

# Ordinary Meeting of Council

Nellie Ibbott Chambers, Ivanhoe Library and Cultural Hub, 275 Upper Heidelberg Road, Ivanhoe 3079

5 December 2022

## ATTACHMENTS

### 3.1 Uluru Statement from the Heart

Attachment 1.	Uluru Statement from the Heart .....	3
Attachment 2.	Uluru Statement from the Heart - Supporter Toolkit .....	5

### 3.2 Graffiti Strategy 2020 - 2024 - Year 2 Report

Attachment 1.	Banyule Graffiti Strategy 2020 - 2024 - Year 2 Action Plan Report .....	19
Attachment 2.	Banyule Graffiti Strategy 2020 - 2024 - Year 3 Action Plan .....	29

### 3.3 Advisory and Population Committees Report - September - November 2022

Attachment 1.	Minutes - Inclusive Banyule Advisory Committee 20 September 2022	31
Attachment 2.	Minutes - RAP Advisory Committee Meeting 12 October 2022 .....	39
Attachment 3.	Minutes - Banyule Arts and Cultural Advisory Committee - BACAC - 1 September 2022 .....	47
Attachment 4.	Minutes - Banyule Arts and Cultural Advisory Committee - BACAC - 3 Nov 2022.....	51
Attachment 5.	Minutes - Banyule Environment and Climate Action Advisory Committee - 8 September 2022 .....	57
Attachment 6.	Minutes - Multicultural Committee - 19 October 2022.....	63
Attachment 7.	Minutes - Banyule Disability and Inclusion Committee - 26 October 2022 .....	69
Attachment 8.	Minutes- LGBTIQ+ Committee - 6 October 2022 .....	77
Attachment 9.	Minutes - Age Friendly Committee Meeting - 29 September 2022 .....	85

### 3.4 Sporting Facilities User Guide and Allocation Policy Sporting Facilities Capital Works Policy

Attachment 1.	FINAL Draft Attachment Sporting Facilities User Guide and Allocation Policy .....	93
Attachment 2.	FINAL Draft Sporting Facilities Capital Works Policy.....	141
Attachment 3.	Data Analysis from Shaping Banyule SFUG and CAPX Policy.....	163

### 4.1 2021/22 State of the Environment Report

Attachment 1.	Banyule State of the Environment Report 2021/22.....	177
---------------	--	-----

### 5.1 Gloucester Drive and Bristol Street, Heidelberg - Review of Temporary Road Closure

Attachment 1.	Bristol Street, Heidelberg - Temporary Road Closure - Summary of Traffic Volume and Speed Data.....	207
---------------	--	-----

### 5.4 72 Turnham Avenue, Rosanna – Subdivision of Council land (P631/2022)

Attachment 1.	Advertised Plans.....	209
Attachment 2.	Advertised Documents.....	211

### 6.1 Community Infrastructure Plan

---

Attachment 1.	Draft Community Infrastructure Plan 2023-2033 for Public Consultation	225
<b>8.1 Instrument of Delegation from Council to the Chief Executive Officer</b>		
Attachment 1.	S5 - Instrument of Delegation from Council to Chief Executive Officer - Proposed	271
<b>8.2 Instrument of Delegation from Council to Members of Council Staff</b>		
Attachment 1.	S6 Instrument of Delegation Council to Members of Council Staff Proposed	275
<b>8.3 Instrument of Appointment to Authorised Officers under the Planning and Environment Act 1987</b>		
Attachment 1.	S11A - Instrument of Appointment and Authoriation PE Act.....	423
<b>8.4 Instrument of Sub -Delegation and Appointment and Authorisation- Environment Protection Act 2017</b>		
Attachment 1.	S18 Instrument of Sub-Delegation EPA Act 2017 - Proposed .....	427
Attachment 2.	S11B Instrument of Appointment and Authorisation EPA 2017- Proposed .....	433

### ULURU STATEMENT FROM THE HEART

We, gathered at the 2017 National Constitutional Convention, coming from all points of the southern sky, make this statement from the heart:

Our Aboriginal and Torres Strait Islander tribes were the first sovereign Nations of the Australian continent and its adjacent islands, and possessed it under our own laws and customs. This our ancestors did, according to the reckoning of our culture, from the Creation, according to the common law from 'time immemorial', and according to science more than 60,000 years ago.

This sovereignty is a *spiritual notion: the ancestral tie between the land, or 'mother nature', and the Aboriginal and Torres Strait Islander peoples who were born therefrom, remain attached thereto, and must one day return thither to be united with our ancestors. This link is the basis of the ownership of the soil, or better, of sovereignty.* It has never been ceded or extinguished, and co-exists with the sovereignty of the Crown.

How could it be otherwise? That peoples possessed a land for sixty millennia and this sacred link disappears from world history in merely the last two hundred years?

With substantive constitutional change and structural reform, we believe this ancient sovereignty can shine through as a fuller expression of Australia's nationhood.

Proportionally, we are the most incarcerated people on the planet. We are not an innately criminal people. Our children are alienated from their families at unprecedented rates. This cannot be because we have no love for them. And our youth languish in detention in obscene numbers. They should be our hope for the future.

These dimensions of our crisis tell plainly the structural nature of our problem. This is *the torment of our powerlessness.*

We seek constitutional reforms to empower our people and take *a rightful place* in our own country. When we have power over our destiny our children will flourish. They will walk in two worlds and their culture will be a gift to their country.

We call for the establishment of a First Nations Voice enshrined in the Constitution.

Makarrata is the culmination of our agenda: *the coming together after a struggle.* It captures our aspirations for a fair and truthful relationship with the people of Australia and a better future for our children based on justice and self-determination.

We seek a Makarrata Commission to supervise a process of agreement-making between governments and First Nations and truth-telling about our history.

In 1967 we were counted, in 2017 we seek to be heard. We leave base camp and start our trek across this vast country. We invite you to walk with us in a movement of the Australian people for a better future.



# The Uluru Statement from the Heart

## Supporter Kit



Led by the Uluru Dialogue  
Supported by the Indigenous Law Centre at UNSW  
Sydney



[UluruStatement.org](http://UluruStatement.org)



[@UluruStatement](https://www.facebook.com/UluruStatement)



[@UluruStatement](https://twitter.com/UluruStatement)



[@UluruStatement](https://www.instagram.com/UluruStatement)



## Walk with us to a better Australia

The Uluru Statement from the Heart is an invitation to the Australian people to work with First Nations people to create a better future. It is a gift: a strategic roadmap to peace, where First Nations peoples take a rightful place in our own land. It is a moment where all Australians can come together to realise our nation's true potential.

This roadmap, set out in the Uluru Statement, is Voice, Treaty and Truth. The path to a better Australia. But we need your voice to get there. We need you, your family, friends, organisations, and communities to rally together and to help us make this a reality. The time is now.

**We are calling on all Australians to walk with us in support of a Voice to Parliament enshrined in the Constitution.**

A First Nations Voice, protected by the Constitution, will mean that agreement-making and truth-telling can finally be done on equal terms. With Voice, we can begin the journey of *coming together after a struggle* – Makarrata.

We are the Uluru Dialogue. We are a group of First Nations people from across Australia that have the cultural responsibility for progressing the reforms called for in the Uluru Statement from the Heart. We are based at the UNSW Indigenous Law Centre (ILC), Australia's oldest and only Indigenous legal research unit, that has supported much of the foundational work that led to the Uluru Statement. Our work is grounded in the cultural authority and mandate of the Uluru Statement and is informed by the ILC's research on law reform.

Now, almost four years on from the issuing of the Uluru Statement to the Australian people, we are asking for your help. We've put together this Supporter Kit as part of a national education project on the first reform: **enshrining a Voice to Parliament in the Australian Constitution.**

We need you to lead conversations in your own community, through your networks, workplaces, into schools and around family dinner tables. We need you to use your voice, so that a First Nations Voice can be protected and listened to for generations to come. For our voices to be a fundamental part of the national story.

You can make a difference and you can make it now. It is we, the Australian people, who have the power to unlock the Australian Constitution. It is we, the Australian people, walking together, who can lead governments to take the necessary steps to enact lasting and meaningful change.

We need you to show the government and the parliament that the Australian people are ready to accept the invitation of the Uluru Statement to walk together to a better Australia. We can't wait any longer.

**We need you now. Lend us your Voice.**

**Aunty Pat Anderson AO, Professor Megan Davis & Roy Ah-See  
Co-Chairs, Uluru Dialogue**

### 0.1

---

## Contents

Walk with us	0.1
Where are we now?	0.3
Why we need your support	0.4
Your call to action	0.5
Appendix A	0.7

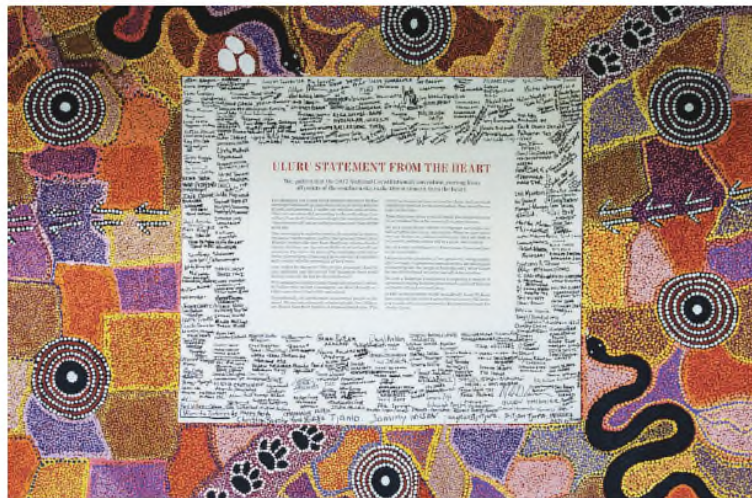


Image: The **Uluru Statement from the Heart**. Issued to the Australian people on 26 May 2017.

Front and Back: Uluru at the Uluru Climb Closure Ceremony, Jimmy-Widders Hunt.

0.2

## Where are we now?

### 1200 First Nations People

In 2016-2017, over 1200 First Nations people participated in the first ever Indigenous designed and led deliberative process asking First Nations what meaningful constitutional recognition to them.

This historic process culminated in the adoption of the Uluru Statement from the Heart in May 2017, which makes clear there is one proposal for recognition that has consensus support: the constitutional enshrinement of a First Nations Voice.

### 9 Reports

Since 2010, no fewer than 9 reports have considered constitutional recognition of First Nations people.

In 2018, a Joint Select Committee concluded there was only one option for constitutional recognition that was viable: an Indigenous Voice to Parliament. The Committee said it must be designed first before a referendum. In 2020, the government started a co-design process. In January 2021, this process released an Interim Report for public consultation and is open for everyone to have their say.

### 94% of the Australian public

In 2020, 94% of the general community agreed it is important that Aboriginal and Torres Strait Islander people have a say in matters that affect them.

86% of the general community think it's important to establish a representative Indigenous body.

81% of the general community think it is important to protect that body within the constitution.

*Source: Reconciliation Australia – 2020 Barometer*

### \$160 million government commitment

At the 2019 federal election, the Liberal party took a commitment to pursue constitutional recognition to the federal election. Including:

*\$7.3 million to develop a proposal to take to a referendum*

*Budget allocation of \$160 million to hold a referendum, held 'once a model has been settled'.*

This policy stated that more work was needed on "what model we take to a referendum and what a Voice to Parliament would be".

Uluru Statement from the Heart Supporter Kit – [UluruStatement.org](http://UluruStatement.org)

## 0.3

---



## Why we need your support

The Referendum Council recommended that a referendum be held as soon as practicable to enshrine a Voice to Parliament and commence the journey to Voice, Treaty and Truth. The Referendum Council was confident that the detail on a Voice would be worked out after a referendum supervised by the Australian parliament.

A 2018 parliamentary committee on the other hand recommended that there is more 'meat on the bones' of a Voice before can go to a referendum. Now, in 2021, the government's handpicked committee chosen to design the voice has released a report. It has asked the Australian people for their views. And following this report we believe there is plenty of information about what a Voice may look like and it is time for the government to put the Voice to the Australian people in a referendum.

The Minister of Indigenous Affairs Ken Wyatt banned consideration of Uluru through the Terms of Reference for the co-design groups. Minister Wyatt has sought to ignore First Nations and public support for constitutional enshrinement. The Interim Report avoids the issue by saying, incorrectly, that the line between Parliament and the Government is thin.

That's why we need you now!

**There is a real risk is that constitutional recognition will be separated from the idea of a First Nations Voice.** This risks the government putting in place a legislative Voice and pursuing a symbolic form of constitutional recognition that does not accord with the wishes of First Nations people themselves.

**The Morrison Government needs to hear NOW that constitutional enshrinement of a First Nations Voice has overwhelming support amongst the Australian voting public.**

Uluru Statement from the Heart Supporter Kit – [UluruStatement.org](https://UluruStatement.org)

**0.4**

---

**This Supporters Kit gives you the tools to do that. It gives you practical actions you can take NOW.**



*In 1967 we were counted, in 2017 we seek to be heard. We leave base camp and start our trek across this vast country. We invite you to walk with us in a movement of the Australian people for a better future.*

**Uluru Statement from the Heart**, 26 May 2017.



## **YOUR CALL TO ACTION**

*We walked together in 1967. We are asking to walk together again.*

1. **Accept the invitation** at the official Uluru Dialogue website ([UluruStatement.org](https://UluruStatement.org)) by signing your support.
2. **Use this toolkit** to start and lead conversations with your friends and family and work colleagues.
3. **Make your support known** - share your support through your networks, online with our social media (@UluruStatement, #UluruStatement) and let your Federal, State and Local Government representatives know you support a referendum on a constitutionally protected First Nations Voice. Visit [UluruStatement.org](https://UluruStatement.org) for more information.

**Uluru Statement from the Heart** Supporter Kit – [UluruStatement.org](https://UluruStatement.org)

**0.5**

---

### What does constitutional enshrinement mean?

Constitutional enshrinement means **constitutional protection** of the existence and primary functions of the Voice. It **does not mean constitutional entrenchment of the detail of the Voice**.

This detail will be determined by the Australian Parliament through legislation and can be changed to adapt to future circumstances.

Constitutional enshrinement of a Voice **will create a new constitutional body that informs the legislative process**.

It is **not a new constitutional "right"** that increases the power of judges, or a "third chamber" of Parliament.

4. Go see your local MP. Use this toolkit and take your submission. Discuss your support for a constitutionally enshrined Voice to Parliament.
5. Tell people about your support for a Voice to Parliament, enshrined in the Constitution! Add your support to your website and email signature (see **Appendix A** of this toolkit)
6. Follow our socials and share our posts (**Twitter, Instagram, Facebook**)
7. Make a donation (**here**)

### Why is constitutional enshrinement important?

Constitutional enshrinement of a First Nations Voice is **the only form of recognition that garnered the collective endorsement** of Aboriginal and Torres Strait Islander peoples themselves.

**Only through a constitutional referendum** will the Voice have the public legitimacy and authority it needs to make sure the government and Parliament will take its advice seriously.

Only constitutional enshrinement can **give the Voice the necessary stability and certainty** in its operation, free from the fear of abolition by one government to the next, while allowing for flexibility in design.

If the government doesn't take leadership on this issue, we, the Australian people, will lose the opportunity to achieve the wider objectives of constitutional recognition of First Nations, and lose the opportunity to say that we are a nation committed to developing and sustaining a respectful relationship with First Nations peoples.

 **@UluruStatement**

 **@UluruStatement**

 **@UluruStatement**

Uluru Statement from the Heart Supporter Kit – [UluruStatement.org](https://UluruStatement.org)

**0.6**

## Appendix A – Tell people about your support for a Voice to Parliament, enshrined in the constitution after making a submission!

*IT'S TIME* to demonstrate the strong public support that already exists for a Voice to Parliament enshrined in the Constitution and to make our collective voices heard.

### On your website

Add the Uluru Statement logo to your website with the following text.

*(Your organisation) accepts the invitation of the Uluru Statement from the Heart and supports a First Nations Voice to Parliament enshrined in the Australian Constitution. (insert hyperlink to official Uluru Dialogue website UluruStatement.org)*



Download [here](#)

### On your email signature

Consider inserting the following text along with one of our email banners below. *(I /or organisation name) accept the invitation of the Uluru Statement from the Heart and support a First Nations Voice to Parliament enshrined in the Australian Constitution.*

Choose a banner, copy and paste it to your email signature. Encourage our colleagues, friends and family to do the same.



Download [here](#)



Download [here](#)



Download [here](#)

### On your social media

Below are some tiles you can use across your social media to show your support. Make sure you tag us [@UluruStatement](#).

#### Profile pictures



Download [here](#)



Download [here](#)

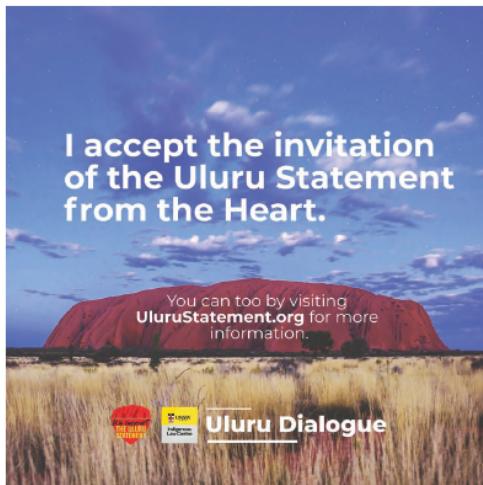


Download [here](#)

*"I accept" posts*



 [Download here](#)



 [Download here](#)



 [Download here](#)

*"IT'S TIME" posts*



 [Download here](#)

**0.10**

---

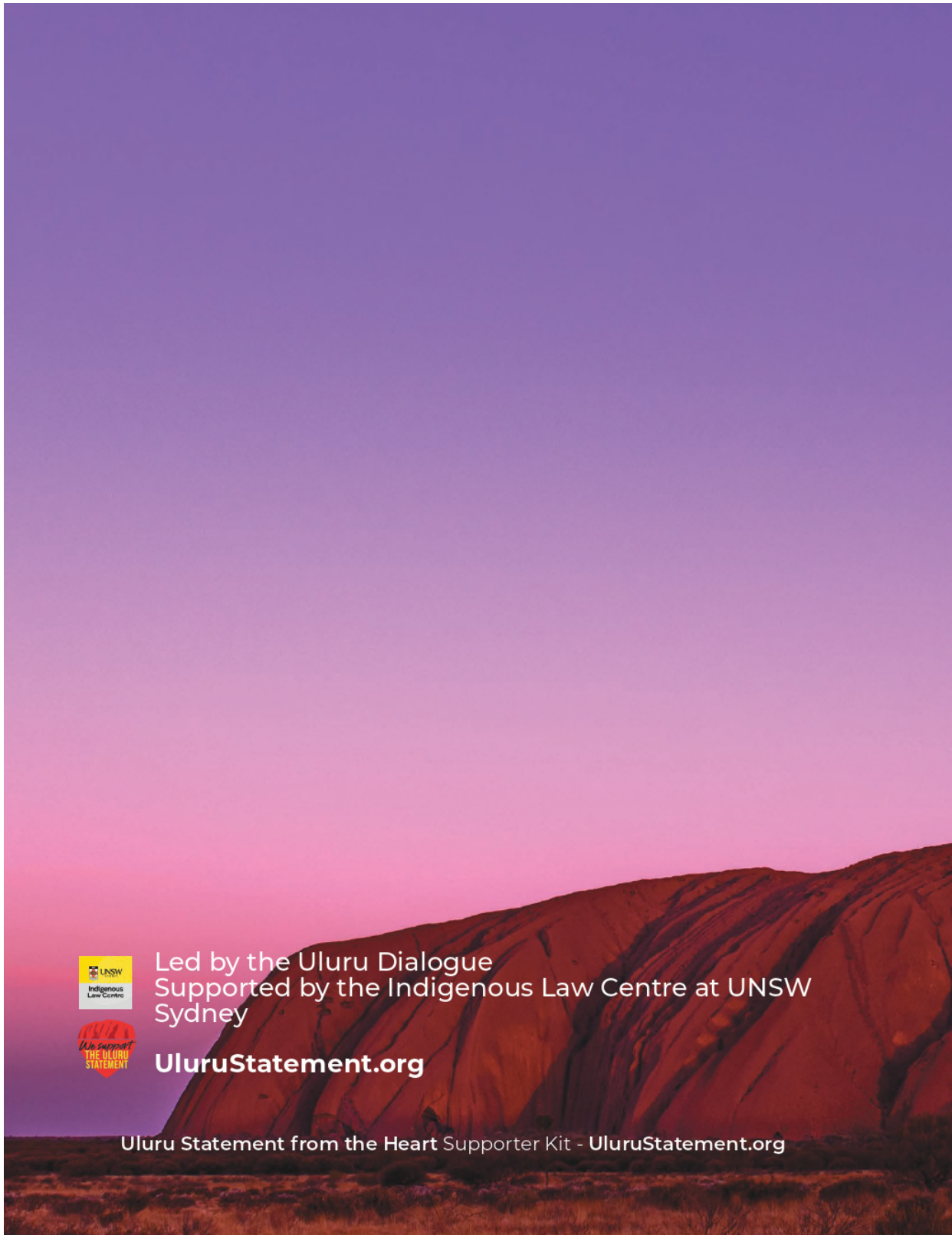


 [Download here](#)



 [Download here](#)







## BANYULE GRAFFITI STRATEGY 2020–2024: YEAR 2 ACTION PLAN

### Our Commitments

Council has identified four key commitments which underpin the *Banyule Graffiti Strategy 2020-2024* Year 2 Action Plan. COVID-19 significantly impacted on Council and Community's ability to respond to graffiti during different stages of the Chief Health Officer's Public Health directives during Year 1 of the Banyule Graffiti Strategy 2020 – 2024. The Year 2 Action Plan has been developed to be flexible with the continued restrictions laid out by the public health directives in response to COVID-19.

**Commitment 1: Understand the problem** - Council will better understand the extent to which graffiti is a problem across the municipality and the factors that contribute to the issue.

**Commitment 2: Ensure collaborative responses** - Council will actively engage with stakeholders to develop collaborative and coordinated responses to graffiti management.

**Commitment 3: Reduce the environmental impact** - Council will take steps to minimize the impact of graffiti on the natural environment.

**Commitment 4: Advocate for continuous improvement** - Council will advocate to strengthen Federal, State and local government graffiti management policies and initiatives.

### Our Key Actions

Over the next four years, our challenge is to transform these commitments into tangible, achievable and sustainable actions. Based on the understanding that graffiti is a complex, ongoing challenge for Banyule, we need a flexible and collaborative approach to management. Council's key actions are:

**1. Building a graffiti resilient community**

Council will strengthen its community development approach to prevent illegal graffiti through better education, diversionary support and cultural and economic opportunities.

**2. Supporting a rapid response to illegal graffiti**

Council will support rapid illegal graffiti removal across the municipality and will assist community stakeholders to contribute to achieving this goal.

**3. Strengthening our collaborative response**

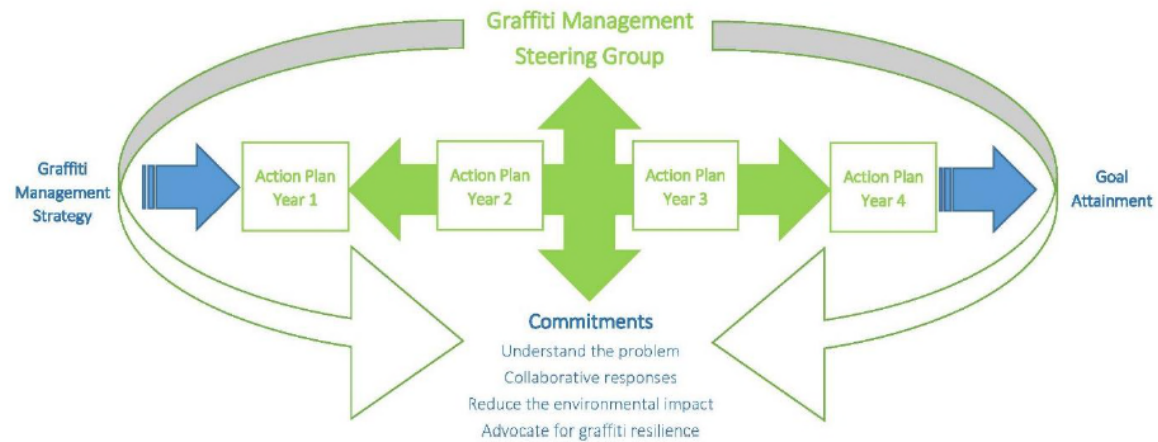
Council will collaborate with relevant authorities and community stakeholders to reduce the impact of illegal graffiti and maximise the benefits of partnership initiatives.

### Our Priorities

Led by the newly established Banyule Graffiti Management Steering Group, Council will develop an Annual Action Plan over the next four years. Each Annual Action Plan will create pathways towards achieving long term aspirational goals. The prioritisation of actions will be influenced by a range of factors including:

- Work already underway
- Feasibility of implementation
- The ability to deliver the best possible community benefits using Council and partnership resources.

The diagram below represents the implementation framework for the Banyule Graffiti Strategy 2020-2024:



## Action 1: Building a graffiti resilient community

### Our focus areas

Using an asset and strength-based community development approach, Council will build a graffiti resilient community by prioritizing the following areas:

1. **Strengthening the capacity of community to address the issue of illegal graffiti.**  
Our aspirational long-term goal is to build a community that better understands why graffiti occurs and the risk and protective factors.
2. **Apply Crime Prevention through Environmental Design (CPTED) principles and other prevention tools to reduce the likelihood of graffiti occurring in Banyule.**  
Our aspirational goal is to design graffiti out of our built and natural environments.
3. **Provide diversionary projects to offer persons at risk of offending support to make informed behaviour choices.**  
Our aspirational goal is to reduce the negative health and wellbeing impacts of engaging in acts of illegal graffiti.
4. **Transfer lessons from the creative cities movement and provide opportunities for legal street art to establish its fit within Banyule.**  
Our aspirational goal is to realize the cultural and economic benefits that community art offers to the Banyule community.

Focus Area	Action	Responsibility	Year 2 Report
1.1 Educate the community	Develop a promotion campaign for different platforms about graffiti and removal/reporting options;	Community Safety; Communications; Operations; Graffiti Management Steering Group;	COVID Impacted the delivery of the Graffiti program for the first part of Year 2. Since the program has been able to recommence, Council has actively promoted the Graffiti Kit Program through networks (such as Neighbourhood Watch).
1.2 Support community to bounce back following incidents of illegal graffiti and create positive outcomes.	Promote positive messages about community art and relevant projects that have resulted in improved public space usage and reduced graffiti; Investigate opportunities to promote existing and new murals through the Rediscover Local campaign	Youth Services; Community Safety; Parks and Gardens; Economic Development;	Mural opportunities promoted and explored where ongoing graffiti is present. Sites referred onto the Youth Services Team and the Jobs Victoria Team to investigate and implement where appropriate.
2.1 Support Victoria Police to upskill the community to understand and apply CPTED principles	Develop community resources to increase understanding of prevention opportunities	Victoria Police; Community Safety; Economic Development;	Impact of COVID on Victoria Police resourcing has interrupted the promotion of CPTED principles to the Community broadly. Situational crime prevention has been discussed with key stakeholders such as Liquor Forum participants and informs decisions regarding mural installations and public art projects.
2.2 Learn better ways of reducing the likelihood of graffiti from the broader	Participate in professional development and relevant forums to develop knowledge and industry best practice;	Graffiti Management Steering Group;	The impact of COVID-19 has limited professional development and forum opportunities.

Focus Area	Action	Responsibility	Year 2 Report
community, including new innovations and place-based approaches	Review ideas and suggestions received through community consultations on tackling graffiti to identify any potential activities for further consideration;		Best Practice research continues to occur, and emerging technologies being explored including graffiti 'resistant' signage.
<p>3.1 Provide practical support to persons at risk of offending</p> <p>3.2 Offer evidence-informed diversionary programs with a focus on young people.</p>	<p>Support and facilitate the Street Art Program for young people at risk;</p> <p>Deliver the Community Murals Project;</p> <p>Identify relevant research, best practice and professional development opportunities;</p>	Youth Services;	<p>Youth Services staff delivered the New Hope (Street Art) program throughout 2021/2022 with high levels of engagement from young people 12-25 years of age. Program participants have been supported by youth workers and professional aerosol artists to plan and deliver four projects with a focus on diversionary practices. Young people attending New Hope (Street Art) have also had opportunities to engage with Victoria Police Youth Officers during program time to promote positive engagement between police and young people and to educate young people on safety issues.</p> <p>Despite the challenging timelines presented COVID-19 lockdowns and related restrictions the Banyule Mural Project delivered community murals at graffiti hotspots including Shelley Park Reserve (West Heidelberg), Malahang Park (West Heidelberg), Macleod Scout Hall, Joyce Avenue Children's Centre (Greensborough), and Apollo Parkways Pre-School. These murals are installed with anti-graffiti coating and Council staff have not seen a reoccurrence of graffiti at these locations.</p> <p>Youth Services staff have taken part in extensive professional development training throughout 2021/2022 including key areas of school refusal/disengagement, engaging vulnerable communities, and working with young people at risk of entering the justice system.</p>

## Action 2: Supporting a rapid response to illegal graffiti

### Our focus areas

Council will support rapid removal of illegal graffiti by prioritizing the following areas:

1. **Continue to improve Council's approach to graffiti rapid removal.**  
Our aspirational long-term goal is for optimal utilization of Council resources to achieve effective and efficient rapid removal of illegal graffiti within Banyule.
2. **Strengthening the capacity of community to rapidly remove illegal graffiti from private assets.**  
Our aspirational long term goal is for the Banyule community to take action to remove illegal graffiti from private property with 48 hours.
3. **Support the community to report incidences of graffiti in a timely manner to enable rapid removal.**  
Our aspirational long term goal is for the Banyule community to report graffiti as soon as they see it.
4. **Take reasonable steps to eliminate or minimise the environmental impact of graffiti.**  
Our aspirational long-term goal is for Banyule to adhere to best practice removal practices as guided by ISO and AS/NZS standards.
5. **Supplement our rapid removal approach with a considered enforcement response.**  
Our aspirational goal is to deter illegal graffiti and support the apprehension of offenders. Where other options are exhausted Council will exercise its rights under Local Law No. 1 (9.2)

Focus Area	Action	Responsibility	Year 2 Report
1.1 Continue to explore and apply best practice approaches to achieve rapid removal	Continue to participate in statewide and regional forums on graffiti best practice, innovations and pilot projects;  Continue to implement the Graffiti Eradication Pilot Project across key geographic areas of the municipality;	Graffiti Management Steering Group; Operations;	The impact of COVID-19 has seen regional forum opportunities cease while organisations focus on COVID recovery.  Graffiti eradication project had continued in 21/22 FY. Budget was completely spent, and tags were categorically removed from the 20/21 audit that was undertaken.  Into 22/23, this program will continue, however with a focus on removal of tags proactively from high impact areas such as activity districts, main roads, train stations and reactive removal from residential areas.
1.2 Improve our information management systems and practices to better understand the extent to	Identify current information management systems and practices in place and makes recommendations for improvements	Community Safety; Operations;	Review of Customer Service information regarding graffiti response completed in early 2022. This was a part of ongoing improvements being made to the program delivery supporting community in removing and reporting graffiti from their property.

Focus Area	Action	Responsibility	Year 2 Report
which graffiti is a problem in Banyule			
2.1. Work with government, utilities providers and public land managers with the aim of motivating these authorities to take rapid removal action.	<p>Identify internal stakeholders with pre-existing relationships with other utilities and government bodies and develop a consistent advocacy message;</p> <p>Work in partnership with peak bodies e.g. MAV, to continue to advocate on behalf of local government to key bodies;</p>	Graffiti Management Steering Group; Operations;	AusNet were approached in 20/21 to get an MoU drawn up to enable Council to remove graffiti from AusNet street light/power assets, unfortunately there was a signed MoU was not returned, limiting Council's ability to respond to the graffiti on their assets. Jemena and Council have already been working together with an MoU in place and removal has been occurring from Jemena's street assets and will continue into the foreseeable future.
2.2 Offer material support such as removal kits to assist with removal activities.	In collaboration with key Council business units, continue to implement the Adopt Your Space program to community: small business, individuals and groups;	Community Safety; Customer Service; Economic Development;	Graffiti removal kits continue to be offered to residents and businesses in Banyule at no cost. COVID-19 interruptions to delivery of the Graffiti Removal Kit program provided an opportunity review the process for accessing kits. Kits are now available on demand from Customer Service Centres ensuring that kits are available when community want them and when clean-up is a priority for them. Council changed the type of kits offered in Year 2 – one kit for all graffiti surfaces and in smaller recyclable packaging for ease of commuting and usage. The kit provider has also developed videos to assist the community to see how to remove the graffiti safely and effectively. This information is available to community collecting a graffiti removal kit.
3.1 Review and improve the information we provide to our community to support reporting	Review and update reporting information available to community	Community Safety; Operations;	Reporting information reviewed in conjunction with Victoria Police to ensure consistent information shared with community on how best to report graffiti. Reporting information added into flyers and written communication to provide clear information for community.
3.2 Develop a clear, transparent process for dealing with graffiti with an integrated feedback loop to	Develop a process flowchart that reflects best practice and identify the capacity of our systems to support the implementation	Graffiti Management Steering Group;	Process Map developed to assist Council officers direct graffiti requests to the right place.



Focus Area	Action	Responsibility	Year 2 Report
the individuals to encourage reporting.			
4.1 Establish and implement systems to ensure compliance monitoring with reference to standards	Investigate and assess: <ul style="list-style-type: none"> <li>• the standard GRI 307 Environmental Compliance 2016 and its implication for graffiti removal;</li> <li>• ISO 14001:2015 Environmental management systems – Requirements with guidance for use;</li> <li>• ISO 14004:2015 Environmental management systems- General guidelines on principles, systems and support techniques</li> </ul>	Environmental Services; Graffiti Management Steering Group;	The new graffiti removal kit provider has minimised plastic in packaging where possible and all products are recognised as non-dangerous. The products are designed to minimise water usage. Investigation into some chemical free prevention opportunities occurring in Year 3.
5.1 Photograph graffiti and make images and other information such as location available to Victoria Police to use at their discretion.	Work with the Victoria Police as required to reduce graffiti incidents in the municipality;	Graffiti Management Steering Group; Local Laws; Community Safety; Operations;	Graffiti tabled hot spots tabled at Quarterly Catch Local Policing Steering Committee Victoria Police and other local stakeholders
5.2 Educate our community regarding the penalties for illegal graffiti	Continue to issue infringement notices should alternative strategies to compel private property owners to remove graffiti prove ineffective.	Local Laws;	Notice of unsightly properties are issued as a last resort after contact is made with residents with removal options.

### Action 3: Strengthen our collaborative response

#### Our focus areas

To build knowledge, competence, participation and meaningful outcomes for the Banyule community, our focus areas are:

1. **Create and implement a collaboration model to achieve a coordinated response**  
Our aspirational long term goal is for a representative Banyule Graffiti Management Steering group to lead and monitor a coordinated, effective, targeted graffiti management approach in Banyule.
2. **Strengthen collaborations with a range of graffiti stakeholders to address specific issues.**  
Our aspirational long term goal is to create positive, long-term change by addressing the issues we can control with the partners that can affect change.
3. **Facilitate our community's understanding and support of the annual Graffiti Action Plan and play a role in its implementation.**  
Our aspirational long term goal is for the Banyule community to understand the Banyule Graffiti Strategy 2020-2024 and feel empowered to contribute to achieving its goals.

Focus Area	Action	Responsibility	Year 2 Action
1.1 Share accountability to collect data, measure results and focus on performance and outcomes	Develop data collection processes to enable ongoing assessment and evaluation to graffiti approach;	Graffiti Management Steering Group; Community Safety; Operations;	Data collection being undertaken for use of graffiti removal kits. Graffiti removed by Council recorded into a data base for auditing and reporting purposes.
1.2 Establish mechanisms to achieve consistent and open communication	Prepare activity reports for the Strategy and report back to Council annually;	Graffiti Management Steering Group; Community Safety; Operations;	Report developed at the end of Year 2. Specific initiatives such as the graffiti eradication project report separately.
2.1 Actively seek out and participate in opportunities to advocate for a strengthened collaborative response	Participate in relevant local, regional and statewide networks as identified;  Monitor and review relevant government policies and reforms;	Graffiti Management Steering Group;	The impact of COVID-19 has seen regional opportunities cease while organisations focus on COVID recovery. Contact with Crime Prevention Victoria maintained for any policy updates and/or reforms.

through forums, networks and other activities.			The impact of COVID-19 has seen regional forum opportunities cease while organisations focus on COVID recovery.
3.1 Raise awareness of the Banyule Graffiti Management Strategy 2020-2024 through effective communication channels	Actively promote Banyule Graffiti Management Strategy at key times of the year including relevant issues and information dissemination if key issues and hot spots arise;	Graffiti Management Steering Group; Communications;	Promotion of the strategy was limited for the first part of the year due to COVID-19 restrictions. Council periodically provide information to Traders Associations, Community Groups and Victoria Police regarding the strategy and support options where someone has experienced graffiti on their property.
3.2 Support the Banyule community to take action against illegal graffiti in meaningful ways	Partner with internal business units, relevant groups, traders and community members to identify funding opportunities that respond to identified issues;	Graffiti Management Steering Group; Community Safety; Operations;	Council continues to deliver public murals through Youth Services, Economic Development and Arts and Culture teams. Where relevant, community groups and traders are provided information on graffiti removal opportunities and graffiti prevention strategies are shared.



## BANYULE GRAFFITI STRATEGY 2020–2024: YEAR 3 ACTION PLAN

Council has identified four key commitments which underpin the *Banyule Graffiti Strategy 2020-2024* Year 3 Action Plan. COVID-19 significantly impacted on Council and Community's ability to respond to graffiti during different stages of the Chief Health Officer's Public Health directives during Year 1 & 2 of the Banyule Graffiti Strategy 2020 – 2024. During this time processes were developed to improve responses to graffiti, including setting up a mechanism for fast track responses to 'Offensive Graffiti' and developed a new process for providing material support to community which saw graffiti kits available on demand from Customer Service Centres to residents and local businesses and using a new type of graffiti kit, which is smaller, in environmentally friendly packaging and can remove graffiti from a greater number of surfaces for community convenience.

**Commitment 1: Understand the problem** - Council will better understand the extent to which graffiti is a problem across the municipality and the factors that contribute to the issue.

**Commitment 2: Ensure collaborative responses** - Council will actively engage with stakeholders to develop collaborative and coordinated responses to graffiti management.

**Commitment 3: Reduce the environmental impact** - Council will take steps to minimize the impact of graffiti on the natural environment.

**Commitment 4: Advocate for continuous improvement** - Council will advocate to strengthen Federal, State and local government graffiti management policies and initiatives.

Focus Area	Year 3 Action	Responsibility
Continue to explore and apply best practice approaches to achieve rapid removal	<ul style="list-style-type: none"> <li>• Continue to deliver Graffiti Removal from Council property and the utilities as defined through the Graffiti Eradication Project.</li> <li>• Trial usage of new signs (traffic signs etc.) with 'graffiti proofing' coatings developed by Council's signage contractor</li> </ul>	Graffiti Steering Group; Operations;
Establish mechanisms to achieve consistent and open communication	<ul style="list-style-type: none"> <li>• Review and update graffiti information for community and stakeholders, by creating clearer reporting pathways and ensuring website and printed material provides easy to follow reporting information.</li> <li>• Provide best practice advice to assist in reducing the occurrence of graffiti on private property</li> </ul>	Graffiti Steering Group; Community Safety; Operations;
Offer material support such as removal kits to assist with removal activities.	<ul style="list-style-type: none"> <li>• Continue dissemination of Graffiti Kit program through Customer Service centres to ensure small business, individuals and groups have access to the graffiti removal kits when they need them, where they need them.</li> <li>• Trial the promotion of native plant vouchers to encourage graffiti prevention through planting along fence lines and commonly targeted areas;</li> </ul>	Community Safety; Customer Service; Economic Development; Youth Services Environmental Services

Focus Area	Year 3 Action	Responsibility
	<ul style="list-style-type: none"> <li>Youth Services, Operations and Community Safety to continue to identify sites for potential Street Art Murals. Once identified sites are fully scoped for suitability, and if appropriate, mural will be applied through the Eradication Program or Youth Services Street Art Program or other Council business area.</li> </ul>	
Offer evidence-informed diversionary programs with a focus on young people.	<ul style="list-style-type: none"> <li>Continue to support and facilitate the Street Art Program for young people at risk including development of murals;</li> <li>Identify relevant research, best practice and professional development opportunities for facilitators and support staff.</li> </ul>	Youth Services; Graffiti Steering Group
Photograph graffiti and make images and other information such as location available to Victoria Police to use at their discretion.	<ul style="list-style-type: none"> <li>Continue working with Victoria Police to highlight incidents of graffiti in the municipality and work together to encourage reporting and removal of graffiti by stakeholders</li> </ul>	Graffiti Steering Group; Local Laws; Community Safety; Operations;



# Minutes Inclusive Banyule Advisory Committee

20 September 2022



## Inclusive Banyule Advisory Committee | Minutes

### Meeting details

<b>Date of meeting</b>	Tuesday, 20 September 2022
<b>Time</b>	10am – 12pm
<b>Venue</b>	Clara Southern Room, Ivanhoe Library and Cultural Hub, 275 Upper Heidelberg Road, Ivanhoe.
<b>Chair/Facilitator</b>	Cr. Elizabeth Nealy
<b>Minutes</b>	Xenia Taunt- Rivers / Laura Mannix

### Acknowledgement of the Traditional Custodians

“Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region’s history.”

### Inclusive Banyule Statement

“Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community.”

### Attendee

Attendee name	Affiliation/Organisation
Cr Elizabeth Nealy	Banyule City Council
Cr Tom Melican	Banyule City Council
Kath Brackett	Banyule City Council
Alison Beckwith	Banyule City Council
Jo Wilson	Banyule City Council
Angela Papoutsoglou	DFFH
Karen Dynon	BNLLEN
Jane Cowell	Yarra Plenty Regional Libraries (online)
Laura Mannix	Banyule City Council
Xenia Taunt-Rivers	Banyule City Council
Tom Conley	Reconciliation Action Plan Committee
Anna Bauze	Department of Health - North Region (online)



## Apologies

<b>Name</b>	<b>Affiliation/Organisation</b>
Sebastian Zeta	Department of Justice
Mick Geary	Banyule Community Health Service
Linda Chapple	Banyule City Council
Ida Lloyd	Local Jobs Melbourne
Julie Johnson	North East Neighbourhood House
Kerryn Burgoyne	Disability & Inclusion Advisory Committee
Linda Liwewe	Multicultural Advisory Committee
Josh Langelaan	Victoria Police
Benjamin O'Loughlin	Victoria Police
Owen Butler	Reconciliation Action Plan Committee
Tracy Colbert	Department of Education and Training North Eastern Melbourne Area (NEMA) North Western Victoria Region
Michael Graham	Victorian Aboriginal Health Services
Jill Gallagher	Victorian Aboriginal Community Controlled Health Organisation

## Items

---

### 1. Introduction 10:00 – 10:15

Acknowledgement of Traditional Custodians  
 Diversity Statement  
 Councillors, Committee Members and Council Officers introduce themselves

### 2. Minutes from Previous Meeting 10:15-10:20

Acceptance of minutes

#### Action

Minutes from last meeting accepted

### 3. Meeting Purpose and Business Arising 10:20 – 10:25

- Update to the committee on the endorsement of the Inclusive Banyule Plan and discussion on its Year One Integrated Action Plan
- Discuss the Banyule City Council advisory committee review and possible recommendations for this committee to adopt to support its work moving forward
- Discuss the efforts and work of the committee to date to then position and inform how the committee will be moving forward with a work/action plan over the remainder of term to achieve key goals
- Discuss data and research on key advocacy priorities, mental health and social housing
- Networking opportunity and organizational and population committee updates that pertain to the work of this committee
- Confirm next meeting time and dates

### 4. Standing Agenda Items

#### 4.1 Inclusive Banyule Plan (5 minutes) 10:25-10:30

Update and overview of the Inclusive Banyule Plan after Councils endorsement on September 5<sup>th</sup>.

*Supporting document: Inclusive Banyule Advisory Committee Brief*

#### 4.2 Inclusive Banyule Integrated Action Plan (10 min) 10:30-10:40

Overview of the finalised Inclusive Banyule's year one Integrated Action Plan. Exploration of potential collaborations on the year one action plan initiatives and how the committee will move forward in leading the strategic direction of the Inclusive Banyule Plan moving forward.

*Supporting document: Inclusive Banyule Advisory Committee Brief*

#### Discussion

- Discussion on Council's role on supporting conversations around Treaty and voice of the First Nations' community through partnerships as a potential initiative.
- Suggested Council needs to use existing promising practises to inform work of the Committee, particularly for the Inclusive Banyule Action Plan Project of Inclusion Tool Kits- ensuring existing work is utilized and amplified.

- Consensus across the Committee that work should be done collaboratively. Committees need to work together and not in silos to ensure projects are evidence informed and respond to community need. The example of community grants was highlighted.
- Discussion point on providing advanced notice for Committee members and community for Council events. Suggestions of building an interactive calendar, Banyule App or using Eventbrite discussed.
- Discussion of current examples of testing inclusion in public spaces including U3A interactions with libraries
- Emphasis on action plan being operational in nature and the role of Inclusive Banyule Advisory Committee is to lead the strategic direction of the Inclusive Banyule Plan moving forward

#### Action

- Population Advisory Committee Representatives to the Inclusive Banyule Advisory Committee to get in touch with their committees for endorsement on action items on a regular basis

### 4.3 Banyule City Council's Advisory Committee Review (10 min) 10:40-10:50

Discussion on the review and its key recommendations that were endorsed to uplift and strengthen the work Banyule's advisory committees.

Exploration of key recommendations that the Inclusive Banyule Advisory Committee may like to adopt:

- Improved subject matter briefings (trialled this meeting)
- Simplified Committee Agendas (trialled this meeting)
- Implement annual surveying of advisory and population committees
- Annual Work/Action plan for next 12 months
- Facilitate integrated working group opportunities
- Inclusive Meeting Practises Guide

#### Discussion

- Sharing Committee agendas and simplified content across Population Committees would be useful to understand what each committee is working on and where the opportunities for strengthened partnerships exist.
- Suggested Land Acknowledgement/Welcome to Country should be led by RAP Committee Representative if present
- Consensus that the development of a committee work plan will mobilize goals and actions of the committee

#### Action

- RAP Committee Member or First Nations' representative to conduct Acknowledgement or Welcome to Country
- Acknowledged that Committee members may send a delegate or provide a presentation to be shared where they are unable to attend a Committee Meeting.

### 4.4 Establishing Committee Priorities and How They Will Be Achieved (40min) 10:50-11:35

Discussion (and quiz!) on the key mile stones the committee has achieved to date to inform the development of it's action/workplan.

*Supporting document: Inclusive Banyule Advisory Committee Brief*

Presentation on key data that outlines community experiences and system gaps in relation to mental health and affordable housing to inform committee discussions on developing an action/work plan.

*Supporting document: Inclusive Banyule Advisory Committee Brief*

Discussion on the development of an action/work plan to support the committee in achieving its goals in the remaining term.

1. Is the committee willing to prioritise efforts on mental health and social housing in next 12 months?
2. If so, what can we achieve in this time?
3. How will we work together to achieve this?

#### Discussion

- Social and affordable housing and the impact this has on family violence was discussed and how this links to availability of stock and services for community.
- Discussion around where Council and the Committee's influence stands as advocates. Gambling harm minimisation discussed as an example advocacy piece and the link between providing community spaces as alternative spaces for civic engagement (i.e. *Community takeovers in public spaces as an opportunity to highlight available services and reduce stigmatisation*).
- Discussion should continue on moving to 'safe' rather than social housing as a priority and 'health and wellbeing' rather than mental health.
- Links to co-benefits of mental health and public health discussed – positioning the issue as wellbeing for community.
- Discussion on how to strengthen relationships and identify opportunities for agitation as core elements of Council's role and voice in social and affordable housing landscape.
- Identifying priority cohorts and gaps across Banyule in mental health service provision discussed – noting how this has affected community in a post-COVID context.
- Issue of National Rental Affordability Scheme (NRAS) funding discussed and how this might impact community.
- Creating an EOI forum discussed as an opportunity to understand the scope of existing organisations.
- Consensus that the committee is willing to prioritize efforts on Mental Health and Wellbeing and Social and Affordable Housing as priorities over the next 12 months
- Consensus that a working group would be an appropriate next step to scope key issues and identify key initiatives the committee can support in its work plan

#### Action

- Recommendation that the Committee take these two priority areas back to the Population Committees for reflection on how to best understand Council's voice in advocacy and strategy over these spaces.
- Recommendation that the Bellfield Community Hub and Residential Developments housing strategy be brought to the next Committee meeting for discussion.
- Build an advocacy campaign around the priority issues, to assist in positioning and partnering with State and Federal government for funding and programs.
- Committee agrees that mental health and wellbeing and safe and affordable housing are the two priority areas to move forward with over the next 12 months.
- Working groups to be established to understand the scope of the issues – members are to allocate and authorise members before next meeting with the awareness that the opportunity to act on this is immediate.

#### 4.5 Population Committee Updates (10 min) 11:35-11:45

Population Committee representatives will provide an update on actions and priorities arising from their respective committees. Inclusive Banyule Advisory Committee members have an opportunity to discuss and ask questions

#### Action

Updates to be sent to Laura and distributed back to the Committee.

#### 4.6 Stakeholder Updates (10 min) 11:45-11:55

Inclusive Banyule Advisory Committee stakeholder representatives are invited to provide an update on priorities, current and existing projects and plans with an inclusion and equity focus

#### Action

Inclusive Banyule Advisory Committee

Page 5 of 6

Updates to be sent to Laura and distributed back to the Committee.

