financial Report
 For the Year Ended 30 June 2016**

PERFORMANCE STATEMENT

Service Performance Indicators

Service/indicator/measure		Results 2016	Material Variations
Aquatic Facilities Utilisation			
<i>Utilisation of aquatic facilities</i>	1.57	1.42	Data accuracy reviewed in 2015/16 resulting in an accurate collection of attendance data. Results for 2014/15 include estimates for daily family tickets which did not clearly specify the amount of children entering under this ticket.
[Number of visits to aquatic facilities / Municipal population]			
Animal Management Health and safety			
<i>Animal management prosecutions</i>	0.00	2.00	Council issued two dangerous dog declarations during 2015/16.
[Number of successful animal management prosecutions]			
Food Safety Health and safety			
<i>Critical and major non-compliance outcome notifications</i>	100.00%	100.00%	No material variations for 2015/16.
[Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100			
Governance Satisfaction			
<i>Satisfaction with council decisions</i>	47.00	42.00	This result is below the small rural average for 2015/16 and a 5 point decrease from 2014/15 and may reflect a response to the decision made by Council with regard to application for a rate cap variation for 2016/17.
[Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]			
Home and Community Care (HACC) Participation			
<i>Participation in HACC service</i>	Not required to be reported	30.96%	No material variations for 2015/16.
[Number of people that received a HACC service / Municipal target population for HACC services] x100			
<i>Participation in HACC service by CALD people</i>	Not required to be reported	46.79%	No material variations for 2015/16.
[Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100			
Libraries Participation			
<i>Active library members</i>	17.00%	21.44%	Active library participation increased across the municipality when compared to data recorded in 2014/15 by 4.8%.
[Number of active library members / Municipal population] x100			

**Notes to Financial Report
 For the Year Ended 30 June 2016**

PERFORMANCE STATEMENT

Maternal and Child Health (MCH)			
Participation			
<i>Participation in the MCH service</i>	70.30%	95.28%	Council's results for 2015/16 are inclusive of all visits undertaken throughout the year, whereas last year's results excluded visitation from non-residents. The 2015/16 results are now a better reflection of the overall service delivered in the Shire for the year.
[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100			
Participation			
<i>Participation in the MCH service by Aboriginal children</i>	100.00%	100.00%	No material variations for 2015/16.
[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100			
Roads			
Satisfaction			
<i>Satisfaction with sealed local roads</i>	52.00	51.00	No material variations for 2015/16.
[Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]			
Statutory Planning			
Decision making			
<i>Council planning decisions upheld at VCAT</i>	100.00%	100.00%	No material variations for 2015/16.
[Number of VCAT decisions that did not set aside council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100			
Waste Collection			
Waste diversion			
<i>Kerbside collection waste diverted from landfill</i>	36.00%	37.00%	There was a marginal increase in kerbside waste diverted from landfill during 2015/16. The overall percentage of waste diverted to recycling instead of being land filled was 40.0% for the year which exceeded Council's target of 35%.
[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100			

PERFORMANCE STATEMENT							
Financial Performance Indicators							
Dimension/ <i>indicator</i> /measure	Results 2015	Results 2016	Forecasts				Material Variations
			2017	2018	2019	2020	
Efficiency							
Revenue level							
64 Average residential rate per residential property assessment [Residential rate revenue / Number of residential property assessments]	\$899.06	\$1,021.57	\$1,065.50	\$1,111.31	\$1,159.10	\$1,208.94	No material variations for 2015/16.
Expenditure level							
63 Expenses per property assessment [Total expenses / Number of property assessments]	\$3,192.12	\$3,237.78	\$3,396.85	\$3,492.93	\$3,587.84	\$3,686.22	No material variations for 2015/16.
Workforce turnover							
65 Resignations and terminations compared to average staff [Number of permanent staff resignations and terminations / Average number of permanent staff for the financial year] x100	16.00%	16.10%	14.00%	10.00%	10.00%	10.00%	Higher results for 2015/16 when compared to forecasts are due to a larger number of retirements and resignations for 2015/16 including a restructure of Council's Development Services division. Council's aging workforce will see more retirements and resignations in the coming years.
Liquidity							
Working capital							
55 Current assets compared to current liabilities [Current assets / Current liabilities] x100	398.00%	390.20%	372.76%	380.38%	388.05%	395.76%	Council's liquidity posity remains strong compared to 2014/15, with results projected to remain consistent in the next four years.
Unrestricted cash							
56 Unrestricted cash compared to current liabilities [Unrestricted cash / Current liabilities] x100	73.00%	8.38%	7.49%	7.23%	7.01%	6.92%	The majority of funds held by Council are held for specific purposes (eg. Waste reserve). Limited funds are held as unrestricted cash which is necessary to fund Council's operating cashflow requirements.
Obligations							
Asset renewal							
60 Asset renewal compared to depreciation [Asset renewal expense / Asset depreciation] x100	52.00%	49.41%	71.13%	67.69%	52.03%	66.00%	Council achieved 61% of its total revised capital works budget for 2015/16 due to significant carry forwards from 2014/15 and newly funded grant projects in 2015/16.
Loans and borrowings							
57 Loans and borrowings compared to rates [Interest bearing loans and borrowings / Rate revenue] x100	17.00%	11.09%	11.84%	11.01%	10.24%	9.53%	Council's debt reduction strategy will deliver lower ratios in the coming years as Council's forecast debt position decreases.
58 Loans and borrowings repayments compared to rates [Interest and principal repayments on interest bearing loans and borrowings / Rate revenue] x100	7.00%	5.09%	4.32%	4.33%	4.01%	3.73%	Council's debt reduction strategy will deliver lower ratios in the coming years as Council's forecast debt position decreases.
Indebtedness							
59 Non-current liabilities compared to own source revenue [Non-current liabilities / Own source revenue] x100	18.00%	30.71%	15.97%	15.13%	14.34%	13.59%	This ratio increased in 2015/16 due to a significant increase in the provision being recognised for costs to be incurred for the restoration of the landfill site used for waste management.
Operating position							
Adjusted underlying result							
54 Adjusted underlying surplus (or deficit) [Adjusted underlying surplus (deficit)/ Adjusted underlying revenue] x100	4.00%	-2.55%	0.00%	-1.78%	-1.74%	-1.70%	Council's result in 2014/15 was inflated due to the brought forward payment of the 2015-16 Financial Assistance Grant from the Commonwealth government of \$2.16m which was required to be recognised in the 2014-15 accounts.
Stability							
Rates concentration							
61 Rates compared to adjusted underlying revenue [Rate revenue / Adjusted underlying revenue] x100	54.00%	60.33%	58.62%	60.27%	60.86%	61.45%	No material variations for 2015/16.
Rates effort							
62 Rates compared to property values [Rate revenue / Capital improved value of rateable properties in the municipality] x100	0.00%	0.46%	0.48%	0.50%	0.52%	0.53%	No material variations for 2015/16.

Certification of the Performance Statement

In my opinion the accompanying performance statement has been prepared in accordance with the *Local Government Act* 1989 and the Local Government (Finance and Reporting) Regulations 2014.

Andrew Bond
Principal Accounting Officer

Date :
Alexandra

In our opinion, the accompanying performance statement of Murrumbidgee Shire Council for the year ended 30 June 2016 presents fairly the results of council's performance in accordance with the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014.

The performance statement contains the relevant performance indicators, measures and results in relation to service performance, financial performance and sustainable capacity.

At the date of signing, we are not aware of any circumstances that would render any particulars in the performance statement to be misleading or inaccurate.

We have been authorised by the Council and by the Local Government (Planning and Reporting) Regulations 2014 to certify this performance statement in its final form.

Margaret Rae
Mayor

Date :
Alexandra

John Kennedy
Councillor

Date :
Alexandra

Margaret Abbey
Chief Executive Officer

Date :
Alexandra

Municipal Emergency Management Planning Committee Meeting

Minutes

Murrindindi Shire Council – Meeting Room
28 Perkins Street Alexandra
Thursday 25 August 2016, 3.00pm

1. Welcome & Introductions

Mark Leitinger, as acting chair, welcomed everyone and opened the meeting at 3:05pm.

2. Present & Apologies:

Present	Apologies
Alan Russell - VCC	Andrew Paul - LMAR
Chris Price – MEMP EO	Andy Daly – MFPO MSC
Ben Giovanetti - DELWP	Craig Velt – Ausnet Services
Jo Hunter – Marysville SES	Jeff Bucket - AGL
Cr John Walsh	Jo Wilson-Hawe – Red Cross
John Canny – Deputy MERO	John Newlands - SES
Mark Leitinger –MERO, Acting Chair	Lorina Gray – Yea Hospital
Naomi McNamara	Mark Hesse – MERC
Peter Bell - CFA	Maurice Woodburn – Ambulance Victoria
Sally McCarron - DHHS	Peter Weeks - SES & UGFM
Scott W - GVW	Rebecca Clark – Alexandra Hospital
Karin Morgan - DEDJTR	Tony Nolan - GVW
Visitors	
Linda Jamieson - DET	

3. Update of MEMPC Membership – Contact List

Please forward any additional changes via email to mempc@murrindindi.vic.gov.au

Linda Jamieson from DET is visiting and won't be a regular MEMPC attendee.