## 5 New Business

Next Steps

## 6 Close and date of next meeting

### Action

Date of next meeting: Wednesday 7th December 2022 10-12pm





# Minutes RAP Advisory Committee

12 October 2022

## RAP Advisory Committee | Minutes



### Meeting details

<b>Date of meeting</b>	Wednesday, 12 October 2022
<b>Time</b>	5:00pm – 6:30pm
<b>Venue</b>	Hybrid options – Microsoft Teams or Barrbunin Beek Aboriginal Gathering Place
<b>Chair/Facilitator</b>	Maddi Miller
<b>Minutes</b>	Blair Colwell

### Acknowledgement of the Traditional Custodians

“Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as traditional custodians of the land and we pay respect to all Aboriginal and Torres Strait Elders, past, present and emerging, who have resided in the area and have been an integral part of the region’s history.”

### Inclusive Banyule Statement

“Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community.”

### Attendee

Attendee name	Affiliation/Organisation
Maddi Miller	Chair Banyule RAP Advisory Group Committee Member
Uncle Charles Pakana	Banyule RAP Advisory Group Committee Member
Tom Conley	Banyule RAP Advisory Group Committee Member
Wally Johnson	Banyule RAP Advisory Group Committee Member
Shane Grigg	Banyule RAP Advisory Group Committee Member
Kath Bracket	Banyule Council Director Community Wellbeing
Cr Peter Castaldo	Banyule Councillor
Emma Joyce	Banyule Council Inclusive Enterprise & Local Jobs Coordinator
Michael Geary	Banyule Community Health Service Representative
Shelley Ware	Banyule RAP Advisory Group Committee Member
Catherine Bradley	Banyule RAP Advisory Group Committee Member
Sue Harris	Banyule RAP Advisory Group Committee Member
Zali Mifsud	Banyule Council First Nations Lead
Blair Colwell	Banyule Council Barrbunin Beek Coordinator



## Apologies

<b>Name</b>	<b>Affiliation/Organisation</b>
Cheree Hunter	Banyule City Council
Uncle Owen Butler	RAP Advisory Committee Member
Con Matsmakis	RAP Advisory Committee Member
Cr. Peter Dimarelos	Banyule City Council

## Items

### 1. Introduction 5:00pm – 5:05pm

- Acknowledgement of traditional custodians
- Inclusive Banyule Statement
- Welcome to members
- Apologies
- Housekeeping

### 2. Confirmation of Minutes and Actions from previous meeting 5:05pm – 5:15pm

Chair updates committee on minutes, clarifying the street name of Bolden Street has been updated in the minutes. Banyule Officer reported on the status of Actions from previous minutes.

Mover: Uncle Charles Pakana

Seconder: Catherine Bradley

Carried

Action	Outcome or Update	Status
Action 1: Members to consider names of respect of Aboriginal figures with a connection to Banyule. Members can send nomination by email in the coming weeks with information about the person.	Update: Ongoing	Ongoing
Action 2: Establish a volunteer working group from members of the RAP Advisory Committee to work with Council and Marketing and Communication to establish a comprehensive and consistent communication plan.	Update: Email sent on 22 August providing update to the Communications Sub Committee.	Ongoing
Action 3 / 4: Council Officer, Scott to send further information and map of right of way that requires naming / Council Officer to circulate Gary's PowerPoint and Land Victoria's website	Update: Complete on 11 August	Complete
Action 5: Council Officer to internally propose the renaming of Bolden Street on the advice from the RAP Advisory Committee	Update: Complete, email send with proposal on 6 September Council received minutes from the advisory committee and noted and accepted the recommendation that an investigation be undertaken the renaming. A process will commence to investigate re-naming	Ongoing
Action 6: Banyule Council's representation at the next DEWLP Indigenous naming workshop	Update: Booking in	Ongoing

Action 7: Council Officer to recognise employees who suggested to use Indigenous word for the name of the HRIS S and additionally provide reasoning as to why Council is recommended not to proceed	Update: Card sent on 3 October	Complete
---	--------------------------------	----------

### 3. Sub-Working Group Discussion (New Strategy) 5:15pm – 5:40pm

- Maddi presented on the sub-working groups meetings and discussion

#### Discussion

Chair updated the RAP Advisory Committee on discussions held at the first RAP Sub-Committee meeting on Monday the 16<sup>th</sup> of September. Fundamental to the development of any strategy and action plan will be reconciliation, truth telling and self-determination with these goals overarching any actions. Discussions from the 16<sup>th</sup> of September meeting investigated the policy context in which a future action plan would be developed proposing a recommendation for the Banyule RAP Advisory Committee and Banyule Council.

#### Aboriginal Action Plan drawing on the Victorian Aboriginal Local Government Strategy

[https://www.localgovernment.vic.gov.au/\\_data/assets/pdf\\_file/0029/183935/Victorian-Aboriginal-and-Local-Government-Strategy.pdf](https://www.localgovernment.vic.gov.au/_data/assets/pdf_file/0029/183935/Victorian-Aboriginal-and-Local-Government-Strategy.pdf)

The Sub Committee investigated aligning the development of the Banyule Aboriginal Action Plan with the Victorian Aboriginal Local Government Strategy. Strengths of this approach are we would be early adopters of a bespoke strategy which reflects our community aspirations for progressing reconciliation. Better accountability and reporting functions. Weaknesses would be it's a larger more holistic approach requiring further resourcing. This would need to be an all of Council approach with a commitment from the organisation to walk with us in its development. As an early adopter of this approach, we would need to develop and navigate an innovative path forward in developing an Aboriginal Action Plan.

#### Innovate Reconciliation Action Plan aligning with and endorsed by the Reconciliation Australia

Aligning the development of the Banyule Aboriginal Action Plan with Reconciliation Australia's policy template and pillars has several benefits. Generally, First Nations Communities and the broader community has an established understanding of the Reconciliation Action Plan and the role Reconciliation Australia plays in their development with built in accountabilities. Adopting this approach however has weaknesses with the five pillars impacting on a flexible approach to strategy development and additional time required for approval from Reconciliation Australia.

#### Action

The Chair identified that a formal recommendation is to be submitted to Council which is a new localised strategic plan that is not a RAP.

RAP Committee adopted this unanimously.

Council Officer to identify to Council in a report the RAP Advisory Committee recommendation to develop an Aboriginal Action Plan using the Victorian Aboriginal Government Strategy as the new strategic way forward for reconciliation.

New Strategy sub-working group to meet with Community Wellbeing Director to discuss potential concerns surrounding the new strategic proposal.

#### Recommendation

The RAP Advisory Committee recommends Council to develop an Aboriginal Action Plan using the Victorian Aboriginal Government Strategy as the new strategic way forward for reconciliation.

#### 4. Inclusive Employment Program Update 5:40pm – 5:50pm

- Emma Joyce presented update from the Inclusive Employment Program

##### Discussion

Banyule Council consulted with the RAP Advisory Committee on the eligibility criteria for the Inclusive Employment Program which may have been limiting access for First Nations People. Drawing on the RAP Advisory Committee's advice the Inclusive Enterprise and Local Jobs team commits to a review of the entire program assessing what barriers, in addition to the eligibility criteria, First Nations People are experiencing in accessing the program.

The Inclusive Employment Program has achieved significant successes engaging more Aboriginal and Torres Strait Islander People with the program receiving a record number of applicants. This is the result of multiple initiatives being adopted including the delivery of the First Nations Jobs Fair. Despite this the Enterprise and Local Jobs Team is enthusiastic to continue collaboration with the RAP Advisory Committee in further evolving the program to reduce barriers for First Nations People. The research question which will be investigated is *What does Banyule Council need to do differently to increase representation of the First Nations community in our workforce?* The outcome from the review is scheduled for Council meetings in January 2023.

Committee discussion reiterated that artificial Local Government borders are an inappropriate requirement for First Nations People. Furthermore, the RAP Sub-Committee should consider how the development of an Aboriginal Action Plan could support the delivery of the Inclusive Employment Program.

Committee encouraged Emma to continue to work with the working group and developing a culturally safe environment for Aboriginal and Torres Strait Islander employees moving forward.

##### Action

Emma Joyce and the Enterprise and Local Jobs Team to provide a draft project plan for consultation with the RAP Advisory Committee. Council Officer to send draft project plan to committee for feedback.

#### 5. Councils Flag Protocols 5:50pm – 6:05pm

- Zali Mifsud updated provided an update on the progress of Sorry Day Flag Protocols

Council Officer updated the committee on the review of flag protocols for Sorry Day. Banyule Council has a *Flying of Flags Policy* which will be reviewed and distributed to the RAP Advisory Committee seeking feedback from members. This review and feedback will assist in developing a briefing for Councillors outlining the RAP Advisory Committee's advice for flag protocols at future Sorry Day events.

##### Action

Council Officer to distribute Council's Flying of Flags Policy for review.

#### 6. Update on RAP Annual Report Questionnaire 6:05pm – 6:10pm

- Councillor Officer, Zali Mifsud to provide update of progress towards answering RAP first year annual report questions

##### Discussion

RAP Advisory Committee

Page 5 of 7

It was acknowledged that reporting on RAP outcomes has been difficult as there are gaps in accessing detailed progress accounts for some initiatives. Officers continue to work on responding to the tabled questions with approximately 14 of the 22 having a draft response.

A finalised report answering questions will be presented at the next RAP Advisory committee meeting.  
Noting: If the agenda is too full only desired questions will be discussed.

It was raised by committee members the important point that Reconciliation is not the business of Aboriginal people alone, the whole organisation needs to adopt this as a priority. Is this work falling to Zali symptomatic of a failure of the organisation to accept responsibility for progressing reconciliation. Director of Community Wellbeing acknowledged that this is a priority and invites the RAP Advisory Committee to hold the organisation to account.

#### Action

Council Officer to send finalised answers to questions raised by November 1<sup>st</sup> to RAP committee.

## 7. General Business 6:10pm – 6:20pm

- Call for any general business items

#### Discussion

Zali Mifsud updated the RAP Advisory Committee on Council's continued commitment in supporting Reconciliation Banyule with discussions commencing on the 30<sup>th</sup> of September. RAP Advisory Committee members recognised the important work of Reconciliation Banyule and affirmed Council's role in supporting the group.

Committee member raised are there ways or processes that committee members can bring identified or emerging issues which if addressed would create better outcomes for First Nations Community? General consensus is that business arising is an appropriate forum to discuss emerging issues.

Shelley raised concerns that Council has missed opportunities to celebrate Aboriginal Culture in public art. The committee discussed inviting Hannes Berger to a future RAP Advisory Committee meeting to brief the group on Council's Public Art program and inclusion of First Nations Art. It was also recommended the RAP Advisory Committee consider very specific recommendations which could be adopted as actions in future public art strategies.

Through the delegate an invitation from the Inclusive Banyule Committee has been received to raise any issues on matters of mutual concern and or provide advice on reconciliation matters in a spirit of cooperation and collaboration.

Committee member raised concern surrounding the limited Councillors attendance for the RAP Advisory Committee meetings with the highlighted absence from all Councillors for the second half of the current meeting. In addition, lack of Councillor attendance does not reflect true and meaningful partnerships with the First Nations community.

#### Action

RAP Advisory Committee to consider issues or matters of mutual concern for collaboration with the Inclusive Banyule Committee.

RAP and Barrbunin Beek to look at culturally appropriate opportunities to partner with Inclusive Banyule Committee.

### **1. Close and date of next meeting 6:20pm – 6:25pm**

- Confirm Actions arising
- Close meeting
- Next meeting: Wednesday 14 December



# Minutes Banyule Arts & Culture Advisory Committee

1 September 2022

## Arts & Culture Advisory Committee | Minutes



### Meeting details

<b>Date of meeting</b>	Thursday, 1 September 2022
<b>Time</b>	6pm – 7.30pm
<b>Venue</b>	Empire Music Studios 9-11 Northern Rd, Heidelberg West, VIC 3081
<b>Chair/Facilitator</b>	Cr. Elizabeth Nealy
<b>Minutes</b>	Hiroki Kobayashi

### Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

### Diversity Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

### Attendee

<b>Attendee name</b>	<b>Affiliation/Organisation</b>
Kate Hansen	YPRL
Genelle Ryan	Community Member
Paul Higgins	Empire Studios
Amy Stephenson	Community Member
June Gassin	Community Member
Janelle Dunstan	Greenhills Neighbourhood House
Caroline Wall	Community Member
June Gassin	Community Member
Cr Elizabeth Nealy	Banyule City Council Councillor
Cr Tom Melican	Banyule City Council Councillor
Cr Alida McKern	Banyule City Council Councillor
Kath Brackett	Director Community Wellbeing
Hannes Berger	Arts & Culture Coordinator, Banyule Council
Cheree Hunter	Manager, Inclusive & Creative Communities
Hiroki Kobayashi	Arts & Cultural Development Officer, Banyule Council



## Apologies

Name	Affiliation/Organisation
Cr Peter Dimarelos	Banyule City Council Councillor
Joanne O'Hara	Community Member
Leah Crossman	Bundoora Homestead Arts Centre
Deb Lemcke	Community Member
Craig Eloranta	Community Member
Kevin Ritchie	Community Member

## Agenda Items

### 1. Welcome & Apologies (Cr Nealy) 6.00pm – 6.10pm

- Acknowledgement of Traditional Custodians
- Diversity Statement
- Apologies
- Actions from previous meeting:
  - Hannes to invite committee to join BACAC Teams Group. Also distribute info on using Teams.
  - Hannes to run an EOI process for selecting BACAC members onto a Grants Working Group to assess Arts & Culture Grants this year. EOI and selection to be completed by July.

### 2. Tour of Empire Studios (Paul Higgins) 6.10pm – 6.55pm

- Paul Higgins gave a tour and overview of the venue & its programs.
- 3 studios, event space, production suite, photography studio, lounge.
- Moved to Heidelberg West from Collingwood in 2019 after 20 years.
- All tech & production equipment also sold from Empire
- Kool Skools – song writing and recording project for schools run from studios, now in 25<sup>th</sup> year. Many recognise alumni.

### 3. Arts & Culture Strategic Planning update (Hannes Berger) 6.55pm – 7.05pm

- Overview of approach and timeline for next strategic planning phase for A&C.
- Consultant Jade Lillie has been contracted to support development through stakeholder and community consultation to set vision and strategy for the next Arts and Culture strategic plan. Aiming to develop a plan lasting until the end of the next council term – i.e. Creative Banyule 2030.
- Information gathering/talking to stakeholders to lead to draft in April 2023, before inclusion in Shaping Banyule for public exhibition. Final plan be approved for June 2023
- There will be a full 90 minute workshop with Jade Lillie at next BACAC meeting to get feedback. There may also be potential opportunity for BACAC members to form a working group for the development of the strategy. Following challenges and disruption of COVID, this is a chance evaluate past programs and consider what's working, what's not working and what can be done differently – so fresh thinking is encouraged.

#### 4. Banyule Art Collection Policy review (Hannes Berger) 7.05pm – 7.10pm

- Art Collection policy dates have expired. Art Collection Working Group have been reviewing in preparation to bring to BACAC for endorsement before taking the revised policy to Council.
- However this work will now be paused until the completion of the Arts and Culture strategic plan, as policy work should be informed by the strategic plan. Work already completed will be incorporated into an ongoing operational policy document to guide decision making until the strategy is complete.

#### 5. Placemaking Discussion 7.10pm – 7.30pm

Banyule's Place-Based Framework Project is about to commence and aims to create more integrated place-based outcomes across the Municipality – Hannes presented on this project's objectives and considerations, including 20 minute neighbourhoods, and how to define 'Place' in Banyule.

##### Discussion

BACAC's views on arts & culture's role in a place-based planning approach.

- 
- Arts and Culture needs to be directly acknowledged in State Government's '20 minute neighbourhood' diagram as currently does not mention.
- What are the factors that govern who/what areas gets resourcing as part of this place-based planning approach?
- Important to undertake an arts and culture audit of the local area, including surveying what non-council run events/festivals/cultural activities and infrastructure are already happening.
- Projects like Banyule Open Studios have provided opportunity for Banyule residents to feel connected to local artists/community.
- Important to consider all artistic practices and mediums, not just visual art.
- Need to value and fund artists adequately and not take them for granted, so artists can create sustainable sources of income. How do we support artists and retain them so they continue to practice in the local community (and potentially support other emerging artists)?
- Having arts/music venues in different areas across the municipality would allow artists/performers to gain experience and incentive to stay in the local area.
- Cheap rent attracts artists
- Consideration of the relationship between artistic practice and broader creative sector – what is/isn't council's role?
- How do we provide experiences for broader community? How do we ensure they know what arts experiences/resources are available?
- Consideration of balance between supporting artists directly and funding activities for broader community.
- In what ways can Arts and Culture support other council departments to achieve their outcomes?

#### 6. Close and date of next meeting (Cr Nealy) 7:35pm

- Next meeting – Thursday 3 November at Ivanhoe Library & Cultural Hub



# Minutes Banyule Arts & Culture Advisory Committee

3 November 2022

## Arts & Culture Advisory Committee | Minutes



### Meeting details

<b>Date of meeting</b>	Thursday, 3 November 2022
<b>Time</b>	6pm – 7.30pm
<b>Venue</b>	Ivanhoe Library & Cultural Hub (Wilim Ngarrgu Community Meeting Room 2) 275 Upper Heidelberg Road, Ivanhoe3079
<b>Chair/Facilitator</b>	Cr. Elizabeth Nealy
<b>Minutes</b>	Hiroki Kobayashi

### Acknowledgement of the Traditional Custodians

“Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region’s history.”

### Diversity Statement

“Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community.”

### Attendee

<b>Attendee name</b>	<b>Affiliation/Organisation</b>
Kate Hansen	YPRL
Genelle Ryan	Community Member
Amy Stephenson	Community Member
June Gassin	Community Member
Janelle Dunstan	Greenhills Neighbourhood House
Caroline Wall	Community Member
Leah Crossman	Bundoora Homestead Arts Centre
Deb Lemcke	Community Member
Craig Eloranta	Community Member
Kevin Ritchie	Community Member
Cr Elizabeth Nealy	Banyule City Council Councillor & Mayor
Cr Tom Melican	Banyule City Council Councillor
Kath Brackett	Director Community Wellbeing
Hannes Berger	Arts & Culture Coordinator, Banyule Council
Cheree Hunter	Manager, Inclusive & Creative Communities
Hiroki Kobayashi	Arts & Cultural Development Officer, Banyule Council

---

Jade Lillie	Creative Industries Consultant
-------------	--------------------------------

---

## Apologies

---

Name	Affiliation/Organisation
Joanne O'Hara	Community Member
Paul Higgins	Empire Studios
Cr Peter Dimarelos	Banyule City Council Councillor

---

## Agenda Items

---

### 1. Welcome & Apologies (Cr Nealy)

6.00pm – 6.05pm

- Acknowledgement of Traditional Custodians
- Diversity Statement
- Apologies
- Actions from previous meeting:
  - Hannes to invite committee to join BACAC Teams Group. Also distribute info on using Teams.
  - Acknowledge Deb Lemke and Genelle Ryan for their commitment on the Grants Working Group to assess Arts & Culture Grants this year. Assessments complete, recommendations awaiting senior management approval.

#### Outcome

BACAC Teams channel now up and running. It functions best if you download the Teams app rather than using in a web browser. Teams will be used for chat function, files, policy documents. If you can't access or don't know how to use please contact Hannes.

### 2. Creative Banyule 2030 (Jade Lillie)

6.05pm – 7.20pm

- Reflection on Literature Review findings
- Visioning for 2030 – Creative Banyule
  - Relevance of Lit Review evidence to Banyule
  - Gaps or missed opportunities?
  - Top 5 strategic themes/focus areas for Creative Banyule

#### Breakout Groups x 3 - Discussion Notes

##### How is this evidence relevant to the Banyule community?

- What is the relationship to Banyule and the wider world? The local/Banyule relationship to the broader national arts and culture sector?
- Great to get a broad high-level snapshot of what is happening nationally.
- Affordability – Investments, subsidy, studios
- Cultural infrastructure – Creative spaces/placemaking
- Connection (marketing and awareness) of people and place
- Community and council want to prioritise self-determination
- Huge community shift in our values
- Media and workplace training is bringing complex issues to local conversations and programs
- Mental Health – all the strategies and findings mentioned are relevant to Banyule

- Evidence relates well as it covers the diverse demographic and segments of cultures and ages that make up the Banyule community. Also covers the spectrum of arts and culture disciplines and practices that are happening in Banyule.

#### **Breakout Groups Discussion - Notes**

##### **Are there any gaps or missed opportunities that should be further explored?**

- How do we enthuse local community? How do we engage CALD groups? How do we create culturally safe spaces?
- Learning opportunities for community – e.g. lessons to teach Woiwurrung language. (e.g. YPRC looking to create a 'Deadly' collection)
- Placemaking – Public Art will be big focus through developments happening across Banyule. How does council partner with private developers for public art? Would community/private be willing to donate/sponsor?
- Opportunities to tap into local specialists who have in depth knowledge of areas in arts and culture. Possibilities to work with these people/groups to have them create programs/project through self-determined models.
- Opportunities to collaborate more with Youth to gain new perspectives on future directions of arts and culture practice. Could there be collaboration with Banyule's youth advisory committee?
- Not enough Public Art. Need to engage each Ward and its local artists. Opportunities for competitions/plans for phased approach – this would be inclusive and aligned with 2041 Council Plan.
- Importance of co-design through this strategy – making sure local artists and community are asked "what would you like to do?" rather than "we have this money to do.....".
- Creative Victoria – how do we position Banyule Arts and Culture as a leader in the sector?
- How do we frame what Arts and Culture means for the community?
- Collaboration between other local councils, such as Whittlesea, Nillumbik, Darebin, etc. Use of digital platforms/realm to open up opportunities for collaboration across diverse geographic areas.
- Preservation – how do we make sure artworks are being preserved and protected for future/archival purposes? How do we ensure history and heritage that is unique to Banyule Arts and Culture is preserved?
- Are grants the best way to support artists? What other ways could funds/resources be distributed?

#### **Breakout Groups Discussion - Notes**

##### **Top 5 Strategic themes/focus areas for Creative Banyule?**

Group One:

1. Engagement of Community to increase participation
2. Supporting emerging artists/groups to build resilience
3. Developing education pathways to encourage audiences to engage more with arts and culture
4. Spaces, places and infrastructure for arts
5. Social value, wellbeing, connections

Group Two:

1. Shared cultural experiences
2. Place-making
3. First Nations
4. Inclusion and Access
5. Partnerships
6. Creative Sector Development

Group Three:

1. First Nations
2. Mental Health and Wellbeing

3. Youth
4. Resilience and Sustainability (such as artist livelihood, council investment in resources/staff to ensure sustainable sector)
5. Access and engagement
6. Preservation and Heritage

#### **BACAC involvement throughout Creative Banyule 2030 process moving forward?**

- Next steps:
  - Draft vision created in coming weeks using input from BACAC along with Arts and Culture Team's recent workshop.
  - Consultation to take place with Banyule community in early 2023, adoption to take place by June 2023.
  - Once draft strategy is created, BACAC to make recommendation for endorsement via formal process to council.
- Community engagement team will be engaged to design approach for community consultation
  - Some questions around process from BACAC - How are we reaching less vocal residents/community groups to ensure they have a say? Is there potential for other Council advisory committees to be engaged with through the process?

#### **Discussion – additional BACAC meetings and engagement**

##### Discussion item

- With only 2 formally scheduled meetings for BACAC before June 2023, the committee agreed there should be additional meetings called, as required, at key milestones throughout the process to ensure BACAC has necessary input into strategy throughout process
- Preference is for in person meetings
- These would not be mandatory
- Materials / issues to be discussed at these meetings should be distributed well in advance.

##### Action

Hannes & Jade to incorporate BACAC touchpoints into project roadmap and distribute to BACAC once confirmed ASAP

### **3. Other Business (Cr. Nealy)**

**7.20pm – 7.25pm**

- There will be opportunities to meet/engage with other Banyule Advisory committees before current term ends – details TBC

### **4. What's On (Hannes Berger)**

**7.25pm – 7.30pm**

- Eco Festival – 6 Nov, Petrie Park, Montmorency
- ILCH programming
  - Exhibition Launch – **#artnow** (Youth Services) & **Falling in Sunset** (Feifei Liao) – 4 Nov, 6-8pm
  - Arts & Culture End of Year Celebration – Wed 7 December, 5:30-7:30pm

### **Close and date of next meeting (Cr Nealy) 7:30pm**

- Next meeting – Thursday 2 February 2023 at Ivanhoe Library & Cultural Hub





## Banyule Environment and Climate Action Advisory Committee | Minutes



### Meeting details

<b>Date of meeting</b>	Thursday, 8 September 2022
<b>Time</b>	6:30pm – 8:30pm
<b>Venue</b>	Online – MS TEAMS
<b>Chair/Facilitator</b>	Cr Peter Castaldo
<b>Minutes</b>	Ellie Hall

### Acknowledgement of the Traditional Custodians

“Our meeting is being held on the Traditional Land of the Wurundjeri Woi-wurrung people and, on behalf of Banyule City Council, I wish to acknowledge them as the Traditional Custodians. I would also like to pay my respects to the Wurundjeri Woi-wurrung Elders, past, present and emerging, and to acknowledge other Aboriginal and Torres Strait Elders joining us today.”

### Inclusive Banyule Statement

“Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation, and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community.”

### Attendee

#### Attendee name

Kellie Watson – BECAAC Member

Denise Fernando - BECAAC Member

Jacinta Humphrey – BECAAC Member

Alex Tzikas - BECAAC Member

Lynne Siejka - BECAAC Member

Jack Ellis - BECAAC Member

Paul Gale Baker - BECAAC Member

Michelle Giovas - BECAAC Member

Trivess Moore - BECAAC Member

Vicky Rowe – BECAAC Member

Alex Del Brocco – BECAAC Member

Cr Peter Castaldo - Chair

Cr Alida McKern

Cr Tom Melican

Jonathan Risby – Environment & Transport Manager

---

Ellie Hall – Acting Environment Coordinator / BECAAC Contact Officer

---

Paul Davis – Biodiversity Advisor

---

Danielle Clarke – Social Policy & Planner Team Leader

---

## Apologies

---

**Name**

---

Sarah Bendy – BCAAC Member

---

## Items

---

### 1. Introduction

Acknowledgement of traditional custodians

Diversity Statement

### 2. Biodiversity planning – vision & values

- Currently reviewing the 2019-2022 Biodiversity Plan with the aim to identify any new and emerging themes and key actions
- Most actions are complete or will roll over.
- Slight wording changes will make some actions clearer.
- Biodiversity Working group will be convened to support the development of the ongoing strategy.
- BECAAC members inputted into the development of some overarching themes for the new strategy through a brainstorming exercise.
- All BECAAC members had a chance to input ideas, these were grouped into themes and then voted on.
- The below table and figure outline the themes and their standing in terms of priority.

Theme	Priority votes
Habitat enhancement and connectivity	10 votes
Community education and awareness	10 votes
Managing threats	5 votes
Community engagement programs	4 votes
Climate action and adaptation	3 votes
Advocacy	2 votes

**Table One: List of themes developed**



Figure One – Group nominal technique priority theming

### 3. Urban Food Strategy - consultation

- The Banyule Urban Food Strategy will provide a framework for organisation and community that highlights the roles and responsibilities of Banyule Council in local food systems and supporting health and wellbeing, economic, environment development outcomes through food security and urban food activities.
- Desired outcomes of the Banyule Urban Food Strategy include:
  - Strategic and systematic approach to healthy, sustainable, resilient, and equitable local food systems
  - Established urban food strategy vision and goals unique to Banyule and it's needs
  - Increased community awareness and participation in sustainable, vibrant, and equitable local food systems
  - Strengthened local economy and community resilience, including health and wellbeing outcomes
  - Local food systems embedded into health and wellbeing, economic, climate action and development planning
  - Advocacy for more resilient food systems in Melbourne.
- The Strategy strongly aligns with the Municipal Public Health and Wellbeing Plan 2021-25 and priority areas - healthy eating, climate change, and social inclusion and connection.
- The Strategy also aligns with Inclusive Banyule; addressing social inequalities in local food systems experienced by vulnerable and disadvantaged population cohorts, Community Climate Action Plan, and Resilience Framework.
- Council have engaged Sustain Australia to support development of this plan.
- Sustain and Council will develop a collective impact and co-design process for Urban Food Strategy
- First step is mapping key stakeholders

- There will be a development of a community working group with a member of BECAAC to report back to this group.
- A member has been nominated to be a part of the Urban Food Strategy Workshop.

## 4. Standing Items

### Climate Action Report

- On track to see 65% reduction in corporate emissions thanks to the VECO power purchasing agreement.
- Shut off the gas fired co-generation unit at Watermarc saw a reduction in gas usage.
- Trialling pool blankets at Watermarc warm water pool
- Removing gas meters from small sites
- The Centre Ivanhoe solar going ahead this FY
- Pre Schools deemed feasible getting solar this FY.
- Heidelberg West Business Park Renewable Options Assessment is kicking off.
- Better Score and energy appliance upgrades program targeting household emissions.
- Sustainable transport grants are included in Environment Grants this year.

### North East Link Update

- Trees have been removed from Simpson Army Barracks – confronting sight for community.
- Still advocating for better outcomes for Watsonia and the whole community.
- Michelle Giovas should be commended for her strong advocacy on behalf of the community.
- Council's Lid the Link campaign is building momentum.

### Council Reports & Updates

- New State Government regulation no longer requiring Gas connections for new builds. Some developers already advertising all-electric homes.
- CASBE advocacy towards stronger ESD requirements in the planning scheme - <https://www.banyule.vic.gov.au/News-items/Banyule-Council-leading-towards-net-zero>
- Advocacy from Local Government has delivered changes to the National Construction Code –
  - raising the minimum thermal performance standard from 6 to 7 stars (NatHERS equivalent) and;
  - the introduction of a 'whole-of-home' energy budget for fixed appliances (heating and cooling, hot water, lighting, and pool and spa pumps).





# Minutes Multicultural Committee

19 October 2022

## Multicultural Committee | Minutes



### Meeting details

<b>Date of meeting</b>	Wednesday, 19 October 2022
<b>Time</b>	6.00 – 7.30pm
<b>Venue</b>	Online
<b>Chair/Facilitator</b>	Cr Fiona Mitsinikos
<b>Minutes</b>	Lisa King

### Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

### Inclusive Banyule Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

### Attendee

Attendee name	Affiliation/Organisation
Jeyarajah (Raj) Ramanathan	Community member
Louisa Ong	Community member
Susan Zhou	Community member
Baljit Singh	Community member
Albert Fatileh	Victoria Police
Cr Fiona Mitsinikos	Banyule City Council
Jo Wilson	Banyule City Council
Laura Mannix	Banyule City Council
Sherryn Prinzi	Banyule City Council

### Apologies

Name	Affiliation/Organisation
Linda Liwewe	Community member
Naaz Fahmida	Community member
Ginger (Lan) Jiang	Community member
Samira Liban	Community member
Mandira Panday	Community member
Multicultural Committee	



Ansum Sadik	Victoria Police
Alaa Elzokm	Heidelberg Mosque

## Items

### 1. Introduction

Acknowledgement of traditional custodians  
Diversity Statement

Due to reduced attendance, a quorum was not reached and therefore this meeting will not be recorded as an official committee meeting.

### 2. Minutes from previous meeting

No action arising.

### 3. Standing agenda items

#### Updates from LGBTIQ+ and Disability and Inclusion Committee

LGBTIQ+ Committee summary:

- Finding the Rainbow in the North Project identifies places in the community that are identified as safe for LGBTIQ+ communities. These locations are then mapped, and the map made available on Council's website
- Exploring a memorial to those lost to discrimination in the north

Disability Committee summary:

- Discussing and providing feedback on the Disability Inclusion Bill 2022 Exposure Draft
- Feasibility study into the establishment of an Inclusion Website for Banyule

#### Inclusive Banyule Advisory Committee

An overview of the Inclusive Banyule Advisory Committee purpose and membership was outlined.

The Inclusive Banyule Advisory Committee provides a formal mechanism for Council to consult and engage with key stakeholders, seek strategic advice, enable community participation in advocacy, partnership and strategic advice to assist with the development and implementation of Inclusive Banyule.

#### Action

Lisa King invites members of the Multicultural Committee to express interest in joining the Inclusive Banyule Advisory Committee. Please contact Lisa to discuss your interest.

#### Information sharing from committee members

Members of the Committee identified issues relevant to Banyule's multicultural community:

- Racism and discrimination
- The importance of understanding other cultures, bringing members of different communities, backgrounds, and faiths together to share and learn. Opportunities for cultural exchanges
- The use of social media to understand the political situation in home country.

**Action**

Lisa King to undertake an environmental scan to identify what is occurring locally to address racism and discrimination

**Key Projects****Days of Significance and Fact Sheets**

The dates for a number of religious and cultural days of significance change every year for example Chinese New Year, Ramadan and Eid.

- Chinese New Year is Jan 22<sup>nd</sup> 2023 – the date changes each year
- Lantern Festival February 5<sup>th</sup> 2023 – biggest festival in China
- Include the Orthodox and Coptic dates for Easter and Christmas

**Website Accessibility****Discussion**

Within the Cultural Diversity Tab of Banyule City Council's website, the following was identified to be added:

- A calendar which outlines what is happening each month, eg. cultural or religious days of significance, local events
- Details on how members of the community can get involved and participate in local events or opportunities
- Directory of multicultural community groups or organisations in the area

**4. New business 7.00 – 7.15pm – Laura Mannix****2022 Census data presentation**

As noted in Briefing Paper

**5. Any other business 7.15 – 7.30pm – Cr Fiona Mitsinikos and Laura Mannix****Council Updates**

International Campaign to Abolish Nuclear Weapons (ICAN) - see Briefing Note

**Action**

Lisa King to send an email to ask for feedback from the broader committee

During the Council Meeting 26 September Cr Garotti raised a general business item expressing support for Iranian people in their pursuit for freedom, peace and human rights following the murder of 22-year-old Iranian woman, Mahsa Amini.

A weekly women's only swimming evening will commence from 21 October at Olympic Leisure Centre. Member of the committee are invited to promote the event with members of their community.

Member of the committee are invited to participate in the Urban Food Strategy consultation.

Opportunities for consultation include:

Community Survey <https://shaping.banyule.vic.gov.au/UrbanFood>

Community pop up sessions:

- Sunday 6 November 2022 09:00 am – 11:00 am, Eltham Farmers Market
- Sunday 6 November 2022 12:00 pm – 02:00 pm, Eco Festival, Petrie Park, Montmorency

Multicultural Committee

Page 3 of 4

## **6. Meeting close**

Next meeting – 7 December 2022

The meeting will be held at:

1 Flintoff Street, Greensborough, Level 4, Griffin meeting room

Members are welcome to join online





# Minutes Banyule Disability & Inclusion Committee

26 October 2022

## Banyule Disability and Inclusion Advisory Committee | Minutes



### Meeting details

<b>Date of meeting</b>	Wednesday, 26 October 2022
<b>Time</b>	5.30 – 7.00pm
<b>Venue</b>	Join Zoom Meeting <a href="https://us06web.zoom.us/j/89226463877?pwd=NnBXaVRuN0lyWCtVREVwYzIGMVYrQT09">https://us06web.zoom.us/j/89226463877?pwd=NnBXaVRuN0lyWCtVREVwYzIGMVYrQT09</a>  Meeting ID: 892 2646 3877 Passcode: 504209
<b>Chair/Facilitator</b>	Jo Wilson (Councillor's Apology)
<b>Minutes</b>	Vicki Martinez

### Acknowledgement of the Traditional Custodians

Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as traditional custodians of the land and we pay respect to all Aboriginal and Torres Strait Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history.

### Inclusive Banyule Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

### Attendee

Attendee name	Affiliation/Organisation
Alicia Rotella	Banyule Disability and Inclusion Advisory Committee member
Allan Leenaerts	Banyule Disability and Inclusion Advisory Committee member
Parvin Ahadi	Banyule Disability and Inclusion Advisory Committee member
Emma Lowe	Banyule Disability and Inclusion Advisory Committee member
Dani Stramandinoli	Banyule Disability and Inclusion Advisory Committee member
Roslyn Melling	Banyule Disability and Inclusion Advisory Committee member
Sherryn Prinzi	Banyule Council – Coordinator Community Impact
Jo Wilson	Banyule Council – Manager, Resilient and Connected Communities
Catherine Corbett	Banyule Council – Age Friendly Project Officer

## Apologies

Name	Affiliation/Organisation
Cr Rick Garotti	Banyule Council Councillor
Cr Alison Champion	Banyule Council Councillor
Sarah Hockey	Banyule Disability and Inclusion Advisory Committee member
Laila Fernandez	Banyule Disability and Inclusion Advisory Committee member
Kerryn Burgoyne	Banyule Disability and Inclusion Advisory Committee member
Vicki Martinez	Banyule Council – Community and Social Planner
Laura Mannix	Banyule Council – Team Leader Community and Social Planning

## Items

### 1. Introduction (10 minutes)

- Acknowledgement of traditional custodians
- Inclusive Banyule Statement

Attendees introduced themselves. Due to Councillor apologies and no quorum being reached any recommendations will be revisited in future meetings.

### 2. Minutes from Previous Meeting

Agenda Item	Action Arising	Progress
<b>Inclusion@Sport</b>	Members of Advisory Committee to advise if they want to be a part of the toolkit working group. Sarah and Laila nominated to date.  Sherryn invite new members from the committee	Tool kit Framework Developed and Working Group Commenced.
<b>East Ivanhoe Streetscape consultation</b>	Council Officers to investigate the availability and accessibility of disability parking in East Ivanhoe Village and advise.	Incorporated as part of Streetscape Plan
<b>Council Meeting and Endorsement of Inclusive Banyule</b>	Council Officers to send agenda of Council meeting on 31 August  Committee Member to represent the Advisory Committee on Inclusive Banyule Development	Completed  Completed – Sarah Hosking delivered a presentation to Council
<b>Council Branding and Website</b>	Council Officers to send invitation to Committee Members to join focus group on Branding and Website	Completed – Focus groups delivered.

### 3. New Business - Consultations

#### 3.1 Community Bus Project – Update and Consultation on Project – Catherine Corbett (15 minutes)

Banyule City Council has approved \$100,000 to fund a 12-month trial for a community bus that will enable vulnerable population groups to access services in Banyule and reduce participation barriers.

Discussion
<p><b>Discussion item:</b></p> <p>Catherine introduced herself and her role. Most of her work is in the older adult's space but also part of the community connections team. One of her projects is the Community Bus Project.</p> <p>Catherine provided information on the project. Banyule Council have approved funding for a 12-month trial of a community bus. No existing community bus service exists in Banyule.</p> <p>Aim is to assist vulnerable community members to access services in Banyule and to reduce barriers to participation in the wider community. Targeting Adults over 65, PwD, Lower SES and vulnerable community members. Council will contract the service to a community provider.</p> <p>Transport routes were outlined with a focus on key areas based on evidence and data. Will operate, Heidelberg, Heidelberg Heights and West, Bellfield, Ivanhoe, Rosanna. Bus will operate as a fixed route at a few times and on certain days in each week. The bus will stop at leisure centres, libraries, neighbourhood houses, community hubs, shopping centres etc. Route is still being determined.</p> <p><b>Member Consultation Questions:</b></p> <ul style="list-style-type: none"><li>- <i>Suggestions on locations that you would like a bus to stop at in the defined areas</i></li><li>- <i>Would you be likely to use this service?</i></li><li>- <i>Are there any barriers on you using this service that we need to address?</i></li></ul> <p><b>Member Feedback:</b></p> <ul style="list-style-type: none"><li>- What sort of bus? A 17-seater bus is being considered with wheelchair access. Accessible for two wheelchairs per bus.</li><li>- Is the route a gap in the existing transport? Feasibility study was undertaken on a community bus and where it needs to go. In determining criteria a number of criteria were considered including suburbs in need; topography, walking proximity to train stations, demographics etc</li><li>- Emma from Watermarc outlined consultation with members who defined transport and cost as their two biggest barriers, and this would assist.</li><li>- Based on success of program, may look at expanding to other areas</li><li>- Committee defined barriers including safe seating – seatbelts, the driver having information on people accessing the bus, inclusion of a communication board, driver trained on diverse community, driver to have contact numbers (next of kin).</li><li>- Visual of what the route looks like, what looks like in the bus, sensory based information, drivers names or profiles on website.</li><li>- Visual map of where it goes on the bus also so people can point to locations they want to go to.</li><li>- Bicycle storage on bus</li></ul>
<p><b>Action</b></p> <p>Action 1: Vicki to send survey on community bus to members of Committee for a response</p>



### 3.2 Disability Inclusion Bill 2022 – Exposure Draft – Jo Wilson (35 minutes)

The Victorian Government is reviewing the Disability Act 2006 as part of the broader reform agenda set out in Inclusive Victoria: State Disability Plan 2022 – 2026. They have released the Disability Inclusion Bill 2022 Exposure Draft and are seeking feedback.

Discussion
<p><b>Discussion item</b></p> <p>Council Officer provided an overview of the Disability Inclusion Bill 2022 which was part of the review of the State Disability Plan and Disability Act 2006. The Bill takes more of an inclusive approach and strengthens the need to consider disability in all planning.</p> <p>Key themes that came out of State Government consultation 2021 include adopting a human rights approach, promoting ableism, strengthen government accountability, intersectionality and promoting self-determination for Aboriginal and Torres Strait Islander People.</p> <p>Expectations for Councils and other bodies were outlined and include:</p> <ul style="list-style-type: none"><li>- The need to consider and promote disability inclusion when developing policy and programs and providing services with direct and significant impact on public;</li><li>- Council's will need to undertake a "Disability Impact Assessment" on policies, programs, and services, have a Disability Action Plan and report on the milestones of these to the Disability Commissioner. The Commissioner will have the power to put in directives if organisations do not comply with the act;</li><li>- Consult with people with disability including using at least one accessible format;</li><li>- Foster good relationships between PwD and other residents; and</li><li>- Take necessary steps to advance disability inclusion</li></ul> <p>A brief response will be developed by Council Officers to the DFFH incorporating the member feedback.</p> <p><b>Member Consultation Questions:</b></p> <ul style="list-style-type: none"><li>- <i>Thoughts on amendments?</i></li><li>- <i>Is there anything else that needs to be strengthened?</i></li><li>- <i>Any further inclusions?</i></li></ul> <p><b>Member Feedback</b></p> <ul style="list-style-type: none"><li>- Doing more of the same but doing it better.</li><li>- More opportunities for employment into smaller local businesses not just large entities. You can't be what you can't see.</li><li>- Ableism was good to see as members felt that disability is a broad term. We are a spectrum of people with range of abilities and that is what it means to be human. Better communication of that concept would be positive.</li><li>- Identifying KPIs may be a challenge. Working out how we will measure success and focus on outcomes rather than outputs. Encourage Department for tangible outcomes and success measures built in.</li><li>- Discussion on intersectionality and its meaning and how members are experiencing or working with the difference and individual strengths. Members support the concept of intersectionality in the Bill.</li></ul>
<p><b>Action</b></p> <p>Actions:</p> <ol style="list-style-type: none"><li>1. Council Officers to draft a response to the DFFH and bring back the members</li><li>2. Vicki to send out information on intersectionality as part of the minutes</li></ol>

### 3 Standing Agenda Items

#### 3.1 Inclusive Banyule Workplan for Disability – Sherryn Prinzi (20 minutes)

Workplan developed outlining key actions supporting disability inclusion and advocacy.

<b>Discussion</b>
<b>Discussion item</b>
To make the BDIAC meetings more meaningful, we have created a workplan for the BDIAC and wanted to test it with the members. The draft workplan was shared and has been based on the Inclusive Banyule Action Plan adopted on the 5 September. Council Officers went through the workplan. The members agreed to the elements of the plan and in playing a role in their planning/implementation.
<b>Ideas for other projects:</b>
<ul style="list-style-type: none"><li>- Work with partner organisations to develop inclusion statements to make people feel more supported. Idea for organisations to pledge to Council's diversity statement.</li><li>- Liaison with public transport authorities – myki amount (\$ on card) is not accessible when tap off. Engage with Council's transport unit to advocate for this change</li></ul>
<b>Action</b>
Action Item 1: Agenda the Website for consultation at the next meeting

#### 3.2 Inclusive Banyule Advisory Committee – Jo Wilson (5 minutes)

Banyule City Council's Inclusive Banyule Advisory Committee is a strategic advisory committee to assist with advocacy, partnership and strategic advice to oversee Inclusive Banyule, Councils' framework to uplift equity, rights, participation and access in our community.

<b>Discussion</b>
<b>Discussion item</b>
Council Officers provided an overview of the Inclusive Banyule Advisory Committee as the overarching committee for Inclusive Banyule Plan and the population committees. Kerry and ex member Sam are representatives from BDIAC. Two key priorities that the committee are concentrating and advocate on are Mental Health and Affordable Housing across Banyule.
<b>Consultation with Members:</b>
<i>Is there anything from the BDIAC would like to focus on in these two areas?</i>
<ul style="list-style-type: none"><li>- Discussion on whether mental health services understand or adequately support people with disability. Access to services post covid is limited. Very difficult in the children space for mental health services – 1-2 year wait. Shortfall in services post covid – many children impacted with social change. Unfortunately, options limited whilst on waiting lists and online options do not always work for PWD.</li><li>- Discussed the role of Council in addressing this and the ecosystem. Members would like Council to encourage more programs and services in the area. Support better access to the community eg venues for professionals to attend. Advocate for increased funding for mental health services. Support for more access in school and workplaces.</li><li>- Carer mental health is a real challenge. Access to quality carers that are trusted is difficult. This makes it harder for family carers to take the time they need to access supports for themselves.</li><li>- When there are more complex issues, professionals are often challenged ie dual diagnosis or comorbid issues and are often not spending adequate time to unpack the complexity.</li></ul>

- Collapse of health care system – workforce inadequate, not skilled, walking out of professionals, understaffed, overworked staff. Big problem in the system. Suggestion on how we strengthen community to support community.

#### 4. Council Updates (5 minutes)

##### Consultation Opportunities

On Shaping Banyule there are a number of consultation opportunities available. Please visit <https://shaping.banyule.vic.gov.au/>

- Playground Replacement Program
- Pecks Dam Upgrade
- Urban Food Strategy
- Sports Facilities in Banyule

##### Inclusive Banyule Grant 2022/23 Recipients and projects

###### Discussion

Discussion item:

3 applications have been approved for funding:

- Watsonia Neighbourhood House is facilitating an event for IDPWD. See Attachment to attend.
- Waratah Special Development Schools will deliver an art show for IDPWD
- Olympic Adult Education and Parvin to deliver event for World Autism Day. Parvin congratulated for her efforts in the application.

###### Action

Action: Connect community suggestion for a disco with Olympic adult education and Parvin

#### 5. Close and date of next meeting – 7 December 5.30 – 7.00pm

###### Action

Action: Next meeting will be face to face. One hour meeting followed on by celebration.





# Minutes Banyule LGBTIQ+ Advisory Committee

6 October 2022

## LGBTQIA+ Committee | Minutes



### Meeting details

<b>Date of meeting</b>	Thursday, 6 October 2022
<b>Time</b>	5.30 – 7.00pm
<b>Venue</b>	Ivanhoe Library and Cultural Hub, Southern Clara Meeting Room, Level 2
<b>Chair/Facilitator</b>	Cr Peter Castaldo
<b>Minutes</b>	Sherryn Prinzi

### Acknowledgement of the Traditional Custodians

Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as traditional custodians of the land and we pay respect to all Aboriginal and Torres Strait Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history.

### Diversity Statement

Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community.

### Attendees

Attendee name	Affiliation/Organisation
Cr Peter Castaldo	Committee Chair
Michelle McNamara	Transgender Vic; GLBTIQ Multicultural Council
Lara Hunter	Community member
Richard Peterson	Community member
David Landis-Morse	Community member
Will Delaney	Community member
Ilias Katis	Community member
Tommy Christopolous	Banyule Community Health Service
Sage Moorhen	Committee member
Sherryn Prinzi	Community Impact Coordinator
Xenia Rivers-Taunt	Support Officer

### Apologies

Name	Affiliation/Organisation
Kath Brackett	Director Community Wellbeing
Jo Wilson	Manager Resilient and Connected Communities
Cr Alison Champion	Substitute Chair
Morganne Blackburn	Community member

LGBTQIA+ Committee

Page 1 of 6

Fleassy Malay	Mother Tongue Poetry, Earth CERC co-op, & Murundaka intentional co-housing
Shev Armstrong	Community member
Nevena Spirovski	Co-Convenor Vic Pride Lobby
Jet Hayes	Committee member

## Items

### 1. Introduction (15 minutes)

- Acknowledgement of traditional custodians and Diversity Statement
- Welcome, introductions and farewells

#### Discussion

Tommy from Banyule Community Health has been co-opted to the committee until the end of the term to work on joint inclusion projects

Sage joins the committee as a new member through the formal EOI process.

Resignations received from Nevena, Shev, Nicole and Justin.

#### Action

Action Item 1: Council to undertake exit surveys of understand the experiences of members who resign from the committee in the future.

- Call for Inclusive Banyule representative

#### Discussion

An overview of the Inclusive Banyule Advisory Committee was provided to members.

#### Action

Action Item 2: Sherryn to distribute detailed information about the Inclusive Banyule Committee to members with the minutes

Action Item 3: Committee members to contact Sherryn if membership on the Inclusive Banyule Committee is of interest

- Introduction of workplan (trial)- Cr explained the workplan concept to the committee

#### Discussion

Councillor Castaldo discussed the intent of the workplan and asked members to provide comment. Members agreed that the workplan is a useful tool and is happy to adopt

#### Action

Action Item 4: Sherryn to include workplan items in agendas

- Feedback on value of Committee Briefing Paper

#### Discussion

Committee have been issued with briefing papers with the August and October meetings. Members agree that the briefing papers have provided useful background and helped facilitate discussions.