4. Confirmation of previous minutes

The Minutes of the previous meeting of the Municipal Emergency Management Planning Committee held on Thursday 19th May were confirmed.

Moved: Sally McCarron

Seconded: Peter Bell

Minutes were approved.



5. Business arising from previous minutes

Business arising from previous minutes was discussed including the motions and identified actions from the previous meeting.

The Terms of Reference is complete and will be circulated with these minutes.

6. CERA review update

John Newlands was going to give an update to the CERA process but is on leave. Carried over until the next meeting.

7. Neighbourhood Safer Places (NSP) – annual review of the NSP plan.

Chris Price informed the MEMPC that the process of annual review of the NSP was underway and it looks like all NSPs would continue into the future. Two new land use agreements will be required this season due to the unfortunate passing of the owners of properties adjoining existing NSPs.

Chris then presented the Draft NSP Plan for consideration by the committee. The plan has been updated since its inception in 2009 as the plan now includes the requirement for community consultation in the NSP approval process which was not a component of the earlier plan.

Chris noted that the Municipal Fire Committee had voted to adopt the plan in the meeting just prior to the MEMPC meeting.

Motion moved by Chris Price

That the Murrindindi Shire Council Draft Neighbourhood Safer Places Plan become the new NSP plan for the municipality.

Seconded: Peter Bell

Unanimously approved by MEMCP, Motion Carried

The NSP Plan will now be circulated and put on the Murrindindi Shire Council website as required.

8. Community Members on the MEMPC - update and call for volunteer to assist in interview process

Mark gave an update of the expression of interest process. There have been 4 applications received so far for the four community member positions potentially on offer.

An interview panel will interview all of the applicants. Mark asked for volunteers from the floor to assist him and Naomi McNamara to interview applicants – Sally McCarron indicated that she would be available (post the 14th of September).



It is intended that successful applicants would attend the next meeting on 17 November 2016.

9. Replacement of Essential Water Update

Mark Leitinger and Chris Price gave an update to the review of Council's role in the replacement of essential water. Not all water taken by fire agencies whilst fighting fires is essential – the only water that needs to be replaced (if requested) is the amount of water to sustain stock life or human health.

A recent update from the Municipal Association of Victoria (MAV) stated that for this fire season, Councils will only be playing an administrative role for the replacement of essential water. The determination of the amount of water that is essential and needs replacement will be made by CFA/DELWP and this amount will be given to municipalities. In that past, municipalities have attempted to determine the amount of water that is essential water for stock and human life.

Once the determination of total water taken has been made by the fire agencies and the quantity of deemed essential water has been made by DEDJTR, Council will then organise the replacement of the water through a water cartage service and claim reimbursement from DELWP.

Chris Price also noted that at a recent State forum on essential water at Macedon that CFA mentioned that brigades will be getting a new 'essential water card' to distribute to those that they have taken essential water from. Chris stated that his advice to the Fire Advisory Committee last week was that it was good practice to leave a card every time water was taken from a different property. This means that the ICC will determine what is essential and the responsibility for determining the 'essential' nature of the water will not have to be made by brigades.

Post meeting note: The new guidelines are due by the 1 September 2016 according to the MAV update

10. MOU with Rotary for management of donated goods.

Chris Price and Naomi McNamara updated the group on the development of an MOU they are working on. The MOU is between Council and the combined Rotary Clubs of Murrindindi Shire (Yea, Alexandra and Kinglake) for Rotary to manage, catalogue and distribute goods donated in an emergency on behalf of Council. Chris explained that one of the key points of the MOU was to provide access to mental health services and counselling for Rotary volunteers.

Chris explained that Rotary was extremely stretched in past emergencies and were looking to continue to provide support in emergency situations, but in a defined role. The management of donated goods is a role that Rotary has decided that they can appropriately oversee. Capacity building and support are built into the MOU which is designed to be a flexible document. If, for example, assistance from outside the municipality is required to assist Rotary in the management of donated goods, Council will endeavour to provide this assistance. Similarly, if Rotary members are



impacted directly by an event and are not able to provide the coordinating role, alternatives will be sought.

In the first instance, monetary donations are always preferred over donated goods. People are always quick to donate goods in an emergency and even with updated messaging put out through all outlets regarding money being preferred, people will continue to donate goods. These goods will require management into the future and the MOU is designed to assist Council in this process.

The MEMPC were supportive of the process. Sally McCarron congratulated the initiative of Council in creating the MOU. Sally also stressed that donated goods are not always of a quality that can be reasonably reused and that there is a need for this to be managed appropriately and diplomatically when considering disposal of items. Sally also mentioned that it was important to plan for the stockpile of goods that is inevitably left over after an emergency. Sally had a few additional suggestions such as Rotary potentially assisting with the distribution of firewood for the community.

Sally also suggested talking with the Bendigo Bank regarding the creation of donations or appeals to assist the community after an emergency.

Alan Russel stated the importance of shift debriefs for Rotary volunteers in sorting/distribution centres. Alan discussed the benefits to volunteers as shift debriefs allow them to express their concerns before heading home and potentially taking issues from the day with them.

11. Confirm remaining meeting

The next MEMPC is on 17 November 2016 at 3pm in the Council Main Meeting Room.

12. Close

Mark Leitinger thanked everyone for their attendance and the meeting closed at 4:15pm

Minutes - Murrindindi Environment Advisory Committee				File: SF/1078	
Date	9 August 2016	Time	1:30-3.30pm	Location:	Y-Water Discovery Centre, Yea
Attendance:	Cr. John Walsh, Mark Leitinger, Zoe Blakeney, Cr. Christine Challen, Judy Watts, Christine Glassford, Steve Meacher, Ron Litjens, Roger Cook			Apologies:	Rita Seethaler, Ann Jelinek, John Coyne, Robert Chaffe, Nigel Waterhouse
Item	Description of Issue	Who	When		
1.	<p><u>Declaration:</u> Cr Challen advised that the revegetation works undertaken under the Green Army program, a partnership project between Council and the Upper Landcare Goulburn Network and the Council-UGLN led 'Ribbons of Remnant Roadsides' project were both undertaken in the vicinity of her property but that she was not party to the decision making process on either of these programs.</p>	SM			
2.	<p><u>Previous minutes (SF/1078)/acceptance & second</u> Acceptance: Judy Watts Seconded: Roger Cook</p>	ML			
3.	<p><u>Matters arising – previous minutes</u> Birds in the Backyard 2015 Discussion was held around how citizen science data is utilised and the difficulty of being able to use it in scientifically robust ways (i.e. evidence basis for planning and land use decisions). Action: Council to promote next survey (October 2016) on Council's website</p> <p>Rates Notice – Landcare Forum 2016 Discussion was held around costs and benefits of using the rates notices as tool for promoting upcoming forums held by Landcare. Action: Review ability to incorporate environmental information in the 2017 Rate Notices</p>	<p>ZB</p> <p>ZB</p>	<p>Sept/Oct 2016</p> <p>Prior to 2017 Rate notices</p>		

Minutes - Murrindindi Environment Advisory Committee				File: SF/1078	
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Attendance:	Cr. John Walsh, Mark Leitinger, Zoe Blakeney, Cr. Christine Challen, Judy Watts, Christine Glassford, Steve Meacher, Ron Litjens, Roger Cook			Apologies: Rita Seethaler, Ann Jelinek, John Coyne, Robert Chaffe, Nigel Waterhouse	
Item	Description of Issue			Who	When
4.	<p>Environment Strategy Discussion Draft – Workshop/Focus Session</p> <p>A process to secure feedback from each member of the Committee was undertaken, feedback includes:</p> <p><u>Member 1:</u> Overall felt the document was good and is supportive of its direction. Suggested that Council checks section referencing Mountain Pygmy Possum, and seek DEWLP's advise as to whether this is correct.</p> <p><u>Member 2:</u> Overall felt the format was good, but advised that the evaluation framework needs more work, it appears to be broad and open to interpretation. Suggested ways to improve the measurability of performance, and to consider case studies or areas where other stakeholders may be able to measure performance. Discussed the need to liaise with officers in the GBCMA experience in design of evaluation frameworks and seek further advice on how to improve.</p> <p><u>Member 3:</u> Overall was happy with the format, however felt that Kinglake did not get much of a mention in the Strategy. Also felt evaluation framework could do with improvement, and suggested to consider possible evaluation questions that other stakeholders could report on (thinking more broadly around the overlap with other agencies and what they are achieving and how it helps achieve the environment strategy's goals).</p> <p><u>Member 4:</u> Felt the document had a lot of information and was little overwhelming to read, but suggested this could be addressed by separating out the strategy and background information.</p> <p><u>Member 5:</u> Overall felt the document was well written. Felt the evaluation framework needs improvement. Suggested that consideration needs to be made for levels of information i.e. what happens at project levels, how indicators are set here, and then how that filters up into broader evaluation questions. Suggested also that Council needs to think more broadly about how other stakeholders can contribute to the evaluation processes i.e. coordinated approach to reporting outcomes, example the CMA's model for evaluating outcomes. Also suggested Council thinks about 'how it sells' the Strategy, how do you engage with stakeholders, info-graphs, colour, cartoons, plain English etc. Ensure data and graphs are relevant and accurate.</p>			ZB	Amendments to be presented at next MEAC meeting.