## 2. Minutes from Previous Meeting (15 minutes)

Agenda Item	Action Arising
Inclusion practice in libraries	<p><b>Action:</b> Sherryn to contact library to share inclusion message with library            "Members commend the YPRL service on providing excellent trans inclusion activities and high-quality displays and events to raise the visibility of days of significance including IDAHOBIT. To support the libraries on their inclusion journey, it is suggested that the library considers the use of inclusive language guide."</p> <p><i>Message sent to Kath Brackett, Director Community Wellbeing to send on behalf of committee.</i></p>
Data report on LGBTIQ+ communities in Banyule	<p><b>Action:</b> Sherryn to verify the data sources used for the report.  <b>Action:</b> Council to continue to update the report and re-issue to committee.  <i>In progress</i></p>
Inclusive meeting spaces in Banyule	<p><b>Action:</b> Sherryn to follow up on previous work undertaken by the Inner North region on LGBTIQ+ friendly spaces and report back the status of the project to the committee.  <i>Find the Rainbow in the North. Appears to have commenced in 2018. A map appears on Council's website <a href="https://www.banyule.vic.gov.au/Community-services/Cultural-and-identity-diversity/LGBTIQ/Rainbow-in-Melbourne">https://www.banyule.vic.gov.au/Community-services/Cultural-and-identity-diversity/LGBTIQ/Rainbow-in-Melbourne</a>            Community members can email their Council to have a place added or provide feedback on a place.            No further work has been undertaken to develop this project.</i></p> <p><b>Action:</b> Sherryn to collate resources that help define safe places to meet that are LGBTIQ+ specific, identify what has already been progressed at Banyule and agenda a follow up discussion on how to raise awareness and uplift practice.  <i>No progress to report.</i></p> <p><b>Action</b>            Action Item 5: Committee asks Council to re-advertise the Rainbow in the North opportunity and table the Inclusive Business Guide for discussion at the next meeting.</p>
Memorial to LGBTIQ+ community members lost to discrimination.	<p><b>Action:</b> The committee recommendation to undertake a feasibility study to be tabled in a Council report.  <b>Resolution:</b> The Committee makes a recommendation to Banyule City Council to undertake a feasibility study on the establishment of memorial to the LGBTIQ+ community lost to discrimination and to involve the LGBTIQ+ committee in establishing the scope of the study.  <i>Update: The recommendation was included in the Council report. A feasibility study will be undertaken in 2023. Committee invited to help scope the study.</i></p>
Austin Health Transgender Clinic speaker	<p><b>Action:</b> Michelle and Lara to collaborate to contact Austin Health to arrange a speaker.</p> <p><b>Action</b>            Action Item 6: Michelle to progress in preparation for next meeting</p>
Adoption of Inclusive Banyule	<p><b>Action:</b> Sherryn to send information about how to speak at the committee meeting to members ASAP.  <i>Complete</i></p>
Qwere Street Planning	<p><b>Action:</b> Fleassy to share contractor list-</p>
LGBTIQ+ Committee	



	<p><i>Action complete</i></p> <p><b>Action:</b> Sherryn to reconvene a meeting with the Montmorency Traders Association and invite interested committee members to attend.</p> <p><i>Update: the Montmorency Traders Association have indicated they may not be able to deliver this event due to disruptions associated with Werre street scape works and covid disruptions experienced by traders. In negotiations with traders.</i></p>
Days of significance	<p><b>Action:</b> Sherryn to distribute survey to members for further input</p> <p><i>Not complete. See agenda item below.</i></p>
Inclusion in Sport	<p><b>Action:</b> The Rainbow Roadmap resource developed by Victorian Government to be shared with Sports Clubs in Banyule via the Recreation and Leisure Team.</p> <p><i>Complete <a href="https://vicsport.com.au/rainbow-roadmap">https://vicsport.com.au/rainbow-roadmap</a> sent to clubs via Club Chat 19 August</i></p>
Gender affirmation leave	<p><b>Action:</b> Sherryn to raise the matter with Banyule's People &amp; Culture Team, questioning whether the provision is once off, per year, or available for each step of the process; and to question whether this leave is afforded to family members supporting the individual undertaking the gender transformation process.</p> <p><i>Complete- P&amp;C 19 August state that the leave is for 5 days per year and can be used over the 12 months. It is not available to employees supporting family members.</i></p>
BCHS	<p><b>Action:</b> Sherryn to distribute the documents to committee members Tommy to share email address with committee via Sherryn. Tommy's email address is <a href="mailto:tommy.christopoulos@bchs.org.au">tommy.christopoulos@bchs.org.au</a></p> <p><i>Complete- sent with minutes to members.</i></p>
Support for LGBTIQA+ youth	<p><b>Action:</b> Sherryn to ask Youth team to provide clarity on participation in the Rainbow Space group.</p> <p><i>Complete: Rainbow Space Banyule is a safe, fun and inclusive space for LGBTIQA+ young people, friends and allies. We welcome those aged 12 to 25 years, who live, work, study or recreate in Banyule and surrounds, to be themselves and connect with their community. Come along for a mixture of games, art activities, snacks and DIY creations, whilst meeting other young people in the LGBTIQA+ community. Plus, the added bonus of being able to connect to local youth workers! <a href="https://banyuleyouth.com/rainbow-space/">https://banyuleyouth.com/rainbow-space/</a></i></p> <p><i>When: Every Thursday (During The School Term)</i></p> <p><i>Times:</i></p> <p><i>12 To 15 Years: 4pm To 6pm</i></p> <p><i>16 To 25 Years: 6pm To 8pm</i></p> <p><b>Action</b></p> <p><b>Action Item 7:</b> Sherryn to invite Banyule Youth Services, Rainbow Space lead to next meeting to speak about the program and respond to questions.</p>

### 3. Standing Agenda Items

#### 3.1 Update from Council (30 minutes)

Please refer to Committee Briefing paper October 2022- Inclusive Banyule Action Plan items:

- Days of Significance, Fact Sheets and events

#### Discussion

Add International Non-binary people's day 14<sup>th</sup> July

Fact sheets- think about a youth friendly version and simplified and image. Think about sharing fact sheets with Libraries and community organisations. Consider promotion through electronic boards instead of hard copies. Members commented on the positive inclusion of description of flags. Committee suggest fact sheets could be made available on Council's website.

Committee support the trialling of fact sheets and are available to proof read content prior to distribution.

Committee members keen to ensure flag raising opportunities are remembered, e.g. for Trans Day of Visibility

#### Action

Action Item 8: Sherryn to distribute fact sheets via email to members for comment

- Council website updates

#### Discussion

Committee provided advice on information on Council's webpage regarding LGBTIQA+ communities and suggest the following adaptations: Update dates all pages; consider listing libraries as a source of LGBTIQA+ reading materials; consider a way to integrate important dates into a broader calendar to demonstrate collective impact; change the statement about flying a rainbow flag on Trans Awareness Day to the trans flag; provide link to the BCHS resource list once approved for distribution.

#### Action

Action Item 9: Sherryn to request website updates in line with feedback.

- Inclusive Seminar Series updates

#### Discussion

David provided update to committee on the working group. States that the group consists of members from the three population committees, LGBTIQA+, Multicultural and Disability. Suggests the opportunity has been valuable to understand different perspectives. The first workshop will be held on October 18<sup>th</sup> and is focused on Inclusive Events

#### Action

Action Item 10: Sherryn to distribute flyer to committee members

- Inclusive Practice guides

#### Discussion

Sherryn discussed the development of the Inclusive Practice guides to uplift Council's inclusive capabilities. The first guide will be focused on disability. Tommy stated that Banyule Community Health Service has developed an Inclusive Language Guide and pronouns matter documents and have shared these with Council. Committee encourages Council to apply an intersectional lens to these guides, rather than considering identities in isolation.

- Gender Impact Assessments

#### Discussion

Sherryn explained the purpose of Gender Impact Assessments and asked if the committee would be willing to support Council to review these. Committee members agreed reviewing policies has been part of the committee's role in the past and is willing to continue to provide advice on the proviso that there is a feedback loop back to the committee on how that business area used their advice. A member cited a consultation undertaken on a Council form, yet did not hear if anything had changed.

- Rainbow Tick re-accreditation

#### Discussion

Sherryn advised that Council's Older Adults Program were undertaking a re-accreditation process. Committee interested to hear more about what was learnt and what was improved as part of that re-accreditation process. Tommy asked the members if they were willing to hear more about Banyule Community Health's Rainbow Tick journey, and there was support for this.

#### Action

Action Item 11: Sherryn to ask officer to provide a report to be included in the next Committee briefing paper, and Sherryn to agenda a report from Tommy to discuss BCH journey at the next meeting.

### 3.2 Presentations (10 minutes)

- Fleassy Malay- International Women's Day event- hold over to next meeting

### 3.3 Other business (15 minutes)

#### Discussion

Sherryn advised that North East Public Health Unit were targeting Monkeypox transmissions as this area is identified as a Victorian hotspot. A non-stigmatising marketing campaign has been developed.

#### Action

Action Item 12: Sherryn to distribute NEPHU information with minutes of the meeting.

#### Discussion

Next meeting to fall on World Aids Day. Committee suggest that the meeting is held for one hour and half an hour is allocated to socialising to celebrate the year. Committee wish to meet at Ivanhoe Library and Cultural Hub again.

#### Action

Action Item 13: Richard to prepare an acknowledgement to be read at the beginning of the meeting, after the Acknowledgement to Traditional Custodians and the Diversity Statement. Sherryn to remind Richard a week prior to the meeting.

#### Discussion

It was noted that the meeting was held in the Clara Southern Room, yet the room was void of any pictorial or written acknowledgement of who Clara Southern was.

#### Action

Action item 14: Sherryn to email Facility Manager to propose some augmentation to the room to better educate visits to whom Clara Southern was

## 4. Close and date of next meeting (5 minutes)

Meeting closed 7pm. Members thanked for their participation and encouraged to attend the next meeting face-to-face if possible.

Next meeting: Thursday 1st December 2022, 5.30-7pm





# Minutes Age Friendly Advisory Committee

29 September 2022

## Age Friendly Committee | Minutes



### Meeting details

<b>Date of meeting</b>	Thursday, 29 September 2022
<b>Time</b>	10.00 am – 12.00 pm
<b>Venue</b>	Microsoft Teams
<b>Chair/Facilitator</b>	Cr Tom Melican
<b>Minutes</b>	Laura Cattapan Coordinator Community Connections

### Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

### Inclusive Banyule Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. We are committed to access, equity, participation and rights for everyone: principles which empower, foster harmony and increase the wellbeing of an inclusive community."

### Attendee

Attendee name	Affiliation/Organisation
Cr Tom Melican	Banyule City Council - Councillor
Glenn Swofford	Age Friendly Committee Member
Mary Stringer	Age Friendly Committee Member
Dianne Williamson	Age Friendly Committee Member
Marcello D'Amico	Age Friendly Committee Member
Jim Brewer	Age Friendly Committee Member
Stewart Morritt	Banyule Leisure
Karlene Lang	Emergency Care Coordinator, Austin Health
Jo Wilson	Banyule City Council - Manager Resilient and Connected Communities
Laura Cattapan	Banyule City Council - Coordinator Community Connections

### Apologies

Name	Affiliation/Organisation
Kath Brackett	Banyule City Council - Director Community Wellbeing

## Items

---

### 1. Introduction

#### Acknowledgement of the Traditional Custodians

"Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history."

#### Diversity Statement

"Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages, and genders. Council is committed to access, equity, participation, and rights for everyone; principles which empower, foster harmony, and increase the wellbeing of an inclusive community."

- Apologies
- Welcome to all members
- Introduction of new members and Coordinator Community Connections

#### Committee Member Introduction

Two new members, Dianne Williamson representing Banyule University of the Third Age (u3a) and Laura Cattapan Banyule's new Coordinator Community Connections were welcomed by the Age Friendly Committee (AFC). Committee members were invited to introduce themselves.

### 2. Actions from Previous Meeting

#### 2.1. Request for installation of Shade Sails Ivanhoe Park Seniors Exercise Park

**Action:** Community Connections Coordinator has contacted Open Space Planning & Design Coordinator about the shade sails and is awaiting a response.

#### Outcome

Community Connections Coordinator is continuing these discussions internally and the Community Connections team have benchmarked the installation of shade sails in other local Councils.

The Community Connections Coordinator is scheduled to do a site visit on Friday 30 September with both the Open Space Planning and Design Coordinator and Landscape Architect to discuss options and solutions.

#### 2.2. Seniors Exercise Park Usage

**Action:** Catherine Corbett Age Friendly Project Officer continues to offer an activation program on Fridays.

#### Outcome

Coordinator Community Connections reported that the Community Connections team are running a regular Come n' Try session every Friday morning. The team is reaching out to local allied health professionals and service providers to promote the usage of the park. The team will also start to engage other community groups such as U3A and multicultural seniors' groups.

#### 2.3. Committee Vacancy

**Action:** Welcome to new U3A member.

#### Outcome

Coordinator Community Connection said that the AFC agreed to co-opt Dianne Williamson onto the AFC as a representative of U3A Banyule, as outlined in the Populations Committees Terms of Reference. Once a formal recruitment process occurs Dianne will have the opportunity to formally nominate and be endorsed by Council.

#### 2.4. Work with Environment Team to support them to work with Seniors clubs

**Action:** Community Connections Team to progress this initiative.

#### Outcome

To be discussed at the next AFC Committee meeting.

#### 2.5. Supporting local Bowls Clubs

**Action:** Age Friendly Team to liaise with Social Support Team Leader and Leisure and Recreation Team around feedback from local bowls clubs

#### Outcome

Cr Melican mentioned that Rosanna is having a come n' try event this weekend to promote membership.

Coordinator Community Connections said that as part of Council's Seniors Festival Program there are come n' try events with local Clubs, and that the Community Connections team sees Bowls Clubs as important stakeholder as part of their Age Friendly work.

#### 2.6. Air quality in buildings

**Action:** Community Connections team to follow up on this item.

#### Outcome

Coordinator Community Connections said that the Community Connections team is looking into this topic and will be able to report back at the next AFC meeting.

### 3. Update from Council

#### 3.1. Update from Council

##### 3.1.1. Councillor Update

Cr Melican reported the following:

- The **Inclusive Banyule Plan and annual integrated Action Plan** was adopted by Council at the 5 September Council Meeting. The Plan states that we purposefully take steps to uplift social inclusion to support all people to experience social justice-based outcomes of:
  - Access - Everyone can access places, spaces, services and programs that meet their needs.
  - Equity - Everyone is ensured equal opportunity and has their difference recognised and valued.
  - Participation - Everyone has the opportunity for real participation in the decisions that govern their lives.
  - Rights - Everyone's difference is celebrated, ensuring we live in harmony and without risk of discrimination or violence.
- The **Olympic Leisure Centre** will be re-opening in October 2022. Council has worked with community on a co-design process on what the future of this site could look like.
- Due to the impact of the **North East Link (NEL)**, Council has put a lot of effort and time to try and get improvements. The infrastructure is a massive 10-lane, 65-metre wide trench cutting through the middle of Watsonia and will be a disruptive and difficult barrier for people to get across. A lid is currently being planned for the Southern section Council is asking for the lid to be extended to the northern side. Council



have developed a PUT A LID ON IT! initiative asking people to back Council's call on the Government to put a green lid over NEL. Cr Melican encouraged Committee members to support this initiative.

- Council approved the amended plans for the **Rosanna Library and Woolworth development** and have come to a decision that will make Rosanna a more vibrant centre and deliver a much better Library. This will also include the Toy Library and the Maternal and Child Health service and will be a real hub for younger people.

A Committee Member asked if Council Knows what the attitudes of the local MP's were in relation the NEL and Council's 'Put a lid on it' proposal, given there is a State Election looming. Cr Melican said that Council's proposal will cost more money and the issue is that the State finances on the project are already under pressure due to the increase in costs to material, and supply chain issues.

Manager Resilient and Connected Communities said that Banyule Council is committed to the proposal to ensure better outcomes for the Community.

#### Action

Include in the minutes the 'Put a lid on It' online information that invites people to provide their feedback and support the proposal.

[Lid the link | Put a lid on it | Banyule Council](#)

A Committee Member asked if there were actions that the Committee could do to support Council with the proposal. How can the Committee help?

Whilst in the meeting the Committee member looked at the website and said only 1437 people had backed it and is concerned that this would be ignored by Government as it is a very small number, if it was 10,000 then they may pay attention. He feels that the Committee not only could be supporting this individually but could also be speaking to people in the community and promoting Councils proposal. He provided U3A as an example.

#### Action

Age Friendly Committee members to support Council's call to Put a lid on it and encourage other people to provide feedback.

#### Action

It was suggested by a Committee Member that once Council is aware of the final plans/outcome of the NEL a future agenda item on this issue be considered so the Committee could focus on issues of accessibility, given the NEL will greatly impact peoples access particularly older residents.

#### Action

Coordinator Community Connection said that she would contact relevant Council Officers overseeing 'Put a lid on it' project and ask if there are any additional actions that can be undertaken by the Committee to support and promote this issue.

### 3.1.1. Community Connection Age Friendly Program Update:

Coordinator Community Connections provided an update on the following:

- The **Banyule Seniors Festival** will be taking place in the month of October. The program includes a range of activities including three High Teas. The Coordinator would like to establish a Seniors Festival Subcommittee in 2023 to support and advise Council with designing the program.



Seniors Festival  
Activity Guide 2022.ppt

- The Community Connections team is looking at reinvigorating the **Age Friendly Champions** and establishing Champion Working/Advisory Groups to support the work of the Community Connections team.

A Community Member said that he is an Age Friendly Champion and there has been no communication with the Champions for over two years. He suggested that a small committee be established that could assist with how the Champions could be re-established.

- The Community Connections team have been in discussions with not for profit provider Link Community and Transport to discuss the potential of them delivering Council's **Community Bus Project**. The team is also investigating if there are any opportunities through both the Department of Transport Bus Reform and NEL projects to enhance the Project. The team has seeking advice from the Transport Planning team and other relevant internal stakeholders to map the bus route and will be engaging potential user groups and local services, to enable the service will meet needs.

A Community Member mentioned that when he was in Toowoomba he came across a service called '[Kan-Go Toowoomba](#)' which had been launched approximately 18mths ago. He suggested that the Team look at this model, as the feedback from older residents in Toowoomba has been extremely positive.

## 3.2. Presentations/Consultations/Information

### 3.2.1. Update on Age Care Reforms

Coordinator Community Connection provided the follow update on the Age Care Reforms:

- Council is operating the Delivered Meals, Social Support Group and Individual, and Property Maintenance. These are home support services for people over 65 and funded through the Commonwealth Home Support Program (CHSP). With the change of Commonwealth Government, funding for these programs has now been extended until 30 June 2024. After this date CHSP services in Victoria are being proposed to move to a model that is like the NDIS.
- Council's Regional Assessment Team is currently funded by the Commonwealth until 20 June 2023. Funding for this service is managed by State Government Department of Health on behalf of the Commonwealth. The State Government have intimated that they suspect that the Commonwealth will extend the funding until 30 June 2024 however Council and State Government have not been provided any formal notification of this.
- The Commonwealth Government has proposed that they will be seeking feedback on the reforms. The Committee will be kept informed of any updates and this item will be included on the Committee agenda when applicable.
- Manager Resilient and Connected Communities mentioned that the Commonwealth has also put out to tender the Care Finders Program, which is looking at providing special needs/hard to reach groups with additional support to navigate and access aged care services. The Committee will also be kept informed in relation to this new service.

#### Action

When applicable Coordinator Community Connection will forward any Government feedback opportunities to the AFC for consideration and distribution through your networks. The Coordinator will also provide the Committee with any updates relating to the Care Finder program.

### 3.2.2. Advisory Committee Review and Inclusive Banyule

Manager Resilient and Connected Communities reported:

- A review was conducted with Council's Statutory Advisory Committees on participation and achievement.
- Council provided feedback that our Committees are given the opportunity to provide significant and meaningful input including making recommendations to Council. However, this doesn't always mean that the recommendations will be endorsed by Council.

- The outcome of the review also highlighted that it is important that Council consult and seek advice from people with lived experience.
- The Inclusive Banyule Committee is the overarching advisory group that represents Council's population committees, including the AFC. Glenn Swafford represents the AFC on Inclusive Banyule.
- A Plan will be developed by Inclusive Banyule which will form a workplan for our population committees.

Cr Melican said that current meeting frequency of the AFC isn't productive for creating meaningful input.

Glenn Swafford feels that the sequence of the Population Committee meetings needs to be more aligned to Inclusive Banyule meetings to enable there to be a collective sense. Glenn would like all the Population Committees to get together on an annual basis and for short reports from each Population Committee to be provided to the Inclusive Banyule Committee.

Glenn will provide an update of the Inclusive Banyule Committee meetings at the AFC meeting, as required. He suggested the possibility of getting an AFC What's App set up so Committee members could communicate with one another outside meetings.

#### Action

Coordinator Community Connections to investigate the possibility of setting up an Age Friendly Committee What's App or another accessible option.

#### 3.2.3. Age Friendly Strategy Review and Update

Coordinator Community Connections reported:

- The Strategy needs to be reviewed and updated.
- The AFC will have a key role in providing advice and input on the review and update of the strategy
- At this stage the Coordinator is needing to map out the process and once that is consolidated, she will look at engaging with the Committee.

A Committee Member said that she would like the Age Friendly Champions to also be engaged in this process. She felt that the Champions had initially received a lot of training and recruitment and then have not been engaged over the past few years. The Coordinator agreed and said that the Team are looking at reinvigorating the Champions to support the work Council is delivering in the age friendly space, including the Age Friendly Strategy. The Team is keen to engage the Champions to codesign programs and be more involved Council's age friendly initiatives.

### 3.3. Other Business

#### 3.3.1. Community Updates

- Cr Melican asked Dianne if she could provide an update on the Warringal Conservation Society. Dianne reported:
  - The Group is now meeting face to face and finally getting out and doing planting and monthly meeting with speakers. They continue their advocacy for the local environment.
- Dianne also provided an update on U3A:
  - The membership is still growing, however people enrolling in courses and physically attending courses hasn't gone back to pre-COVID levels. There are still some restrictions in the amount of people who attend groups.
- Marcello reported that the attendance of the Italian senior's groups has drastically reduced since COVID. Marcello feels that attending clubs face to face is more effective and that 10 clubs have folded through lack of attendance and leadership.

- Mary said older people are less likely to return to face to face activities due to the fear of their own health and out of respect for their peers. She would like our culture to change so that windows are opened and there's good airflow, so older people can feel safe again. It is importance for older people to meet face to face, they really need it.
- Glenn mentioned that Hybrid options are slowly disappearing and yet there is still a need as people are still in fear. Older people are experiencing isolation. He also said the Age In Focus newsletter provided some great information on activities. He suggested that through Council's Economic Development team they could look at initiatives where an air quality score for local business is promoted.

### 3.3.2. EveryAGE Counts Campaign

Coordinator Community Connection discussed the Mayor's response to EveryAGE Counts inviting the Age Friendly Committee to deliberate on Council's actions in relation to this campaign. Committee Members had read the information.

The Committee appreciated that the Mayor invited the Council to deliberate on this campaign.

The Committee agreed that they would like Council to support the Campaign and for Cr Melican to move the Notice of Motion provided by EveryAGE Counts.

### Action

The Committee would like the opportunity to further discuss any additional actions that Council could deliver in relation to Ageism Awareness at the next AFC meeting.

Cr Melican agreed that he would be happy to move the EveryAGE Counts Notice of Motion.

### 3.3.3. Recommendations

1. The Age Friendly Committee recommend that Council support the EveryAGE Counts campaign and for Cr Melican to move the EveryAGE Counts Notice of Motion.
2. The Age Friendly Committee recommend that that their meeting schedule be changed from meeting quarterly to meeting bimonthly and for this to be reflected in the Banyule City Council Population Committees Terms of Reference.

## 4. Close and date of next meeting

Cr Melican asked if Committee Members were comfortable to go back to face to face meetings. Most members were comfortable to attend the next meeting face to face.

A Committee Member said he is keen to understand air quality in Council buildings and that he is aware that Council has gone above and beyond to ensure there is good air quality in some of its buildings e.g., ILCH. He also mentioned that it was due to COVID-19 that the Committee met quarterly however prior to that the Committee met regularly and were engaged in a range of activities including three or four subcommittees. He said he felt Committee Members wanted to be more active and that he is keen for Council and the Committee to continue to support Banyule's Age Friendly Cities status.

Coordinator Community Connection said that she is very keen to work with the Committee on all the actions that the Committee Members have raised. She will also look at booking a suitable room for the next AFC meeting.

Manager Resilient and Connected Communities asked if Committee Members would like to meet more regularly. The Committee agreed that they would like to recommend that the meetings occur bimonthly with the next meeting scheduled for the **24 November 2022**.

# Sporting Facilities User Guide and Allocation Policy Draft

2022-2026



## Document control

<b>Record Number</b>	2022-2026
<b>Date Created</b>	1 July 2022
<b>Next review date</b>	16 November 2026
<b>Business Unit</b>	Sport and Recreation
<b>Responsible Officer</b>	Melinda Ramsay
<b>Date of Approval</b>	Click or tap to enter a date.

*Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history.*

*Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. Council is committed to access, equity, participation and rights for everyone; principles which empower, foster harmony and increase the wellbeing of an inclusive community.*

### Pre-amble and thankyou

Community sport provides the opportunity for as many people as possible to participate in sport and physical activity.

Community sport, with its focus on participation, benefits us by improving our:

- physical health by reducing the risk of chronic conditions
- mental health particularly by reducing isolation
- potential through new challenges and personal goals.

“Australian Government Department of Health”

### Volunteers at the heart of our Community Sporting Clubs

Volunteers contribute to the significantly to the social and economic value of community sport. Many sports and sporting organisations would not be able to run without volunteers who fill many critical roles, including coach, official, manager, administrator, board, and committee member.

Volunteering provides substantial benefits to society and to the volunteers themselves. The act of volunteering has been linked to positive mental, social, and physical benefits. Research also shows that older volunteers experience less depression and greater life satisfaction than those who do not volunteer.

“Clearinghouse for Sport”

Banyule City Council appreciates the work volunteers provide to our community sports clubs and we thank you for your hard work and dedication to make your club welcoming for our community and providing the incredible participation and connection opportunities.

## Table of Contents

Definitions.....	1
<b>1. Policy Introduction .....</b>	<b>2</b>
1.1 Background .....	2
1.2 Objective of Policy and User Guide.....	2
1.3 Policy Statement.....	2
<b>2. Section 1 - Sporting Pavilion and Ground Allocations Policy.....</b>	<b>3</b>
2.3 Eligibility.....	3
2.4 Pre-Season Use .....	4
2.5 Pre-Season.....	4
<b>3. Assessment of Applications.....</b>	<b>5</b>
<b>4. Classification of Sporting Pavilions and Grounds .....</b>	<b>6</b>
4.1 Rationale for classification .....	6
4.2 Sports Ground Rating Criteria.....	6
4.3 Sporting Pavilion Rating Criteria.....	7
4.4 Sporting Pavilion and Ground Grades.....	8
<b>5. Fee structure.....</b>	<b>10</b>
5.1 Fees.....	10
5.2 Calculation of Fees – Ground and Sporting Pavilion.....	10
5.3 Seasonal Sporting Club Discount Reward Points .....	10
5.4 Default in Payment.....	11
5.5 Payment Plan Requests .....	12
5.6 GST Liability and Reimbursement.....	12
5.7 Registration of Seasonal Sporting Club .....	12
<b>6. Section 2 - Sport Facilities User Guide .....</b>	<b>13</b>
6.1 General Responsibilities – Seasonal Sporting Clubs.....	13
6.2 Club Development.....	13
6.3 Keys .....	13
6.4 Alarms .....	14
6.5 Storage .....	14
6.6 Smoking .....	14
6.7 Signage at Sporting Pavilions and Grounds.....	15
6.8 Food permit .....	16
6.9 Liquor Permit .....	16
6.10 Litter .....	17
6.11 Public Toilets .....	17
6.12 Public Land Manager Consent (PLMC).....	17

**7. Grounds and Environment Information..... 19**

7.1 Sports Field Lighting..... 19

7.2 Night Games Requests and Use ..... 19

7.3 Cricket Wicket Cover & Uncover ..... 19

7.4 Portable Soccer Goalposts (PSG)..... 19

7.5 Environmental Matters ..... 20

7.6 Ground Maintenance ..... 20

7.7 Finals Use..... 20

**8. Operating Hours for Sporting Pavilions ..... 21**

**9. Sub-Letting of Facilities..... 22**

**Attachment 1 – Seasonal Sporting Clubs Facility Maintenance Guidelines ..... 23**

**Attachment 2 – Seasonal Sporting Clubs Grounds Maintenance Schedule..... 24**

**Attachment 3 – Seasonal Sporting Club Fees and Charges Schedule 2022-2023..... 25**



## Definitions

- (1) **"Appendix A"** Seasonal Sporting Club Facility Maintenance and Cleaning Guidelines;
- (2) **"Appendix B"** Seasonal Sporting Club Grounds Maintenance;
- (3) **"Application"** means the form on which seasonal sporting clubs must apply for the right to use a sporting pavilion and ground;
- (4) **"Casual user"** means a school, community group or individuals granted use of a sporting pavilion and/or ground by Council;
- (5) **"Co-tenant"** means another seasonal sporting club allocated the use of a sporting pavilion and/or ground conjunctionally with the seasonal sporting club;
- (6) **"Council"** means Banyule City Council;
- (7) **"Council's Officer"** means the Chief Executive Officer or any other officer of the Council to whom authority is delegated in writing from time to time by the Chief Executive Officer;
- (8) **"CPI"** means the Consumer Price Index (All Groups) for Melbourne published by the Australian Bureau of Statistics. If that index no longer exists, "CPI" means an index that the president of the Australian Property Institute Victorian Division (or its successor or other organisation replacing it) decides best reflects changes in the cost of living in Melbourne;
- (9) **"Sports Ground/Ground"** means the sports ground(s) allocated to the club for a specified season;
- (10) **"GST"** means Goods and Services Tax as defined in *A New Tax System (Goods and Services Tax) Act 1999* (as amended);
- (11) **"Policy"** means the Sporting Facilities Allocation Policy;
- (12) **"Reserve"** means the area of land on which a sporting pavilion and/or ground is located;
- (13) **"Season"** means the period of time the seasonal sporting club has been allocated use of a sporting pavilion and/or ground. Unless otherwise stated the winter season will normally commence on 1 April and finish on 30 September of the same year. The summer season will normally commence on 1 October and finish on 31 March of the following year;
- (14) **"Seasonal sporting club"** means the incorporated sporting organisation allocated use of a sporting pavilion and/or ground owned or managed by Council for a fee;
- (15) **"Seasonal sporting club's property"** includes any articles in the sporting pavilion and/or on the ground belonging to the seasonal sporting club
- (16) **"Sporting pavilion"** means the pavilion allocated to the seasonal sporting club for a specified season;
- (17) **"Terms and Conditions of Use"** means the terms and condition of use specified in the Sporting Reserves Conditions of Use from time to time.

## 1. Policy Introduction

---

### 1.1 Background

Sport participation is a very important aspect of community life as it contributes to people's health and wellbeing and creates community connections.

Council's commitment to our sports community is largely evidenced through provision of community sports infrastructure and facilities as well as programs that support participation and build capacity of clubs.

Investing in sport supports delivery of our Community Vision 2041, in particular:

- Ensure our facilities and services are affordable, sustainable, equitably distributed, accessible, and useable for all ages and abilities and designed to provide meaningful experiences and connections.
- Council works to ensure that our community assets are fit for purpose, well maintained and service the needs of our communities.
- We strive to provide multipurpose facilities for people to connect, work and build friendships.

### 1.2 Objective of Policy and User Guide

This document is presented in two sections:

**1. Policy Objective:** Provide principles, process, and framework for the allocation of sporting pavilions and grounds on a seasonal basis. This is about how Council makes decisions about seasonal allocations.

**2. User Guide** - Provide guidance and clarity for sporting clubs in relation to the management and use of allocated sports facilities including roles, responsibilities and expectations for both Council and Clubs. This is about what we expect from clubs when they are granted the right to use sports grounds and pavilions.

### 1.3 Policy Statement

Banyule City Council is committed to providing fair and equitable allocation of sporting pavilions and grounds and defining responsibilities regarding their use by sporting and community groups considering the following:

- **Inclusive participation:** supporting and encouraging a diverse cross section of the community to access and participate in sport such as women, veterans, juniors, people with disabilities, LGBTQIA+ and Culturally and Linguistically Diverse (CALD) communities.
- **Shared Responsibility:** providing clarity around sporting clubs and Council's role in the management, use and maintenance of sporting pavilions and grounds; and clearly documenting the responsibilities and obligations of Council, seasonal sporting clubs and other third parties that may be subject to or affected by this policy.
- **Fairness and Equity:** ensuring consistency and transparency in the allocation of sporting pavilions and grounds with an equitable fees and charges system that is representative of the different standards of sporting pavilions infrastructure and grounds and the maintenance requirements of sporting codes and levels of competition.

## 2. Section 1 - Sporting Pavilion and Ground Allocations Policy

### 2.1 Application Process

Clubs must apply for the right to use a sports pavilion and/or ground. This application is completed online through Council's online booking system, Integrated Monitoring System (IMS). IMS provides clubs with an individual login and password that enables clubs to:

- Complete their seasonal ground and pavilion hire
- Update committee member details
- Upload relevant forms and log maintenance issues
- View Council pavilion inspection details
- Provide Annual Reports.

### 2.2 Allocations – Home and Away Seasons

Allocations are made for the period of the club's home and away season, which will correspond with the seasonal dates:

**Winter: 1 April – 30 September**  
**Summer: 1 October – 31 March**

Times of use of a sporting pavilion is bound by the following operating hours:

Day of the Week	Operating Hours
Monday to Thursday	4.00pm – 10.00pm
Friday	4.00pm – 12.00am
Saturday	8.00am– 12.00am
Sunday	8.00am – 10.00pm

Seasonal sporting clubs are not permitted to use the allocated sporting pavilion outside the times specified above unless approved in writing by Council. All requests for a variation to the operating hours must be at submitted at least 1 month prior via email to Council's Sporting and Recreation team.

Failure to comply with the preseason guidelines, can potentially impact the Clubs future allocation of facility, capital investment projects, assessment in future Banyule City Council grants and discounts to seasonal fees.

### 2.3 Eligibility

To be eligible for a seasonal allocation, clubs are required to:

- Be incorporated body under the Association Incorporation Act with an appropriate level of all relevant insurances.
- Demonstrate previous compliance to Council's Sporting User Guide Allocation Policy in regard to any previous allocation of facilities.
- Submit a certificate of current public liability insurance for an amount of at least \$20M, or proof that the Seasonal sporting club is affiliated with a league or association that Council is satisfied holds a suitable public liability policy of insurance).

- Have no outstanding user charges. This includes utilities, ground fees and overdue capital co-contributions (unless an approved payment plan is in place).
- Submit all required documentation online at time of application including:
  - insurance documents – (club content)
  - Liquor license and requirements, including red line – ensure that license is in line with Council hours
  - COVID-19 Plans, as required by the State Government
  - Incorporation certificate
  - Copy of minutes of AGM and financial statement.

If the application is not completed in full, with all documents attached, the season allocation may not be granted or delayed.

Applications by junior development or foundation programs (e.g., Auskick, Woolworths Cricket Blast, Aldi MiniRoos) may be submitted and processed under the umbrella of an affiliate tenant club.

## 2.4 Pre-Season Use

Our grounds are heavily used during the winter months and require time to rejuvenate in spring and summer. This time allows for renovation works to be undertaken, heavily worn areas to recover and turf to regrow, strengthen and be in its best possible condition for the following winter.

To facilitate this there will **be no pre-season training allocated on any Council sportsground prior to mid-January each year** (date will vary slightly each year and be communicated by September each year).

### Key dates and notifications

- Pre-Season training will commence from mid-January (date will be advised by the Sport and Recreation team by September each year).
- Applications for pre-season training will be sent out via the Council online system on 1 December, and need to be returned by 15 December.
- Clubs will be advised by email prior to commencement of training in mid-January.
- Winter clubs must seek the prior approval of the Summer Tennent for preseason training before applying to Council.

## 2.5 Pre-Season

- Training is only permitted on the allocated training days.
- All players are to wear rubber soled shoes (runners/sneakers) until March 1, unless otherwise advised by Sport & Recreation Department.
- Rotation of training drills to maintain an even spread of use across the entire sportsground (not just in front of the pavilion, goal squares or centre circles).
- No repetitive running drills that tear up the surface.
- Council can at any time cancel approval either due to surface damage or adverse weather conditions.
- All practice matches requests need to have approval by the Council Sport and Recreation department. These approvals will depend on cricket usage.
- Clubs cannot sub-let or give permission for other clubs outside the Banyule Municipality to use their grounds for practice matches.

### 3. Assessment of Applications

#### 3.1 Criteria

All applications will be accessed by Council's Sport and Recreation team having regard to the following criteria:

Assessment Criteria	Weighting
Track record and previous history in complying with the user guide and policy	15%
Historical length of tenure in the requested Sporting Pavilion and/or Ground	15%
Percentage of active members residing in Banyule	15%
Financial history (i.e., that all required payments by the due date to Council and remains debt free)	15%
Demonstration of commitment to gender equity initiatives, disability empowerment and inclusive participation approaches and activities	20%
Participation in programs that support and promote community health and well-being (e.g., Good Sports Program) Demonstration of good organisation management and governance practices (e.g., strategic business plan club policies)	20%

- Where more than one seasonal sporting club is allocated a sporting pavilion and/or ground in the one season as co-tenants, then as co-tenants, the seasonal sporting clubs must share the rights and responsibilities in the manner specified in **Attachment 1 - Seasonal Sporting Clubs Facility Maintenance Guidelines** and **Attachment 2 - Seasonal Sporting Clubs Ground Maintenance Schedule**.
- Council may facilitate or initiate new shared seasonal use between 2 clubs to help manage demand for facilities and align club needs with the best fit facilities.
- If required a joint user agreement between the two tenant clubs will be implemented by Council in collaboration with the co-tenants to further document shared responsibilities.
- If, during the Season, the condition of the sporting pavilion and/or ground deteriorates, Council may, in its discretion, reduce the hours or cancel the right of a seasonal sporting club to use a sporting pavilion and/or ground for protection of assets.
- Council may decline an application by a seasonal sporting club if there are no available sporting pavilions and/or grounds.
- Council will notify each seasonal sporting club by email, the outcome of their application. Successful applicants are considered to have agreed to the Terms and Conditions of Use on receipt of Council's confirmation of allocation email through IMS.

## 4. Classification of Sporting Pavilions and Grounds

### 4.1 Rationale for classification

- There are a variety of standards of sporting pavilions and grounds within the municipality. Where possible these are matched with different demands for varying standards of competition.
- Seasonal sporting clubs are required to pay a fee for the use of sporting pavilions and grounds. A fee system, confirmed by industry comparison, has been developed. The rationale for this system is to ensure that the fee is based on the standard of the ground used, level of usage of the ground, the nature of the sport (i.e., its impact on the ground) and the age of players (Refer to Section 6).
- To reflect this rationale, a four-tiered hierarchy of all sporting pavilions and grounds has been developed. The hierarchy differentiates between the standards required by different sports during different seasons and levels of competition and the maintenance undertaken for each level of ground (i.e., the fee for a higher standard ground is greater than the ground fee for a lower standard ground).

### 4.2 Sports Ground Rating Criteria

In determining the grading of a sporting pavilion and ground within the hierarchy, each is ranked by a set of weighted criteria.

The following table lists the criteria used for grading Grounds. Each criterion is weighted from 0 - 4. Criteria weightings for Grounds vary for each Season, as indicated below.

**Table 1: Criteria and Weighting Used for Grading Sports Grounds**

Criteria Category	Element	Seasonal Weighting	
		Summer	Winter
Quality of Playing Surface	Irrigation	2	2
	Drainage	1	1
	Small Ground	0.5	0.5
	Large Ground	1	1
	Baseball Diamond	0	0
Sports Code Assets	Training lights	0	1
	Match lights	0	3
	Turf Wicket	4	0
	Synthetic wicket	3	0
	Training nets	1	0
	Fixed scoreboard	2	2
	Coaches' boxes	0	1
Infrastructure	Sealed parking	1	1
	Unsealed parking	0.5	0.5
	Fenced playing surface	1	1
	Fenced reserve	2	2
	Grandstand	2	2
	Public toilets	1	1

The weightings for each criteria above are totalled to determine the grade for that Ground as per the grading table below.

Grading	Ground Points
A grade Ground	8.5 + points
B grade Ground	6.5 to < 8.5 points
C grade Ground	4 to < 6.5 points
D grade Ground	0 to < 4 points

### 4.3 Sporting Pavilion Rating Criteria

Each Sporting Pavilion is graded by a set of criteria that are weighted from 0 - 3. The following table outlines the weighting for each criteria.

**Table 2: Criteria and Weighting Used for Grading Sporting Pavilions**

Criteria Category	Criteria	Weighting Points
Condition of pavilion No change or amenity facilities, no canteen or social amenity	Good	3
	Average	2
Additional Rooms (beyond the minimum rooms provided; change rooms, toilets and kitchen)	Umpires	1
	Social club facilities	2
	Kiosk/Canteen	2
	Internal club toilets	1

The weightings for each criteria above are totalled to determine the grade for that Sporting Pavilion as per the grading table below.

The following table lists the range of points for each grade of Sporting Pavilion.

Grade of Facility	Pavilion Points
A grade	8+ points
B grade	5.5 to 7.5 points
C grade	3.5 to 5 points
D grade	1 to 3 points

In determining the grading of Sporting Pavilions, each one is assessed against the above criteria. The criteria weightings for each Ground are totalled. A Sporting Pavilion grading is determined by the total points assigned for each Sporting Pavilion against the hierarchy shown above.

## 4.4 Sporting Pavilion and Ground Grades

The following table lists each Sporting Pavilion and/or Ground by its grading, after having been assessed against the criteria outlined in Section 5.2. and 5.3. The grading of each sporting pavilion and ground forms the basis for the fee payable by the seasonal sporting club.

Reserve	Summer	Winter	Pavilion
A K Lines Reserve	A	A	A
Anthony Beale Reserve East	A	A	A
Anthony Beale Reserve West	B	B	
Banyule Flats Reserve North	B	C	A
Banyule Flats Reserve South	B	C	
Beverly Road Reserve	A	A	A
Burkitt Oval	C	C	
Binnak Park	A	A	A
Cartledge Reserve	B	A	A
Central Park	B	C	D
De Winton Park	A	A	A
Elder Street – soccer	A	A	A
Elder Street – baseball	B	B	A
Ford Park North	A	A	A
Ford Park South	A	A	A
Gabonia Reserve	B	B	B
Glenauburn Park	C	C	A
Greensborough College	A	A	A
Greensborough College Soccer	A	A	A
Greensborough Park	A	B	D
Greensborough War Memorial Park	A	A	A
Heidelberg Park	A	A	A
Ivanhoe Park	A	A	A
James Street Reserve	C	C	C
Lower Plenty Park	A	A	A
Loyola Reserve	B	B	A
Macleod Park	A	A	A
Malcolm Blair Reserve	A	A	A
Montmorency Park	A	A	A
NJ Telfer Reserve	A	A	B
Olympic Park North	B	B	B
Olympic Park South	B	B	B
Olympic Park Soccer		A	A
Partington's Flat Reserve	A	A	A



Reserve	Summer	Winter	Pavilion
Petrie Park	D	D	B
Seddon Reserve	A	B	B
Shelley Park	A	A	A
Simms Road Reserve	B	B	A
Viewbank Reserve	D	D	D
Warrawee Park	D	D	-
Warringal Park	A	A	A
Whatmough Park	A	A	A
Winsor Park	B	B	B
Yallambie Park	B	B	A
Yulong Reserve	A	A	A
Yulong Reserve Baseball	A	A	B

## 5. Fee structure

---

### 5.1 Fees

Fees and Charges are approved through the yearly budget process. The fee structure is based on recouping 15% of Council's expenditure on Sporting Pavilions and/or Grounds excluding one-off capital works. This percentage has remained constant since the first user guide was developed in 1996. Since that time fees and changes have been reviewed having regard to increases in CPI and current maintenance costs. Any fees and charges payable are subject to GST and all fees referred to in this Policy.

For a copy of current fees and charges refer to **Attachment 3**.

### 5.2 Calculation of Fees – Ground and Sporting Pavilion

Fees and charges will be indexed annually. Fees are calculated based on the following components:

- Sporting Pavilion fee
- Ground fee
- Utility Fee.

#### Utilities

Commencing April 2023 clubs that receive an on costed invoice from Council for their utilities will now receive an average seasonal cost based on the previous year's usage. These costs will be included with seasonal pavilion and ground allocation fees as an itemised utility fee on the club's invoice.

#### Ground Fee

Fees for Grounds are based on the number of teams allocated the type of sport played and the standard of ground. Seasonal sporting clubs must pay the fee for each allocated Sporting Pavilion and Ground. Please refer to **Attachment 3** for Fees and Charges schedule per team per Season for each grade of Ground.

#### Sporting Pavilion

Fees for Sporting Pavilions are based on the standard of Sporting Pavilion.

Seasonal sporting clubs allocated an additional Sporting Pavilion for match use only will be charged at shared use rate i.e., at 50% of the full use rate.

#### Turf Wickets

Cricket clubs that are allocated a ground with turf wickets will be required to pay a fee in addition to the Sporting Pavilion and Ground fee. This amount represents approximately 15% of the cost of maintaining a turf wicket.

#### Commercial Fees

Seasonal sporting clubs that are granted the right to use bar facilities within a Sporting Pavilion for both Seasons (i.e., for twelve months of the year) will be required to pay an additional fee per annum.

### 5.3 Seasonal Sporting Club Discount Reward Points

Clubs can receive reward points to receive a discount in their seasonal fees for ground and pavilion (does not apply to utilities etc). Any discounts received by the Club will be applied to the following season. The clubs will be required to supply and upload evidence via Council's IMS system and Council's Sport and Recreation team will assess if the Seasonal Sporting Club has achieved the discount levels. Any discounts will be applied to the following seasons fees.

Points cannot be carried forward and Points are not transferable to another Club.

Club requirement to achieve a point	Points (total of 6 points in a year can be achieved per year)
Attend 2 Council sports development/networking training and information sessions within a year.	1 Point
Provide evidence of club recycling Sport and provide an invoice or contract agreement	1 Point
Seasonal application and supporting documents received on time to Council (see section 2.3 as the reference)	1 Point
Good sports accredited	1 Point
Seasonal fees are paid to Council by the due date (i.e., within 30 days).	1 Point
Gender equity access and disability inclusion initiatives	1 Point

Points achieved by the Seasonal Sporting Club	% Discount Club receives on User Seasonal Fees for the following season
6 Points	5% discount
3-5 Points	2.5% discount
0-2 Points	No discount

## 5.4 Default in Payment

If the Seasonal sporting club commits any breach or default in payment of the fees and charges payable to Council in accordance with these Terms and Conditions of Use and the Policy or any other payment owing under these Terms and Conditions of Use and the Policy, the Seasonal sporting club may not be eligible for:

- Hosting finals matches.
- Council-funded capital improvements to the Ground and/or Sporting Pavilion.
- Grants provided by Council.
- Council support for grant applications to other agencies.
- Ground or Sporting Pavilion use in the following Season.
- Discounts provided in 5.3.

Unless a mutually agreed payment plan is reached, the following process will be applied if the Seasonal sporting club fails to pay any fees and charges owed to Council:

Period Overdue	Action
30 days	A reminder is issued requiring payment of the outstanding amount within 14 days. This may be a letter, email, or phone call to the contact officer of the Seasonal sporting club.
60 days	A letter of demand. Advising that failure to pay in full or make a payment plan will jeopardise future seasonal allocations and legal action may be taken.
90 days	A further letter of demand will be issued for outstanding debt from Council's collection agency. Ward Councillor will be briefed of Seasonal sporting club's failure to comply with terms.
120 days	If payment is not received or mutually agreed payment plan not reached action will proceed. Should legal action be necessary the Seasonal sporting club will be liable for all costs incurred for the recovery of the debt. All prior correspondence will be used as evidence of prior pursuit of the debt.

## 5.5 Payment Plan Requests

At any point in the default in payment process the seasonal sporting club may negotiate a payment plan with the exception of a Wind up/Bankruptcy order being issued. In the event of either of these orders being issued, payment is required in full. Payment plans must be achievable (i.e., the seasonal sporting club must be able to demonstrate that it will meet the repayments) and ensure that the fee for the season and all associated charges can be paid in full. Once the account has reached the legal action stage the only payment plan available is via direct debit. Legal action will be placed on hold until all monies owed are paid in full. Action will not be closed until the debt is paid in full.

Payment plans will only be considered in special extenuating circumstances. The process for Council's consideration is as follows:

1. Formal request to Council's Sport and Recreation team requesting consideration with all details included – arrears amount, reason for request and proposed payment plan. A current financial statement must also be included with request.
2. Request reviewed by Sport and Recreation and Finance team.
3. Payment Plan Meeting – between club and Council to formally discuss and consider request if required.
4. Council staff to make recommendation and delegated for approval.
5. Club advised of decision.
6. Payment plan approved and formalised in an agreement with an annual review date.

If the Seasonal sporting club has an outstanding debt or a defaulted payment plan at the commencement of the following Season, the Seasonal sporting club will not be considered for allocation of a Ground and/or Sporting Pavilion and Council may by notice in writing terminate the permission to use the Sporting Pavilion and/or Ground and any money held by Council will be forfeited to Council.

## 5.6 GST Liability and Reimbursement

If GST is imposed on any supply made under or in accordance with these Terms and Conditions of Use or the Policy, the amount payable for that supply is increased by the amount of that GST. The party seeking payment must provide a tax invoice (or any other thing required under any legislation) in the form required, and in the time provided for, by the relevant legislation.

## 5.7 Registration of Seasonal Sporting Club

Particulars of the registration of the Seasonal sporting club under the GST Act and the ABN Act must be given by the Seasonal sporting club to Council prior to the start of the Season and written notice of any changes must be given by the Seasonal sporting club to Council within 14 days after the occurrence of any such change.

## 6. Section 2 - Sport Facilities User Guide

---

### 6.1 General Responsibilities – Seasonal Sporting Clubs

**Vandalism and Graffiti** - The seasonal sporting club must maintain the sporting pavilion in accordance with **Attachment 1** and any damage including vandalism, graffiti or burglaries or potential risk to the sporting pavilion and/or ground must be reported firstly to Sport and Recreation during business hours. After hours emergency call Council general number 9490 4222.

Clubs must also ensure that members, visitors, and supporters' activities do not degrade any vegetation or trees on reserves. Any damage or degradation to vegetation should be reported to Council immediately.

**Graffiti and dumped rubbish** can be reported via email [enquiries@banyule.vic.gov.au](mailto:enquiries@banyule.vic.gov.au). Include a photo, club name, venue and contact details. Any repair or maintenance that is commissioned by the sporting clubs will not be reimbursed by Council, unless prior approval has been given in writing by Council.

**Cleanliness at vacate** - At the end of the season the Club must remove any club property items and ensure that the sporting pavilion is left clean and tidy according to Council's standards as in **Attachment 1**. Council will take no responsibility for loss or damage to the seasonal sporting club's property. Council will inspect the sporting pavilion at the completion of the season to ensure no damage has been caused to the sporting pavilion requiring rectification by the seasonal sporting club, at its own cost.

If required, Council's Sport and Recreation Team will conduct an onsite inspection with both seasonal clubs to facilitate changeover of keys and other relevant requirements relating to user guide.

**Other general responsibilities – Relevant Acts** Comply with any official requirement, including but not limited to the provisions of the *Liquor Control Reform Act 1998 (Vic)*; *Equal Opportunity Act 1995 and 2010 (Vic)*; *Occupational Health and Safety Act 2004 (Vic)*; *Accident Compensation Act 1985 (Vic)*; *Tobacco Act 1987 (Vic)*; *Workers Compensation Act 1958 (Vic)*; *Food Act 1984 (Vic)*; *Environment Protection Act 1970 (Vic)*; *Building Act 1993 (Vic)* and *Associations Incorporation Act 1981 (Vic)*.

### 6.2 Club Development

A committee representative and/or coach is required to attend at least 2 Council club development networking sessions per year, as advised by Council. Reward points will be provided for clubs attending 2 sessions per year. Clubs are welcome to attend additional sessions (Refer to Section 5.3).

### 6.3 Keys

Keys provided by Council to a sporting club are capped at a maximum of 5 sets per club. For any additional keys, a request must be made in writing to Council Sport and Recreation team, and a fee of \$35.00 per key will be charged.

Clubs are required to maintain their own register of the keys provided by Council, a copy of this key register is to be provided to Sport and Recreation department via IMS system at the beginning of each season with details of key holder. If clubs do not provide a key register, Clubs will be required to return keys to Council at the end of the season for collection the following season (documents required for auditing purposes).

Clubs are responsible for the security of pavilions and will be liable for the cost of missing internal padlocks and keys. Under no circumstances are keys to be loaned to any other club, association, organisation, school, or person. Non-compliance may result in withdrawal of ground and pavilion usage.

Clubs are not permitted to add or change locks, nor should any keys be copied. Contractors and Council officers always require access to all areas of the pavilion. Clubs that are found to have installed their own locks will be charged for the locks to be changed back to the Council lock system.

Lost or stolen keys must be reported to Council Sport and Recreation team by the responsible club immediately after becoming aware of the loss. Council may replace all locks in the event of keys being lost or stolen. The cost of replacing the locks will be charged to the club.

## 6.4 Alarms

Where the sporting pavilion has a security alarm, the seasonal sporting club must provide the alarm code or key to Council for the purposes of accessing the sporting pavilion for maintenance work and inspections.

Council will pay half the cost of installing an approved security alarm system where the sporting pavilion does not currently have one installed. If the seasonal sporting club wishes to install a security system at the sporting pavilion it must lodge a written request with Council. All alarm maintenance, monitoring and call out costs are the responsibility of the seasonal sporting club.

As part of Insurance, a condition is that seasonal sporting clubs must set the alarm (if available) after each session or use.

Where Council accesses the sporting pavilion and activates the alarm due to not having an alarm key or code, or Council is given an incorrect or old code, all costs associated with the alarm activation (e.g., callouts) will be the responsibility of the seasonal sporting club. All other alarm call outs (e.g., false alarms) will be at the sole cost of the seasonal sporting club.

Due to privacy regulations clubs **must seek advice and permission** from Council before installing any CCTV in the Sporting Pavilion

## 6.5 Storage

All club property must be stored in designated storage spaces. Items must not be stored in other areas that are not designated for storage, e.g., toilets and shower facilities.

Where the sporting pavilion is shared with the co-tenant, storage spaces must be shared between the seasonal sporting club and the co-tenant or in allocated storage spaces.

Clubs required to:

- ensure that all indoor furniture or other items that may be used outside are returned indoors or removed at the end of each use, including match day or training sessions.
- remove their equipment at the end of the season, to allow for the incoming seasonal club.
- Ensure accessible change and toilets are not to be used for storage of equipment at any time.

## 6.6 Smoking

Smoking is prohibited in the sporting pavilion. It is the seasonal sporting club's responsibility to enforce this requirement. No smoking signs can be provided by Council upon request.

### **Underage sporting events smoke free**

- Smoking is banned within 10 metres of any outdoor sports venue during an under-age sporting event.
- The ban complements and provides legislative support to existing smoke-free policies at sports venues.

By law, smoking is banned within 10 metres of any public outdoor sporting venue during an organised under 18s event. The ban includes training or practice sessions to prepare for an organised underage sporting event and breaks or intervals during the event, training or practice session.

Diagram examples of non-smoking areas at netball courts, football, soccer and cricket grounds can be found at <https://www.health.vic.gov.au/tobacco-reform/under-age-sporting-events-smoke-free>

<https://www.quit.org.au/resources/sporting-groups/-clubs-become-smoke-free>

## 6.7 Signage at Sporting Pavilions and Grounds

Sponsorship and associated advertising at sporting venues is a common and necessary component of the financial sustainability of many sporting clubs. Advertising can include signs attached to buildings, match days signs, and freestanding reserve entrance signs as well as temporary community notices. While Council understands the role of sponsorship and commercial advertising in supporting recreational groups and sporting clubs, it also recognises the community's expectation in relation to limiting advertising in open spaces. Accordingly, signage requirements must be met, and a planning permit and land manager consent may also be required. **Advertising of Alcohol and Gambling through Sponsorship is not permitted on Council land**

Clubs are advised to liaise with Sport and Recreation initially regarding any signage queries noting that a planning permit and land manager consent may also be required.

- Development Planning (03) 9457 9808 or via email on enquiries@banyule.vic.gov.au  
<https://www.banyule.vic.gov.au/Planning-building/Do-I-need-a-permit>
- If the Club has a set of dimensions plans, to scale demonstrating the sign(s) and a description of the signage, application for approval of signage can be made at  
[www.banyule.vic.gov.au/Planning-building/Apply-for-a-new-planning-permit](http://www.banyule.vic.gov.au/Planning-building/Apply-for-a-new-planning-permit)

The following outlines a summary of some of the typical signs at sporting reserves.

### Signs attached to buildings – Land Manager Consent required

- No more than six signs are permitted, and each sign must not exceed 2m<sup>2</sup>. Signs must not advertise alcohol or gambling.
- The sign(s) should be located so that they integrate with a building's architectural features and are proportionate with any signs used with the facade's design.
- Signs should not be located above the roofline or extend from the building, whether attached to the building or on a supporting structure at an angle to walls or other parts of the building.
- Signs will only be permitted on buildings directly related to the lease, license or seasonal tenancy of the applicant for the sign. This includes pavilions, scoreboards and coaches' boxes.
- Signs can be located on a building facade facing a main road. However, if the main road is in a Road Zone Category 1, the consent of VicRoads may be required.

### Freestanding reserve entrance signs – Land Manager consent required

A freestanding sign should be located at the reserve entrance to identify the clubs or groups occupying the facilities and, where relevant, provide recognition of major sponsors.

If there is more than one occupier of the facilities at the reserve, Council must be provided with written acknowledgement, signed by all parties, that there is an amicable agreement on apportioning signage rights. Where this is not obtained, the sign will need to be removed at the end of each seasonal allocation by the group that has obtained the sign. The sign must not be illuminated or floodlit.

### Match Day only signs

Council permits sporting clubs to display temporary advertising signs on buildings, fences, goal posts and similar structures when teams are playing at their grounds, either on match days or nights when they are competing against other clubs. Temporary signs cannot be displayed during training sessions or registration days.

#### Match only signs must comply with the following requirements:

- Only one major sign, measuring no more than 12m<sup>2</sup>.
- Additional signs must not be larger than 4m<sup>2</sup>.

- All temporary signs must be securely fixed to fencing or structures, particularly to perimeter fencing on an oval to prevent injuries to players.
- Match only signs may be displayed no more than three hours before the start of matches on a day and must be removed by the club or its associates within two hours of the match finishing.
- Where a match only sign is displayed after 4pm on a match day and it is to be displayed the following day because of additional matches, the match sign may remain in place overnight but only with written approval from Council's Sport and Recreation team.

Signs which do not comply with these requirements may be removed and may lead to a fine and payment of any associated costs.

#### **Council reserves**

Approval is required to display advertising signs at Council reserves and in many cases requires a permit. Contact Council to discuss.

#### **Community notice boards**

Sporting clubs often want to promote events, such as registration days, with a temporary sign. These signs can be displayed but only with written approval from Council.

Additional temporary signs can also be displayed at other locations. For more information visit:

<http://www.banyule.vic.gov.au/local-lawpermits>

<https://www.banyule.vic.gov.au/Events-activities/Planning-an-event-in-Banyule/Street-stall-and-temporary-advertising-permits>

## **6.8 Food permit**

If the Seasonal sporting club sells food, including alcohol, it must hold a current Food Act Registration Certificate. The seasonal sporting club must not sell unpackaged food without the prior written consent of Council. Consent will not be granted if the sporting pavilion does not comply with the requirements of the Guidelines for Food Premises Design and Equipment based on the ANZFA Food Safety Standard 3.2. 3.

A copy of the Food Act Registration Certificate must always be displayed in the sporting pavilion.

## **6.9 Liquor Permit**

Council provides reward points for clubs that are enrolled in the Good Sports Program and have a good sports policy. Run by the Alcohol and Drug Foundation (ADF), an independent and not for profit organisation, funded by state and federal governments.

The ADF is committed to building strong communities and limiting the harm caused by alcohol and other drugs. <https://goodsports.com.au/about-good-sports/>In relation to Liquor.

The seasonal sporting club must:

- Seek the prior written consent of Council before applying for any licence or permit under the *Liquor Control Reform Act 1998 (Vic)* (licence or permit), or applying for any variation, removal, transfer, surrender or release of the licence or permit or nominating any person to be a licensee or permittee.
- Produce the licence or permit to Council for inspection upon demand.
- Display on club facility premises the liquor licence or permit and documents, as required by the Liquor Licencing Commission.
- Comply with any conditions of the licence or permit imposed by Council.
- Provide Sport and Recreation department a copy of the red line plan.
- Comply with all conditions of the licence or permit and all laws relating to the licence or permit.



- Not allow the licence or permit to be cancelled or suspended.
- Renew the licence or permit and notify Council in writing within 14 days of the renewal.
- Promptly notify Council in writing, if the licence or permit is cancelled or suspended or if the seasonal sporting club receives any notice, summons or fine in relation to the licence or permit.
- Indemnify the Council for any damages or costs incurred in relation to the licence or permit or a breach of this clause by the seasonal sporting club.
- Surrender the licence or permit within 21 days of receiving a written notice from Council, which Council may give to the seasonal sporting club if the seasonal sporting club's use of the ground and/or sporting pavilion is causing or likely to cause a nuisance to local residents.
- Council can request a club amend their liquor licence that does not comply with pavilion use/times, as specified in section 9. The club will be responsible for any costs incurred.
- Council must be informed prior to Clubs requesting a temporary liquor licence for any event including lunches, wakes, or any other community event outside of club hours.
- Amending a liquor licence needs the consent of Council prior to sending application to Victorian Commission for Gambling and Liquor Regulation (VCGLR) or relevant body.

## 6.10 Litter

Clubs are responsible for all litter generated by their activities (including pavilion and ground use) and are required to always ensure the removal of litter, noting the following:

- Clubs receive a quota of bins, which are emptied twice weekly, and clubs are required to place their bins in the designated area for collection the night prior to bin collection and return to bin cage.
- The club must dispose of any litter generated beyond the capacity of these bins by club patrons.
- The bins should not be accessible to the public to avoid the dumping of rubbish, theft and burning of bins.
- A charge will apply when bins are missing from the set quota.
- Should Council be required to clean the reserve of any additional rubbish generated by the club, this service will be charged to the responsible club.
- The seasonal sporting club is responsible for reporting any dumping of litter at the ground to Council.
- Council encourages and supports recycling initiatives. Rewards points are also given to club that recycle.

## 6.11 Public Toilets

Council will maintain public toilets located on the reserve, this includes free standing public toilet blocks and public toilets attached to sporting pavilions that are open to the public daily. Clubs responsible for opening, closing, and cleaning of toilets, which are located within a sporting pavilion and are only open on match days and training days for members of and spectators of the seasonal sporting club.

## 6.12 Public Land Manager Consent (PLMC)

Council has a responsibility to ensure that all works undertaken on community assets and land are carried out in a safe manner. The PLMC process ensures that users of Council owned, managed, or controlled public land comply with policy, legislation, and regulatory standards.

Examples of projects can include Scoreboards, Shade structures, alterations to Council facility.

Clubs are advised to contact Council's Sport and Recreation Department in the first instance to discuss the project or works that the club is considering or planning. This should contact should be made at least 6 months in advance of seeking approval.

When Council is funding and undertaking a project PLMC is not required. Property Services will liaise with the Capital Projects Department and check the approved Capital Works Program, to identify any potential building encroachment issues or anomalies.

PLMC request and further information is available and managed from the Property Services Team. See also <https://www.banyule.vic.gov.au/About-us/More-in-about-us/Public-land-manager-consent-request>

## 7. Grounds and Environment Information

---

### 7.1 Sports Field Lighting

Sports field lighting on the ground must only be used for training and competition match purposes or approved night games. Sports field lighting use for special events will be restricted to the hours of use as nominated by either a planning permit (if the seasonal sporting club has one) or as otherwise prescribed by these Terms and Conditions of Use and the policy.

Sports field lighting must only be used during the times of use allocated to the seasonal sporting club and must not be operated beyond 9.00pm Monday – Friday and beyond 6.00pm on Saturday and Sunday, unless prior written approval is granted by Council.

### 7.2 Night Games Requests and Use

The seasonal sporting club must obtain written consent to conduct night games. Not all grounds are suitable for night games, particularly reserves situated near residential areas.

Seasonal sporting clubs are required to make a written request for night games, prior to the commencement of the season.

Conditions for night games include:

- A lighting audit report may be required to confirm the sports field lighting and light levels comply with the Australian Standards. All costs associated with a lighting audit will be met by the seasonal sporting club.
- Submitting a night game management plan that sets out in detail the date, time and location of the night game including schedule for letterbox drop to inform residents within a 500m radius of the ground the details of the night game.

### 7.3 Cricket Wicket Cover & Uncover

Cricket pitches will be covered and uncovered by Council contractors during the changeover period between the seasons. This will be done with a protective synthetic cover, granulated rubber particles or soil depending on the pitch.

The seasonal sporting club must advise Council when the season has finished. Council will then arrange for the works described in Clause 5.6.1 to take place.

#### General Requirements:

- The Summer seasonal sporting club must clean the synthetic wicket with a high-pressure cleaner at least once during the season.
- Where minor repairs are required to a synthetic pitch, training pitch or the total synthetic pitch requires replacement, the cost will be shared equally between Council and the seasonal sporting club. Council's contribution to the repairs and replacement costs are subject to Council's budget availability.
- Where damage or deterioration of the concrete component(s) of a pitch is discovered by the seasonal sporting club this should be reported to Council.

### 7.4 Portable Soccer Goalposts (PSG)

Portable Soccer Goalposts (PSG) are required to be stored away after each training or competition session. Clubs need to ensure when using the PSG for training and/or competition that the PSG comply with the AS EN

16579 2020 Playing Field Equipment – Portable and Permanent Socketed Goals/Functional Safety Requirements and Test Methods.

Council reserves the right to remove at the cost of the seasonal sporting club any PSG that Council believes is not compliant with the appropriate standards and requirements contained in these Terms and Conditions of Use.

## 7.5 Environmental Matters

Clubs must ensure they comply with Councils, Actions for zero net emissions plan, to progress Councils goal to be a carbon neutral organisation by 2028 and community by 2040, and actively participate with Council's strategies to:

- reduce energy consumption and greenhouse gas production.
- reduce water consumption.
- reduce waste production.
- reduce use of chemicals and fertilizers.
- recycle.
- control litter.
- protect and enhance vegetation, natural habitat and waterways on the ground.

Clubs must discuss any fixture/fitting items for the facility with Sport and Recreation Officer before purchasing

## 7.6 Ground Maintenance

Council's Parks & Natural Environment team are responsible for the maintenance and management of 46 sports fields across the municipality. This includes the mowing of fields weekly – weather permitting and seasonal programs including weed and pest control, fertilising, aerating and general turf maintenance.

## 7.7 Finals Use

Council will not permit the use of the ground and/or sporting pavilion for finals matches without a written application from the Sporting League/Association.

## 8. Operating Hours for Sporting Pavilions

Times of use of a sporting pavilion is bound by the following operating hours:

Day of the Week	Operating Hours
Monday to Thursday	4.00pm – 10.00pm
Friday	4.00pm – 12.00am
Saturday	8.00am – 12.00am
Sunday	8.00am – 10.00pm

- Seasonal sporting clubs are not permitted to use the allocated sporting pavilion outside the times specified above unless approved in writing by Council. All requests for a variation to the operating hours must be submitted in writing for approval by Council, in its sole discretion.
- Where seasonal sporting clubs have hours of operation specified by a Planning Permit issued by Council in its capacity as Responsible Authority under the Banyule Planning Scheme and the operating hours in the Planning Permit differ from those specified in Section 6.1, the lesser of such operating hours will apply.
- In addition to seasonal sporting club use, grounds are frequently used by casual users for purposes of social gatherings, casual sport, festivals etc. Council supports the use of grounds by casual users and can allocate grounds on request, providing the granting of such consent does not constitute overuse of the ground or is considered detrimental to the use of the seasonal sporting club.

### Casual Use

Clubs are not to provide permission to any groups or schools for casual use. These requests must be directed to Sport and Recreation to discuss.

- A casual user will not be permitted to use sporting pavilions or sports field without Council's prior written approval. Council will inform the seasonal sporting club of any proposed use of sporting pavilions/sports field by a casual user during the season. For example, Community Groups, market stall, car shows.
- A casual user may request the use of floodlights. In this case, the seasonal sporting club will be advised and may charge the casual user a fee appropriate to the agreed use.
- If a seasonal sporting club requests to use a sporting pavilion outside its allocated season for a one-off function e.g.: a Christmas function, wake or luncheon must obtain Council's prior written approval. Approval and the setting of a fee will be at the sole discretion of Council.

### Casual School Use

- Casual School use school is generally contained to school hours (i.e., 9.00am to 3.30pm Monday to Friday, excluding public holidays and school holidays).
- When the school requests to use a ground outside of school hours, the seasonal sporting club will be consulted to determine whether there is any potential conflict of use.
- A casual user being a school will be permitted to use toilet facilities at a sporting pavilion on the ground, provided that the toilet facilities are externally accessible, or agreed upon with Club.

## 9. Sub-Letting of Facilities

---

A sporting club granted permission to use a sporting pavilion and/or ground for the season must not assign or transfer the right of use to any other organisation or body or allow any other organisation or body to exercise the right of use granted to the sporting club.

Sporting Clubs must not hire out the facility to other parties/groups and must not have signage advertising the facility is for hire.

## **Attachment 1 – Seasonal Sporting Clubs Facility Maintenance Guidelines**

---

## **Attachment 2 – Seasonal Sporting Clubs Grounds Maintenance Schedule**

---



## **Attachment 3 – Seasonal Sporting Club Fees and Charges Schedule 2022-2023**

---

# Seasonal Sporting Clubs Facility Maintenance Guidelines

DRAFT



## Document control

<b>Record Number</b>	DRAFT
<b>Date Created</b>	1 July 2022
<b>Next review date</b>	16 November 2026
<b>Business Unit</b>	Sport and Recreation
<b>Responsible Officer</b>	Click or tap here to enter text.
<b>Date of Approval</b>	Click or tap to enter a date.

Seasonal Sporting Clubs Facility Maintenance Guidelines

## Appendix A: Facility Maintenance Guidelines

### Pavilion Maintenance Schedule - Football, Cricket, Soccer and Baseball

The table below outlines in detail the Standard Maintenance Responsibilities, it includes standards or frequencies required.

Item	Council Responsibility	Sporting Club Responsibility	Comments
Air conditioning, evaporative coolers and fixed ventilation fans. (Internal)		X	Cleaning of filters and checking of system. Regular maintenance, servicing, repairs and replacement.
Alarms		X	All fees, maintenance, repairs of alarms and call out costs. Supply of codes/keys to Council for maintenance access. Refer to User Guide 6.4
Cleaning		X	Refer to Cleaning General Guidelines.
Clocks		X	
Doors, roller doors, roller shutters, grills, door furniture, door closers, & locks. (Excluding lock cylinders).	X	X	<b>Council</b> Maintenance and repairs of external doors. <b>Club</b> Maintenance and repairs of internal doors.
Earth leakage circuit breaker	X		
Electricity supply mains, sub-mains and switchboards.	X		All repairs and maintenance.
Electrical wiring, power points, and light fittings.	X	X	<b>Council</b> Repair and maintenance of faulty fixtures, fitting and wiring. <b>Club</b> Replacement of light globes and fluorescent tubes.
Exit signs and emergency lighting	X		Twice yearly.
Fire prevention and detection equipment (portable) e.g. Fire extinguishers, hoses, and cabinets.	X	X	All maintenance and regular servicing. Recharges after fire related discharges. Club will be charged for costs incurred for recharging after non-fire discharges, and replacement costs for items missing or stolen.
Fixtures, fittings and equipment.		X	As per clause 7.5 Clubs must comply with Councils Actions for zero net emissions Plan and consult with an Officer from Sport and Recreation prior to purchasing any items for the facility - Includes free standing and permanent built-in equipment and appliances including but not limited to microwave ovens, fridge/freezers, heaters, washing machines, shelving, telephones, photocopiers, ovens, stoves, dishwashers and ceiling fans.

Seasonal Sporting Clubs Facility Maintenance Guidelines

Item	Council Responsibility	Sporting Club Responsibility	Comments
Floors and floor coverings – cleaning		X	To cleaning guidelines.
Floor coverings – repair		X	
Floor coverings – replacement		X	
Floor coverings (timber) - maintenance		X	
Furniture and equipment		X	
Grease taps		X	
Gutters and downpipes	X		Twice yearly.
Heaters (Internal)		X	
Keys, locks cylinders and padlocks	X	X	<b>Council</b> Vandal damage to external locks/doors. <b>Club</b> All internal.
Lift	X		
Painting - external	X		Based on maintenance cycle.
Painting – internal		X	Based on maintenance cycle.
Pest, vermin control and eradication.	White ant (termite)	All other	By qualified tradespersons as and when required to Australian Standards and the requirements of Council's Health Department.
Plumbing maintenance, including hot water service, roof plumbing, storm water, water and gas pipes.	X	X	<b>Council</b> Council will investigate connections and replacement of faulty fixtures, fittings, and piping. <b>Club</b> Club are responsible for minor fixes i.e. tap washers, cleaning the grate covers.
Public toilets	X	X	<b>Council</b> All maintenance if open to public daily. <b>Club</b> All cleaning if only open to public on match and training days.
Sanitary bins		X	Club to provide a sanitary bin in the accessible toilet and in the women's/unisex toilets. Club to provide stickers on doors on toilet doors that have a sanitary bin. Club responsibility for providing sanitary bins and emptying.
Security alarms	X	X	<b>Council</b> 50% installation costs of security alarm. <b>Club</b> 50% installation cost of security alarm. All monitoring fees, maintenance, repairs and call out costs. Refer to User Guide 6.4
Security grills and screens	X		
Security lighting	X		Council carries out annual inspections for all external security lighting
Septic tank pump outs	X		
Sewer blockages	X		
Sewer pumps	X		
Smoke detectors		X	

Seasonal Sporting Clubs Facility Maintenance Guidelines

Item	Council Responsibility	Sporting Club Responsibility	Comments
Structural maintenance Including footings, foundations, stumps, timber frame, roof, walls, ceilings, doors, window frames (except glazing), floors, verandas, balustrades and handrails.	X		
Rainwater tanks and associated drainage, plumbing and pumps		X	
Telephone, data wiring, television antennas and Wi-Fi		X	
Test and tag		X	Clubs need to test and tag seasonally.
Tiles – internal wall and floor	X	X	<b>Council</b> Responsibility for ageing tiles. <b>Club</b> Responsible for replacing tiles due to damage or misuse.
Trees – removal and pruning.	X		
Vandalism, including break-ins.	X	X	<b>Council</b> Repairs to the structure of the Sporting Pavilion, external doors and windows. <b>Club</b> If deemed poor supervision by the club, the club will be responsible for all costs
Walls (internal), partitions and ceilings.		X	
Water leakage	X	X	<b>Council</b> From street connection to pavilion. <b>Club</b> Within pavilion.
Windows – glazing replacement	X	X	<b>Council</b> All external. Provided not required to neglect or poor supervision by the club, i.e. an external window broken from inside the club rooms. <b>Club</b> - All internal

## CLEANING GENERAL GUIDELINES

Sub Area	Task	Cleaning Method	Daily	Weekly	Fortnightly	Other	Comments
<b>REGULAR CLEANING (Where applicable)</b>							
<b>Entrances/External</b>							
External and under cover pavement, entrance mats	Clean	Vacuum mats, sweep pavement	*				Remove mats clean and replace, remove litter, leaves, cigarette butts etc.
Entrance doors, entrance glass	Clean	Spot clean with glass cleaner	*				Must be smear free finish (method & water).
Doors, walls	Clean	Spot clean				*	Using all-purpose cleaner, as required.
Ledges, and sills	Clean	Damp wipe down	*				Using clean damp cloth.
High dusting areas	Clean	Cobweb broom (damp cloth)				Monthly OaR	Includes ledges, cobwebs etc.
<b>Main areas: Offices, Meeting Rooms and Reception Areas</b>							
Parquetry/timber	Clean	Fringe mop then mop with neutral disinfectant/detergent	*	Or as Req			Remove all spills and soil (i.e. Gym clean or equivalent) / Buff weekly.
Hard floors (tiles)	Clean	Wash with a solvent base detergent	*				Must be smear free.
Vinyl floors	Clean	Fringe mop. Mop with disinfectant/neutral detergent (Daily)	*	*			Machine polish floors weekly/i.e. non-slip retarded mop shine.
Carpet & corners	Clean	Vacuum, spot clean stains	*				Under furniture, edges etc / Using solvent based spotter.
Glass doors, partition glass	Clean	Spot clean with glass cleaner	*				Must be smear free.
Doors, walls	Clean	Spot clean		*			Using all-purpose cleaner.
Skirtings, ledges	Clean	Damp wipe down		*			Using a clean damp cloth.
Desks/tables/bench tops	Clean	Wipe down	*				Wipe around objects using an impregnated cloth, smear free.
Furniture	Clean	Damp wipe down		*			Using a clean damp cloth.
Waste bins	Empty	Empty & replace bin liner	Or as Req.				Empty, replace, rubbish to central collection point.

Seasonal Sporting Clubs Facility Maintenance Guidelines

Sub Area	Task	Cleaning Method	Daily	Weekly	Fortnightly	Other	Comments
Waste bins	Clean	Wash and wipe		Or as Req.			With mild detergent/disinfectant.
Recycling paper boxes	Empty	Empty and replace		Or as Req.			Empty, replace, paper to central collection point.
High dusting areas	Clean	Damp wipe down, remove cobwebs				Monthly OaR	Remove all dust, cobwebs (broom) etc.
<b>Passageways and Storerooms</b>							
Parquetry/timber	Clean	Fringe mop then mop with neutral disinfectant/detergent	*	Or as Req			Remove all spills and soil (i.e. Gym clean or equiv) / Buff weekly.
Carpet and corners	Clean	Vacuum, spot clean stains	*				Using solvent based spotter.
Doors and walls	Clean	Spot clean		*			Using all-purpose cleaner.
Fittings, skirtings and ledges	Clean	Damp wipe down	*				Using a damp cloth.
High dusting areas	Clean	Damp wipe down, remove cobwebs				Monthly OaR	Remove all dust and cobwebs (broom).
<b>Kitchen Areas / Tea Point Areas</b>							
Vinyl Floors	Clean	Fringe mop. Mop with disinfectant/neutral detergent (Daily)	*	*			Machine polish floors weekly/i.e. non-slip retarded mop shine.
Sink, bench tops and appliances	Clean	Wipe down and clean with an all purpose cleaner	*				Abrasive powder such as Ajax or equivalent.
Doors, walls	Clean	Spot clean	*				Using all-purpose cleaner
Fittings, skirting and ledges	Clean	Damp wipe down	*				Using a damp cloth.
High dusting areas	Clean	With cobweb broom (damp cloth)				Monthly OaR	Includes ledges, fans, vents, cobwebs, etc.
Waste bins	Empty	Empty & replace bin liner		Or as Req.			Remove, rubbish to central collection point, replace.
Waste bins	Clean	Wash and wipe		Or as Req.			Using detergent - disinfectant.
<b>Toilet Areas/Changerooms</b>							
Consumables	Replace	Replace as required	*				Wipe dispensers free of finger marks.
Sinks, basins, bench tops, & fittings	Clean	Wash & clean	*				Abrasive powder such as Ajax or equivalent.
Mirror & glass	Clean	Spot clean with glass cleaner	*				Must be a smear free finish.

Seasonal Sporting Clubs Facility Maintenance Guidelines



Sub Area	Task	Cleaning Method	Daily	Weekly	Fortnightly	Other	Comments
Toilet & seat furniture	Clean	Scrub & flush	*				Using a disinfectant (liquid bleach).
Walls (tiles)	Clean	Spot clean. Remove stains			Or as Req.		Must be streak free finish.
Walls (other)	Clean	Spot clean		*			Using all-purpose cleaner.
Floors (tiles)	Clean	Damp mop	*				Using a detergent - disinfectant. Non-slip
Floors (vinyl)	Clean	Fringe mop. Mop with disinfectant/neutral detergent	*	*			Machine polish floors weekly/i.e. non-slip retarded mop shine.
Sanitary units	Clean	Damp wipe down		*			Using a clean damp cloth
Doors & partitions	Clean	Damp wipe down	*				Must be streak free finish.
Waste bins	Empty	Empty & replace bin liner	Or as Req.				Remove, replace, rubbish to central collection point.
Waste bins	Wash	Wash & wipe		Or as Req.			Using a clean damp cloth with mild detergent.
Urinals	Clean	Scrub and Flush	*				Using a powder abrasive & disinfectant, smear free finish.
Skirtings & ledges	Clean	Damp wipe down	*				Using a clean damp cloth.
High dusting areas	Clean	With cobweb broom (Damp cloth)				Monthly OaR	Includes ledges, vents and cobwebs.
<b>PERIODIC CLEANING (Where applicable)</b>							
<b>Shell glass</b>	Clean	Wash with streak free detergent and squeegee dry				Mar, Sep	Internal and external shell glass to be cleaned.
<b>Partition glass</b>	Clean	Wash with streak free detergent and squeegee dry				Mar, Sep	Internal and external partition glass to be cleaned.
<b>Carpet</b>	Clean	Steam clean and remove all stains				Mar, Sep	All carpet areas, using water base cleaner.
<b>Vinyl floors - sheet vinyl/tiles</b>	Reseal	Strip and reseal with a quality vinyl seal				Apr/Aug & Dec	All vinyl sheet and tile areas - 3 coats with buff after each coat. Additional 2 coats & buff after one week.
<b>Vinyl floors- low maintenance types</b>	Clean	Scrub wash and buff clean with white pad				Apr/Aug and Dec	All tarkett / tapiflex / Sommer 2000 vinyl areas.
<b>Floors (ceramic tiles)</b>	Clean	Wash				Apr/Aug & Dec	Acid wash, final wash with non-slip detergent.
<b>Floors (other)</b>	Clean	Wash and clean				Mar, Sep	Non-slip.

Seasonal Sporting Clubs Facility Maintenance Guidelines

Sub Area	Task	Cleaning Method	Daily	Weekly	Fortnightly	Other	Comments
<b>Walls</b>	Clean	Scrub-wash				Yearly	Using a solvent-based grease cutter.
<b>Refrigerators</b>	Clean	Defrost, clean thoroughly with neutral detergent				Mar, Jun, Sept & Dec.	Quarterly. Defrost all non-defrost units, restack & leave on.
<b>Ovens/stoves/microwaves</b>	Clean	Clean thoroughly with neutral detergent				Mar, Jun, Sept & Dec.	Quarterly. Leave smear free.
<b>Light fittings</b>	Clean	Wash and Wipe				Jun, Dec.	Half yearly. Leave smear free.

# Seasonal Sporting Clubs Grounds Maintenance Schedule

2022-2023



## Document control

<b>Record Number</b>	2022-2023
<b>Date Created</b>	1 July 2022
<b>Next review date</b>	Click or tap to enter a date.
<b>Business Unit</b>	Sport and Recreation
<b>Responsible Officer</b>	Click or tap here to enter text.
<b>Date of Approval</b>	Click or tap to enter a date.

## Seasonal Sporting Clubs Grounds Maintenance Schedule

### Football, Cricket, Soccer and Baseball

The table below outlines in detail the Standard Maintenance Responsibilities maintained by the Council (Building & Civil Works, Planning, Parks and Gardens) and includes standards or frequencies required.

Maintenance Item	Council's Responsibility	Seasonal sporting club's Responsibility	Standard or frequency.
Coaches' boxes	Nil.	All.	Prior approval required from Building and Civil Works, and Parks and Gardens. In accordance with Council's standards from time to time.
Cricket pitches – cover and uncover	All.	Nil.	In accordance with the Terms and Conditions of Use.
Cricket pitch – concrete base	All.	Nil.	Replacement as required and subject to budget availability.
Cricket pitch – synthetic surfaces	Total cost of repairs. Half cost replacement	Nil. Half cost of replacement.	In accordance with the Terms and Conditions of Use
Cricket pitch – turf	All.	Nil.	
Cricket pitch – turf covers	Nil. Council staff will not be responsible for placing or removing covers.	All, including placing or removing covers.	
Fencing and Gates – maintenance	All.	Nil.	
Football Goalposts	All.	Protective equipment i.e., matting. Removal after use and store.	To competition/association standard.
Hard Rubbish	Nil	All.	

Maintenance Item	Council's Responsibility	Seasonal sporting club's Responsibility	Standard or frequency.
Line marking	Nil.	All.	In accordance with the Terms and Conditions of Use.
Litter / Rubbish	Green bin rubbish collection of waste situated inside Council bin(s)	Removal of all rubbish from the Sporting Pavilion, Ground and surrounding areas of the Reserve immediately following each use.	
Scoreboard – installation and maintenance	Nil.	All	Prior approval required from Council (Building and Civil Works, and Parks and Gardens). In accordance with Council's standards from time to time.
Spoon drains	All.	Nil.	
Sports field lighting –	<p>Council will be responsible for all maintenance works on Sports field lighting.</p> <p>The changing of globes and aiming of lights will be on costed to clubs.</p> <p>If a cherry picker is required, the cost of this cost maybe passed onto clubs if the issue is globe or aiming of lights.</p> <p>An arrangement may be made between Council and Seasonal sporting with the use of club members cherry picker.</p>	<p>Maintain, repair or replace existing light poles, foundations, underground/above ground cabling and switchboard(s) installed by the Seasonal sporting club.</p> <p>If a cherry picker is required, the cost of this will be passed onto the club if the issues is relation to a globe replacement or aiming of lights</p> <p>Clubs maybe responsible for costs to investigate electrical repairs and damage to the Sports field lighting.</p>	<p>In accordance with the Terms and Conditions of Use.</p> <p>Prior Council approval and Council supervision required and works to be undertaken by qualified tradespersons.</p> <p>Upgrades must meet legislative requirements and standards determined by Council from time to time.</p> <p>As required.</p>
Soccer Goalposts – fixed	All.	Netting to be attached with Velcro, cable ties or similar. Removal after each use and at end of each Season.	To competition/association standard.

Maintenance Item	Council's Responsibility	Seasonal sporting club's Responsibility	Standard or frequency.
Soccer Goalposts – portable (Portable soccer goalposts – PSG)	Nil.	All.	In accordance with the Terms and Conditions of Use.
Sports Ground surfaces	Mowing. Top dressing, fertilising, over sowing and weed control.	Nil. Nil.	Once per week, weather permitting. Once per year (Spring), if required.
Sports Ground watering, irrigation and sprinkler controls	All.	Nil.	As and when required in accordance with water restrictions and approved water allocations.
Trees – removal and pruning.	All.	Nil.	By qualified tradespersons as and when required in accordance with Council policy and legislative requirements.

# Seasonal Sporting Clubs Fees and Charges Schedule

2022-2023





## Document control

<b>Record Number</b>	2022-2023
<b>Date Created</b>	1 July 2022
<b>Next review date</b>	Click or tap to enter a date.
<b>Business Unit</b>	Sport and Recreation
<b>Responsible Officer</b>	Click or tap here to enter text.
<b>Date of Approval</b>	Click or tap to enter a date.

## Banyule City Council Seasonal Sporting Clubs Fees and Charges Schedule 2022-2023

Fees and Charges	GST Status	Fee type Council (C) or Statutory (S)	Budget 2022/23 Freq	Budget 2021/22 Fees & Charges	Budget 2022/23 Fees & Charges	Fee Increase / (Decrease) \$	Fee Increase / (Decrease) %
<b>Seasonal Sporting Clubs Usage</b>							
<b>Ground Hire Charges</b>							
A Grade Summer (per team)	Taxable	C	per term	618.00	<b>618.00</b>	-	-
A Grade Winter (per team)	Taxable	C	per term	1,215.00	<b>1,215.00</b>	-	-
B Grade Summer (per team)	Taxable	C	per term	518.00	<b>518.00</b>	-	-
B Grade Winter (per team)	Taxable	C	per term	1,095.00	<b>1,095.00</b>	-	-
C Grade Summer (per team)	Taxable	C	per term	425.00	<b>425.00</b>	-	-
C Grade Winter (per team)	Taxable	C	per term	1020.00	<b>1020.00</b>	-	-
D Grade Summer (per team)	Taxable	C	per term	335.00	<b>335.00</b>	-	-
D Grade Winter (per team)	Taxable	C	per term	925.00	<b>925.00</b>	-	-
A Grade Summer (per team) - Women and Veteran	Taxable	C	per term	309.00	<b>309.00</b>	-	-
A Grade Summer (per team) - Junior							
A Grade Winter (per team) - Women and veteran	Taxable	C	per term	607.50	<b>607.50</b>	-	-
B Grade Summer (per team) - Women and veteran	Taxable	C	per term	259.00	<b>259.00</b>	-	-
B Grade Winter (per team) - Women and veteran	Taxable	C	per term	547.50	<b>547.50</b>	-	-
C Grade Summer (per team) - Women and veteran	Taxable	C	per term	212.50	<b>212.50</b>	-	-

Fees and Charges	GST Status	Fee type Council (C) or Statutory (S)	Budget 2022/23 Freq	Budget 2021/22 Fees & Charges	Budget 2022/23 Fees & Charges	Fee Increase / (Decrease) \$	Fee Increase / (Decrease) %
C Grade Winter (per team) - Women and veteran	Taxable	C	per term	510.00	<b>510.00</b>	-	-
D Grade Summer (per team) - Women and veteran	Taxable	C	per term	167.50	<b>167.50</b>	-	-
D Grade Winter (per team) - Women and veteran	Taxable	C	per term	462.50	<b>462.50</b>	-	-
A Grade Summer (per team) - Junior	Taxable	C	per term	61.80	<b>61.80</b>	-	-
A Grade Winter (per team) - Junior	Taxable	C	per term	121.50	<b>121.50</b>	-	-
B Grade Summer (per team) - Junior	Taxable	C	per term	51.80	<b>51.80</b>	-	-
B Grade Winter (per team) - Junior	Taxable	C	per term	109.50	<b>109.50</b>	-	-
C Grade Summer (per team) - Junior	Taxable	C	per term	42.50	<b>42.50</b>	-	-
C Grade Winter (per team) - Junior	Taxable	C	per term	102.00	<b>102.00</b>	-	-
D Grade Summer (per team) - Junior	Taxable	C	per term	33.50	<b>33.50</b>	-	-
D Grade Winter (per team) - Junior	Taxable	C	per term	92.50	<b>92.50</b>	-	-
<b>Note: The above charges have been reduced by 50% for women and veteran teams and 90% for junior teams.</b>							
<b>Pavilion Hire Charges</b>							
A Grade Winter Full Use	Taxable	C	per pavilion	1,310.15	<b>1,310.15</b>	-	-
B Grade Winter Full Use	Taxable	C	per pavilion	1,015.00	<b>1,015.00</b>	-	-
C Grade Winter Full Use	Taxable	C	per pavilion	730.00	<b>730.00</b>	-	-
D Grade Winter Full Use	Taxable	C	per pavilion	467.00	<b>467.00</b>	-	-
A Grade Summer Full Use	Taxable	C	per pavilion	1,310.00	<b>1,310.00</b>	-	-
B Grade Summer Full Use	Taxable	C	per pavilion	1,015.00	<b>1,015.00</b>	-	-
C Grade Summer Full Use	Taxable	C	per pavilion	730.00	<b>730.00</b>	-	-
D Grade Summer Full Use	Taxable	C	per pavilion	465.00	<b>465.00</b>	-	-
A Grade Winter Shared Use	Taxable	C	per pavilion	658.00	<b>658.00</b>	-	-

Fees and Charges	GST Status	Fee type Council (C) or Statutory (S)	Budget 2022/23 Freq	Budget 2021/22 Fees & Charges	Budget 2022/23 Fees & Charges	Fee Increase / (Decrease) \$	Fee Increase / (Decrease) %
B Grade Winter Shared Use	Taxable	C	per pavilion	507.00	<b>507.00</b>	-	-
C Grade Winter Shared Use	Taxable	C	per pavilion	367.00	<b>367.00</b>	-	-
D Grade Winter Shared Use	Taxable	C	per pavilion	237.00	<b>237.00</b>	-	-
A Grade Summer Shared Use	Taxable	C	per pavilion	657.00	<b>657.00</b>	-	-
B Grade Summer Shared Use	Taxable	C	per pavilion	507.00	<b>507.00</b>	-	-
C Grade Summer Shared Use	Taxable	C	per pavilion	368.00	<b>368.00</b>	-	-
D Grade Summer Shared Use	Taxable	C	per pavilion	237.00	<b>237.00</b>	-	-
<b>Other</b>							
Turf wicket	Taxable	C	per ground	3,345.00	<b>3,345.00</b>	-	-
Commercial - 12 Month Fee	Taxable	C	per ground	4,040.00	<b>4,040.00</b>	-	-
Casual hire charges – ovals	Taxable	C	per booking	245.00	<b>245.00</b>	-	-

# Sporting Facilities Capital Works Policy

DRAFT 2022



## Document control

<b>Record Number</b>	DRAFT 2022
<b>Date Created</b>	26 August 2022
<b>Next review date</b>	16 November 2026
<b>Business Unit</b>	Sport and Recreation
<b>Responsible Officer</b>	Melinda Ramsay
<b>Date of Approval</b>	Click or tap to enter a date.

Banyule City Council is proud to acknowledge the Wurundjeri Woi-wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region's history.

*Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders.*

*Council is committed to access, equity, participation and rights for everyone; principles which empower, foster harmony and increase the wellbeing of an inclusive community.*

## Table of Contents

<b>Introduction</b> .....	<b>1</b>
<b>Policy Purpose</b> .....	<b>2</b>
<b>Scope of Policy and Definitions</b> .....	<b>3</b>
Scope of Policy.....	3
Key Definitions .....	4
<b>Policy Statement and Context</b> .....	<b>5</b>
<b>Current Provision and Facility Hierarchy</b> .....	<b>6</b>
Sports Reserve Hierarchy – Seasonal Allocations.....	6
Provision - Leased and licensed facilities – Bowls, Tennis, Croquet, Hockey and Athletics.....	7
<b>Facility Standards</b> .....	<b>8</b>
<b>Council and Club Responsibilities in Sports Facilities and Infrastructure</b> .....	<b>9</b>
Council.....	9
Sporting Club .....	9
Financial Contributions – Seasonal Clubs.....	9
Fit out.....	9
External Grants (non-Council) - Seasonal and Leased.....	10
Council Process for Funding Sports Facilities and Infrastructure Provision .....	10
<b>Attachment 1: Sports Field and Pavilion Classification – Seasonal Clubs</b> .....	<b>13</b>
<b>Attachment 2: State Sporting Facility Standards</b> .....	<b>15</b>
<b>Attachment 3: Financial Contributions and Responsibility – Seasonal club facilities</b> .....	<b>16</b>
<b>Attachment 4: Facility Fit Out Items</b> .....	<b>18</b>

## Introduction

---

Sport participation is a very important aspect of community life as it contributes to people's health and wellbeing and creates community connections.

Council's commitment to our sports community is largely evidenced through provision of community sports infrastructure and facilities as well as programs that support participation and build capacity of clubs.

Investing in sports infrastructure supports delivery of our Community Vision 2041, in particular:

- Council works to ensure that our community assets are fit for purpose, well maintained and service the needs of our communities.
- We strive to provide multipurpose facilities for people to connect, work and build friendships.
- We aim to ensure our facilities and services are affordable, sustainable, equitably distributed, accessible, and useable for all ages and abilities and designed to provide meaningful experiences and connections.

The focus on sports facilities aligns with the Victorian Government Active Victoria strategy that has the broad vision of an increased proportion of Victorians' participation in sport and active recreation. Key directions to achieve meeting demand are:

- Increase the capacity of sports and recreation infrastructure.
- Continue investment in female participation.
- Invest in a network of international, metropolitan, regional and local infrastructure.

In addition, the Victorian Governments Fair Access Policy Roadmap (2022) aims to develop a state-wide foundation to improve the access to, and use of, community sports infrastructure for women and girls.

From July 2024, all Victorian councils will need to ensure fair access to sporting facilities for people of all genders to be considered eligible to receive infrastructure funding.



## Policy Purpose

---

A key action identified in Council's Recreation Plan (2017-2021) is the development of a Sports Facilities Capital Works Policy. The purpose to provide a clear and consistent framework to Council's approach to the development and provision of new and upgraded sports facilities and infrastructure projects that considers:

- Response to community needs.
- Sporting club functional requirements, requests, and priorities.
- Sports facility and infrastructure standards and guidelines applicable to facilitate participation, sports competition and training.
- Financial management including grants, partnership, and contributions from Clubs.

## Scope of Policy and Definitions

---

### Scope of Policy

The Policy applies to the development of new, and upgrades of existing sports facilities and infrastructure on land that is owned and managed by Council. Noting that there are some different approaches to the provision and funding of sports infrastructure and facilities between leased facilities (athletics bowls, tennis, hockey and croquet) and facilities that are allocated on a seasonal basis (football, cricket, baseball, soccer). This policy primarily guides facilities and infrastructure that are seasonally allocated, however there are sections that are relevant to leased sports facilities. It excludes indoor stadiums and aquatic/leisure centres.

Sports Infrastructure can include:

- Pavilion development including change and social facilities
- Sportsground reconstruction and irrigation
- Sports field lighting
- Shade structures
- Cricket wickets and nets
- Synthetic pitches and greens
- Court resurfacing
- Coaches' boxes
- Storage
- Bin cages
- Sports ground car parking

Sports covered by this Policy include:

#### Seasonal Allocation

- AFL
- Cricket
- Baseball/Softball
- Football (soccer)

#### Leased ( not all sections applicable )

- Bowls
- Tennis
- Hockey
- Croquet
- Athletics

It is acknowledged that other sports are played that are not covered within this Policy. These could be sports not currently catered for in our city or emerging sports that require new or re-purposed infrastructure. These other sports will be determined on a case-by-case basis, with consideration to the relevant standards (where applicable) as well as the key benchmark standards identified in the Social Infrastructure Framework.

## Key Definitions

**Sporting Reserve** – Can be a collection of sports ovals or spaces designated to host competition and or training.

**Sports Ground** – Refers to the actual sports playing field or facility in which the sport is played.

**Sports Pavilion** – A facility, typically consisting of various elements (i.e., change rooms, social rooms, kitchen, storage, etc), used for activities undertaken by sporting clubs.

**Upgrade** – Expenditure on upgrading the standard of an existing asset or infrastructure that provides a higher level of service to users (i.e., pavilion extension).

**Sports Facility User Guide** – Council’s guide that explains the terms of conditions under which Clubs utilise the sports facilities.