Minutes - Murrindindi Environment Advisory Committee				File: SF/1078	
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Item	Description of Issue			Who	When
	<p><u>Member 6:</u> Suggested that we add 'domestic animals' to threats, and contaminants like detergents containing phosphates. To add in Pop up Box 3, it is also about what we consume (not just what we impact), consider how Council can position itself to support community ideas and campaigns (i.e. no plastic bags), how to address misunderstanding around importance native vegetation plays in the landscape (not just canopy but understory and grasses too). Noted that pollution due to faulty septic systems mentioned, but it is also about what we put down septic systems that contributes to water quality degradation. Importance of integrated decision making processes was also noted.</p>				
5.	<p>Environment Strategy: Stakeholder Engagement Plan and Community Survey The engagement plan was presented to Committee, and members were supportive of its implementation. Discussion was held regarding the survey, and feedback provided to amend its content. Action: To implement the Community/Stakeholder Engagement Plan</p>			ZB	As detailed in the plan
6.	<p>Round table update</p> <ul style="list-style-type: none"> • Range of activities led by Kinglake Landcare Group over past two months including National Tree Day event, Lyrebird Survey, and Spot Light Walks. • UGLN planning for sustainable land management forums and property workshops (DETJR representatives as guest speakers). UGLN/Euroa Arboretum working on 'Healthy Hectares' project, a project looking at developing a holistic land management guide for small landholders. National Tree Day did not have a great turn out in some areas as compared with last year, but overall it was success with 80 people and 1,200 plants planted. UGLN working with Council and Yea Wetlands Committee of Management on the Wasp Problem, developing information and workshops for community, culminated into the 'Wasp Working Better Project'. UGLN also developing new partnerships with CEACA to run workshops and training, and to share each other's databases to maximise community outreach. 			Members	

Minutes - Murrindindi Environment Advisory Committee				File: SF/1078	
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Item	Description of Issue			Who	When
	<ul style="list-style-type: none"> Cittaslow Yea has instigated a Plastic Bag Free Yea project which has successfully engaged with local businesses. Tours have also been organised (of the Wetlands) promoting fauna watches, recording bats, platypus and ricalli (held in conjunction with World Environment Day). Reports on progress and work undertaken by Strath Creek Landcare Group on the Creeklinks project, and how it has been a useful tool to engage landholders in improving riparian health of their properties (along the King Parrot Creek). Reported on the outcomes of the Timber Towns Victoria General Meeting (8 April 2016), and subsequent decision that Timber Towns Victoria will not determine a position in favour or against the Great Forest National Park proposal for the Central Highlands Forest area. Discussions around the GFNP also centred around Council's desire to fully assess the socio-economic impacts and opportunities associated with the creation of the GFNP, perhaps drawing on the lesson's experienced from the creation of the Great Otway National Park. Forest Industry Taskforce has successfully completed a 'Statement of Intent' regarding the future of the Victorian Forest Industry, which has been submitted to the Premier. A second phase of investigation will now commence including reports by the Victorian Environmental Assessment Council. Environmental interest groups involved in the campaign to support the creation of the Great Forest National Park have banded together to secure funding to resource the preparation of socio-economic impact of the GFNP. The report will provide local governments of Murrindindi Shire, Yarra Ranges and Baw Baw with socio-economic analyses including identification and evaluation of social and economic benefits and costs that could arise through creation of a new national park. Toolangi Forestry Discovery Centre is due to be open in mid-October post nomination for a Committee of Management. Leadbeater Possum Recovery Plan (revised) will be submitted to the Threatened Advisory Committee in 				

Minutes - Murrindindi Environment Advisory Committee				File: SF/1078	
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Item	Description of Issue			Who	When
	September, with intention to be referred to the Minister for Environment for approval following the receipt of over 3,000 submissions. A key implication for the Recovery Plan is a push for increasing buffer zones in logging coupes from 200m to 1,000m.				
	Next Meeting: 11.10.2016 Location: Alexandra				
	Meeting closed: 4.11pm				