**Sports Facility Standards** – The State Sporting Associations industry guidelines for sports facilities as they relate to their sport, and level of competition.

**Facility Hierarchy** – A framework for Council to assist with classifying the types and standards of sports facilities and infrastructure that is required to support the various levels of competitions and community participation.

## Policy Statement and Context

---

Sports facilities form a large part of Council's estimated \$270M portfolio of physical infrastructure (30 June 2022).

This investment in sport and recreation largely focuses on increasing capacity, improving accessibility and functionality of existing facilities as well as developing new facilities to meet emerging needs and deliver opportunities to support and grow participation.

This will continue to be a focus and Council will draw on the community vision and utilise the Social Infrastructure Framework (SIF) to ensure that our community assets are fit for purpose, well maintained and service the needs of our community. The SIF presents benchmark standards for community infrastructure to meet current, emerging and future needs. We have used these principles below to highlight the key focus outcomes as they relate to sports facility and infrastructure investment.

### Fit for People

1. Inclusive, welcoming and safe community sports facilities for everyone.  
Focus/Output - Female friendly change room and amenities, addressing physical access barriers and applying principles of universal design.
2. Flexible and multiple of use of sports pavilions.  
Focus/Output - Exploring and creating opportunities for broader community access of existing facilities  
and identifying value adds to future capital projects to support adaptable and flexible multiple use.

### Fit for Purpose

1. Clubs supported with the right standard of infrastructure to meet expectations and support growth in the future.  
Focus/Output - New and upgraded lighting, playing surfaces and assets that meet State Sporting Association guidelines and maximise participation and use.
2. Diverse infrastructure needs of clubs and sports are understood and supported.  
Focus/Output - Making evidence-based decisions for investments in future sports infrastructure. Drawing on our SIF and community Infrastructure Plan, as well as participation trends, existing sports provision and conditions, forecasts, and population projections.

### Fit for Place

1. Sports facility and infrastructure projects enhance open space and contribute to sense of place and community identity.  
Focus/Output - Supporting local communities' safe access and connections to the facility, environment surrounds and amenities.
2. Sustainability and positive environmental outcomes are at the forefront of sports infrastructure projects.  
Focus/Output - Delivering on Council's ESD in construction of pavilions and facilitating other initiatives such as solar panels, LED lighting, waste management, recycling and water tanks.

## Current Provision and Facility Hierarchy

Banyule City Council owns and manages 44 outdoor sports facilities, comprising of 54 playing fields that host approximately 55 seasonal sports clubs representing Soccer, AFL, Cricket, Athletics and Baseball. Most reserves and pavilions are provided to clubs seasonally via an annual allocation. This process and management of seasonal allocations is governed by Council's Sports Facility User Guide (SFUG) Policy.

The SFUG Policy utilises a facility hierarchy and grading classification (A, B, C & D) for sports grounds and pavilions to assist with calculation of a seasonal fee structure. This hierarchy and grading system also assists with determining the standard of sports facility provision and maintenance. Generally, the lower rating of a ground will require greater levels of maintenance upgrade or standard of sports infrastructure. The following hierarchy applies to our sports reserves:

### Sports Reserve Hierarchy – Seasonal Allocations

#### State

Facilities that are built and maintained to a premier standard to host State Leagues and elite underage competitions. There are a limited number of these facilities in Banyule and include: Olympic Park Main pitch. Typically, these grounds are classified as A.

#### Regional

Regional facilities service a collection of suburbs or geographic areas within a municipality (or across municipal boundaries) and often cater for more than one sport or activity. Oval surface quality and amenities maintained to a high standard to accommodate representative games. Examples of regional facilities in Banyule include Ford Park and Willinda Park.

#### Local /Banyule Community

80% of Banyule's sports grounds and pavilions fall into this category. They cater for local level competition and are typically the home of seasonal clubs that predominately attract members and participants from surrounding locations, as well as Banyule broadly. Many of these grounds support AFL division 1 and sub district cricket, therefore the competition draws participants widely from across the region. Examples of grounds include Warringal Park, Glenauburn Park and Ivanhoe Park. Typically, these are classified as A and B, however there are some that do not have the social amenities and change facilities and are typically utilised for training and overflow. Examples of these grounds include Petrie Park. These are mainly classified as C and D.

#### Grading Classification Considerations

Weighted criteria's are applied to elements of pavilion and ground provision to determine the classification for each sports field and pavilion. A full list of each sports facility and their classification is provided in **Attachment 1**. Elements considered are shown in the following table.

**Table 1: Elements of Pavilion and Ground Provision**

<b>Pavilion Elements</b>	<b>Quality of Playing Surface</b>	<b>Sports Code Assets</b>	<b>Infrastructure</b>
Overall building condition Additional rooms and amenities <ul style="list-style-type: none"> <li>• Female friendly change rooms (including umpires)</li> <li>• Social room - kiosk and bar</li> </ul>	<ul style="list-style-type: none"> <li>• Irrigation</li> <li>• Drainage</li> <li>• Size of ground</li> </ul>	<ul style="list-style-type: none"> <li>• Training lights</li> <li>• Match lights</li> <li>• Turf wicket</li> <li>• Synthetic wicket</li> <li>• Training nets</li> <li>• Fixed scoreboard</li> <li>• Coaches' boxes</li> </ul>	<ul style="list-style-type: none"> <li>• Sealed parking</li> <li>• Unsealed parking</li> <li>• Fenced playing surface</li> <li>• Fenced reserve</li> <li>• Grandstand</li> <li>• Public toilets</li> </ul>

## Provision - Leased and licensed facilities – Bowls, Tennis, Croquet, Hockey and Athletics

### Lawn Bowls

Banyule has six (6) bowls Clubs and under the current term of lease they are responsible for the refurbishment, alteration addition and maintenance of their infrastructure, for example, bowling green surfaces and lighting. With rental fees kept low the expectation on bowling clubs who have long term and year-round use of facilities is that they have sinking funds or other strategies in place to support replacement or upgraded infrastructure. Council has undertaken audits to assess conditions of bowling infrastructure (2022) and this information will help inform bowling clubs with asset management and renewal of these leased facilities.

A \$50K yearly budget allocation commencing 22/23 will support progressing these audit outcomes in collaboration with the Clubs. If Council is to support a capital investment for new or upgraded Bowls infrastructure this will only be considered where the Bowls club can demonstrate to make a co-contribution.

### Tennis

Banyule has 17 Tennis Clubs. Banyule Tennis Strategy (2016-2026) investigated the suitability of existing tennis provision across the City to help guide future development and investment and increase access to facilities. This strategy has provided a solid framework to support tennis infrastructure development over the past six years with a minimum \$50K per year for investing in tennis facility improvements. This contribution often supports design and concept for tennis projects which are then prioritised and considered as part of the capital budget. Tennis Clubs work in partnership with Council and Tennis Australia around a funding strategy for implementation of projects which often includes a club contribution to support any or all of the elements below which are the responsibility of the club to maintain as condition of lease.

- Court surface renewal to same or different
- Upgraded lighting
- Upgraded fencing

### Croquet and Hockey and Athletics

There is one croquet, one hockey and one athletics facility in Banyule which are leased facilities and, similar to bowls, they are responsible for refurbishment, alteration addition and maintenance of their infrastructure. These facilities are also audited for condition and Council considers capital investment as required, preferably with a club contribution.

## Facility Standards

To determine the level of infrastructure provision for various sports facilities, Council largely refers to the and guidelines prescribed by each State Sporting Association. The standards provide minimum requirements for each sport based on facility hierarchy requirements for pavilions and sports fields which also incorporate accessibility and gender equity (i.e., female friendly). The standards provide a consistent approach to facility development and help inform the scope and capital expenditure required for delivery.

The standards consider what is required where a reserve consists of one sports field. Where multiple sports fields exist in a reserve, pavilion components including change rooms and amenities, umpires' rooms and medical rooms will multiply based on the number of sports fields the pavilion services. Ancillary pavilion infrastructure such as verandas and social space may also be increased on a case-by-case basis.

Council aims to achieve the facility standards; however, it is acknowledged that site, size, budget, usage and other considerations may impact the ability to achieve the standards (whether that be exceeding or falling short of the standards). Therefore, variations to the standards may be considered in exceptional circumstances on a case-by-case basis and discussed with Club and relevant State Sporting Associations.

Council also recognises that other non-sporting standards may apply should sports facilities be redeveloped or constructed to cater for a broader multipurpose community use.

Links to the facility standards for each of the key sports can be found at **Attachment 2**. The table below provides an overview of some of the key core components that Council typically funds as they relate to the local Banyule community sports facilities and infrastructure.

Table 2: Key Core Components funded by Council

Component	Standard or Provision
Female Friendly Change Rooms	2 x 50sqm (adapt to 4 x 25sqm)
Sports Field Lighting	100 Lux LED
Social Room Space	Up to 100 sqm

## Council and Club Responsibilities in Sports Facilities and Infrastructure

---

### Council

Council has the primary responsibility for the provision of the core infrastructure at community sporting facilities, being the components of an overall sporting facility that are required for the game to be played and allow a sporting club to function and community to participate. This includes the playing surface, basic change rooms, toilet and kitchen amenities, storage, and car parking. These core facility components (seasonal allocated only) are detailed in **Attachment 3** and form a large part of Council's 10-year asset management plan.

Decisions on the provision of the various components relates to where the pavilion or ground sits on the hierarchy and its classification (A, B, C or D). These classifications provide direction for development of new facilities and for those being considered for upgrade to ensure that the facility is fit for purpose, people, and place.

Council's role is to work with clubs and community and develop and manage these assets by drawing on this policy and utilising the tools, data and evidence presented in other key documents such as:

- Community Infrastructure Plan
- Annual Capital Works Budget and 10-year priority program
- Asset Management Plan
- Council Vision and Plan
- Leases

Council's role also extends to advocacy to facilitate funding to support capital delivery of sports infrastructure projects. Many of these projects attract government funding and deliver on the State and Federal outcomes of participation, inclusion, health, and well-being.

### Sporting Club

The Clubs' role in sports facility and infrastructure projects is to fairly and honestly represent its sport's club needs and work collaboratively with Council and the broader community to grow the participation opportunities. Clubs are the caretakers of the asset, and it is important that they have an understanding of the Council focus and priorities and what they can do to support delivery of the community vision, particularly if the Club is advocating to Council for a capital project. Information that can support a business case for a project may be required by the Club as part of a funding submission to Council or external grant application. This can include membership, participation usage, future growth, and strategic business plan.

The role of the Club and the terms and conditions in which it is granted the right to use pavilions and grounds for seasonal clubs are provided in the Sporting Facilities User Guide and Allocation (SFUG) Policy.

The terms and conditions in which clubs are granted the right to use Tennis, bowls, hockey and croquet facilities are provided in the relevant lease.

### Financial Contributions – Seasonal Clubs

Seasonal clubs are not required to contribute financially to sports infrastructure projects, and their ability to provide capital does not make it a priority or guarantee of Council funding. Financial contributions can be considered to support delivery of optional facility components. These items are over and above what would be



'normal club operations,' such as extensions to bar areas and canteens and the construction of and/or improvements to social club and gymnasium areas with exclusive use.

Council's investment will focus on the core facility components. **Attachment 3** provides a listing of the core components for sports fields and pavilions and who is responsible for funding.

Council may consider co-contribution in partnership with Clubs where there is evidence of need, high participation and significant community benefit outcomes, following the presentation of a business case by Clubs and evidence of Club contribution. These business cases will be considered on a case-by-case basis. A feasibility study will be required for any major capital projects initiated by the Club.

## Fit out

Fit out is a joint responsibility of the Club and Council which is once again guided by facility standards. Consideration must also be given to Councils Zero emissions target of Zero by 2028 and Community by 2040. Councils environmental grants may support the purchasing of high-performance fittings that support emissions reduction. Clubs must fund 100% of the cost for fit out items that exceed that standard. Attachment 4 provides a list of these key items and who is responsible.

## External Grants (non-Council) - Seasonal and Leased

Clubs are strongly encouraged to discuss with the Council Sport Recreation and Community Infrastructure team any proposed external grant applications prior to applying. Ideally this should be at least 12 months in advance for major projects. Many programs available can only be applied for by Council, so it is important that potential projects are discussed as early as possible to allow time to plan and achieve the best outcomes.

Council grant applications for Federal and State funding are generally required to be presented to a Council meeting for endorsement or approval prior to application process to ensure that applications are aligned with Council's vision and priorities.

State Grants timelines and funding categories via Sport and Recreation Victoria can be found at the following webpage: <https://sport.vic.gov.au/grants-and-funding>

## Council Process for Funding Sports Facilities and Infrastructure Provision

Sports Facilities and Infrastructure provision is a capital expenditure of Council and can include renewal, upgrade, expansion, and new works. The following provides some examples to highlight the works under each of these cases.

**Renewal** – work which does not increase the assets design capacity but restores, rehabilitates, replaces, or renews an existing asset to its original service potential. Re-painting of pavilions, kitchen/canteen, flooring.

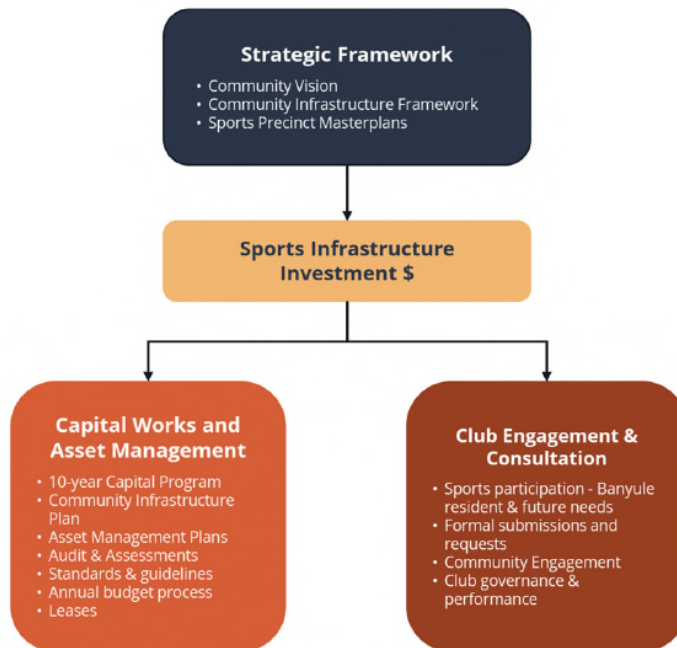
**Upgrade** – provide higher level of service. Examples include replacing halogen lights with 100 lux LED or playing field reconstruction.

**Expansion** – to extend the capacity of the service. An example is developing female friendly change facilities.

**New** – works are those that create a new asset that did not previously exist. An example is the development of a new facility.

Council's capital expenditure for Sports Infrastructure is informed by the following key inputs:

**Seasonal and Leased**



A priority program of capital works for pavilions, sports lighting, synthetic wicket replacement and sports field surfaces was first developed in 2018. This important piece of work considered participation data, facility audit information, state policy focus and the new sports facility guidelines introduced by the various State Sporting Associations. In addition, a tennis strategy (2016-2026) identified a priority program specific to tennis fencing, lighting, and surfaces to round out this assessment of current status and opportunities for future provision.

This planning work has been instrumental in the successful delivery of 70 Sporting Capital Works projects in the last 4 years totaling approximately 30M. It is reviewed regularly, helps inform the annual budget and capital works program, and assists to identify funding for potential projects that align with State government grant criteria and support community need.

This program will continue to be utilized and reviewed and guided by this policy and the other key inputs above, such as the community infrastructure plan to effectively, deliver, and manage our sports facility and infrastructure into the future.

**Club and community engagement - Seasonal and Leased**

Council produces a draft annual budget for capital projects and initiatives yearly that can be viewed online. Formal consultation for the annual budget process is open to everyone and Sporting Clubs and community can formally submit or respond in support of an existing item in the draft budget or submit a new project for Council's consideration. Clubs are advised to discuss projects with Council staff who can provide any advice and information about alignment to key objectives that may support their submission.

This consultation period generally occurs between April and May each year and submitters can also request to speak to their submission at Council meetings, as part of the submission process.

Council's Sport and Recreation team have the role of working collaboratively with sports clubs, associations and other key community partners and engaging with them regularly both formally and informally to ensure that investments in projects support community aspirations, respond to changing needs and promote participation.

## Attachment 1: Sports Field and Pavilion Classification – Seasonal Clubs

The grading of each sporting pavilion and ground forms the basis for the fee payable by the seasonal sporting club. It also assists with determining the level of sports facility infrastructure provision and maintenance.

**Table 3: Sports Field and Pavilion Classification**

Reserve	Summer	Winter	Pavilion
A K Lines Reserve	A	A	A
Anthony Beale Reserve East	A	A	A
Anthony Beale Reserve West	B	B	
Banyule Flats Reserve North	B	C	A
Banyule Flats Reserve South	B	C	
Beverly Road Reserve	A	A	A
Burkitt Oval	C	C	
Binnak Park	A	A	A
Cartledge Reserve	B	A	A
Central Park	B	C	D
De Winton Park	A	A	A
Elder Street – soccer	A	A	A
Elder Street – baseball	B	B	A
Ford Park North	A	A	A
Ford Park South	A	A	A
Gabonia Reserve	B	B	A
Glenauburn Park	C	C	A
Greensborough College	A	A	A
Greensborough College Soccer	A	A	A
Greensborough Park	A	B	D
Greensborough War Memorial Park	A	A	A
Heidelberg Park	A	A	A
Ivanhoe Park	A	A	A
James Street Reserve	C	C	C
Lower Plenty Park	A	A	A
Loyola Reserve	B	B	A
Macleod Park	A	A	A
Malcolm Blair Reserve	A	A	A
Montmorency Park	A	A	A
NJ Telfer Reserve	A	A	A
Olympic Park North	B	B	B
Olympic Park South	B	B	B
Olympic Park Soccer		A	A
Partington's Flat Reserve	A	A	A

Reserve	Summer	Winter	Pavilion
Petrie Park	D	D	B
Seddon Reserve	A	B	B
Shelley Park	A	A	A
Simms Road Reserve	B	B	A
Viewbank Reserve	D	D	D
Warrawee Park	D	D	-
Warringal Park	A	A	A
Whatmough Park	A	A	A
Winsor Park	B	B	B
Yallambie Park	B	B	C
Yulong Reserve	A	A	A
Yulong Reserve Baseball	A	A	B

## Attachment 2: State Sporting Facility Standards

---

- AFL Preferred Facility Guidelines (2019)
- Baseball Australia Club Facility Resource Guide (2016)
- Baseball Victoria Lighting Standards Policy (2014)
- Baseball Victoria Regulations for New Baseball Fields (2014)
- BMX Australia Track Guidelines (2013)
- Bowls Australia Bowling Green Construction Guidelines (2011)
- Community Cricket Facility Guidelines (2015)
- Football Victoria – Construction and Management Natural Turf Pitches Guide (2019)
- Football Victoria – Field Dimensions and Pitch Markings Guide (undated)
- Football Victoria - Football Facilities Building Development Guide (undated)
- Football Victoria Football Lighting Effective Lighting Guide (undated)
- Hockey Victoria – Facilities Standards (undated)
- IAAF Track and Field Facilities Manual (2019)
- Netball Australia – National Facilities Policy (2016)
- Netball Victoria – Facilities Manual (2017)
- Softball Australia Field Guidelines (2015)
- Sports Dimensions Guide for Playing Areas (2016)
- Tennis Australia Infrastructure Planning (2018)

## Attachment 3: Financial Contributions and Responsibility – Seasonal club facilities

The following tables provide a list of core sports infrastructure components and who is responsible for funding. Council provides these in accordance with Council/State Sporting Association standards. Should the club be able to demonstrate need for exceeding standards and this is approved by Council, the additional expense above standard will be payable by the club.

**Table 4: Core Sports Infrastructure Components and Responsibility - Pavilions**

Component	Council	Club
Accessible Change facilities	100%	
Amenities- Showers/Toilets	100%	
Bar Facilities		100%
Canteen/Kitchen	100%	
Change Rooms	100%	
Grounds Keeper/Maintenance Shed	100%	
Gym		100%
Heating/Cooling – Social Room Only	100%	
Medical/Trainers Room	100%	
Office Space	100%	
Rubbish Bin Storage	100%	
Social Rooms/Multi-Purpose Rooms	100%	
Storage	100%	
Timekeeper/Media Room/Scorers Room	100%	
Veranda/Spectators Shelter	100%	

Table 5: Core Sports Infrastructure Components and Responsibility - Sports Fields

Component	Council	Club
Coaches' boxes/Dugouts/player shelters	100%	
Cricket centre wicket This includes synthetic and turf as per Council's sports field maintenance and replacement program.	100%	
Cricket centre wicket winter cover	100%	
Cricket nets/Batting cages	100%	
Goal posts (fixed)	100%	
Goal posts (Portable)		100%
Goal post padding		100%
Interchange steward/umpire/officials' box	100%	
Netball Courts	100%	
Protractive Netting Where a safety risk is identified, where there is not a safety risk the user group must fund 100%.	100%	
Reserve fencing	100%	
Scoreboards	Up to \$10,000 contribution from Council	100%
Sports fields (turf)	100%	
Sports field lighting 100 Lux	100%	
Ticket booth		100%



## Attachment 4: Facility Fit Out Items

The table below provides a guide for fit out items and responsibility. Council responsibilities outlined below are in line with the facility standards located in **Attachment 2**. Noting that in new facilities this varies in relation kitchen and canteen as many of the items are provided as part of the facility construction and will be negotiated on a case-by-case basis. Items not listed below will also be considered on a case-by- case basis.

**Table 6: Fit Out Items and Responsibility**

Council Responsibility	Sports Club Responsibility
Baby Change facilities	Bar fit out and Cool room
Bench Style seating in change rooms	Crockery and cutlery
Change room toilet fixtures (e.g., Hooks, mirrors, toilet roll holders, soap holders)	Dishwashers
Curtains and blinds	Kitchen equipment (deep fryers, pie warmers etc)
Essential safety equipment	Electronic equipment (sound systems, TVs etc)
Extractor fans and rangehoods	Floor coverings, flooring, and floor tiles for all "optional" additions to the facility.
Floor coverings	Furniture
Grease trap installation	Heating and Cooling Systems (outside of the social rooms)
Hard floor coverings	PA Systems
Heating and cooling units and fixed fans (social rooms only)	Refrigerators/cooling units
Hot water service	Sanitary bins
Kitchen benches and cabinets	Security Systems (see SRUG for payment of installation)
Locks	Storage Shelving
Light fittings	Telephone, NBN (excluding infrastructure to the building) and TV aerial connections
Ovens and hot plates	All other items as required by the user group (subject to Council approval).
Plumbing fixtures, shower fittings, toilets, and sinks	
Roller screen security doors (where appropriate)	
Security Lighting	
Tiling	

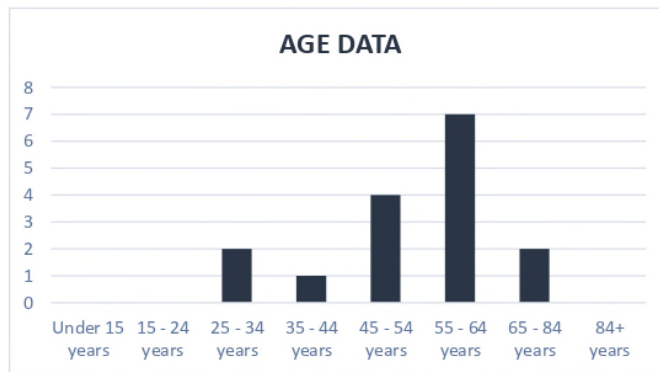


# SHAPING BANYULE FEEDBACK

## Banyule City Council Sporting Facility User Guide and Allocation Policy

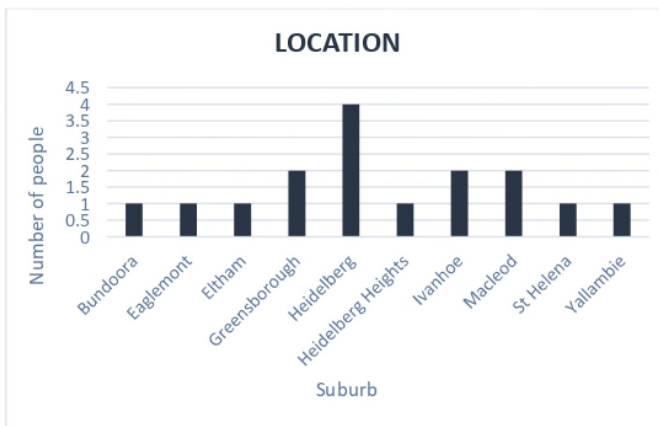
The below information is representing the feedback that was received throughout the Shaping Banyule consultation period between 18 October and 16 November 2022 for the Banyule Sporting Facility User Guide and Allocation Policy.

### DEMOGRAPHICS DATA



Graph 1 – Represents age data

Summary: 75% of responses were from males 19% of responses from females and 6% preferred not to say



Graph 2. Represents Location of the people who took the survey

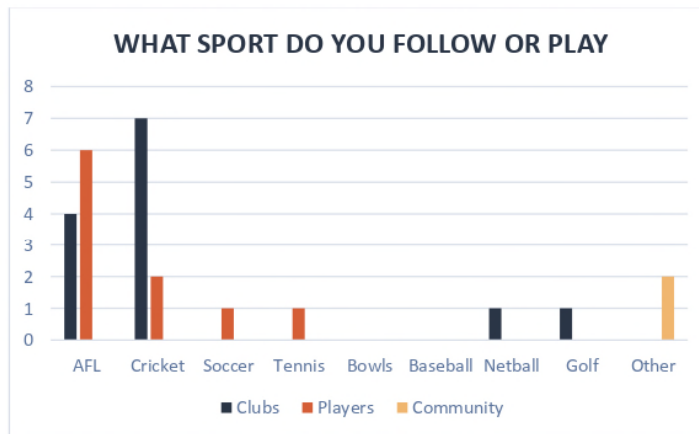
Summary: Just over 30% of people said they were from the Heidelberg area

1 Shaping Banyule Feedback Banyule City Council Sporting Facility User Guide and Allocation Policy and Capital Works Policy



Graph 3. Represents group type

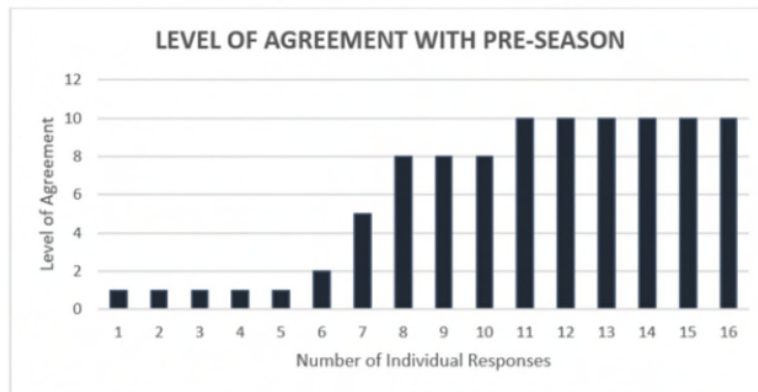
Summary: Majority of people who filled in the survey were from a Sports club as a committee member



Graph 4. Indicates what sport they play or are involved with if any. Noting there were Golf and Active Recreation

Summary: Majority of people that filled in the survey are involved with or play AFL or Cricket

## SURVEY RESPONSES- LEVEL OF AGREEMENT AND DIRECT QUOTES



Graph 5. The above shows the level of agreement about pre-season for winter clubs starting in mid-January

Summary: There were 3 football clubs who took part in the survey giving an average score of 1. There were 5 Cricket clubs who took part in the survey giving an average score of 9.6. The total average score overall was 6.

### Direct Quotes

“Quality of grounds throughout the comp remains an issue, so this is a good start!”

“Because the over use of grounds by football clubs effectively ruins the surface and ruins the amenity and usage of the ground for local families and sporting clubs other than football clubs”

“Its time cricket clubs had more use of ovals without the continual pressure from winter tenants to use the oval. Over use of ovals by winter clubs severely impact the start of cricket seasons. The destruction of grounds needs to be limited during winter.”

“It’s important that all grounds are usable for the summer sports. The grounds take quite a hit from the winter use and takes a lot of work to get them to playable conditions. Pre-season training hampers these efforts. Pre-season training for Winter sports can take shape in many forms without the use of grounds as such. “Quality of grounds throughout the comp remains an issue, so this is a good start!”

“Football clubs are consistently requesting earlier start times to commence preseason training. They place pressure on the summer tenant to access grounds and whilst they appear to reach agreement on the conditions of use it requires the summer tenant to observe the usage to limit damage to the surface. When dealing with larger football clubs it is also difficult to monitor the agreed conditions being adhered too. Whilst clubs have reached agreement on preseason usages, I have found that the football club at times can be demanding on the times and usage conditions. Moving to mid-January will allow the summer tenant some extra “breathing time” before the football clubs commence making requests and will obviously allow surfaces to be protected from over use and therefore provide cricketers the opportunity to play on surfaces that have not been overused as well as not competing with times for training days that cause clashes and has been seen arguments between the different clubs. It will be a good move to delay the winter pre-season training to mid-January but expect football clubs to reject the move.”

“Whilst we agree with council with their policies around having people play sport to keep active and fit, we do not agree with council pre-season training limitations. If club want to maintain players fitness, this should be encouraged by council. Most sporting clubs (AFL), start preseason training prior to Xmas. By not allowing Banyule clubs to train pre-xmas, this will place these clubs at a disadvantage to competing clubs within 3

Shaping Banyule Feedback Banyule City Council Sporting Facility User Guide and Allocation Policy and Capital Works Policy

their league/association who subsidise outside of Banyule council. Any pre-season training, should always be approved by the winter club and ensure appropriate footwear is worn to limit damage to the grounds”

“Junior clubs should be able to do clinics during December to promote their club. Consideration needs to be taken on how much use they have had during the year and sometimes grounds are too muddy to get full use during their allocated time. Also if they have a Sporting Club that operates during the year this should also be in favor of the club can work out between themselves.”

“The standard of grounds has gone down”

“Clubs of all kinds are based on community connection and that means keeping the club active with preseason activities and so on. With no allocations at all means that clubs are disconnected up until January and seasons often start in March. That disconnect for so long will create a loss of participants for clubs of all kinds and ages. people will just move on. Preseason also allows clubs to fund raise for the coming season. that will no longer be there. Preseason is less active and done in runners for less time and your grounds have been doing this for the last 50 years that I remember. This is a major issue.”

“More work for overworked volunteers to find training facilities for winter sports not to mention the cost. Seriously the damage done to the grounds from mid November to mid December would not be worth talking about when approx 50 players are wearing runners. More damage would be caused from the dogs that are tearing up grounds . At the moment your grounds are the most expensive DOG PARKS in Melbourne. This policy will seriously affect all winter clubs and will make it difficult to attract and retain players”

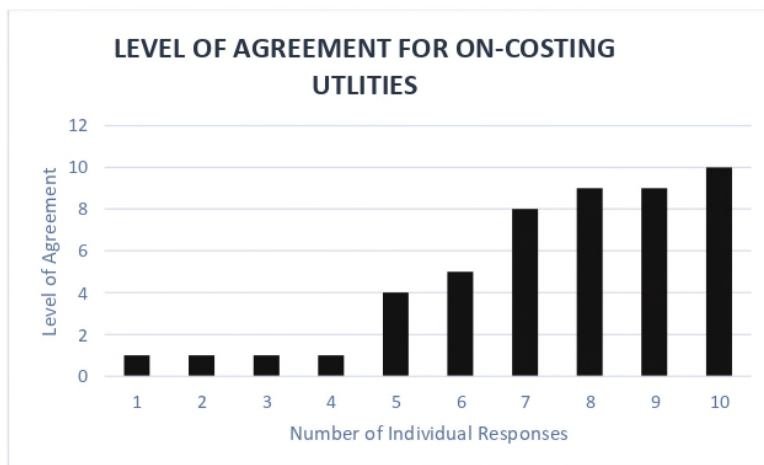
“I think this is a joke due to the grounds being in great condition and the clubs would be using runners and wouldn't wreck the ground”

“Grounds/grass rest. Heat stress of participants. Sharing of space with non-sport users”

“I wouldn't think that the level of preseason training would greatly impact the playing surface”

“Agree with comments re rejuvenation. Also grounds may be used casually for community activities/festivals at that time of year”

“I think this is reasonable and probably means the grounds will be in better condition for the playing season”



Graph 6. The above graph shows the level of agreement for the on costing of utilities change

Summary: Overall the average score is 5 with mixed responses from Football and Cricket clubs.

4

Shaping Banyule Feedback Banyule City Council Sporting Facility User Guide and Allocation Policy and Capital Works Policy

Direct Quotes:

“Good decision”

“Clubs should pay for what they use at the time. Not average out”

“We are happy with this, providing it is the previous year. We have solar panels installed and expect zero to minimal electricity charges at Warringal Park”

“How will this work with dual occupancy?”

“I disagree council has billed us over \$10k and when we reviewed this it worked out that the council owed the club approx. \$375.00. How would this be fair?” This gives no advantage to clubs working out averages in trying to save power etc”

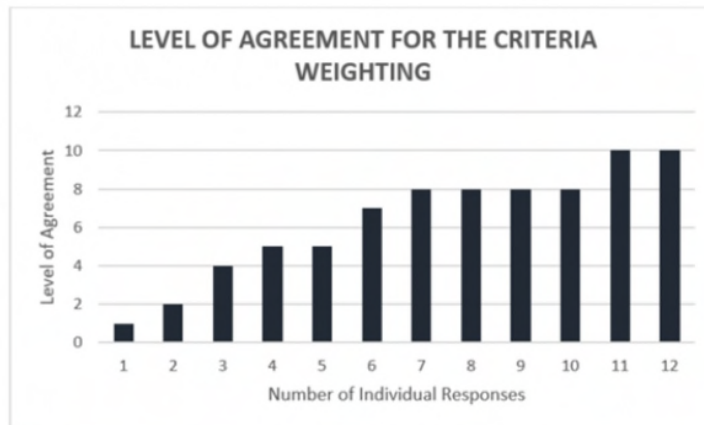
“Clubs need to be responsible for usage in that same year”

“Cost is fine if we can get to use the facilities”

“Good idea hopefully it works”

“Cost is fine if we can get to use the facilities”

“This seems unfair unless you are providing some kind of retrospective adjustment upon receipt of actual costs”



Graph 7. The above graph shows the level of agreement for the weighting criteria (outlined on page 7 of user guide)

Summary: Overall the average score is 6 with mixed responses from Football and Cricket clubs.

Direct Quotes:

“Our club straddles two councils and using addresses to weight allocation of grounds is wrong in particular clubs that play all over Melbourne. Do other councils ban clubs that come from elsewhere. This is grossly unfair. We provide a service for the municipal areas residents not just to players but people who watch and enjoy the game”

“Historical length of tenure should have much higher rating”

5

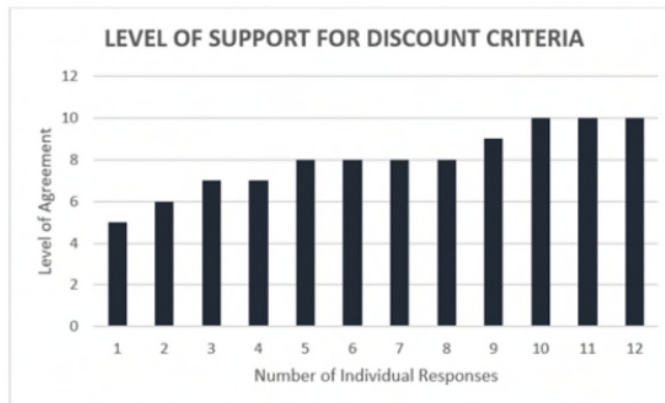
Shaping Banyule Feedback Banyule City Council Sporting Facility User Guide and Allocation Policy and Capital Works Policy

"These seem reasonable numbers"

"I believe that Historical length of tenure should have the highest rating as a reward for the tenant who has continued to provide a service to the Banyule Community. Track Record should also have a higher rating as a reward for complying with the user guide and policy. The 20% weightings could be reduced to allow the abovementioned items to take their place"

"The number of users that come from outside municipal areas should not be a criteria. Because what if other councils did the same! Banyule sports people would be disadvantaged from pursuing sporting careers"

"fair!"



Graph 8. The above graph shows the level of agreement for the discount criteria (outlined on page 12 and 13 of user guide)

Summary: Overall the average score is 8 with mixed responses from Football and Cricket clubs.

Direct Quotes:

"The carrot is better than the stick"

"If a club does meet the full 6-point allocation, i would have thought a higher % would be received. for example, 20%"

"Fair"

"Give clubs a discount for providing a community service which is not acknowledged by councils. All councils see is the cost!"

"This seems fair"

## FURTHER COMMENTS ON WHAT IS MOST LIKED

Direct Quotes:

"It focusses on inclusion and growing the respective sports"

"The incentive of a discount"

"A better arrangement for summer tenants"

6

Shaping Banyule Feedback Banyule City Council Sporting Facility User Guide and Allocation Policy and Capital Works Policy



“A uniform approach for all users”

“Clarity of information”

## FURTHER COMMENTS ON WHAT IS MISSING OR NEEDS IMPROVING

Direct Quotes:

“None that stand out to me”

“Using peoples addresses to guide allocation and usage of grounds and pavilions”

“Would like to see a more, formal commitment or program around ensuring ovals are prepared or transitioned properly from the winter season to the summer season. Council should release a block plan of when and what grounds are being prepared in accordance with winter clubs completing their seasons. At the moment it does not seem like there is any plan whatsoever and works are completed on an ad hoc basis. More communication and consultation needs to take place between, council, the Parks team and the summer clubs”

“The need for compassion in charging clubs that are struggling. And the user pays at attitude towards clubs without taking into consideration the positive’s clubs provide. Support for wicket curators, not just seeing them as a cost”

“The proposed training schedule for winter tenants is unworkable for clubs”

“Totally missing is a review of the equitable distribution of sporting facilities across Banyule LGA. Totally missing is a review mechanism of adjoining community satisfaction or dissatisfaction with parking, noise, nuisance, cooperation of sports groups with "shared use" concepts. Totally missing is an evaluation of what the local community wants from the public land/open spaces - all focussed on the needs of sports groups which are inevitably being subsidised by the community”

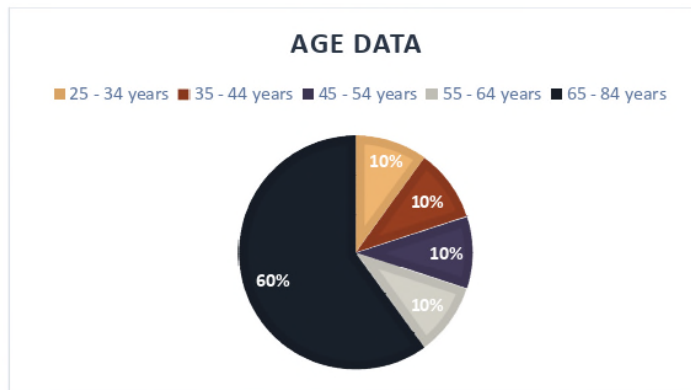
7

Shaping Banyule Feedback Banyule City Council Sporting Facility User Guide and Allocation Policy and Capital Works Policy

### Banyule City Council Sports Facilities Capital Works Policy

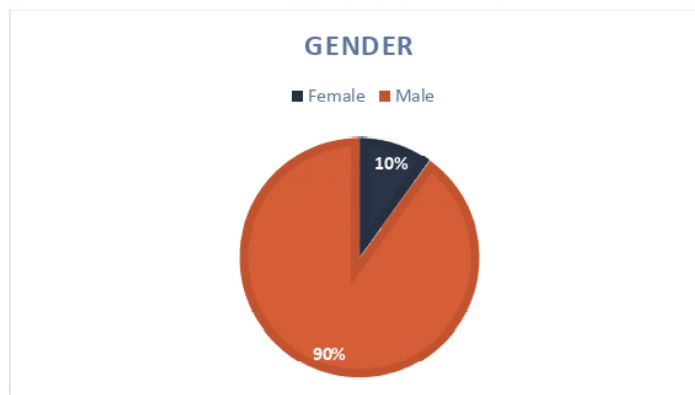
The below information is representing the feedback that was received throughout the Shaping Banyule consultation period between 18 October and 16 November 2022 for the Banyule City Council Sports Facilities Capital Works Policy.

#### DEMOGRAPHICS DATA



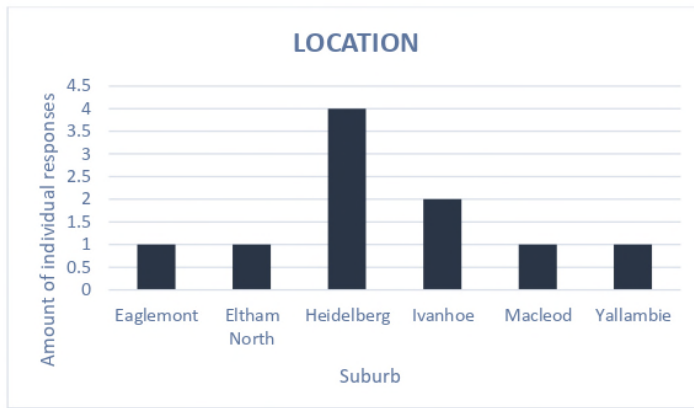
Graph 9 illustrates the breakdown of age groups who took part in the survey.

Summary: Overall 60% of the responses were from people who are aged between 65-85 years of age



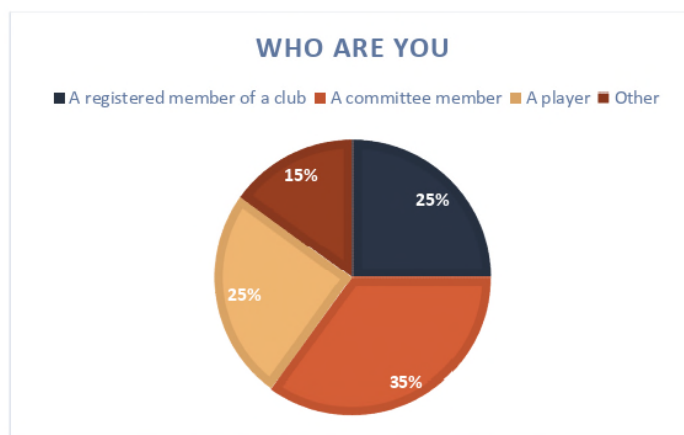
Graph 10 illustrates the breakdown of gender selected of who took part in the survey.

Summary: Overall 90% of the responses were male and 10% selected female



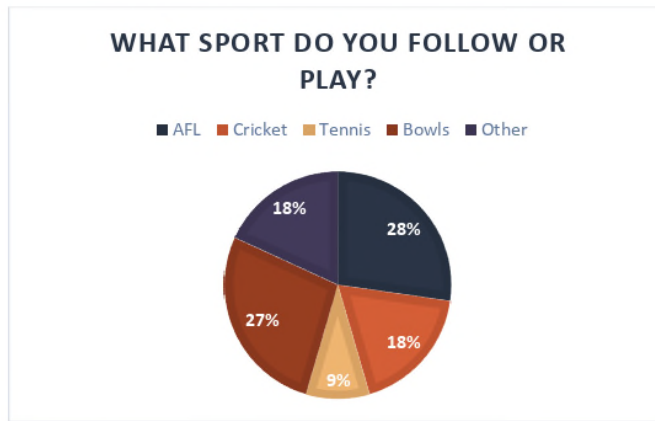
Graph 11 illustrates the location of the individual responses

Summary: Overall 40% of the responses were from Heidelberg with next highest being 20% from Ivanhoe



Graph 12 represents group type

Summary: Majority of people who filled in the survey are committee members or a registered member of a club. 15% of people selecting other. These were detailed as 'Former committee member', 'Gym/Swim member' and 'Rate payer'



Graph 13 represents the sports or codes respondents chose that represents them

Summary: AFL and Bows are the most selected with 28% and 27%. Followed by Cricket 18% and 'Other' 18%. Those who selected other specified the following, Swimming and Quiddich.

### SURVEY RESPONSES- LEVEL OF AGREEMENT AND DIRECT QUOTES

The survey asked the following six questions and asked to what extent do you agree or disagree with the key focus areas identified?

Question	Strongly Agree	Agree	Don't Know	Disagree	Strongly Disagree	Total Respondents
<b>Inclusive welcoming and safe community sports facilities</b>	70%	30%				10
<b>Flexible and Multi-use Sports Pavilions</b>	30%	70%				10
<b>Clubs supported with the right standard of infrastructure to meet expectations and support future growth</b>	60%	20%		10%	10%	10
<b>Diverse infrastructure needs of clubs are understood and supported</b>	10%	80%		10%		10

10

Shaping Banyule Feedback Banyule City Council Sporting Facility User Guide and Allocation Policy and Capital Works Policy

<b>Projects enhance open space and contribute to a sense of place and community</b>	20%	70%			10%	10
<b>Sustainability and positive environmental outcomes are at the forefront of projects</b>	20%	60%	10%		10%	10

## Direct Quotes:

“Fluffy survey. At least you asked for comments. All loaded questions. We have to support community groups and clubs, when a club or group ceases to survive then we all lose. Put a path in and it is there for 40 years. Lights on a court 30 years. Top dress a sporting ground or new tennis surface 30 years. New toilets or kitchen 40 years. We all win in the long term”

“There needs to be a reflection within Council as to readiness to accede to sporting club “wants” compared to the needs of the wider community. For example access to public toilets of a decent clean standard right across Banyule for the entire population - not just within sporting pavilions. Note that 1 of over 40 nominated sports facilities is south of Banksia Street - more than 2.5% of Banyule’s population is south of Banksia Street. The ratepayers in the two southern wards pay rates of around \$38 million - well in advance of any 2 other wards yet get a miserable allocation of sports grounds, pavilions etc”

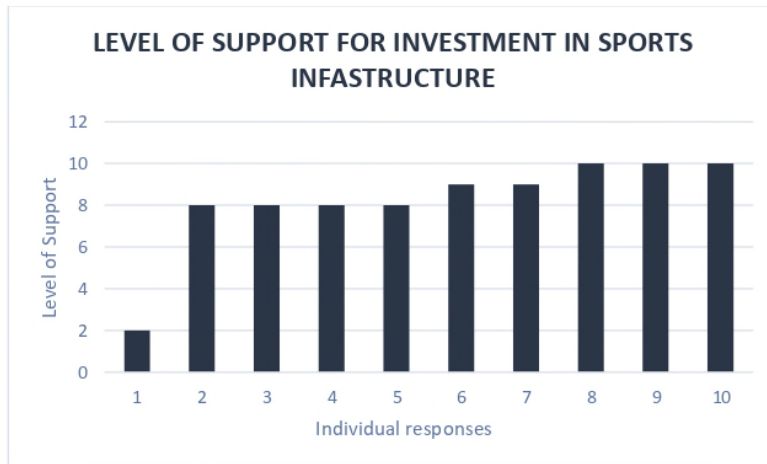
Question	Strongly Agree	Agree	Don't Know	Disagree	Strongly Disagree	Total Respondents
<b>The policy makes it clear what Council considers when making decisions about sports facilities and infrastructure</b>	80%	70%				10
<b>Utilising state sporting standards is an important tool to guide facility development</b>	30%	70%				10
<b>A classification system to grade sporting fields and pavilions is a fair and equitable approach to assist in setting fees and establishing infrastructure priorities</b>	60%	20%		10%	10%	10

11

Shaping Banyule Feedback Banyule City Council Sporting Facility User Guide and Allocation Policy and Capital Works Policy

**Council's investment in sports infrastructure and facilities has been clearly demonstrated over the last 5 years**

10%      80%      10%      10



Graph 13 represents the level of support for sports infrastructure

Summary: There is an overall high support level for investment in Sports infrastructure. With an Average support level of 8. The following was provided as to why the scores above were given.

Direct Quotes:

“It’s an obvious must!”

“The Council has shown little commitment in supporting the Greensborough Bowling Club by way of financial investment in recent years. The provision regarding leased facilities is unfair and out of touch with the current costs of maintaining a Bowling Club and is heavily biased towards seasonal sports facilities. The concept of keeping rentals low but expecting Clubs to have sinking funds sufficient to support replacement or upgrade infrastructure is misguided. Audits of Bowling Clubs have been undertaken but poorly managed, with some audits contracted out and in turn sub-contracted out. No communication on the results, no conclusions, recommendations or commitments made. A \$50K per year allocation across 6 Clubs provided Clubs themselves make a \$ contribution is insufficient to deliver any meaningful improvements”

“The role of Council is critical for survival of sporting clubs. Major infrastructure investment is beyond the reach of the majority of sporting clubs. A balanced and fair approach for all sports makes decision making easier for all parties.”

“Sport is great for our community. So many positives come from competition at all age levels for a healthy life”

“Council has the ability to provide for the future. Council can provide and build for the future by supporting community groups and infrastructure”

12

Shaping Banyule Feedback Banyule City Council Sporting Facility User Guide and Allocation Policy and Capital Works Policy

"There is far too much focus on the wants and aspirations of sports clubs/participants and too little on the needs of the population at large. Sports groups are necessarily focused and organised, are being heavily subsidised, and are massively advantaged in access to Council officers, services and facilities by comparison to the general community - which has huge unsatiated needs for non-sporting facilities."

"In community interests to have good sport facilities for many reasons: contributes to community health, sense of place, social networking, skill development, fun, business development, pride in community, safety"

"Sport is important for children and provides an outlet for the community in their free time"

## SURVEY RESPONSES- ANY FURTHER COMMENTS

"Financial Contributions and Responsibility – Facility Fit Out Items. When a new building is being replaced, i strongly believe the council should replace all equipment which is in a working manner and not for the club tpo cover these costs. For example, Deep Fryer which cannot be stored and then re-installed, should be part of the council costs for the fit out. Another example is for a PA system, where I believe council should cover the costs of the wiring and this is installed during construction of the pavilion. The PA itself, agree this would come at the expensive of the club"

"As the Chairperson of a Bowling Club, I noted on page 7, that Bowling Clubs will be required to demonstrate the capacity to make a co contribution for any new or upgraded infrastructure. There will need to be consultation with Bowling Clubs to put some framework around this issue."

"The main purpose of opening this document is to highlight that the Heidelberg greater area lacks a good swimming venue see: Greensborough, Doncaster, and the new facility under construction at Northcote. A similar such facility located down near the Heidelberg football ground parkland would be a massive bonus for this area. Why is swimming left off any sporting agenda on the council?"

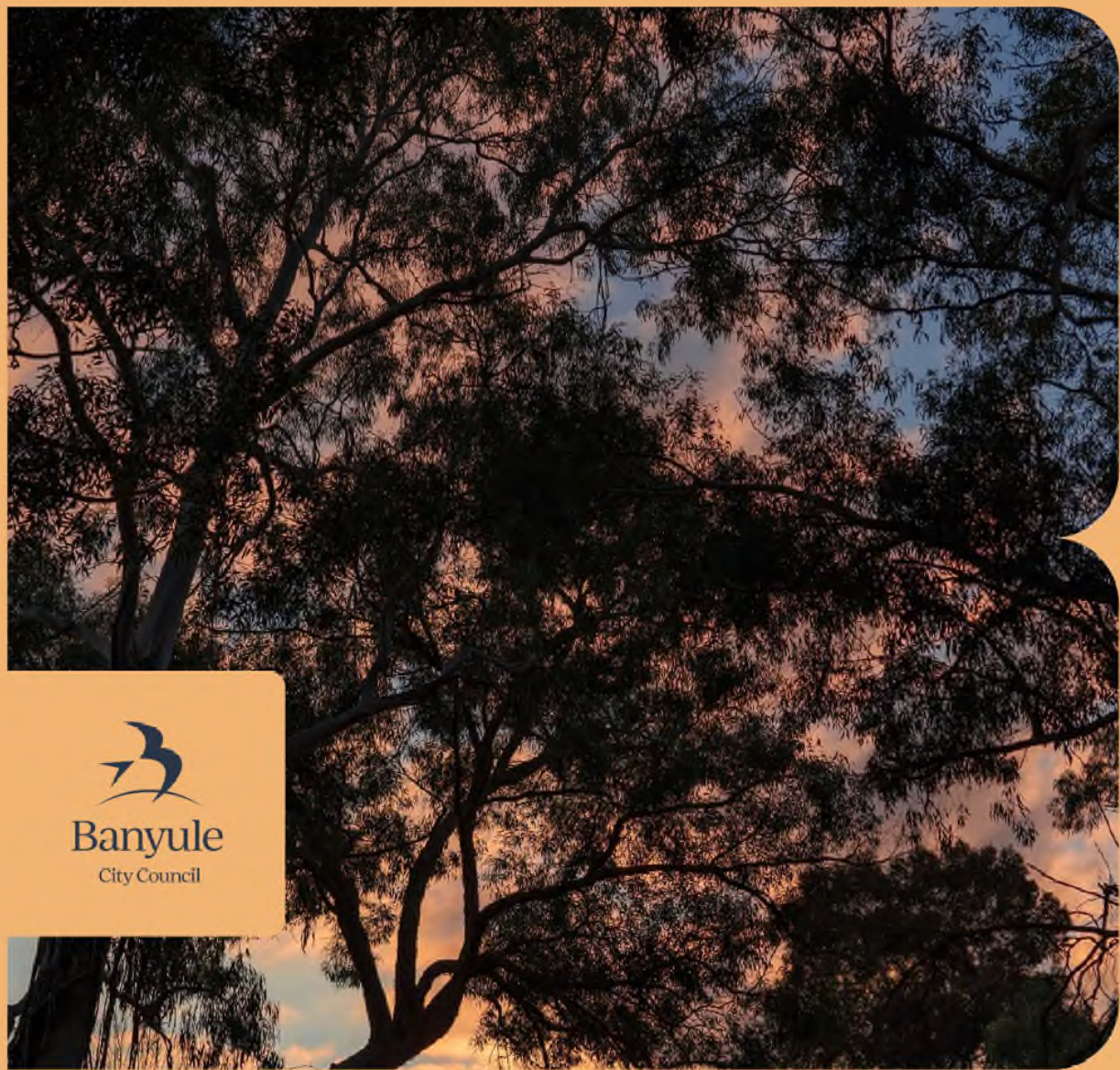
"Council should undertake a fundamental review of the level of its commitment to organised competitive sport, and the health/social benefits of this investment, compared to its level of investment in non-competitive, non-combative public health/exercise activities. Council is focussed on inclusion - measuring the age, gender, ethnicity of users of public facilities and money via organised sports would likely reveal how excluding competitive sport is for most of the population."





# Banyule's State of the Environment Report

2021/2022



## Introduction

---



The State of the Environment (SOE) Report is an annual glimpse into the work Banyule City Council delivered in 2021/22 to ensure our natural environment is healthy, green, and actively cared for.

The work included in this report has been undertaken over Financial Year (FY) 2021/22 and delivers on the strategic objectives outlined in Banyule's Council Plan 2021-2025.

In 2021, Council's new Council Plan was endorsed and included the Banyule Community Vision 2041:

**'We in Banyule are a thriving, sustainable, inclusive, and connected community. We are engaged, we belong, and we value and protect our environment'**

This vision embeds the natural environment as a priority for Banyule City Council and this report is a transparent overview of Council's progress in this space.

The SOE responds to Council Plan Priority Theme 2: Our Sustainable Environment.

*Strategic Objective: A progressive and innovative leader in protecting, enhancing, and increasing the health and diversity of our natural environment, where we all commit to playing an active role in achieving environmental sustainability, waste, and carbon emissions reduction.*

Strategies to strengthen our Sustainable Environment:

1. Protect and enhance our natural environment, providing connected habitat for diverse flora and fauna.
2. Minimise stormwater pollution and the impacts of flooding and maximise Council's water conservation to transition to a water sensitive city.
3. Demonstrate leadership in addressing climate change and take action to become a carbon neutral council by 2028 and city by 2040.
4. Empower and educate the community and businesses to take actions to achieve positive environmental and climate change outcomes.
5. Avoid waste generation and encourage and support the community to achieve zero waste to landfill by 2030
6. Engage and work with the community and partners to protect, enhance and experience the environment
7. Protect, increase, and maintain Banyule's urban forest population to provide a greener City for enhanced liveability
8. Explore and support opportunities for urban farming and community gardens.



3

## Biodiversity



Biodiversity is made up of all living things and the ecosystems that support them.

Strong biodiversity means that our environment has a good diversity of plants and animals, as well as genetic diversity in each specific plant and animal family. Strong biodiversity produces healthy ecosystems, which can successfully clean water, provide fresh air and stop the spread of disease.

The Banyule community is lucky to have areas of public space that contain rich, biodiverse ecosystems. But as we urbanise, we are creating fragmented habitats with hard edges such as roads or houses, making it difficult for flora and fauna to migrate.

Banyule's Park Rangers work in collaboration with members of the community and the Wurundjeri Narrap Team to ensure our natural spaces are actively cared for; protecting and enhancing those bushland settings to ensure support for the diversity of plants and animals who call Banyule home.

While the Park Rangers take care of our public space, Banyule residents are managing their own backyards, patios, balconies, or paddocks, and all these areas can play a part in supporting biodiversity to thrive in Banyule.

Banyule's Gardens for Wildlife program is supporting households to use their gardens as stepping-stones to expand habitats by including indigenous species. Council also offers information on weeds so households can ensure they are not unintentionally harbouring garden escapees. You can find a range of support on our website.



Indicator	2019/20	2020/21	2021/22
<b>Indigenous species planted in bushland reserves (number of plants)</b>	22,362	11,500	13,994
<b>Friends of volunteer hours (number of hours)</b>	1,334	746	416

Friends of volunteer hours were down in 2021/22 due to ongoing COVID 19 restrictions. Number of indigenous species planted raised from 2020/21 with Park Rangers being able to get back out to their patches. Number of species planted will fluctuate over the years as Council ensures strong management practices for all those plants going in the ground, and ecosystems that support their development.

To enable the protection of our biodiversity Banyule’s Park Rangers plant a wide variety of indigenous vegetation which all have their own purpose in the ecosystem. As Figure 1 demonstrates, grasses, herbs and shrubs are the most commonly planted in Banyule’s bushland reserves, this is because the development of a strong understorey, which exists underneath trees, ensures habitat and food for insects through to mammals.

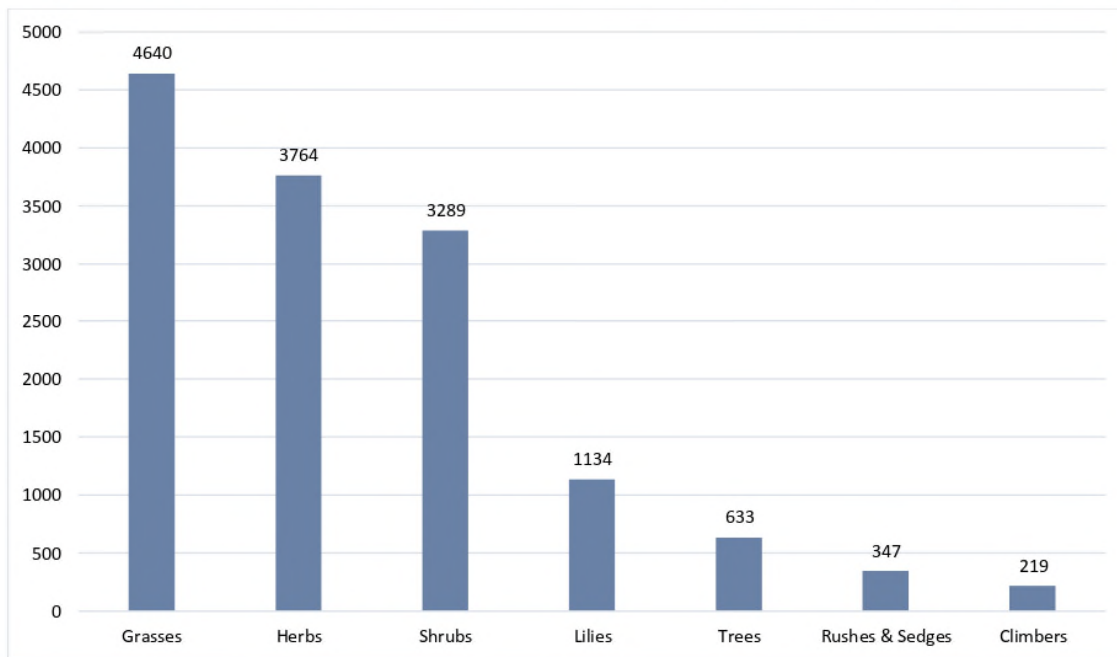


Figure 1, Bushland Management planting by form (2021/22)



Weed Management is another big part of the job for Banyule’s Park Rangers, as you can see in Figure 2 the majority of weed control is hand weeding, while herbicide application, burning and brush cutting are also used in specific circumstances.

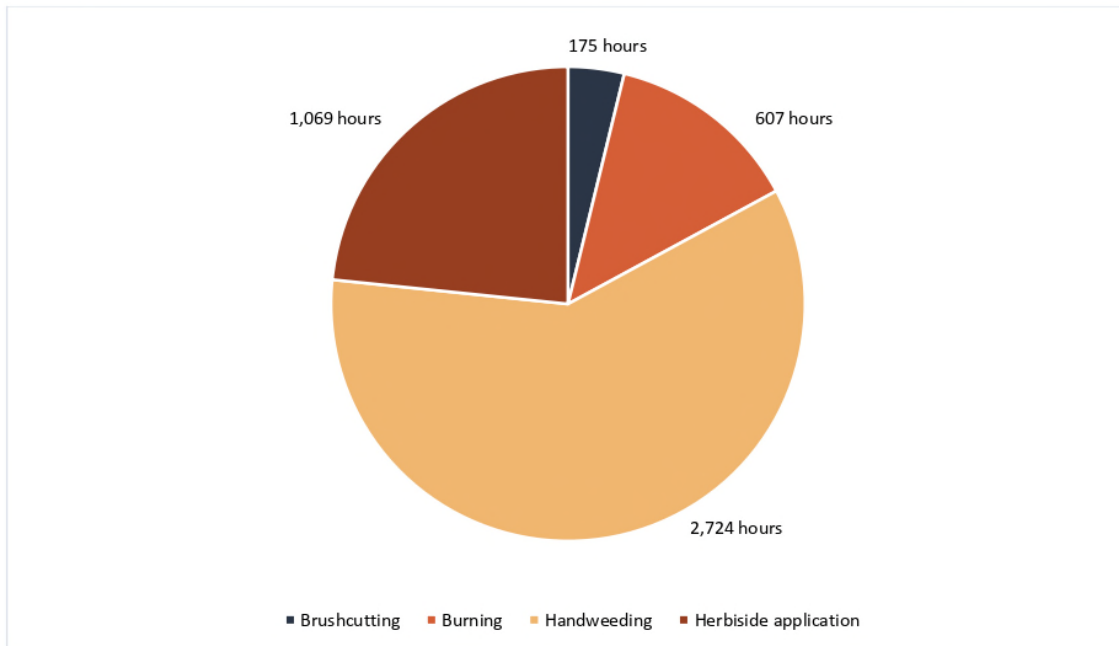


Figure 2, Bushland management weed control tasks by hours (2021/22)

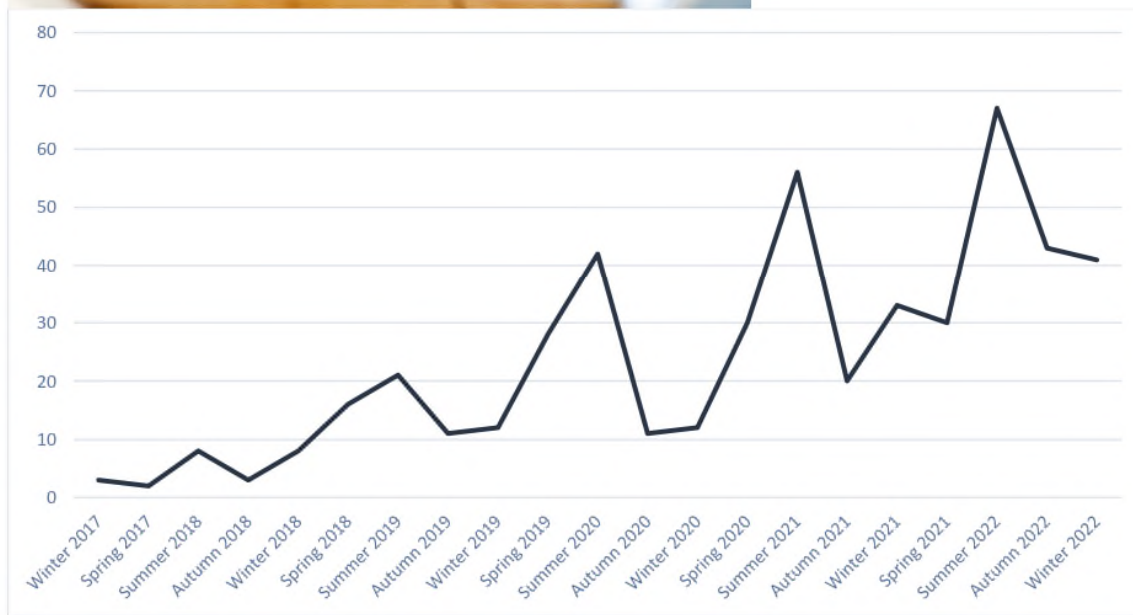


### Monitoring Krefft’s Gliders



Banyule’s stretch of the Darebin Creek has been altered significantly following European settlement, so much so that no remnant hollow-bearing eucalypts remain along the wildlife corridor. This has significant implications for the ability of local wildlife to survive within the Darebin Creek Reserve.

In 2016, Banyule’s Park Rangers began installing nesting boxes targeting the Krefft’s Glider as there was a known small population nearby.



**Figure 3, Krefft’s Glider population in the Darebin Creek Reserve.**

Monitoring of the population began in 2017 which coincided with plantings, intended to strengthen the wildlife corridor by improving connectivity and providing a food source for the Krefft’s Gliders. The planting has included Black Wattles and River Red Gums on which gliders predominantly feed over winter, as well as Silver Banksias which provide an excellent source of nectar and pollen over spring when the gliders are breeding.

The first confirmed population of Krefft’s Gliders in the Darebin Creek Reserve was eight individuals recorded in winter 2017. With further installation of nesting boxes Council have seen the population grow with current numbers at over 40 individuals (Figure 3). Interestingly, the population peaks over summer (67 individuals were recorded in February 2022) which the park rangers attribute to observing juveniles which have recently emerged from the pouch.

Banyule’s Park Rangers will continue to monitor the Krefft’s Glider population in the Darebin Creek Reserve into the future as their varied diet and habitat requirements are useful to gauge the general health of the wildlife corridor.

## Backyard Bird Count



Each year, Banyule Council and their residents take part in the Aussie Backyard Bird Count, a citizen science program that captures bird observations in backyards, parks, and local wildlife areas. Bird populations can be an important indicator into an area's overall biodiversity health, as they are heavily reliant on suitable habitat.

This year, small bird numbers have increased indicating that the work put in by conservation teams and volunteers in key locations, focusing on the strengthening of understorey plants, is having a positive influence on these more sensitive

populations.

There was an observed 2% drop in introduced species with the Common Myna (a known threat to biodiversity) showing a sizeable decline. This could be attributed in part to the diligent work of residents taking up the Common Myna trapping program that Banyule runs in partnership with Darebin Creek Management Committee (DCMC).

Top 5 Overall Observations	2020		2021		Trend
	Common Name	Number	Common Name	Number	
	Rainbow Lorikeet	7,692	Rainbow Lorikeet	9,801	↑
	Noisy Miner	6,041	Noisy Miner	6,233	↑
	Australian Magpie	2,960	Australian Magpie	2,915	↓
	Little Raven	1,902	Little Raven	1,695	↓
	Red Wattlebird	1,832	Red Wattlebird	1,637	↓

Top 5 Small Bird Observations	2020		2021		Trend
	Common Name	Number	Common Name	Number	
	Brown Thornbill	95	Grey Fantail	142	↑
	Red-browed Finch	89	Superb Fairy-wren	114	↑
	Grey Fantail	75	Brown Thornbill	101	↑
	Superb Fairy-wren	70	Silvereeye	64	NEW
	Willie Wagtail	50	White-browed Scrubwren	62	NEW

Top 5 Introduced Species Observations	2020		2021		Trend
	Common Name	Number	Common Name	Number	
	Common Myna	1,594	Spotted Dove	1,385	↑
	Spotted Dove	1,066	Common Myna	1,229	↓
	Common Blackbird	381	Common Blackbird	312	↓
	Rock Dove	245	Rock Dove	292	↑
	Common Starling	206	Common Starling	68	↓





To learn more about the Backyard Bird Count, follow the QR code.

### Tree Care in Banyule



The 2021/22 seasons saw high numbers of advanced trees planted in streets and parks, taking advantage of the La Nina weather cycles.

In 2021/22 Council commenced a new planting contract arrangement, with Council’s contractors planting the trees and being responsible for the first two years of maintenance and watering. This will lead to a projected better retention rate as trees are attentively established through their first two summers.

Council has increased the diversity of trees being planted, with 148 different

species and cultivars going in the ground as advanced trees in streets and parks. The diversity of indigenous species increased, and new natives and exotics were planted in some areas, as part of a trial for suitability as our climate changes.

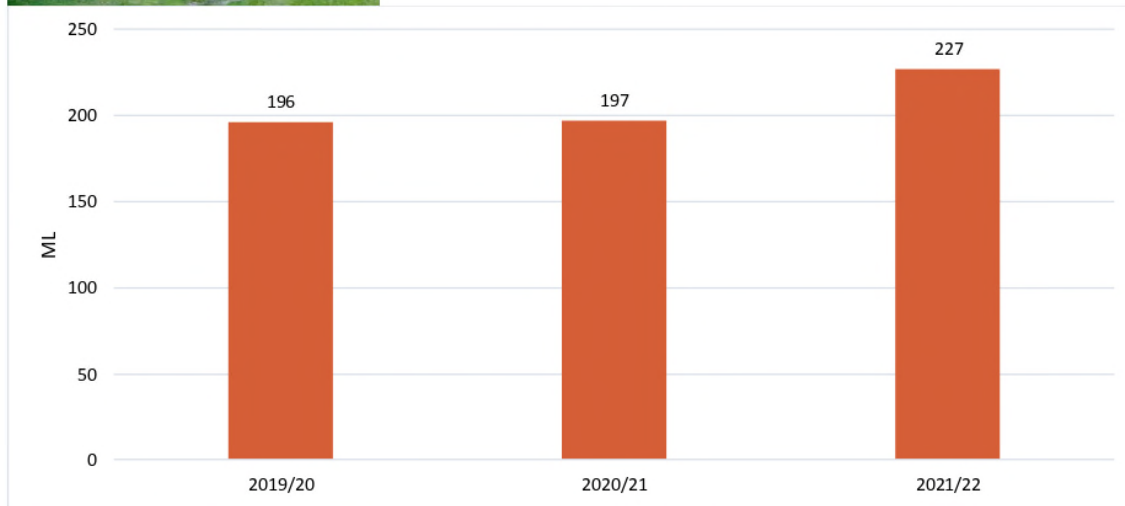
Tree removals in FY21/22 were elevated above average due to the severe windstorm in late October 2021. There were 955 customer requests received in the fortnight following the storm, around 20% of a normal year’s requests. This had the effect of a reduced number of net gains in trees for the year.

Indicator	2020/21	2021/22
Council tree plantings in streets and parks	3,150	4,416
Net gain of trees per year (public land)	1,350	2,383

## Water



While the annual rainfall was average across Melbourne's north in 2021/22 the Viewbank gauge crept into the high rating. However, in January at the peak of irrigation season we saw heatwaves across Southeast Australia which increased irrigation demand. On top of this, in 2021/22, one of Council's storm water harvesting systems was offline for urgent repairs. This impacted water use and, as we see in Figure 4, water use was up slightly as compared to previous years, but still well within our target of under 300ML use per year.



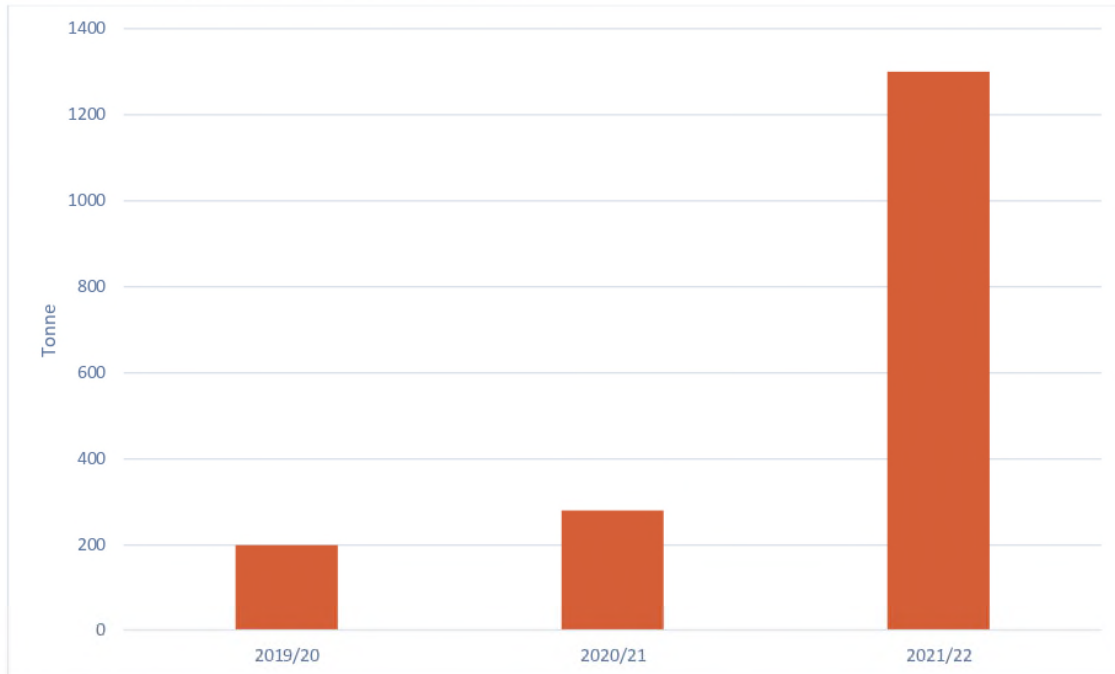
**Figure 4, Banyule Council water use (ML)**

2021/22 saw a continuing focus on litter collection in our litter traps. Figure 5 shows that collection figures have again exceeded the annual target of 50 tonnes per year. This improves the visual appearance of local waterways and is very important for wildlife protection too.



**Figure 5, Litter collection (tonne)**

Council aims to remove 180 tonnes of silt per year in our smaller wetlands to prevent local rivers and creeks becoming so muddy that wildlife like fish and platypus cannot survive. Council is also undertaking bigger desilting projects from larger wetlands that are due for renewal. In 2021/22 1,100 tonnes of silt was removed from Streeton Views pond in Yallambie which is nearly 30 years old. As shown in figure 6, this has seen the amount of silt collection rise dramatically in 2021/22.



**Figure 6, Silt collection (tonne)**



### Trial watering to Alan Noy wetland



Tucked within Banyule Flats there's a small ephemeral wetland – a wetland that wets and dries quickly - that we know informally as Alan Noy Wetland.

In 2021/22 the wetland was observed to be staying dry for too long, resulting in weed invasion and plant growth that is not characteristic of this type of ecosystem.

Council initiated a trial pumping of around 300,000 litres of water from the nearby Banyule Swamp to determine the capacity of the wetland to hold water. As the soils saturated, the wetland came back to life with the weeds drowning out and frogs and foraging birds returning.

The recent Yarra River flooding has again inundated this area, further adding to its habitat value.

### Streeton Views pond



The Streeton Views Estate, in Yallambie, has a twin pond system designed to provide flood protection and capture sediment from stormwater before it reaches the Plenty River where it could impact wildlife.

The top pond was desilted as part of Council's strategic wetland asset management program which maintains over 30 wetlands across Banyule. Over 1,100 tonnes of sediment was removed to restore capacity in the system. The program aims to desilt one major wetland site per year.

## Corporate Emissions



In 2019, Banyule declared a Climate Emergency and endorsed the Corporate Emissions Reduction Plan with a goal to be a carbon neutral organisation by 2028.

In 2021/22 improvements in water and space heating and cooling, lighting and insulation upgrades in our buildings reduced an approximate 180 tCO<sub>2</sub>-e. Lighting works, with the upgrade of fluorescent tubes to LEDs, presented a significant financial saving along with emissions reductions for Council and community occupants. A pool blanket was installed at Watermarc’s warm water pool in June 2022, which will see reductions in gas usage and the solar roll out program is ongoing with 295KW installed on Council buildings in 2021/22.

As seen in figure 7 Council’s scope 1 & 2 emissions will continue to decline as we pursue energy efficiency, phase out gas infrastructure and transition our light fleet while solutions for heavy fleet are trialled and rolled out. Council is on track to deliver on the goal of zero net emissions by 2028.

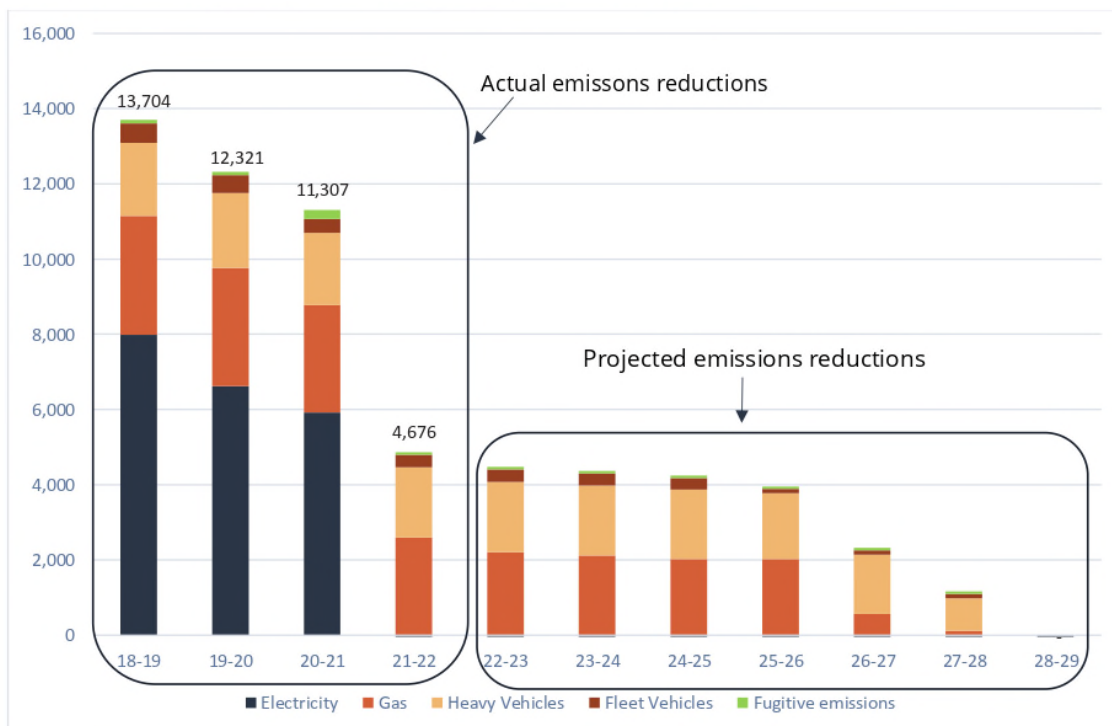


Figure 7, Banyule’s organisational emissions Tonnes CO<sub>2</sub> equivalent (Tc02-e)

Some of the challenges to reaching our net zero target will be:

- **Heavy fleet:** Zero emissions solutions are still being developed for heavy fleet vehicles; Council is committed to trialling new technologies, but large scale roll out is still a few years away.
- **Electric pools:** Although heat pump technology exists for large scale water and space heating, this solution can still be very expensive if retro fitting and upgrading existing electrical infrastructure. Council will focus on maximising energy efficiency for our existing pool buildings to enable their electrification.
- **Fugitive emissions:** All heating/cooling and refrigeration leaks emissions to operate, Council is ensuring that all new applicable appliances are using low emissions refrigerants, but further technological advances are needed to trap all these fugitive emissions.

Banyule City Council is committed to achieving net zero emissions without the purchase of offsets for scope 1 and 2 emissions by 2028.

Scope 1 and 2 emissions are those that arise from Council’s electricity use and from those fossil fuels that Council are burning directly, such as gas for heating and petrol for powering cars.

Scope 3 emissions are those that are generated from the wider economy, such as the emissions created to produce the materials we buy.

As shown in figure 8, in 2021/22 we reduced emissions arising from electricity to zero through the Victorian Energy Collaboration (VECO) Power Purchasing Agreement (PPA). This PPA means that 100% of Council’s electricity is now coming from renewable sources including from two wind farms in Western Victoria.

Remaining emissions are coming from gas, heavy vehicles, light fleet vehicles and fugitive emissions. Council is continuing to remove gas infrastructure from all buildings and transitioning the vehicle and equipment fleet to zero emissions alternatives. Council is on track to meet the goal of zero scope 1 and 2 emissions by 2028 without the purchase of offsets.

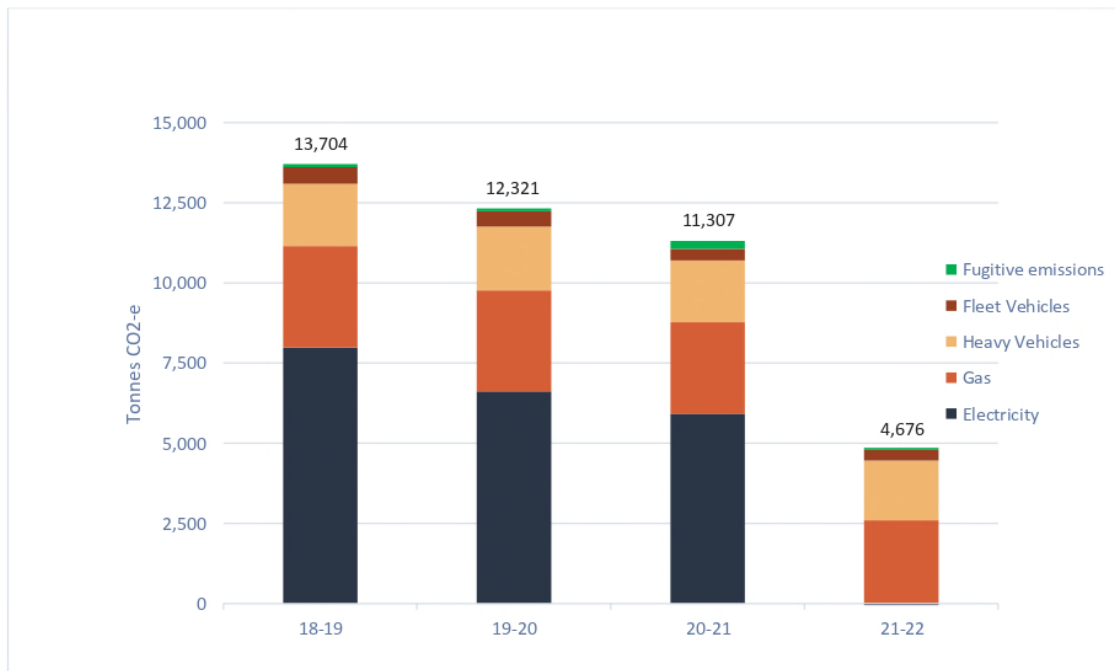


Figure 8, Council’s emissions – Scope one and two

Figure 9 shows emissions totals with Council's scope 3 emissions, which includes things like printing, paper, catering, and asphalt. Council's procurement contracts already consider sustainability and emissions reduction, and work is continuing to ensure all projects contracted by Council are meeting best practice climate action and sustainability outcomes.

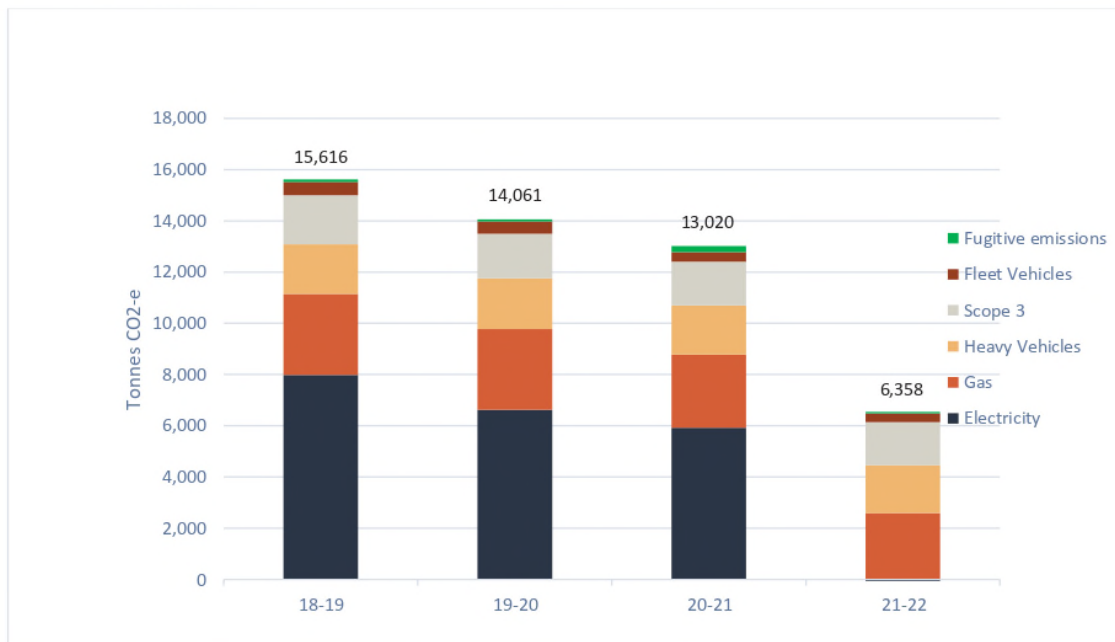


Figure 9, Council's emissions – Scope one, two and three

### Victorian Energy Collaboration



In 2021/22 Banyule was one of 46 Council's to sign up to VECO, the Victorian Energy Collaboration, which is the largest ever emissions reduction project led by local governments in Australia.

VECO will provide 45% of all Victorian Council's electricity requirements with 100% renewables, reducing greenhouse emissions in the state by 260,000 tonnes of CO2-e every year. The 240GWh of clean power is the equivalent of powering 48,000 homes with renewables or removing 90,000 cars from the roads.

The ground-breaking project will reduce Council's current electricity bills by using clean renewable

energy generated right here in Victoria.

Banyule is now using 100% renewable energy for its operations, meaning Council doesn't produce any emissions for its electricity use.

This has seen our scope 1 and 2 emissions drop by 60% in 2021/22.

## Energy Efficiency at Watermarc

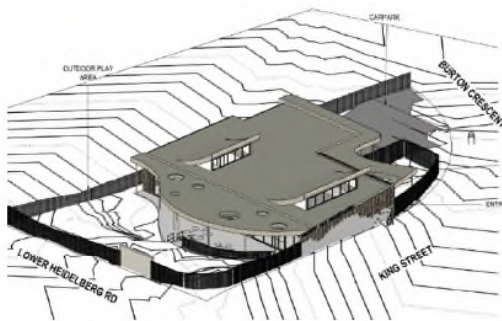


The cogeneration plant at Watermarc was originally commissioned in 2014 to reduce greenhouse gas emissions and electricity costs. The plant used, what was at the time, relatively inexpensive gas to generate electricity for the building and to supply heat for the swimming pools.

Since July 2021 Banyule has been part of the Victorian Energy Collaboration (VECO), which sources renewable electricity for all of Banyule's facilities. This allows for greater emissions reduction to be achieved by electrifying all current gas fired equipment.

In March 2022 the cogeneration plant was turned off and it will be subsequently decommissioned. Turning off the cogeneration plant led to a reduction of Banyule's ongoing emissions by 620 tonnes CO<sub>2</sub><sup>e</sup> per annum, or approximately 10% of Council's corporate emissions at 2021/2022 levels.

## Sustainable Building Guidelines for East Ivanhoe Pre-School Redevelopment



Released in September 2021, the Sustainable Building Guidelines (SBG) aim to raise the bar on building sustainability and provide a cohesive approach to upgrades or developments to ensure alignment to Banyule's goal for a carbon neutral organisation by 2028.

The SBG were used on a limited number of projects during the 2021/22 financial year, mostly to trial and familiarise the project team with the new tool. The intent is to apply the guidelines to new projects from 2022/23 onward, starting from the crucial concept design phase that directs

the rest of the project development.

A project initiated prior to the implementation of the SBG was East Ivanhoe Pre-school redevelopment. While it had several common sustainable aspects integrated into its design, it did not meet our SBG requirements. The project team took the challenge to incorporate all applicable guidelines at an advanced stage of design and was successful in implementing them.

Some key aspects of the project were:

- **Landscape as part of the surrounding ecology**, with the preservation of existing trees, planting of native and indigenous plants, outdoor nature play, and minimal hard surface to reduce heat island effect.
- **Active and inclusive transport**, with bicycle parking spaces, support of public transport through signage, and the addition of an electric vehicle charging station.
- **Comfort and wellbeing**, with operable windows, noise level controls, daylight provision meeting Greenstar requirements, the use of blinds for glare control, and the use of quality LED lighting.
- **Energy and carbon reduction**, using environmentally friendly refrigerants, high star rated equipment & appliances, increased building fabric insulation, heightened air tightness, fully electric appliances, and a solar system.
- **Material recycling**, with high percentage of concrete substitution, responsible sourcing of steel and timber.
- **Responsible water use**, with water tanks, maximising water capture, and efficient water fixtures. The design of East Ivanhoe Pre-School incorporates the essence of sustainable buildings, with consideration of key design aspects that ensure the preservation of our environment for future generations.



## Community Emissions



In 2020, Banyule City Council endorsed its Community Climate Action Plan with a goal to be a carbon neutral municipality by 2040. To achieve this scale of change we know we need to work together with our community. Acknowledging this, Council will need to play the role of collaborator, enabler, educator, broker, and advocate.

As figure 10 shows, residential energy use (gas & electricity) makes up 33% of total emissions, with commercial energy making up 28%.

Fortunately, the technology to transition households to all electric and zero emissions already exists and will make homes more comfortable and healthier while also lowering energy bills.

In 2021/22, Council's Community Energy Service assisted over 500 households to make energy efficiency upgrades, install solar or access discounts on their energy bills. Council's Better Score Program saw 41 households access a free Home Energy Scorecard Assessment and a rebate to support them to undertake one of the recommended upgrades.

Council is also tackling transport emissions by strengthening work in active transport and investigating opportunities to support the uptake of electric vehicles. In 2021/22, Council finalised the Banyule Bicycle Strategy and commenced implementation of a five-year action plan. Initiatives include the rollout of an extensive bicycle skills program, infrastructure to support active transport and a sustainable transport grants program, supporting Schools and Community groups. As a first step Council installed three additional bicycle repair stations at Bellfield, Ivanhoe, and Macleod as well as public e-vehicle charging stations at the Ivanhoe Library & Cultural Hub and at Watermarc in Greensborough.

Council is committed to supporting the community in lowering emissions and creating healthy and resilient suburbs. Banyule is currently on track to achieve the target of a net zero emissions community by 2040.

Emissions Source	Sector	Percentage
<b>Electricity</b>	Residential	19%
	Commercial	24%
	Industrial	14%
<b>Gas</b>	Residential	12%
	Commercial	4%
	Industrial	2%
<b>Transport</b>	Automotive	14%
	Motorcycle	>1%
	Bus	>1%
	Rail	>1%
<b>Waste</b>	Landfill	1%
	Water	1%
<b>IPPU*</b>		8%

\*Industrial Processes and Product Use (IPPU) – This category covers greenhouse gas (GHG) emissions occurring from industrial processes, the use of GHG in products and from non-energy uses of fossil fuel carbon. In Banyule, the majority of IPPU emissions are attributed to metal manufacturing (67%) domestic air conditioning (12%) and industrial refrigeration (8%).

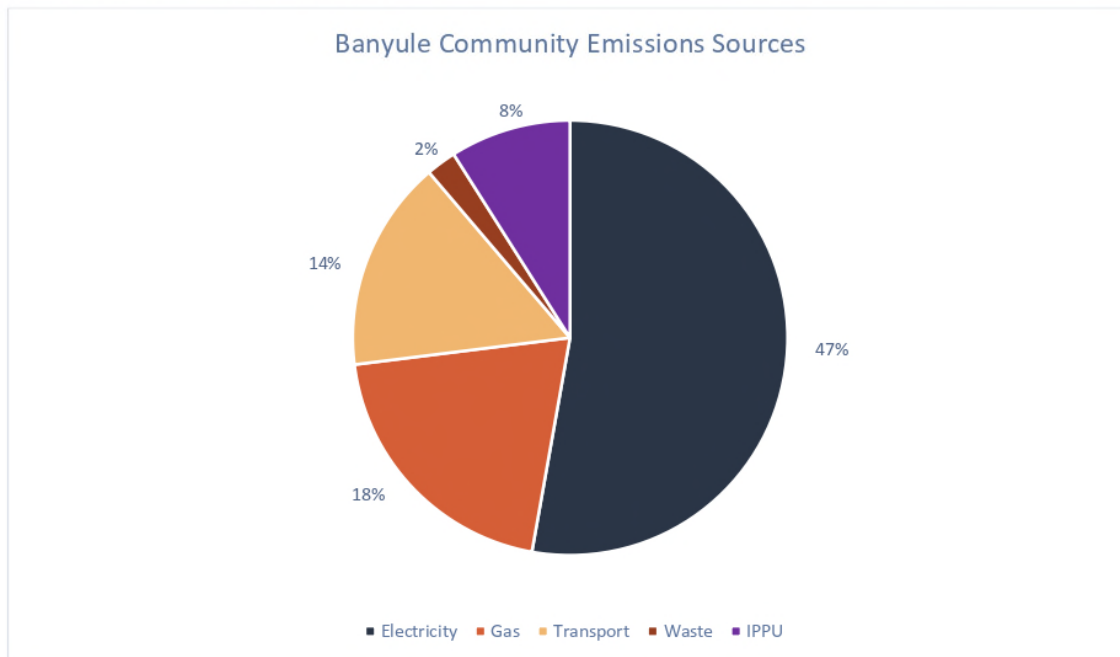


Figure 10, Banyule community emissions sources

### Total Banyule community emissions for 2020/21\*:

1,048,000

# 1,048,000 tCO2-e

\*Total community emissions are calculated one year in the rear as emissions and utility data takes time to gather for the range of sectors which make up the municipality, this means in this State of the Environment Report, the total community emissions number will be from 2020/21, rather than 2021/22.

Some of the challenges of achieving this goal will be:

- **The speed of the transition of the grid**, to ensure renewable energy capacity can be accommodated.
- **Emerging technology trials to move away from gas, petrol and diesel** to power heavy fleet and industrial processes.
- **Charging infrastructure and battery storage to roll out**, to accommodate a transition to electric vehicles (EVs) and the use of locally generated renewable energy.
- **Biodiversity loss and adaptation**, ensuring we are protecting and enhancing our natural environment, so the community remains safe, healthy, and resilient to extreme weather and a changing climate.
- **Community engagement**, to ensure the transition is equitable and the community benefits from changes.

### Residential Emissions in Banyule

Banyule Council is working towards ensuring all housing stock in the municipality is electrified, energy efficient and powered with renewables. Making homes comfortable & healthy while also lowering energy bills.

Council breaks this down into two projects.

1. Ensuring new builds and renovations are considering the best practice sustainability outcomes,
2. Supporting retrofits and upgrades of current housing stock.

### The Built Environment Sustainability Scorecard



The Built Environment Sustainability Scorecard (BESS) is an assessment tool created by local governments in Victoria. It assists builders and developers to show how a proposed development demonstrates sustainable design at the planning permit stage.

BESS looks at a range of factors that affect the natural environment and the well-being of building occupants. The tool includes building management, water, energy, indoor environment, transport, waste, urban ecology, and innovation as considerations.

In 2021/22, BESS was completed for all applicable multi-dwelling and commercial developments, as per the requirements of Banyule's ESD Policy (Clause 22.05 of the Planning Scheme), to demonstrate that best practice sustainability initiatives were incorporated into permit applications.

Banyule is leading the way, sitting in the top five Victorian Councils for most BESS scorecards administered. The top three initiatives developers commit to in Banyule submissions have been bicycle parking, reduction in potable water use and thermal performance modelling.

Banyule is working closely with the Council Alliance for a Sustainable Built Environment (CASBE) to raise sustainability standards in the planning scheme which will ensure we are delivering good quality, comfortable and healthy homes for our residents, present and future.

### Solar Savers



Banyule's Solar Savers program allows residents to access vetted solar suppliers and have confidence around the products installed.

It's been one year since Banyule resident, Tom, installed solar panels and a battery through the Solar Savers program. Having just moved into the Banyule area, the family set aside money for installing solar as part of the renovations they had planned.

For Tom, the solar system was vital for more than reducing energy bills. He spoke about solar panels and the battery as central to the family's future. Tom and his family want to buy an electric vehicle, prepare and contribute to the energy sector's necessary transition to renewable sources and to increase the value of the property for future sale.

As an important investment, Tom said that going through the Council Solar Savers program 'gave me peace of mind to know that the installation would be done safely and without damage'. After a consultative installation, where the panel location was thoughtfully negotiated due to the property's older roof, Tom says he loves 'the brag factor of showing off to my neighbours!'

20

### Better Score



Banyule’s Better Score program subsidises households to receive a Home Energy Scorecard Assessment, which allocates a score to the homes energy efficiency performance and recommends upgrades which would improve this score. The program then offers subsidies for households that choose to undertake one or more of these recommended upgrades.

Sidath from Bellfield has always been interested in finding ways to improve his old home, so it uses less energy and runs more sustainably. Sidath went through the Better Score program in 2021/22 and replaced an old air conditioner for a more efficient split system. Sidath said that they were ‘able to keep the entire house cool during very hot days without seeing any peak in the electricity use during that period, because the system is so efficient.’

The Better Score program has seen household energy scores raise by an average of 1.34 stars out of 10 making residents more comfortable and lowering energy bills.



## Waste



2021/22 was a busy year for waste collection with 4.2 million kerbside bins collected.

In addition, 500 households took part in a FOGO trial in 2021/22 and their feedback helped to improve the bin rollout for the FOGO waste service that commenced 4 July 2022.

The Banyule Waste Recovery Centre saw increases in the disposal of cardboard and E-waste

as households moved to having more home deliveries and went about replacing old E-waste items in setting up home offices.

Banyule’s green cone biodigesters remain popular with residents who wish to compost their food waste at home as an alternative to placing food in their FOGO bin, keeping the nutrients in their garden.



As shown in Figure 11, the ratios collected has remained steady across the last three FY, however this is expected to change significantly in the 2022/23 FY with the introduction of the Food Organics and Garden Organics (FOGO) service.

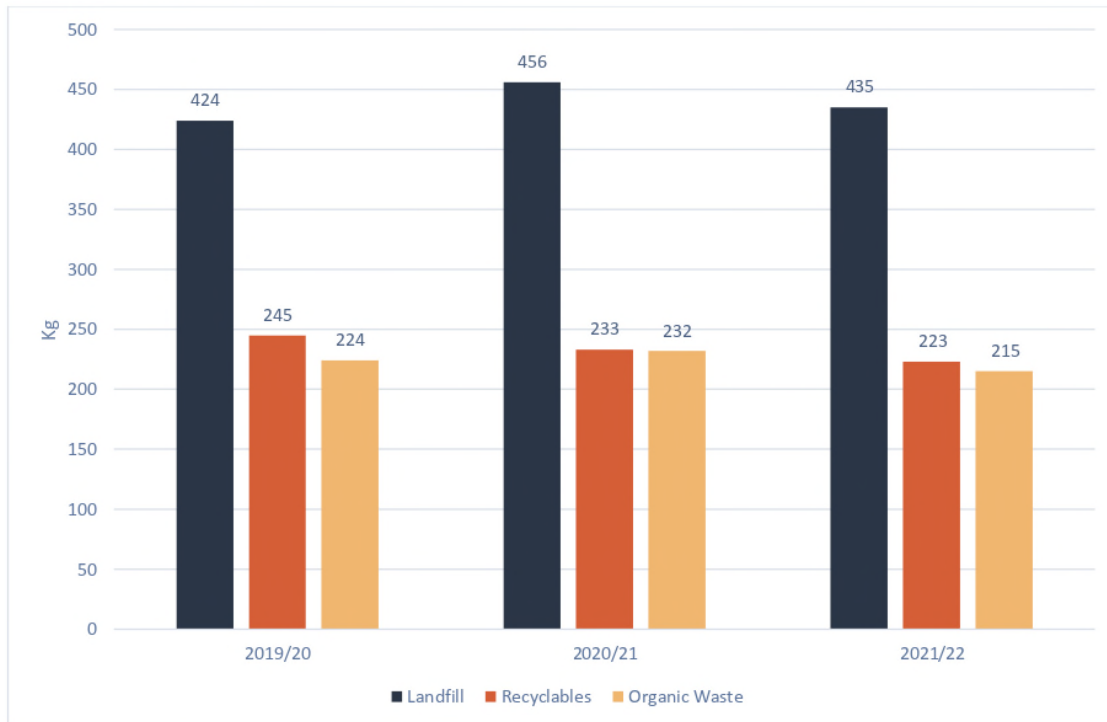


Figure 11, amount collected per household

Figure 12 shows the percentage of waste collected that currently is diverted from landfill.

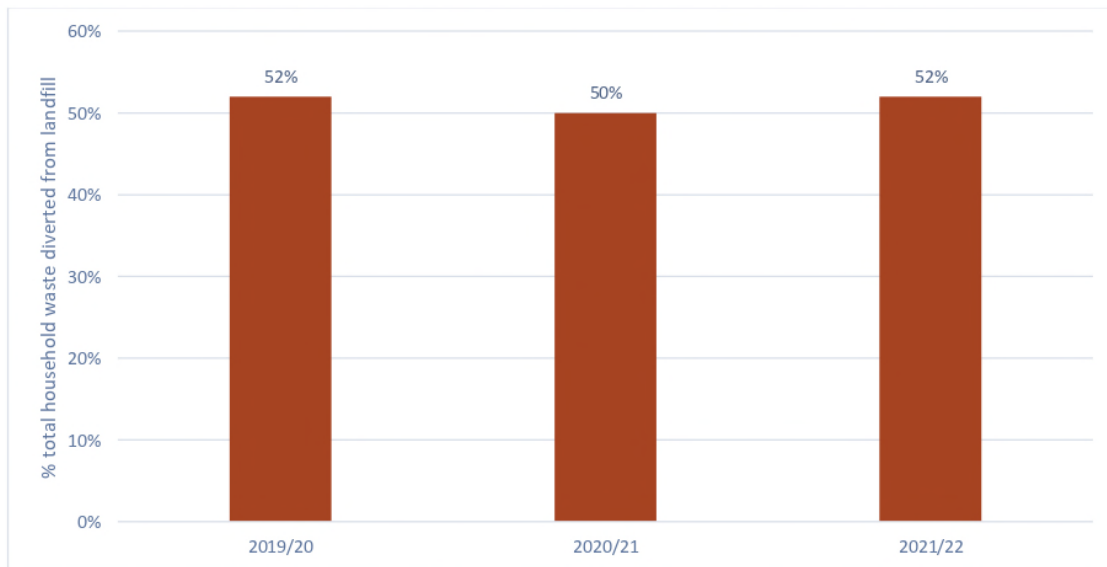


Figure 12, amount waste diverted from landfill

## The Food Organics Garden Organics (FOGO) service



Before rolling out the FOGO service to the wider Community, between October and November 2021 Banyule Council ran an 8-week trial of the service with 500 households across the municipality.

The objective of the trial was to test if communications were effective in preparing the Banyule community for the new service, and to see where improvements could be made. In addition, it was an opportunity to understand how trial participants adapted to the change, allowing Council to understand where additional support may be required before rolling the service out to the wider municipality.

The success of the trial helped to inform the best service rollout for the community, with over 50,000 rubbish bins delivered to households from February to June 2022. Feedback collected from surveys and focus groups conducted with trial participants assisted in the development of the information pack that was delivered to residents along with their household kitchen caddy, by ensuring that the messaging was clear and informative. The trial was pivotal in making sure that Banyule was ready for the service to commence from 4<sup>th</sup> July 2022.

We have already begun to see the benefits of FOGO, with initial figures showing that in August and September 2022, approximately 987 tonnes of organic waste got diverted from landfill through FOGO, compared to previous years. That's 99 rubbish trucks of organic waste composted instead of being sent to landfill in two months. At this rate, that would be 600 rubbish trucks diverted from landfill each year!



### Reusable Nappy workshops



Approximately 3.75 million disposable nappies are used each day in Australia and New Zealand according to Sustainability Victoria, with conventional nappies estimated to take 150 years to break down.

In Banyule, nappies make up 15% of the waste stream going to landfill and that why Council has targeted new parents in offering support for them to consider swapping disposable nappies out for modern reusable cloth alternatives.



In 2021/22 Council ran 20 online workshops for around 200 people, taking them through the tips and tricks for using reusable. Each household that attended got to take home two premium nappies, valued at \$70, that were theirs to keep, try and use again and again.

These workshops aim to support our community to reduce the waste going into the landfill bin and are supporting Council's goals outlined in the Towards Zero Waste plan.



## Community Engagement



In 2021/22, COVID 19 restrictions meant there were limited opportunities for in person engagements and events. Even with these barriers, the community found ways to build connection and take action to ensure our environment is healthy and actively cared for.

Council's Upskilling workshops continued online with sessions on advocacy, collaboration, and storytelling just some of the topics covered. These workshops aim to build capacity in our environmental community, so they are supported to lead action on environmental issues.

The Banyule Environment Grants ran a Community-led Energy Innovation round, the first of its kind in local government in Victoria, which funded the exploration of opportunities for community-led power in Banyule. These grants recognised that the biggest barrier for community-led power is the initial funding needed to explore feasibility. Results of this grant are informing Council's next steps in community energy production and storage.

The Environment Grants awarded funding to 11 projects which included upgrades to food gardens, education programs for children, art projects to connect community with nature and planting projects to boost biodiversity.

Banyule's Environment and Climate Action Advisory Committee (BECAAC) worked closely with Council to inform and advise on strategic environmental programs and policies. This Committee is made up of volunteers from the community who have a background in the environment sector or represent a stakeholder. The group works collaboratively with Council to ensure we are on track to meet our environmental and climate action goals.

Banyule continues to engage with the community to ensure they feel supported and empowered to act in supporting Council's environmental and climate action goals.

## Nature Mystery

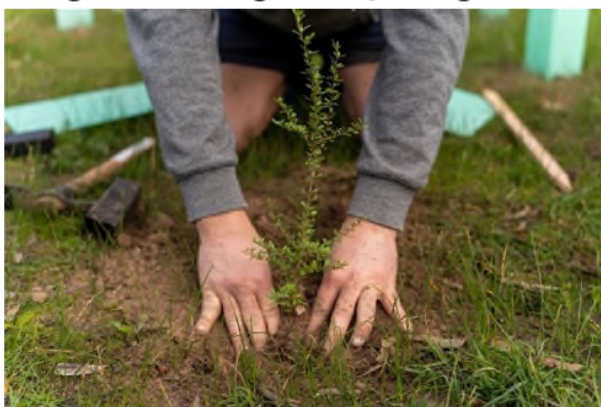


In FY 2021/22 there was something fishy going down in Banyule's beautiful natural spaces. Luckily, local families along with Belinda the Bush detective followed the map, discovered hidden clues, and took advice from the local creatures to solve these puzzling mysteries.

Suitable for the whole family, these nature mystery tours were aimed at junior sleuths aged 4-10, all that was needed was a portable device with internet access like a smart phone to participate.

These fun and interactive tours gave families yet another reason to get outside and experience the wonderful natural spaces we're lucky to have in Banyule.

## Change Makers – Digital Story Telling



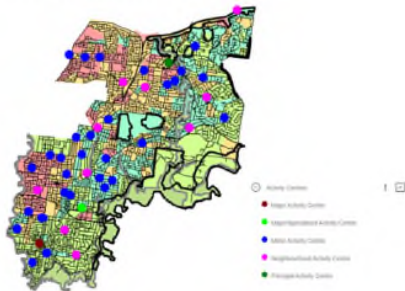
Each year Banyule Council runs the Change Makers event, aimed to celebrate and support the many environmental volunteers in our community.

In 2021/22 with the uncertainty around public gatherings, Change Makers looked a little different.

Digital Storytellers came on board to run a six-week course where community environment groups learnt to build their narrative and then plan, shoot and edit a short film with a smart phone.

In October, the film makers and supporters were able to gather at Ivanhoe Library and Cultural Hub to share an evening of food, stories, and networking. This event showcased the wonderful work our environmental volunteers are doing to support climate action, conservation, and connection in Banyule.

### Climate Risk Mapping



There are two main pillars within the scope of climate action; mitigation, which relates to lowering emissions, and adaptation, which centres on building resilience.

Along with programs to reduce emissions across the municipality, Council is also looking at ways to ensure our community are resilient to the changes in the climate we are already locked into.

One of the ways Council has started to embed adaptation and risk thinking across the organisation is

by developing a climate risk map on our Geographic Information System (GIS) mapping software. This map helps officers visualise climate risk as it relates to their project and prioritise action to the most vulnerable areas. The map uses data from the national Census, the State Government, Melbourne Water and Council to show community assets, high value biodiversity sites and demographic vulnerability against climate risks like heatwave, bushfire and flood.

### Carved Wildlife Hollows Project



The Environment Grants each year support local group partnerships to deliver great results for Banyule’s environment and community.

In 2021, the Friends of the Wildlife Reserves sought an Environment Grant for innovative project which established extra habitat along

the Salt Creek Corridor. They partnered with La Trobe University, Friends of Salt Creek and Associated Parklands and Banyule Council to create permanent carved hollows for wildlife, to address the loss of habitat for hollow dependent fauna.

The carved hollows were designed to replicate natural hollows in trees, creating long-term habitat for local fauna. The inhabitants will include birds and mammals such as the Pardalotes, Musk Lorikeets, Little Lorikeets and Krefft’s Gliders. These hollows don’t adversely affect the tree, but rather mimic the development of natural hollows which can otherwise take 100’s of years to form.

The long-term habitat for hollow dependent fauna provides a good solution for loss of hollow bearing trees across urbanised Melbourne.

To find out more about this project, watch the video linked via the QR code.



## Indicators at a glance

Indicator	2019/20	2020/21	2021/22	Commentary
Total annual corporate GHG emissions (Scope 3)	1,741	1,714	<b>1,682</b>	Scope 3 emissions are steadily reducing as climate action is embedded in procurement and Council contracts.
Total annual corporate GHG emissions (scope 1 & 2)	12,321	11,307	<b>4,676</b>	Significant reduction due to renewable energy purchase through VECO PPA.
Total renewable energy capacity (MW)	1	1.3	<b>1.5</b>	Solar installations on Council owned properties almost complete in 2021/22.
Friends of volunteer hours in bushland reserves	1,334	746	<b>416</b>	Community volunteer hours were affected by COVID 19 restrictions in 2021/22
Indigenous Species planted in bushland reserves	22,362	11,500	<b>13,994</b>	Planting numbers still down on 2019/20 numbers due to COVID 19 restricting volunteer time in reserves. These numbers will fluctuate as Park Rangers ensure proper management of previously planted species.
Buy 1 Get 1 free indigenous plant voucher's redeemed	243	117	<b>990</b>	Large increase of uptake through awareness campaign coinciding with the launch of the CAP and post COVID restrictions.
Banyule Council Water use (ML)	196	197	<b>227</b>	Southeast Australian heatwave and one storm water system offline led to slightly increased water use.
Litter collection (Tonne)	49	77.5	<b>68.5</b>	Litter collection continues to be a priority to ensure healthy waterways
Silt collection (Tonne)	200	280	<b>1300</b>	1,100 removed from Streeton Views wetland in first large project in Council's 10-year strategic Wetland Management Program.
Landfill waste per household (kg)	424	456	<b>435</b>	Remained steady, expected reduction in next year's SOE due to introduction of FOGO.
Recyclables per household (kg)	245	233	<b>223</b>	Remained steady.
Organic waste per household (kg)	224	232	<b>215</b>	Remained steady, expected rise in next year's SOE due to introduction of FOGO.
Diverted from landfill - total (%)	52.5	50.5	<b>52.03</b>	Remained steady, expected reduction in next year's SOE due to introduction of FOGO.
Students at the rethink centre	1,892	902	<b>0</b>	Temporarily closed due to COVID 19 restrictions and pending building works.
Grant applications	36	37	<b>18</b>	Applications down with pilot of community-led energy grants having higher thresholds.
Home Energy Audits / Better Score Program participants	43	30	<b>41</b>	Program was fully allocated within first day of being open. Allocation was expanded for 2022/23.
Council tree plantings in streets and parks	2,963	3,150	<b>4,416</b>	Uptick in planting taking advantage of La Nina conditions.
Net gain of trees per year (public land)	1,460	1,350	<b>2,383</b>	Uptick in planting taking advantage of La Nina conditions.



30

**Table 1. Summary of Traffic Volume Data**

Location	Average Weekday Traffic Volume (vpd)					
	Before Speed Humps & Closure		After Speed Humps & Before Closure		After Speed Humps & Closure	
	Jun 2018	Aug 2019	Apr 2021	Nov 2021	Mar 2022	Oct 2022
<b>Berkeley Ave</b>	1170	-	644	-	876	746
<b>Gloucester Dr</b>	-	257	538	-	201	226
<b>Bristol St</b>	-	-	477	-	24	-*
<b>Buckingham Dr</b>	-	-	-	515	542	521
<b>Shropshire St</b>	-	-	-	79	185	137

**Table 2. Summary of Speed Data**

Location	85 <sup>th</sup> Percentile Speed (km/h)					
	Before Speed Humps & Closure		After Speed Humps & Before Closure		After Speed Humps & Closure	
	Jun 2018	Aug 2019	Apr 2021	Nov 2021	Mar 2022	Oct 2022
<b>Berkeley Ave</b>	59	-	41.9	-	43.5	37.9
<b>Gloucester Dr</b>	-	50	53.6	-	50.6	48.5
<b>Bristol St</b>	-	-	38.8	-	21.9	-*
<b>Buckingham Dr</b>	-	-	-	44.4	45.5	49.2
<b>Shropshire St</b>	-	-	-	35.6	35.3	37.7

*\*Due to complications with vehicle counter (vehicle parking on tube) data was not able to be recorded*





<b>PLAN OF SUBDIVISION</b> UNDER SECTION 35(8) OF THE SUBDIVISION ACT 1988		<b>EDITION I</b>	<b>PS 847628C</b>	
LOCATION OF LAND PARISH: KEELBUNDORA TOWNSHIP: _____ SECTION: _____ CROWN ALLOTMENT: _____ CROWN PORTION: 5 (PART)  TITLE REFERENCES: C/T VOL.11562 FOL.072  LAST PLAN REFERENCE/S: LOT 1, PS.703973P  POSTAL ADDRESS: 72 TURNHAM AVENUE ROSANNA 3084  MGA2020 CO-ORDINATES: E: 329 687      ZONE: 55 (of approx. centre of plan)      N: 5 820 938      GDA 2020		Council Name: Banyule City Council SPEAR Reference Number: S194573H  <div style="border: 1px solid red; padding: 5px; color: red; font-size: small;">                     ADVERTISED PLAN                      Application No. P631/2022                       This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.                 </div>		
VESTING OF ROADS AND/OR RESERVES				
IDENTIFIER		COUNCIL/BODY/PERSON		
NIL		NIL		
EASEMENT INFORMATION			NOTATIONS	
LEGEND    A - Appurtenant Easement    E - Encumbering Easement    R - Encumbering Easement (Road)			DEPTH LIMITATION DOES NOT APPLY THIS IS NOT A STAGED SUBDIVISION PLANNING PERMIT No. THIS PLAN IS BASED ON SURVEY BEARINGS SHOWN ARE ON MGA2020 ZONE 55 THIS SURVEY HAS BEEN CONNECTED TO PERMANENT MARKS No.(s) IN PROCLAIMED SURVEY AREA No.	
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1	ANY EASEMENTS	SEE DIAG	C/T VOL.8224 FOL.163	UNSPECIFIED
E-1	DRAINAGE	SEE DIAG	LP.8568	LOTS ON LP.8568
E-1	DRAINAGE	SEE DIAG	LP.10696	LOTS ON LP.10696
E-2 & E-4	DRAINAGE	SEE DIAG	PS703973P	MELBOURNE WATER CORPORATION
E-2	DRAINAGE	SEE DIAG	PS703973P	BANYULE CITY COUNCIL
E-3 & E-4	DRAINAGE	SEE DIAG	PS703973P	LOT 3 ON PS703973P

<b>LAWLOR AND LOY VIC. PTY. LTD.</b> LAND SURVEYORS • PLANNING CONSULTANTS <small>EMAIL: admin@lawlorandloy.com.au    PHONE: (03)9435 2422                  3/18 SHERBOURNE ROAD BRIAR HILL 3088                  (WALLAN OFFICE BY APPOINTMENT)                  www.lawlorandloy.com.au</small>	REF: 8709	VERSION:	ORIGINAL SHEET SIZE: A3	SHEET 1 OF 1
	Digitally signed by: Dean Eddy, Licensed Surveyor, Surveyor's Plan Version (1), 30/05/2022, SPEAR Ref: S194573H			

**Proposal:**

Two-lot subdivision to enable a portion of the subject site to be transferred and consolidated with adjoining land, as per existing development permit.

**Background:**

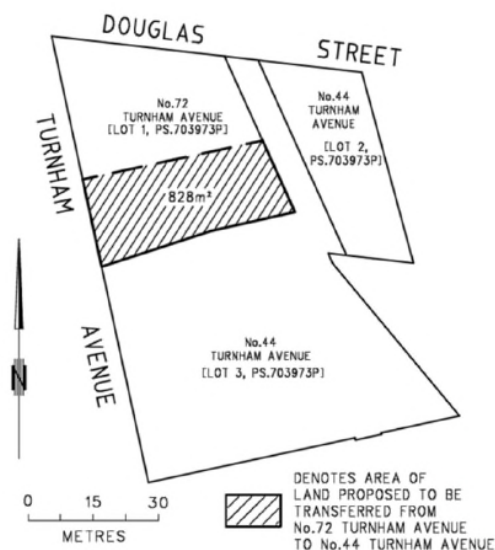
Council proposes to sell 828m<sup>2</sup> parcel of the Rosanna Library Site to Fabcot Pty Ltd (Fabcot) (wholly owned subsidiary of Woolworths Limited) for no less than market value (plus GST) to facilitate the development of a Woolworths supermarket on the adjacent site at 44 Turnham Avenue and 47-51 Douglas Street, Rosanna.

At the Council Meeting on 26<sup>th</sup> September 2022, Council resolved (CO2022/168) to issue a Notice of Decision to grant an Amended Planning Permit in respect of Application No. P1260/2015 for use and development of the land for a supermarket and associated car parking, use of the land for car parking associated with a library, liquor licence (packaged liquor), reduction in parking, removal of native and other vegetation, display advertising signage and removal of easements.

**Reason for Application:**

This application to subdivide the land at 72 Turnham Avenue will create 2 individual parcels and is required to facilitate the development of the entire site in accordance with the approved Planning Permit P1260/2015.

Lot 2 on the Plan of Subdivision PS847628C will be consolidated with land owned by Fabcot as part of the contract of sale.



**ADVERTISED PLAN**  
Application No. P631/2022

This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.



# NOTICE OF AN APPLICATION FOR PLANNING PERMIT

The land affected by the application is located at:

72 Turnham Avenue ROSANNA  
*(Insert the location of the land)*

The application is for a permit to:

2 Lot subdivision  
*(Insert the use, development, or other matter applied for)*

The applicant for the permit is:

Banyule City Council  
*(Insert name of applicant for the permit)*

The application reference number is:

P631/2022  
*(Insert reference number)*

You can view the documents ONLINE at:  
[www.banyule.vic.gov.au/PlanningPublicNotices](http://www.banyule.vic.gov.au/PlanningPublicNotices)  
Alternatively, you can contact a Development Planning Officer on 9490 4222 (Option 2 followed by Option 1)

**Any person who may be affected by the granting of the permit may object or make other submissions to the Responsible Authority via post or Council's website.**

### Objection Submission Details

Lodge Online at: [www.banyule.vic.gov.au/planningpublicnotices](http://www.banyule.vic.gov.au/planningpublicnotices)

Or mail to: Banyule City Council  
**PO Box 94, Greensborough VIC 3088**  
Phone: (03) 9490 4222

- An objection must:**
- \* be sent to the Responsible Authority in writing
  - \* include the reasons for the objection, and
  - \* state how the objector would be affected.

***Please be aware Council must make available copies of every objection/submission received at its office for any person to inspect during office hours free of charge until the end of the period during which an application may be made for review of a decision on the application.***

The Responsible Authority will not decide on the application before:

**ADVERTISED PLAN**  
Application No. P631/2022  
**4 November 2022**  
This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.

(Insert a date which is at least 14 days from the date the last notice under Section 52(1) of the Act is to be given)

If you object, the Responsible Authority will tell you its decision



# DEVELOPMENT PLANNING RESIDENT INFORMATION

## Public Notification of a Planning Application – Where can I view the plans? Please refer to the public notice

### Why have you received this notice?

An application for planning permit has been lodged with Council in relation to the land indicated on the public notice and you are an adjoining or nearby property owner or occupier.

### What is the public notification (advertising) process?

Where applications may cause material detriment to any person, Notice is given to neighbours. A sign may be displayed on the land.

If you support the proposal, you do not have to take any action, although you can make a submission in support. If you have a reasonable concern about the proposal, you can lodge an objection with Council during the 14-day notice period or up until Council makes its decision, but any objection received after the decision is made cannot be considered.

### If I have concerns, how do I lodge an objection?

Carefully inspect the plans and documents provided with the application. If your property or building is shown on the plans, note your concerns and questions. You may wish to discuss the proposal with the Council planner and permit applicant to understand what's proposed and if you might be affected.

If you wish to lodge an objection, describe how you will be affected if a permit is granted and suggest how these impacts could be reduced (or even eliminated) by possible changes to the plans or the inclusion of specific permit conditions. Permit applicants will often try to address reasonable concerns. Your objection will carry more weight if it is rational, specifically addresses the proposal and describes how you will be affected.

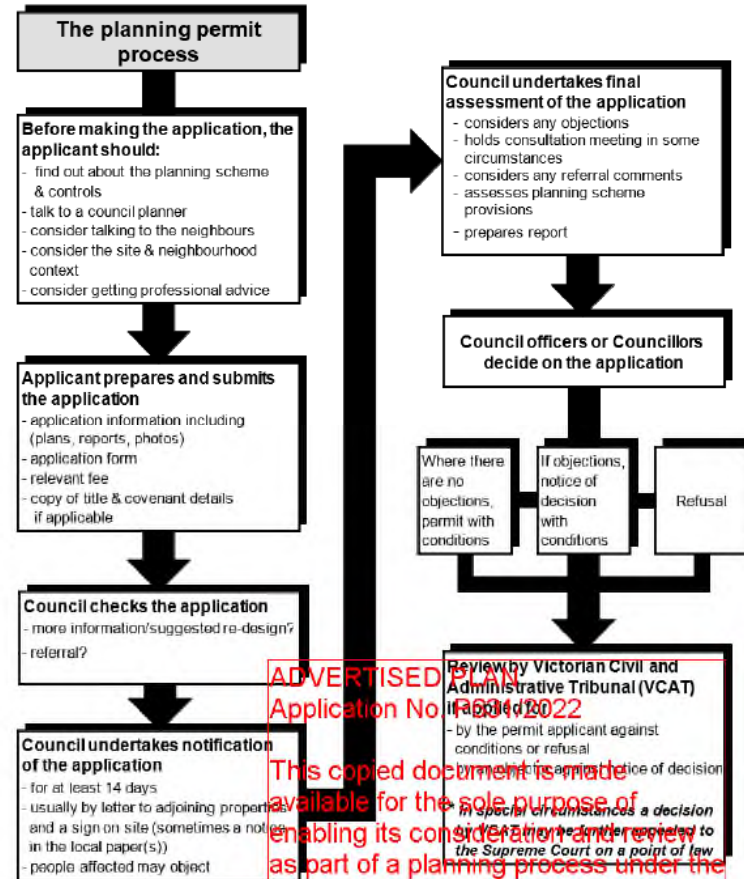
### Your objection should:

- Be typed or clearly written;
- Addressed to the Council and clearly marked as an objection;
- Include application reference number and address of land;
- Include your name and current contact details. This allows Council to advise you of any meetings between the applicant and other objectors, or of any changes to the plans or the proposal that the permit applicant makes;
- Include your signature and date of your objection; and
- Lodge within the 14-day notice period to ensure your concerns are considered prior to Council's decision. If you lodge after a decision is made, your objection cannot be considered.

If you lodge an objection before a decision is made, you secure the right to apply for a review to the Victorian Civil and Administrative Tribunal if Council decides to grant a permit. An objection is a public document and copies must be made available to other parties including the permit applicant, Councillors and VCAT.

### What happens if I lodge an objection?

- In some cases, Council may invite you to a consultation meeting to discuss your concerns with the permit applicant.
- Council officers will undertake a detailed assessment of the proposal and prepare a report and recommendation considering issues raised in your objection;
- In most cases a decision will be made by officers under delegation while others will be made at a Council meeting in which case you will receive an invitation to the meeting.
- You will receive a copy of Council's decision, approved or refused.



**ADVERTISED PLAN**  
Application No. 19001/2022

This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.

Where can I obtain further information?  
For general information about the planning process please refer to Council's website [www.banyule.vic.gov.au](http://www.banyule.vic.gov.au)



## Application for Planning Permit and Certification

**Supplied by** Dean Eddy  
**Submitted Date** 30/05/2022

### Application Details

**Application Type** Planning Permit and Certification under the Subdivision Act  
Version 1  
**Applicant Reference Number** 8709  
**Responsible Authority Name** Banyule City Council  
**Responsible Authority Reference Number(s)** P631/2022, C79/2022  
**SPEAR Reference Number** S194573H

### The Land

**Primary Parcel** 72 TURNHAM AVENUE, ROSANNA VIC 3084  
Lot 1/Plan PS703973  
SPI 1\PS703973  
CPN 468868  
**Zone:** 36.01 Public Use  
**Overlay:** 45.06 Development Plan Contributions

### The Proposal

**Subdivision Act (1988) Dealing Type** Section 35(8) (Sub of land vested or reg in auth)  
**Plan Number** PS847628C  
**Number of lots** 2  
**Proposal Description** Two-lot subdivision to enable a portion of the subject site to be transferred and consolidated with adjoining land, as per existing development permit.  
**Estimated cost of the development for which a permit is required \$** 10000

### Existing Conditions

**Existing Conditions Description** Existing Council library, landscaping etc  
**Title Information - Does the proposal breach an encumbrance on Title?** Encumbrances on title, such as a restrictive covenant, section 173 agreement or other obligation such as an easement or building envelope do not apply.

### Applicant Contact

**Applicant Contact** Dean Eddy  
Lawlor and Loy Victoria Pty Ltd  
3/18 Sherbourne Road, Briar Hill, VIC, 3088  
Business Phone: 03 94352422  
Email: [admin@lawlorandloy.com.au](mailto:admin@lawlorandloy.com.au)

### Applicant

**Applicant** The document must not be used for any purpose which may breach any copyright.

ADVERTISED PLAN  
Application No. P631/2022

Banyule City Council C/- Lawlor and Loy Vic  
Pty Ltd  
3/18 Sherbourne Road, Briar Hill, VIC, 3088  
Business Phone: 94352422  
Email: [admin@lawlorandloy.com.au](mailto:admin@lawlorandloy.com.au)

---

**Owner**

**Owner**

Banyule City Council  
PO Box 94 Greensborough, VIC, 3088

---

**Declaration**

I, Dean Eddy, declare that the owner (if not myself) has been notified about this application.

I, Dean Eddy, declare that all the information supplied is true.

I, Dean Eddy, apply to have the attached plan of subdivision / consolidation certified under the Subdivision Act 1988 and to have advice of street numbers allocated.

**Authorised by  
Organisation**

Dean Eddy  
Lawlor and Loy Victoria Pty Ltd

**ADVERTISED PLAN**  
**Application No. P631/2022**

This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.

Copyright State of Victoria. No part of this publication may be reproduced except as permitted by the Copyright Act 1968 (Cth), to comply with a statutory requirement or pursuant to a written agreement. The information is only valid at the time and in the form obtained from the LANDATA REGD TM System. None of the State of Victoria, its agents or contractors, accepts responsibility for any subsequent publication or reproduction of the information.

The Victorian Government acknowledges the Traditional Owners of Victoria and pays respects to their ongoing connection to their Country, History and Culture. The Victorian Government extends this respect to their Elders, past, present and emerging.

REGISTER SEARCH STATEMENT (Title Search) Transfer of Land Act 1958

VOLUME 11562 FOLIO 072

Security no : 124096990000Q  
Produced 22/04/2022 01:01 PM

LAND DESCRIPTION

Lot 1 on Plan of Subdivision 703973P.

PARENT TITLES :

Volume 08224 Folio 163      Volume 08251 Folio 231  
Volume 08251 Folio 233 to Volume 08251 Folio 234  
Volume 09862 Folio 097      Volume 10031 Folio 484      Volume 10091 Folio 755  
Volume 11202 Folio 962      Volume 11313 Folio 739      Volume 11358 Folio 547  
Created by instrument PS703973P 01/04/2015

REGISTERED PROPRIETOR

Estate Fee Simple  
Sole Proprietor

BANYULE CITY COUNCIL of 275 UPPER HEIDELBERG ROAD IVANHOE VIC 3079  
AN473325U 19/01/2017

ENCUMBRANCES, CAVEATS AND NOTICES

Any encumbrances created by Section 98 Transfer of Land Act 1958 or Section 24 Subdivision Act 1988 and any other encumbrances shown or entered on the plan set out under DIAGRAM LOCATION below.

DIAGRAM LOCATION

SEE PS703973P FOR FURTHER DETAILS AND BOUNDARIES

ACTIVITY IN THE LAST 125 DAYS

NIL

-----END OF REGISTER SEARCH STATEMENT-----

Additional information: (not part of the Register Search Statement)

Street Address: 72 TURNHAM AVENUE ROSANNA VIC 3084

ADMINISTRATIVE NOTICES

NIL

eCT Control 09848K BANYULE CITY COUNCIL  
Effective from 19/01/2017

DOCUMENT END

Delivered from the LANDATA System by Dye & Durham Terrain Pty Ltd

**ADVERTISED PLAN**  
Application No. P631/2022  
  
This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.

© State of Victoria. This publication is copyright. No part may be reproduced by any process except in accordance with the provisions of the Copyright Act 1968 (Cth) and for the purposes of Section 32 of the Sale of Land Act 1962 or pursuant to a written agreement. The information is only valid at the time and in the form obtained from the LANDATA® System. None of the State of Victoria, LANDATA®, Victorian Land Registry Services Pty. Ltd. ABN 86 627 986 396 as trustee for the Victorian Land Registry Services Trust ABN 83 206 746 897 accept responsibility for any subsequent release, publication or reproduction of the information.

Signed by Council: Banyule City Council, Council Ref: C156/13, Original Certification: 11/06/2014, S.O.C.: 11/06/2014

<b>PLAN OF SUBDIVISION</b> UNDER SECTION 35(8) OF THE SUBDIVISION ACT 1988		STAGE No. <hr/>	LRS USE ONLY <b>EDITION 1</b>	PLAN NUMBER <b>PS 703973P</b>
<p style="text-align: center;"><b>LOCATION OF LAND</b></p> <p>PARISH: KEELBUNDORA</p> <p>TOWNSHIP: _____</p> <p>SECTION: _____</p> <p>CROWN ALLOTMENT: _____</p> <p>CROWN PORTION: 5 (PART)</p> <p>TITLE REFERENCES: C/T VOL.8251 FOL.231, C/T VOL.8251 FOL.234, C/T VOL.8251 FOL.233, C/T VOL.8224 FOL.163, C/T VOL.9862 FOL.097, C/T VOL.11202 FOL.962, C/T VOL.11313 FOL.739, C/T VOL.10091 FOL.755, C/T VOL.10031 FOL.484, C/T VOL.11358 FOL.547</p> <p>LAST PLAN REFERENCE/S: LOT 1, LP.10693 LOT 2, LP.10693 LOT 3, LP.10693 TP.483828G TP.453267R LOT 1, TP.944389P LOT 1, TP.948782Q LOT 1, TP.649650B LOT 1 &amp; 2, TP.601217L LOT 1, PS.640790V</p> <p>POSTAL ADDRESS: 44-72 TURNHAM AVENUE (At time of subdivision) ROSANNA 3084</p> <p>M.G.A. Co-ordinates E 329 700 (of approx. centre of land N 5 820 930 ZONE: 55 in plan)</p>		<p style="text-align: center;"><b>COUNCIL CERTIFICATION AND ENDORSEMENT</b></p> <p>COUNCIL NAME : BANYULE CITY COUNCIL REF:</p> <p style="text-align: center;">THIS IS A SPEAR PLAN</p>		
		<b>NOTATIONS</b>		
		STAGING This is not a staged subdivision. Planning permit No.		
		DEPTH LIMITATION DOES NOT APPLY BEARINGS SHOWN ARE ON M.G.A. DATUM SUBTRACT 6°39'40" FOR TITLE		
<b>VESTING OF ROADS AND/OR RESERVES</b>				
IDENTIFIER	COUNCIL/BODY/PERSON			
NIL	NIL			
<b>EASEMENT INFORMATION</b>				
LEGEND A - Appurtenant Easement E - Encumbering Easement R - Encumbering Easement (Road)				
SECTION 12(2) OF THE SUBDIVISION ACT 1988 APPLIES TO ALL THE LAND IN THIS PLAN				
Easement Reference	Purpose	Width (Metres)	Origin	Land Benefited/In Favour Of
E-1	ANY EASEMENTS	SEE DIAG	C/T VOL.8224 FOL.163	UNSPECIFIED
E-7 & E-15	SEWERAGE	SEE DIAG	LP.8568	LOTS ON LP.8568
E-1, E-2, E-11, E-14, E-5, E-8, E-7 & E-15	DRAINAGE	SEE DIAG	LP.8568	LOTS ON LP.8568
E-1, E-2, E-12 & E-14	DRAINAGE	SEE DIAG	LP.10696	LOTS ON LP.10696
E-4, E-9, E-11 & E-13	AS PROVIDED FOR IN SECTION 528 (2) (e) LGA 1958	SEE DIAG	SEC. 528(2)(e) LGA 1958	M.M.B.W. & GAS AND FUEL CORP.
E-7, E-8 & E-15	SEWERAGE	SEE DIAG	PS.640790V	YARRA VALLEY WATER LIMITED
E-5, E-6 & E-8	GAS SUPPLY PURPOSES	SEE DIAG	PS.640790V	VIC GAS DISTRIBUTIONS PTY LTD
E-5 & E-8	DRAINAGE	SEE DIAG	PS.640790V	MELBOURNE WATER CORPORATION
E-5, E-7, E-8 & E-15	DRAINAGE	SEE DIAG	PS.640790V	BANYULE CITY COUNCIL
E-4, E-5, E-8 & E-11	CARRIAGEWAY	SEE DIAG	THIS PLAN	LOTS 1 AND 2 ON THIS PLAN
E-10	AS PROVIDED FOR IN SEC. 207(C) LGA 1989	SEE DIAG	SEC. 207(C) LGA 1989	YARRA VALLEY WATER LIMITED
E-3, E-4, E-11, E-13, E-14, E-15, E-18 & E-19	DRAINAGE	SEE DIAG	6635, 1/9/2011, Pg2020 THIS PLAN	MELBOURNE WATER CORPORATION
E-9, E-4, E-11 E-14 & E-13	DRAINAGE	SEE DIAG	THIS PLAN	BANYULE CITY COUNCIL
E-4, E-11, E-13 & E-9	SEWERAGE	SEE DIAG	THIS PLAN	YARRA VALLEY WATER
E-17 & E-19	DRAINAGE	SEE DIAG	THIS PLAN	LOT 3 ON THIS PLAN
E-16 & E-18	DRAINAGE	SEE DIAG	THIS PLAN	LOT 1 ON THIS PLAN
<b>LAWLOR AND LOY PTY. LTD.</b> SURVEYORS, PROPERTY MANAGEMENT & TOWN PLANNING CONSULTANTS SUITE 2, 122 PARA ROAD MONTMORENCY 3094 P.O. BOX 242 GREENSBOROUGH 3088 PH:9435 2422 FAX:9432 1256 EMAIL: lawloy@netspace.net.au		LICENSED SURVEYOR : DEAN PAUL EDDY SIGNATURE DIGITALLY SIGNED REF 7259		VERSION 5
				DATE COUNCIL DELEGATE SIGNATURE ORIGINAL SHEET SIZE A3

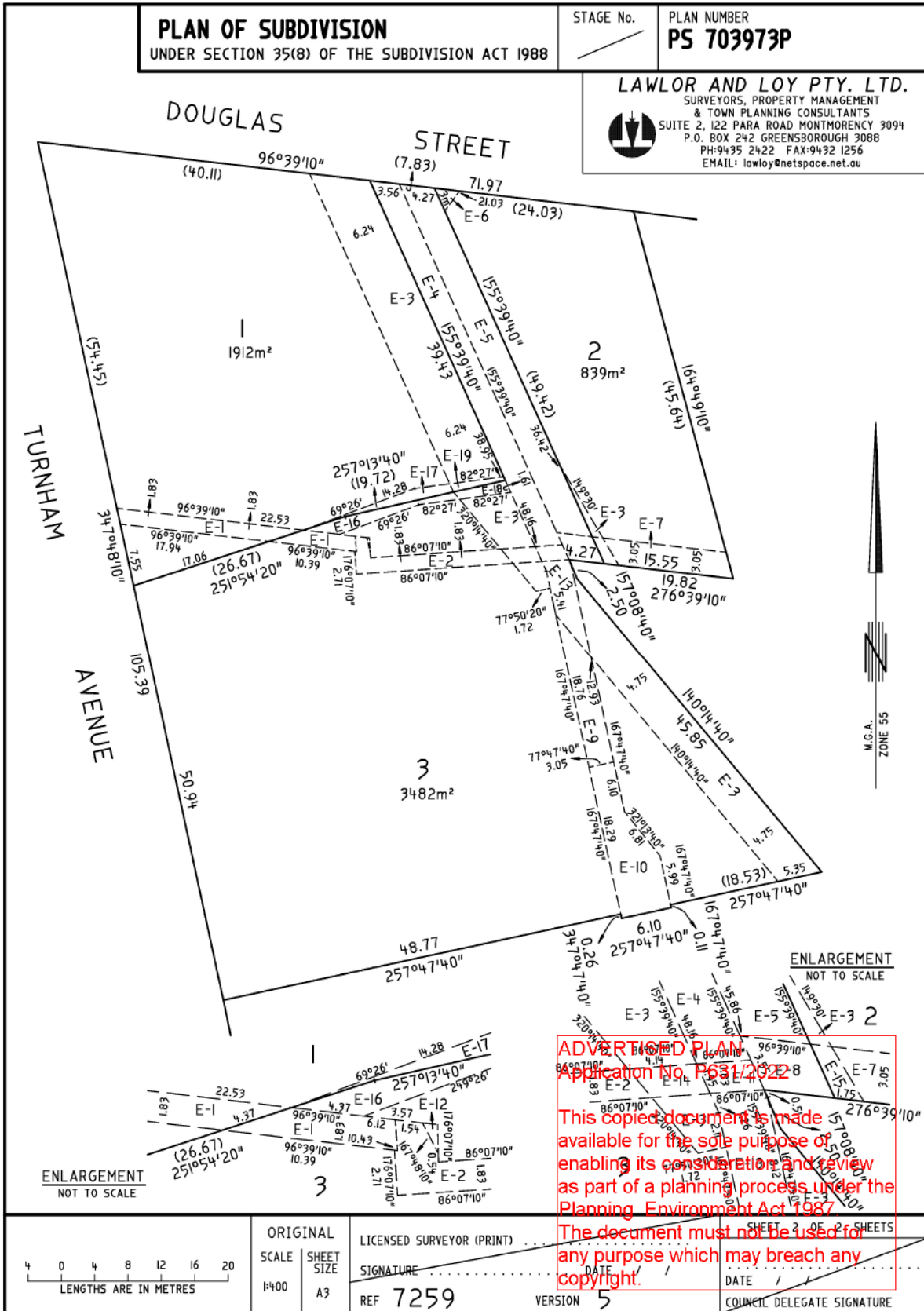
Signed by: dean paul eddy (Lawlor and Loy Pty. Ltd.) Surveyor's Plan Version (5) SPEAR Ref: S043043T 12/12/2013

ADVERTISED PLAN  
Application No. P03172022  
This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987.  
The document must not be used for any purpose which may breach any copyright.

LRS USE ONLY  
STATEMENT OF COMPLIANCE/  
EXEMPTION STATEMENT  
RECEIVED   
DATE 18 / 03 / 2015  
LRS USE ONLY  
PLAN REGISTERED  
TIME 3:52 pm  
DATE 01 / 04 / 2015  
Iain D Thomson  
Manager of Registrars Office  
SHEET 1 OF 5 SHEETS



Signed by Council: Banyule City Council, Council Ref: C156/13, Original Certification: 11/06/2014, S.O.C.: 11/06/2014



Signed by: dean paul eddy (Lawlor and Loy Pty. Ltd.) Surveyor's Plan Version (5) SPEAR Ref: S043043T 12/12/2013

**Plan of Subdivision PS703973P  
Certification and Statement of Compliance of  
Acquisition Plans (Form 4)**



SUBDIVISION (PROCEDURES) REGULATIONS 2011

SPEAR Reference Number: S043043T  
Plan Number: PS703973P  
Responsible Authority Name: Banyule City Council  
Responsible Authority Reference Number 1: C156/13  
Surveyor's Plan Version: 5

This is a plan under section 35 of the **Subdivision Act 1988** which does not create any additional lots.

**Certification**

This plan is certified under section 6 of the Subdivision Act 1988

**Statement of Compliance**

This is a statement of compliance issued under section 21 of the Subdivision Act 1988

Digitally signed by Council Delegate: Georgia Robertson  
Organisation: Banyule City Council  
Date: 11/06/2014

**ADVERTISED PLAN**  
Application No. P631/2022

This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.

Signed by: Georgia Coulson (Banyule City Council) 11/06/2014

# PLANNING PROPERTY REPORT



From [www.planning.vic.gov.au](http://www.planning.vic.gov.au) at 30 May 2022 10:25 AM

## PROPERTY DETAILS

Address: **72 TURNHAM AVENUE ROSANNA 3084**

Lot and Plan Number: **Lot 1 PS703973**

Standard Parcel Identifier (SPI): **1\PS703973**

Local Government Area (Council): **BANYULE** [www.banyule.vic.gov.au](http://www.banyule.vic.gov.au)

Council Property Number: **468868**

Planning Scheme: **Banyule** [Planning Scheme - Banyule](#)

Directory Reference: **Melway 32 A1**

## UTILITIES

Rural Water Corporation: **Southern Rural Water**

Melbourne Water Retailer: **Yarra Valley Water**

Melbourne Water: **Inside drainage boundary**

Power Distributor: **JEMENA**

## STATE ELECTORATES

Legislative Council: **EASTERN METROPOLITAN**

Legislative Assembly: **IVANHOE**

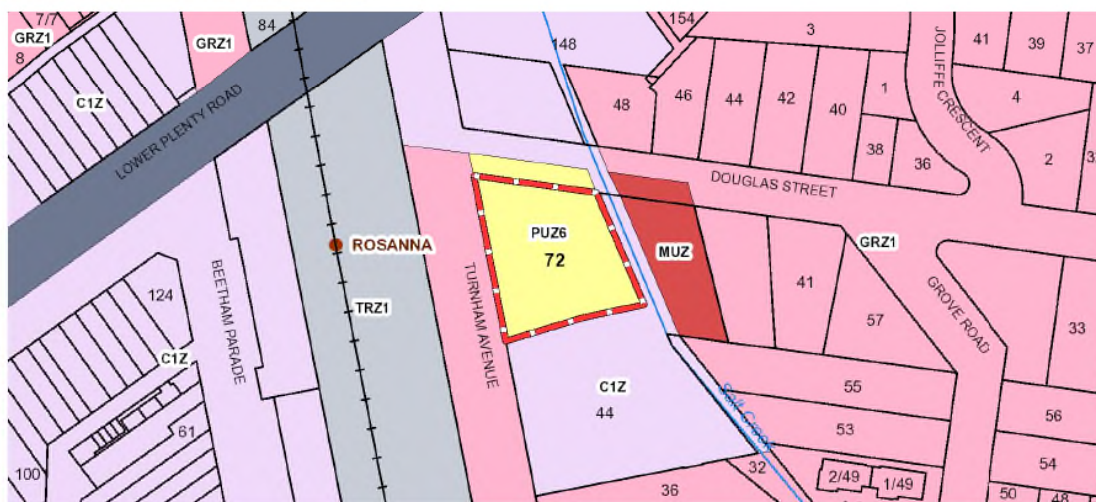
## OTHER

Registered Aboriginal Party: **Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation**

[View location in VicPlan](#)

## Planning Zones

PUBLIC USE ZONE - LOCAL GOVERNMENT (PUZ6)



- C1Z - Commercial 1
- PUZ6 - Public Use-Local Government
- GRZ - General Residential
- TRZ1 - State Transport Infrastructure
- MUZ - Mixed Use
- PRZ - Principal Road Network
- Railway line
- Railway station

Note: labels for zones may appear outside the actual zone - please compare the labels with the legend.

**ADVERTISED PLAN**  
Application No. P631/2022

This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.

Copyright © - State Government of Victoria  
Disclaimer: This content is provided for information purposes only. No claim is made as to the accuracy or authenticity of the content. The Victorian Government does not accept any liability to any person for the information provided.  
Read the full disclaimer at: <https://www2.delwp.vic.gov.au/disclaimer>

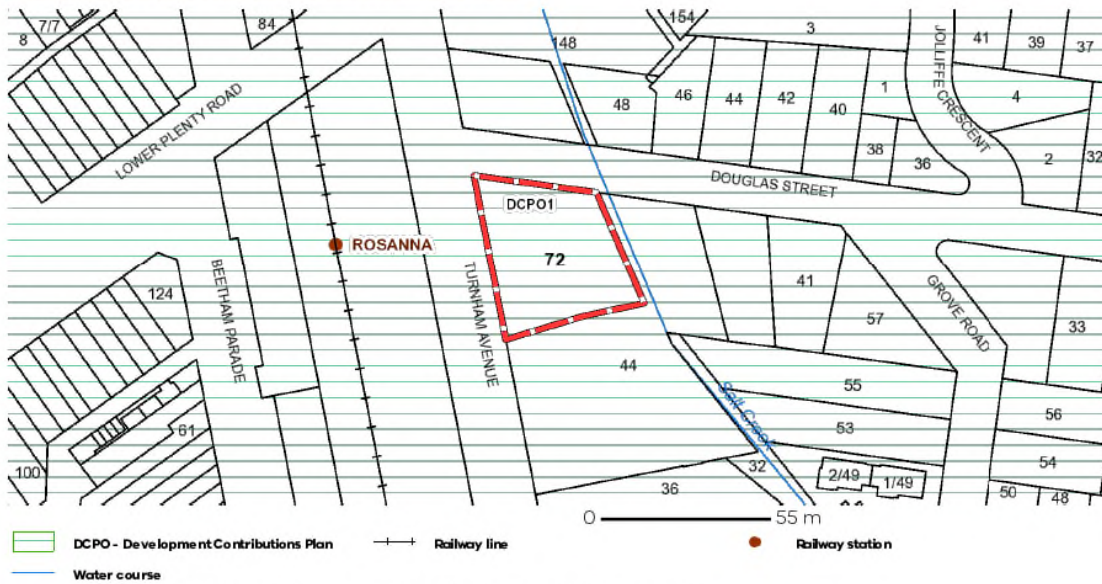
Notwithstanding this disclaimer, a vendor may rely on the information in this report for the purpose of a statement that land is in a bushfire prone area as required by section 32C (b) of the Sale of Land Act 1962 (Vic).

**PLANNING PROPERTY REPORT**



**Planning Overlays**

DEVELOPMENT CONTRIBUTIONS PLAN OVERLAY (DCPO)  
DEVELOPMENT CONTRIBUTIONS PLAN OVERLAY - SCHEDULE 1 (DCPO1)

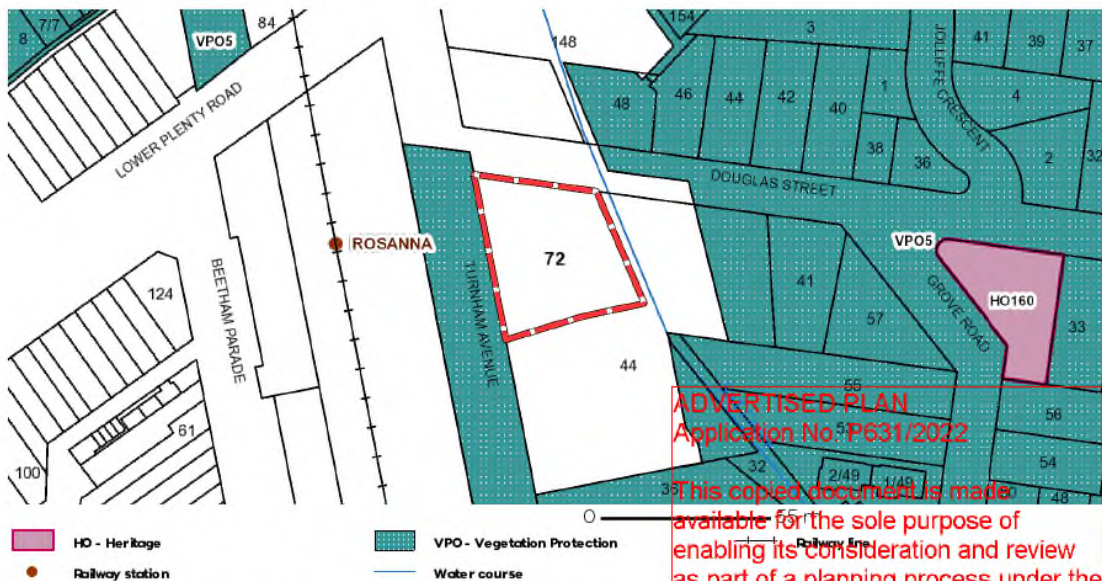


Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

**OTHER OVERLAYS**

Other overlays in the vicinity not directly affecting this land

HERITAGE OVERLAY (HO)  
VEGETATION PROTECTION OVERLAY (VPO)



Note: due to overlaps, some overlays may not be visible, and some colours may not match those in the legend

**ADVERTISED PLAN**  
 Application No: P631/2022  
 This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.

Copyright © - State Government of Victoria  
 Disclaimer: This content is provided for information purposes only. No claim is made as to the accuracy or authenticity of the content. The Victorian Government does not accept any liability to any person for the information provided.  
 Read the full disclaimer at: <https://www.vic.gov.au/disclaimer>

Notwithstanding this disclaimer, a vendor may rely on the information in this report for the purpose of a statement that land is in a bushfire prone area as required by section 32C (b) of the Sale of Land Act 1962 (Vic).

# PLANNING PROPERTY REPORT



## Areas of Aboriginal Cultural Heritage Sensitivity

All or part of this property is an 'area of cultural heritage sensitivity'.

'Areas of cultural heritage sensitivity' are defined under the Aboriginal Heritage Regulations 2018, and include registered Aboriginal cultural heritage places and land form types that are generally regarded as more likely to contain Aboriginal cultural heritage.

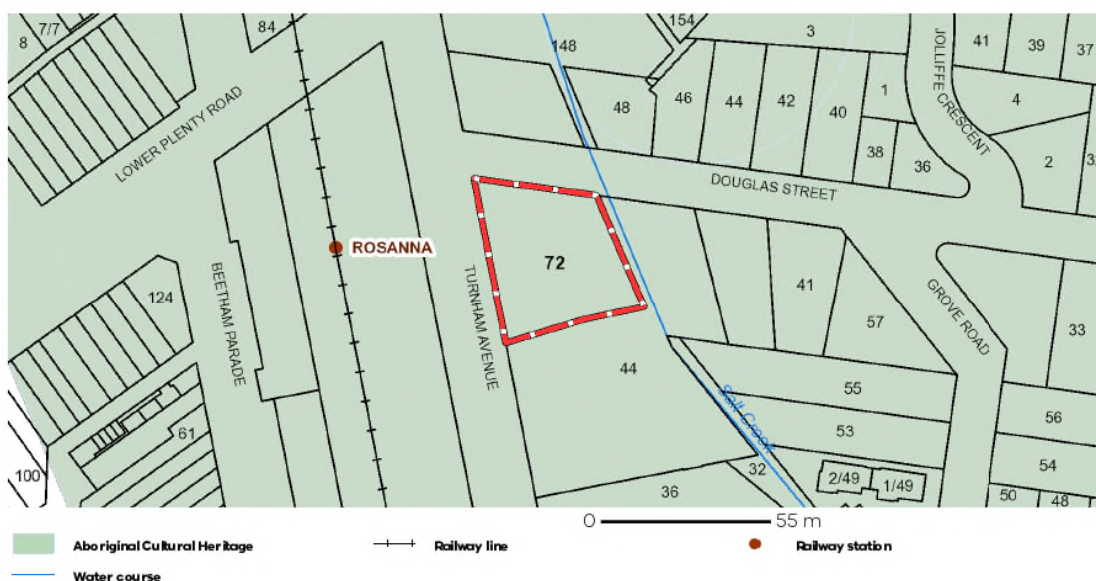
Under the Aboriginal Heritage Regulations 2018, 'areas of cultural heritage sensitivity' are one part of a two-part trigger which require a 'cultural heritage management plan' be prepared where a listed 'high impact activity' is proposed.

If a significant land use change is proposed (for example, a subdivision into 3 or more lots), a cultural heritage management plan may be triggered. One or two dwellings, works ancillary to a dwelling, services to a dwelling, alteration of buildings and minor works are examples of works exempt from this requirement.

Under the Aboriginal Heritage Act 2006, where a cultural heritage management plan is required, planning permits, licences and work authorities cannot be issued unless the cultural heritage management plan has been approved for the activity.

For further information about whether a Cultural Heritage Management Plan is required go to <http://www.aav.nrm.vic.gov.au/aavQuestion1.aspx>

More information, including links to both the Aboriginal Heritage Act 2006 and the Aboriginal Heritage Regulations 2018, can also be found here - <https://www.aboriginal.vic.gov.au/aboriginal-heritage-legislation>



**ADVERTISED PLAN**  
**Application No. P631/2022**

This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.

Copyright © - State Government of Victoria  
 Disclaimer: This content is provided for information purposes only. No claim is made as to the accuracy or authenticity of the content. The Victorian Government does not accept any liability to any person for the information provided.  
 Read the full disclaimer at <https://www2.delwp.vic.gov.au/id/claim>

Notwithstanding this disclaimer, a vendor may rely on the information in this report for the purpose of a statement that land is in a bushfire prone area as required by section 32C (b) of the Sale of Land Act 1962 (Vic).

# PLANNING PROPERTY REPORT



## Further Planning Information

Planning scheme data last updated on 25 May 2022.

A **planning scheme** sets out policies and requirements for the use, development and protection of land. This report provides information about the zone and overlay provisions that apply to the selected land. Information about the State and local policy, particular, general and operational provisions of the local planning scheme that may affect the use of this land can be obtained by contacting the local council or by visiting <https://www.planning.vic.gov.au>

This report is NOT a **Planning Certificate** issued pursuant to Section 199 of the **Planning and Environment Act 1987**. It does not include information about exhibited planning scheme amendments, or zonings that may affect the land. To obtain a Planning Certificate go to Titles and Property Certificates at Landata - <https://www.landata.vic.gov.au>

For details of surrounding properties, use this service to get the Reports for properties of interest.

To view planning zones, overlay and heritage information in an interactive format visit <https://mapshare.maps.vic.gov.au/vicplan>

For other information about planning in Victoria visit <https://www.planning.vic.gov.au>

**ADVERTISED PLAN**  
Application No. P631/2022

This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.

**Copyright** © - State Government of Victoria  
**Disclaimer:** This content is provided for information purposes only. No claim is made as to the accuracy or authenticity of the content. The Victorian Government does not accept any liability to any person for the information provided.  
Read the full disclaimer at <https://www2.delwp.vic.gov.au/disclaimer>

Notwithstanding this disclaimer, a vendor may rely on the information in this report for the purpose of a statement that land is in a bushfire prone area as required by section 32C (b) of the Sale of Land 1962 (Vic).

**PLANNING PROPERTY REPORT:** 72 TURNHAM AVENUE ROSANNA, 3084

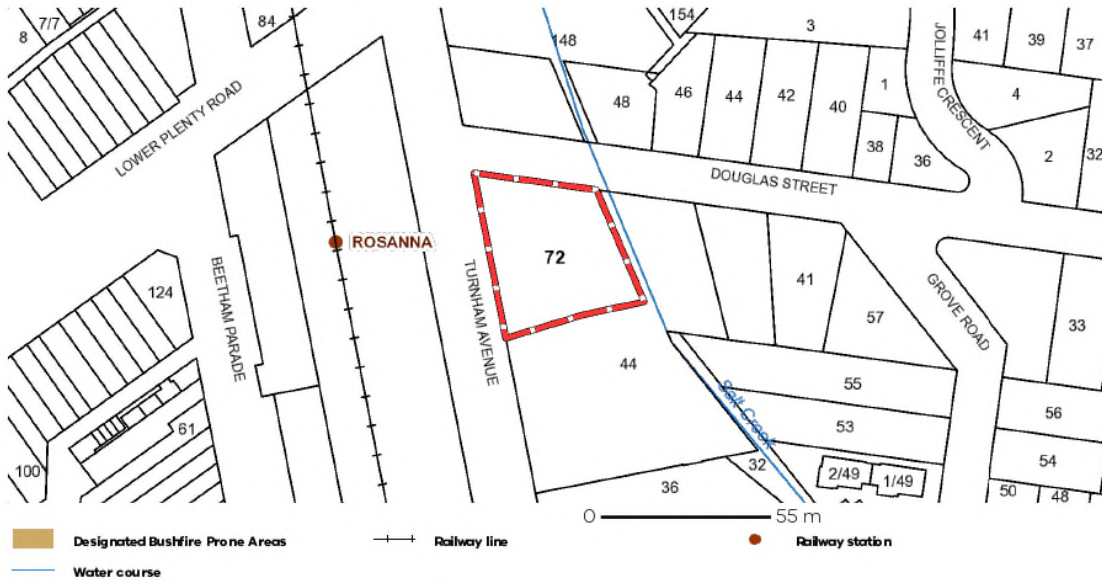
Page 4 of 5

**PLANNING PROPERTY REPORT**



**Designated Bushfire Prone Areas**

**This property is not in a designated bushfire prone area.**  
**No special bushfire construction requirements apply. Planning provisions may apply.**



Designated bushfire prone areas as determined by the Minister for Planning are in effect from 8 September 2011 and amended from time to time.

The Building Regulations 2018 through application of the Building Code of Australia, apply bushfire protection standards for building works in designated bushfire prone areas.

Designated bushfire prone areas maps can be viewed on VicPlan at <https://mapshare.maps.vic.gov.au/vicplan> or at the relevant local council.

Note: prior to 8 September 2011, the whole of Victoria was designated as bushfire prone area for the purposes of the building control system.

Further information about the building control system and building in bushfire prone areas can be found on the Victorian Building Authority website <https://www.vba.vic.gov.au>

Copies of the Building Act and Building Regulations are available from <http://www.legislation.vic.gov.au>

For Planning Scheme Provisions in bushfire areas visit <https://www.planning.vic.gov.au>

**Native Vegetation**

Native plants that are indigenous to the region and important for biodiversity might be present on this property. This could include trees, shrubs, herbs, grasses or aquatic plants. There are a range of regulations that may apply including need to obtain a planning permit under Clause 52.17 of the local planning scheme. For more information see [Native Vegetation \(Clause 52.17\)](#) with local variations in [Native Vegetation \(Clause 52.17\) Schedule](#)

To help identify native vegetation on his property and the application of Clause 52.17 please visit the Native Vegetation Information Management system <https://nvim.delwp.vic.gov.au/> and [Native vegetation \(environment.vic.gov.au\)](#), or please contact your relevant council.

You can find out more about the natural values on your property through NatureKit [NatureKit \(environment.vic.gov.au\)](https://environment.vic.gov.au/naturekit/)

**ADVERTISED PLAN**  
**Application No. P631/2022**  
**This copied document is made available for the sole purpose of enabling its consideration and review as part of a planning process under the Planning Environment Act 1987. The document must not be used for any purpose which may breach any copyright.**

Copyright © - State Government of Victoria  
 Disclaimer: This content is provided for information purposes only. No claim is made as to the accuracy or authenticity of the content. The Victorian Government does not accept any liability to any person for the information provided.  
 Read the full disclaimer at: <https://www2.delwp.vic.gov.au/id/cclaimer>

Notwithstanding this disclaimer, a vendor may rely on the information in this report for the purpose of a statement that land is in a bushfire prone area as required by section 32C (b) of the Sale of Land Act 1962 (Vic)





# Draft Community Infrastructure Plan 2023-2033

for Community Consultation



DRAFT

Document Control

---

Record Number	DRAFT 2022
Date Created	November 2022
Next Review Date	November 2026
Business Unit	Sport and Recreation
Responsible Officer	Melinda Ramsay
Date of Approval	

Banyule City Council is proud to acknowledge the Wurundjeri Woi-Wurrung people as Traditional Custodians of the land and we pay respect to all Aboriginal and Torres Strait Islander Elders, past, present and emerging, who have resided in the area and have been an integral part of the region’s history.

Our community is made up of diverse cultures, beliefs, abilities, bodies, sexualities, ages and genders. Council is committed to access, equity, participation and rights for everyone; principles which empower, foster harmony and increase the wellbeing of an inclusive community.

## Contents

Message from the Mayor .....	4
Executive Summary .....	5
Community Infrastructure .....	6
Development of Community infrastructure Plan .....	7
Strategic Context .....	8
20-minute Neighbourhoods .....	9
Map of Community Infrastructure .....	10
Snapshot of Current and future Community Infrastructure Needs .....	11
Precincts .....	12
Action Plan – Municipal .....	14
Action Plan – North-West .....	15
Action Plan – North .....	18
Action Plan – North-East .....	21
Action Plan – East .....	24
Action Plan – Mid .....	27
Action Plan – West .....	30
Action Plan – South .....	33
Appendix 1 List of Community Buildings .....	36
Appendix 2 Multi-Criteria Assessment Framework .....	40
Appendix 3 Assessment Criteria .....	41
Appendix 4 Precinct Demographic Data .....	42

## Message from the Mayor



We are delighted to present the Community Infrastructure Plan that outlines actions over the next 10 years that will ensure our community buildings meet the current and future needs of Banyule.

We will develop community buildings that enable our community to improve health and wellbeing, learn, and build social connections.

Improving Community Assets and Facilities is one of six priority themes developed in the Banyule Community Vision 2041.

*“as custodians of our community assets, facilities and services, we work to ensure that they are affordable, sustainable, evenly distributed, safe and accessible for all ages and abilities and designed to provide meaningful experiences and connections”.*

We take pride in our well-built state of the art community hubs and sports and recreation facilities but also want to maximise the use of our ageing infrastructure in strategic locations.

The Bellfield Community Hub is one of our outstanding community hubs that will open in 2022. It has been developed to meet the needs of the growing population. The large facility will provide spaces for children, younger and older adults and will include a social enterprise café, community garden and a variety of meeting rooms and spaces.

Smaller community hubs around the municipality are also being created to maximise the use of existing buildings to meet a variety of community needs.

We are thinking differently about our community buildings in Banyule and will be working collaboratively with non-Council building owners to provide affordable and accessible meeting spaces to our community.

**Peter Castaldo**

**Mayor**

## Executive Summary

Council owns and maintains a portfolio of community infrastructure that is worth \$163.1 million dollars.

The Community Infrastructure Plan is informed by the Social Infrastructure Framework which was developed in July 2022 to provide benchmarks for our physical and social infrastructure to ensure maximum benefit to our community. Our community buildings will be Fit for People, Fit for Purpose and Fit for Place. Our social infrastructure, services, programs and activities that support our communities, will be Affordable, High Quality and Complementary.

We need to plan ahead for Banyule's 21% (29,068 people) increase in population by 2041. The largest increase of 9, 237 people will be in the Mid Precinct, in Heidelberg. The South Precinct will have the second largest increase in population in Ivanhoe. The Heidelberg West/Bellfield area in the West Precinct will also enjoy population growth.

We want to ensure that our community has access to community buildings within 20-minute neighbourhoods that support living locally and are within walking distance to transport, shopping and employment precincts.

Whilst Council is the owner of a large number of community buildings in Banyule, we also have community buildings owned by State government, local service organisations, Churches and the Scout Association. We will be working in partnership with these organisations to ensure that our community have access to a variety of different spaces both now and in the future.

We have combined knowledge of our community with data on future population projections and analysis of the accessibility and condition of our infrastructure to make informed decisions about our community buildings.

Some of the actions in the 10 year Community Infrastructure Plan include:

- Review of current lease and licence agreements to support multiple uses of facilities.
- Maximising the use of existing buildings, particularly sports pavilions that aren't utilised during weekdays.
- Working in collaboration with non-Council building owners to deliver multi-purpose spaces within 20-minute neighbourhoods to meet future population needs.
- Development of information resources on community spaces for hire that include Council-owned and non-Council owned buildings.
- Leveraging opportunities to add value to existing major and capital works projects to create adaptable multi-use accessible spaces.
- Identifying partnership, renovation or co-location opportunities with clusters of community buildings.
- Upgrading buildings for children, youth and families.

## Community Infrastructure

Community Infrastructure is integral to improving the health and wellbeing and quality of life for residents. In the context of this plan, community infrastructure refers to buildings and spaces that Council owns that support the delivery of community services, programs and activities.

Community buildings that are included in the scope of this plan include:

- Kindergartens
- Maternal Child Health Centres
- Child Care Centres
- Arts and Culture spaces
- Libraries
- Sports Pavilions
- Older Adults' spaces
- Youth Spaces
- Neighbourhood Learning Centres
- Community Halls and Multi-purpose rooms

Community Buildings have a broader role to enable a wide range of interaction opportunities. They provide:

- Essential services and supports
- Entertainment and Leisure
- Lifelong learning opportunities
- Social connection opportunities creating a sense of belonging
- Opportunities to improve physical health and mental wellbeing
- Employment and volunteering opportunities

Community Infrastructure also contributes significantly to the built environment by creating thriving neighbourhoods that enhance liveability of an area creating a sense of pride and economic resilience.

Council also owns other spaces that play an integral role in supporting Banyule residents but they are not in scope of the Community Infrastructure Plan. These include:

- Aquatic centres
- Major sports facilities including Nets Stadium and Macleod Recreation Centre

- Sports field infrastructure, as described in the Recreation Plan
- Open Spaces
- Toilets, as described in the Public Toilet Plan

### Council's role

Banyule Council has a significant role in the planning and management of community infrastructure.

**Service Provider** We deliver a range of services to different age groups.

**Building Owner and Manager** We own a range of buildings that are used to deliver services. They are managed by Council and other organisations.

**Lessor** Some community buildings are available through lease and licencing arrangements to support local agencies to service our communities in multiple ways.

**Funder** We fund agencies to provide community services both through direct grants and service agreements.

**Partner** We collaborate with residents, services and government to meet the needs of our community.

**Regulator** We have statutory responsibilities and direct community services and building activities as required.

**Advocate** We advocate for the best outcomes for community with governments and other decision-making bodies.

**Planner** We identify needs through data analysis, evidence-based research and community and stakeholder consultation.

**Facility Manager** We make bookings, charge and collect fees.

*In the 2022 Banyule Household Survey residents rated access to Recreation and Community Facilities as very important*

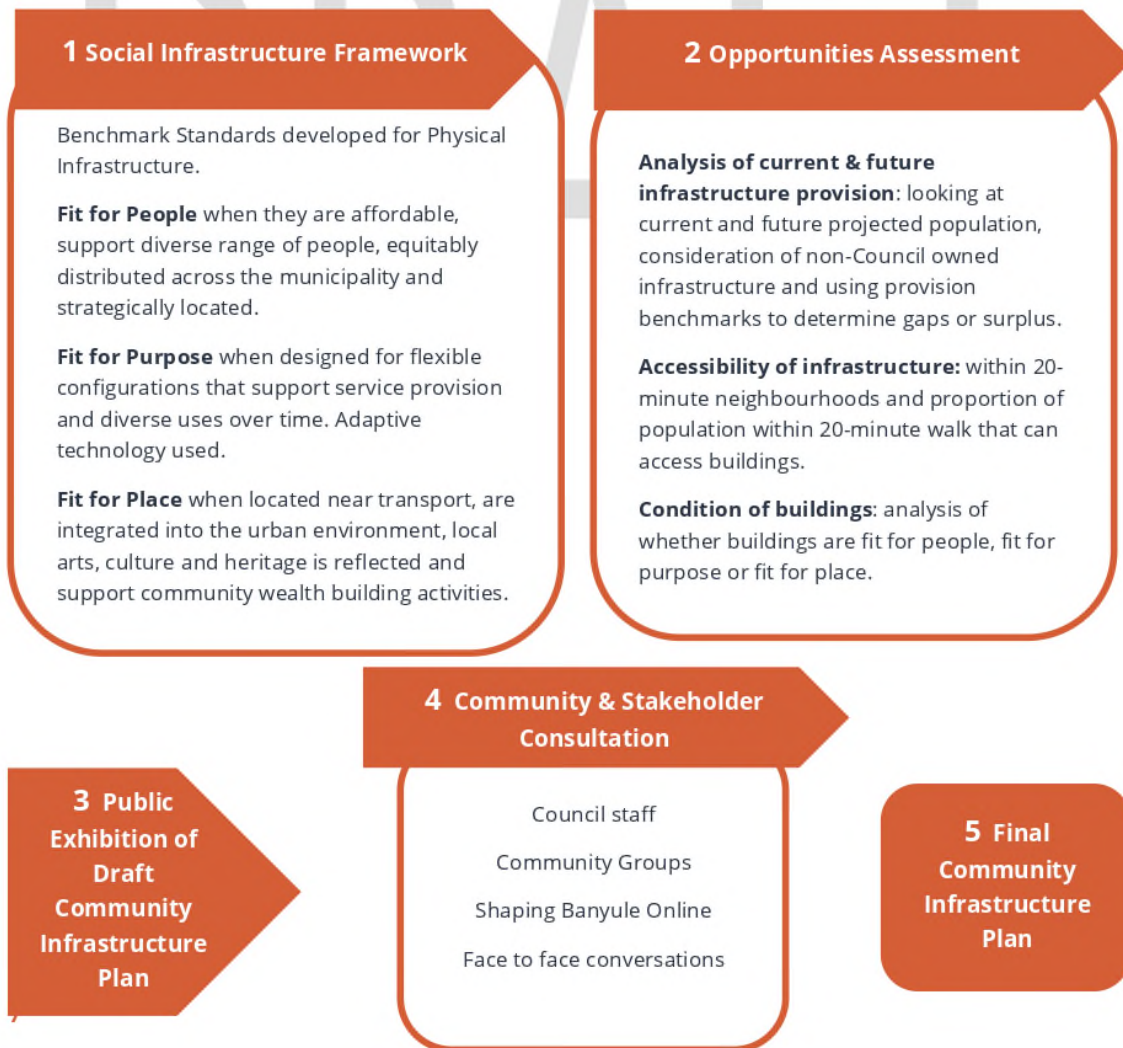
## Community Infrastructure Plan Objectives

The Plan has a focus on Council-owned community infrastructure and has the following objectives:

- Resources are directed where they best meet the needs of our growing and changing community.
- Consistent decision-making approach across Council in relation to planning, management and funding of community infrastructure.
- Address demand for community infrastructure fairly and equitably using an evidence-based approach.
- Maximise the use and performance of existing infrastructure to meet current and future community needs.
- Identify collaborative partnerships with government, organisations and the private sector to attract investment in new and existing infrastructure.
- Identify investment priorities for the next 10 years.

## The development of the Community Infrastructure Plan

The Community Infrastructure Plan has been developed in different stages.



## Strategic Context

Banyule Community Vision 2041 is Council’s long-term plan for social inclusion, economic prosperity and environmental sustainability. **Community Assets and Facilities** is one of six priority themes in the Banyule Community Vision 2041 which reflects the aspirations of the community for the next 20 years.

*“We in Banyule are a thriving, sustainable, inclusive and connected community. We are engaged, we belong, and we value and protect our environment”*



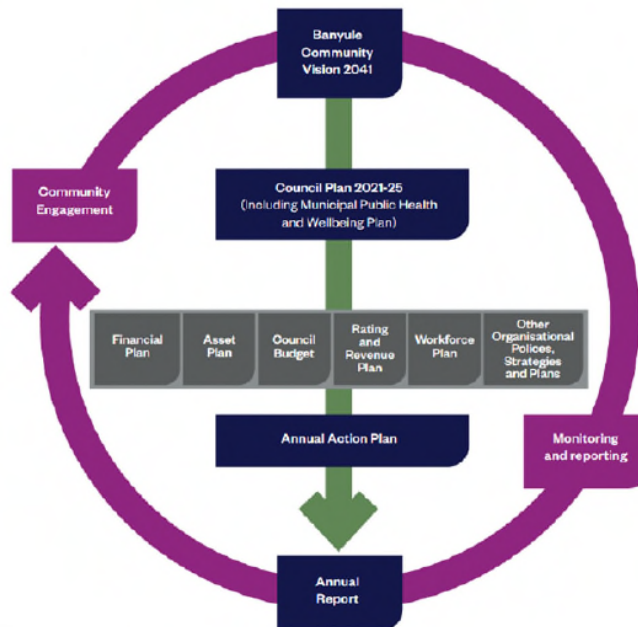
### Banyule’s community vision for Assets and Facilities

“As custodians of our community assets, facilities and services, we work to ensure that they are affordable, sustainable, evenly distributed, safe and accessible for all ages and abilities and designed to provide meaningful experiences and connections”

### Integrated Planning

Banyule has an integrated strategic approach to planning and delivering service outcomes for the community and to meet requirements of the new Local Government Act 2020.

The Community Infrastructure Plan is strategically aligned to a range of plans and policies that enables us to be adaptive and responsive to the changing needs and aspirations of the local community.





## 20-Minute Neighbourhoods

We are moving towards an integrated placed-based approach to planning to ensure that we are adaptive and responsive to the current and future needs of the community.

The State government’s Plan Melbourne 2017-2050 has developed the principle of 20-minute neighborhoods giving people the ability to meet their daily needs within a 20-minute walk to shops, open spaces, community facilities, public transport and job precincts.

The 20-minute neighbourhood concept has been integrated into Banyule’s Community Vision 2041 under the Priority Theme “A Well-Built City”.

“Our City is a network of 20-minute neighbourhoods, connected through a range of transport options and we have easy access to places to live, work and play. We discourage car use and use active and sustainable forms of transport such as walking, cycling and public transport”.



Based on State Government directions, we have identified 14 20-minute neighbourhoods in Banyule.

Where possible, new community buildings will be developed within a 20-minute neighbourhood.

### Major Activity Centres

- Greensborough Activity Centre
- Heidelberg Activity Centre
- Ivanhoe Activity Centre

### Neighbourhood Areas

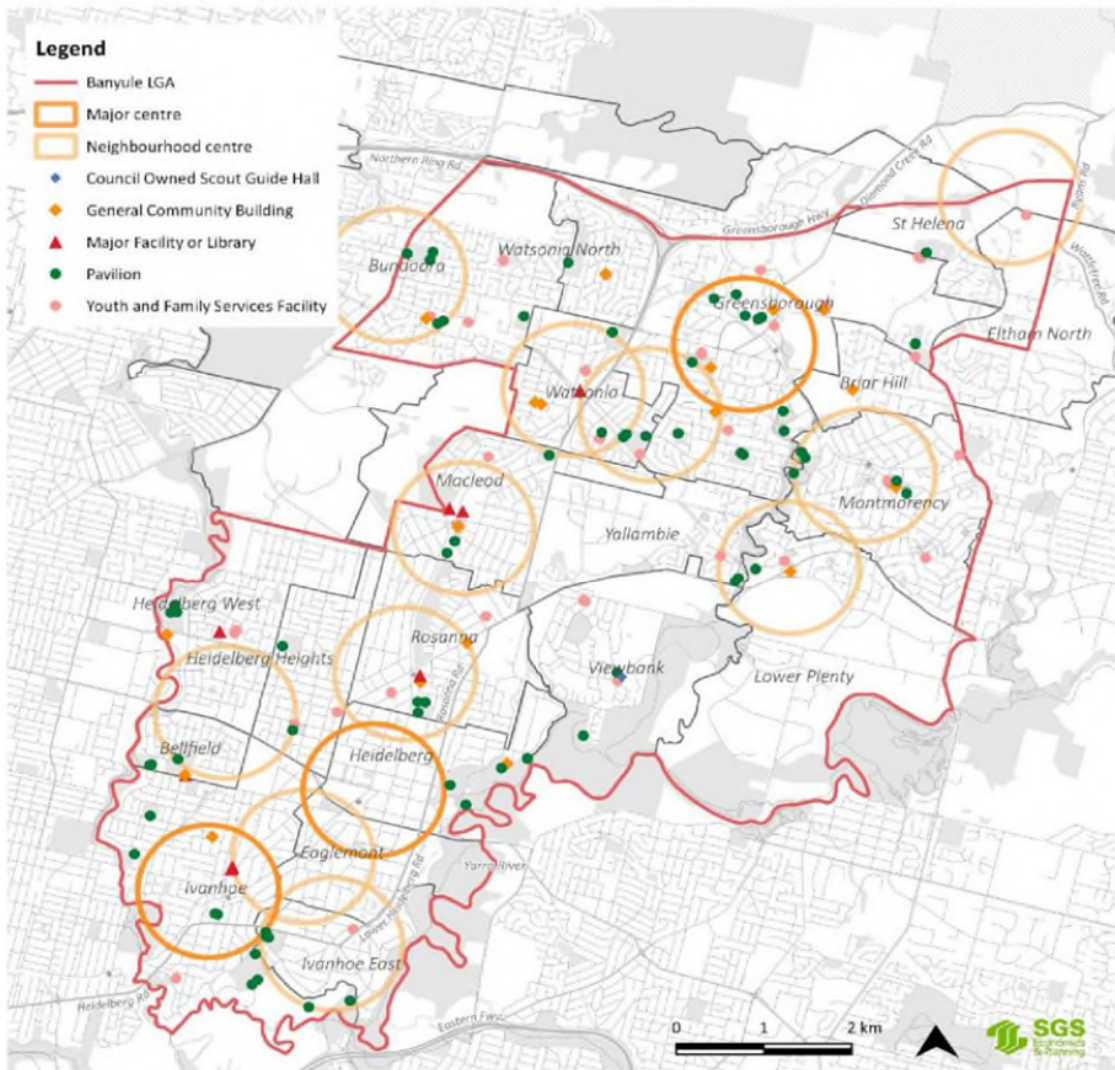
Orientated around intersections of shops and retail.

- East Ivanhoe Neighbourhood Centre
- Eaglemont Neighbourhood Centre
- Bell Street Mall Neighbourhood Centre
- Rosanna Neighbourhood Centre
- Macleod Neighbourhood Centre
- Watsonia Neighbourhood Centre
- Bundoora Neighbourhood Centre
- Montmorency Neighbourhood Centre
- Lower Plenty Neighbourhood Centre
- St Helena Neighbourhood Centre
- Diamond Village Neighbourhood Centre

Information has been taken from page 206 of the Banyule Planning Scheme which was updated on 4 November 2022.

### Map of Community Infrastructure

Banyule has 132 community buildings that are in the scope of the Community Infrastructure Plan. Many services share buildings. More than half of community buildings are located within 20-minute neighbourhoods.



## Snapshot of Current and Future Community Infrastructure Needs

We have used benchmarks across different service areas to inform our community infrastructure planning process to ensure that we meet the diverse and changing needs of the population.

**Maternal Child Health Services** The current supply of ten Maternal Child Health Services is adequate to meet current community needs but by 2041 an additional facility will be required. The potential location requires further analysis. Maternal Child Health Services will transition and be co-located with kindergartens where possible.

**Kindergartens** The Strategic Outlook for kindergartens was developed prior to June 2022 before the State Government reform announcements. The increase in 3 and 4 year old free kindergarten hours will have a significant impact on community infrastructure planning. Further analysis will be undertaken to understand future demand and need.

**Child Care Services** There are currently seven childcare facilities in Council-owned buildings. There are also a growing number of private childcare facilities. Further analysis will be undertaken to understand future demand and need.

**Youth Centres** JETS studio is Council's only dedicated youth space. The highest population growth of young people between the ages of 12 and 24 years between 2021 and 2041 will be in the suburbs of Heidelberg, Heidelberg Heights, Heidelberg West/Bellfield and Ivanhoe. Youth friendly spaces will be developed in accessible locations near transport to meet the current and future needs of young people.

**Older Adults' spaces** Activities for older adults are delivered in multi-purpose community buildings. The highest population growth of older adults between the ages of 60 and 85+ years between 2021 and 2041 will be in the suburbs of Heidelberg, Heidelberg West/Bellfield, Heidelberg Heights, Macleod and Ivanhoe. Accessible and age-friendly spaces will be developed in multi-purpose facilities

across the municipality to enable activities for older adults.

**Libraries** Currently there are three libraries in Banyule all located within a 20-minute neighbourhood. The current supply of libraries is sufficient, however by 2041 it is likely there will a shortfall of one facility due to population growth. Opportunities to create pop up mobile library services in areas of need will be explored.

**Multi-purpose Rooms** Council owns eleven community halls that are used as multi-purpose facilities. In addition to these community halls, multi-purpose rooms are available for hire in libraries, Community Neighbourhood Houses and Community Hubs. There are also a large number of non-Council owned multi-purpose rooms that provide a variety of different meeting spaces. Current supply of multi-purpose rooms is adequate but by 2041, six additional multi-purpose spaces will most likely be required to meet growing population needs.

**Community Neighbourhood Houses** The current supply of neighbourhood houses is adequate however further analysis is required to understand the demand and need for additional facilities in 2041.

**Arts and Culture** There will be a shortage of one arts facility by 2041, however opportunities will be explored to partner with non-Council organisations to address future demand. Arts and culture activities can potentially be delivered in multi-purpose facilities.

**Sports Pavilions** Currently there is adequate provision of sports pavilions but more analysis is required to understand future demand and need.

Refer to Appendix 2 & 3 for benchmark information.

### Precincts

The Community Infrastructure Plan is based on population planning boundaries in Banyule which has seven precincts. There are 18 suburbs across a total land area of 63 square kilometres. The Yarra River runs along Banyule’s south border while the west is defined by the Darebin Creek.



## Community Infrastructure Action Plan 2023-2033

The Action Plan identifies actions and investment priorities over the next 10 years. Capital works that are part of the Asset Maintenance schedule have not been included in this plan.

Strategies for our *Valued Community Assets and Facilities* are described below.

1. Strategically plan, build and renew community assets and facilities that meet current and future service needs and instil a sense of civic pride.
  - Adopt a place-based approach to social infrastructure across the municipality to drive better urban design, planning and development decisions.
  - Pursue strategic locations within 20-minute neighbourhoods for our community buildings.
  - Review policies, trends and community needs.
  - Strengthen and integrate data and information that can inform planning and decision making.
  - Make better use of existing infrastructure to deliver broader services and community benefits.
  - Use new and existing infrastructure investment as an opportunity to deliver more integrated outcomes for liveable, sustainable communities.
  - Undertake service review of Council services to ensure adequate community infrastructure provision.
2. Develop community assets and facilities that are environmentally sustainable, innovative, safe and continue to be of appropriate standard.
  - Continue to address universal access issues in community buildings to ensure that they are connected to transport, green spaces and other amenities.
  - Ensure that community buildings are fit for purpose, fit for people and fit for place.
  - Leverage community buildings to support achievement of Council's environmental targets that are identified in Council's strategic action plans.
  - Use technology and innovation to deliver better community buildings and services.
3. Design and build facilities that are multipurpose and encourage community connections.
  - Address multi-purpose functionality in strategically located community buildings.
  - Create opportunities for cultural, social and creative economic developments.
  - Strengthen linkage between community buildings, community needs and aspirations.
4. Manage Council's commercial assets, leases and contracts to deliver sustainable, accessible and inclusive outcomes for the community.
  - Contribute to a resilient, safe and low emissions future.
  - Adopt lease and licence agreements that promote multiple and flexible uses.
  - Implement technology to increase usability of community buildings.
5. Develop strategic partnerships that support the best use of existing community buildings and support the delivery of new community buildings.
  - Capitalise on State and Federal Government funding opportunities for existing and new community infrastructure.
  - Develop partnerships with governments to deliver sports infrastructure projects that support equity, access and increased sport participation.
  - Integrate Developer Contribution Plan into funding model.
  - Work with stakeholders to respond to community needs.
  - Enhance cross-agency collaboration to delivery social infrastructure through strategies such as joint funding, co-location, shared use or coordinated delivery.

## 1. Municipal

Municipal Action Plan			
	Strategy	Item	Time Period
		<b>Ongoing</b>	
1.1	1	Explore opportunities to value add to existing capital works projects to create sports facilities that are adaptable for multi-use.	Ongoing
1.2	3	Explore opportunities to maximise the use of pavilions in 20-minute neighbourhoods when not in use by sporting clubs during weekdays (9am to 3pm).	Ongoing
1.3	3	Explore opportunities for shared use of sporting pavilions by clubs to maximise use and be sustainable in the future.	2026
		<b>Short-term 1-3 years</b>	
1.4	1	Analyse implications of State government reforms and develop an action plan to upgrade, redevelop or relocate kindergartens in Banyule.	2022-2024
1.5	1	Advocate to State government for appropriate funding to upgrade Banyule kindergartens to deliver increase in 3 and 4 year old kindergarten hours.	2022-2025
1.6	5	Undertake a study into the future directions of Council's support for and partnerships with local Scout Groups and Scouts Australia.	2023
1.7	4	Review existing lease and licence agreements to support multiple uses of community buildings.	2023
1.8	4	Review and align current booking procedures for community buildings.	2023-2024
1.9	5	Develop information resources on community spaces for hire that includes both Council-owned and non-Council owned buildings.	2023-2024
1.10	1	Develop data collection methods of use, condition and management of community buildings.	2023-2025
1.11	4	Review Banyule Access Audit Action Plan and develop a prioritised plan.	2023- 2024
1.12	1	Explore opportunities to create pop up mobile library services in areas of need.	2024-2025
1.13	5	Continue to engage with the North-East Link on land dealings and funding to get best outcomes for local community.	2023-2025
		<b>Longer term +7 years</b>	
1.14	1	Develop a feasibility analysis and site identification for one Maternal and Child Health Centre.	2030-2031
1.15	1	Develop six multi-purpose rooms in areas of need.	2030-2031
1.16	1	Use benchmarking analysis to determine the future demand and need for additional Community Neighbourhood Houses.	2030-2031
1.17	1	Explore use and partnership opportunities with non-Council owned Arts Facilities to provide community access to buildings.	2030-2031

## 2. North-West Precinct Bundoora, Watsonia, Watsonia North

### Demographic Snapshot

<ul style="list-style-type: none"> <li>▪ <b>2021</b> Population: 20, 232 <b>2041</b> +2061 persons</li> </ul>	<ul style="list-style-type: none"> <li>▪ Bundoora highest population in 2021 &amp; 2041</li> </ul>
<ul style="list-style-type: none"> <li>▪ 3<sup>rd</sup> highest % of residents born overseas in Banyule</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>2041</b> +438 persons 35 to 49 years</li> <li>+479 persons 60+ years</li> <li>+349 persons 12 to 24 years</li> </ul>

### Community Buildings

The Grimshaw Street Bundoora neighbourhood is mainly clustered in two areas. NJ Telfer Reserve has a range of sport, recreation and early childhood facilities. The area has a non-Council owned Scout Hall that is available for hire. The Bundoora Preschool and Maternal and Child Health Centre are not fit for purpose and located under transmission lines. Yulong Park has good sporting pavilions and is home to the Bundoora RSL Bowling Centre.

Outside of this 20-minute neighbourhood is Warrawee Park Preschool and Jets Creative Arts Youth Studio that are disconnected from other community buildings. Jets Studio has significant transport and accessibility issues.

The Watsonia Road 20-minute neighbourhood includes Watsonia Community Hall, Watsonia Neighbourhood House, Watsonia Library, and the co-located Watsonia Preschool and Maternal and Child Health Centre that are not fit for purpose. Outside of this 20-minute neighbourhood in Watsonia North is Binnak Park Pavilion and Macorna Street Community Hall co-located with Watsonia North Preschool.

The Diamond Village 20-minute neighbourhood includes two sporting pavilions, Delta Road Preschool and Watsonia Occasional Care.

Watsonia North Preschool is located north of Grimshaw Street and is co-located with Macorna Street Community Hall. Parking and accessibility are key issues of the site.

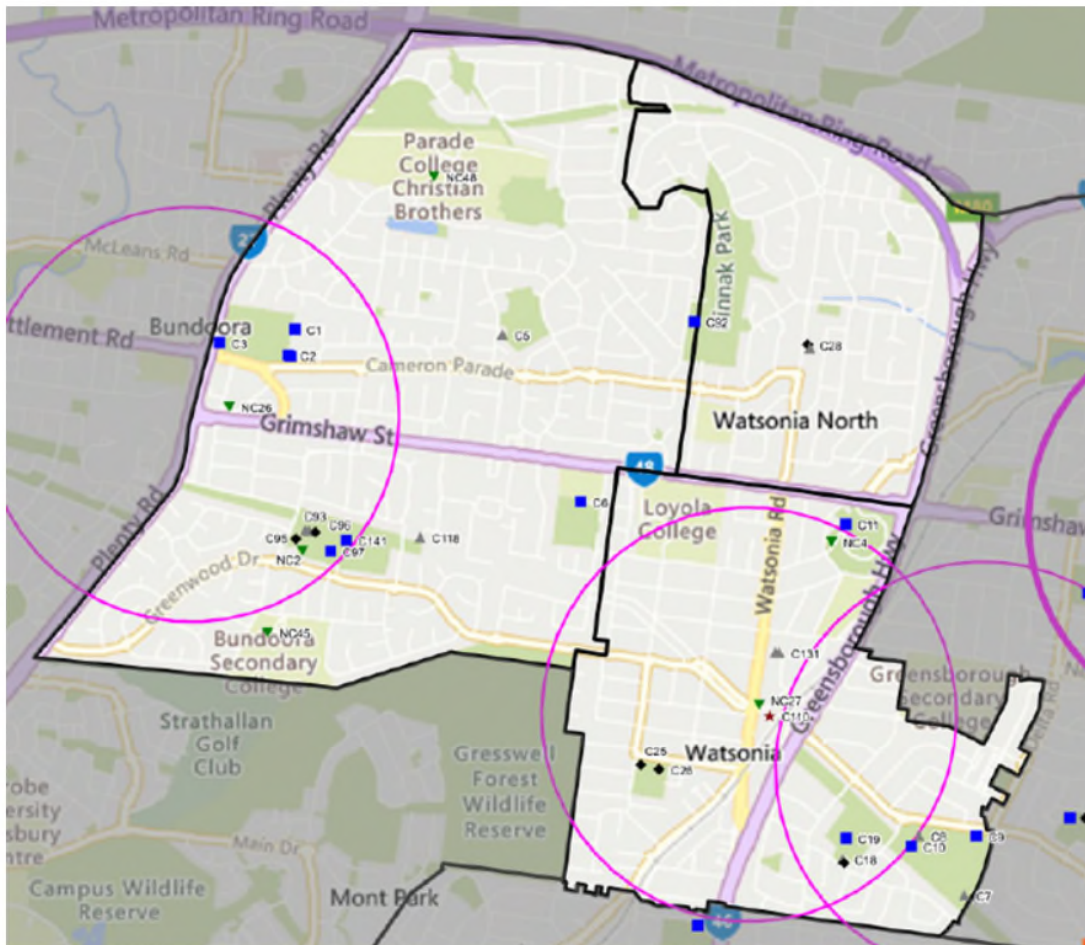
Watsonia and Watsonia North are undergoing significant disruption from the North-East Link project and Watsonia Town Square initiative improvements. Some community buildings require investment to meet the future needs of the community. AK Lines Reserve will not be available for community use for the duration of the North-East Link redevelopment.

### Community Needs & Opportunities

As NJ Telfer Reserve has a cluster of buildings opportunities to renovate or co-locate services will be explored. The accessibility of these buildings is important as residents living in this precinct are the largest users of aged and disability services (2022 Banyule Household Survey). The option of co-locating the Bundoora Preschool and Maternal and Child Health Centre away from the power lines will be explored. Young people will benefit from relocating Jets Creative Arts studio to a major activity centre close to transport.

As the Macorna Street Community Hall isn't currently being utilised opportunities to use the space to expand the Watsonia North Preschool to deliver more kindergarten hours will be explored.

Map of North-West Community Buildings



**Council Buildings**

- C1 - Bundooora Bowling Club
- C2 - Yulong Reserve Baseball Pavilion
- C2 - Yulong Reserve East Pavilion Community Hall
- C3 - Yulong Reserve West Pavilion
- C5 - Warrawee Park preschool
- C6 - Loyola Reserve Pavilion
- C7 - Delta Road preschool
- C8 - Elder St Reserve Tennis Pavilion
- C9 - Elder St Reserve East Pavilion
- C10 - Elder St Reserve Baseball
- C11 - AK Lines Reserve Pavilion
- C18 - North-East Citizen Advocacy
- C18 - Watsonia Occasional Child Care
- C19 - Gabonia Avenue Reserve
- C25 - Watsonia Neighbourhood House
- C26 - Watsonia Hall
- C28 - Macoma St Community Hall
- C28 - Watsonia North preschool
- C92 - Binnak Park Pavilion

- C93 - Bundooora Maternal & Child Health
- C95 - Bundooora Hall / Contact Community Centre
- C96 - Former Girl Guides Hall
- C97 - NJ Telfer Reserve Tennis Pavilion
- C110 - Watsonia Library
- C118 - Jets Studio
- C131 - Watsonia Mat. & Child Health
- C131 - Watsonia preschool
- C141 - NJ Telfer Reserve Pavilion

**Non-Council Buildings**

- NC2 - NJ Telfer Reserve Scout Hall
- NC4 - AK Lines Reserve Scout Hall
- NC26 - St Peters Anglican Church
- NC27 - Holy Spirit Anglican Church
- NC45 - Bundooora Secondary College
- NC48 - Parade College

- ◻ Major Activity Centre 800 m buffer
- ◻ Neighbourhood Activity Centre 800 m
- Council owned scout/guide hall
- ◆ General Community Building
- ★ Major Facility or Library
- Sports Pavilion
- ▲ Youth & Family Services Facility
- ▼ Non-Council Building



North-West Precinct Action Plan			
	Strategy	Item	Time
<b>Short-term 1-3 years</b>			
2.1	1	Undertake a feasibility study and site analysis to relocate JETS studio to an existing community building in a major activity centre.	2023
2.2	1	Relocate JETS studio.	2024
2.3	1	Divest JETS studio.	2025
2.4	3	Undertake a feasibility study of buildings located at NJ Telfer Reserve buildings to identify renovation or co-location opportunities.	2024
2.5	5	Advocate for State government funding to re-locate Bundoora Preschool and Bundoora Maternal and Child Health Centre.	2022-2025
2.6	1	Undertake a site analysis for co-location of Bundoora Preschool and Bundoora Maternal and Child Health Centre to a suitable location.	2023
2.7	1	Build modular Bundoora Preschool and Bundoora Maternal and Child Health Centre.	2025
2.8	3	Identify suitable sites with adequate storage for playgroups in the Watsonia area.	2023-2024
<b>Medium Term -4-6 years</b>			
2.9	2	Deliver change rooms and amenities at Yulong East Pavilion Reserve to support female participation.	2027-2029
2.10	1	Explore the need and feasibility of expanding the Watsonia North Preschool to include the Macorna Street Community Hall.	2028



Watsonia Community Hall

### 3. North Precinct: Greensborough

#### Demographic Snapshot

<ul style="list-style-type: none"> <li>▪ <b>2021</b> Population: 16, 685 <b>2041</b> +3,805</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>2041</b> +829 persons 35 to 49 years</li> <li>+858 persons 60+ years</li> <li>+577 persons 12 to 24 years</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>2041</b> Largest increase in couple families with dependents +516 persons</li> </ul>	<ul style="list-style-type: none"> <li>▪ 20.8% of residents born overseas</li> </ul>

#### Community Buildings

Most of Council owned buildings are within the major activity centre of Greensborough. Watermarc and Council municipal offices are also located in this area. The area has a range of pavilions, children and family services and a Neighbourhood House. The Greensborough War Memorial Park provides a base for the Banyule Aged Care Service and the adjoining Henry Street Community hall is used regularly during the week by community groups. Greensborough Preschool which is co-located with a Maternal and Child Health centre has inherent structural issues despite renovation in 2021. Joyce Avenue Children's Centre is not fit-for-purpose and requires significant redevelopment to be a viable service in the future. Within the Diamond Village neighbourhood centre is the Greensborough Bowling Club Pavilion that provides rooms for hire. This venue is suitable for large private functions.

Just outside of the Greensborough major activity centre is Apollo Parkways Preschool that has a below average fit for purpose rating.

Outside of the 20-minute neighbourhood a cluster of assets are located at Greenhills Community Drive that include the Greenhills Neighbourhood House with occasional care, two sessional Preschools and the Greenhills Scout Hall which is located on Council land but owned by the Scouts Association. This area provides good access to parking.

Other community buildings outside of the neighbourhood centre include St Helena Maternal and Child Health which is located next door to the Wahroonga Preschool. Both of these buildings are located near the Anthony Beale Reserve Pavilion which is in the North-East precinct. Wahroonga Preschool has recently received funding from State government to renovate kitchen and install skylights.

Apollo Parkways Preschool is located outside of the activity centre and it has a below average fit-for-purpose rating. State government funding to upgrade the outdoor play area will significantly improve this building.

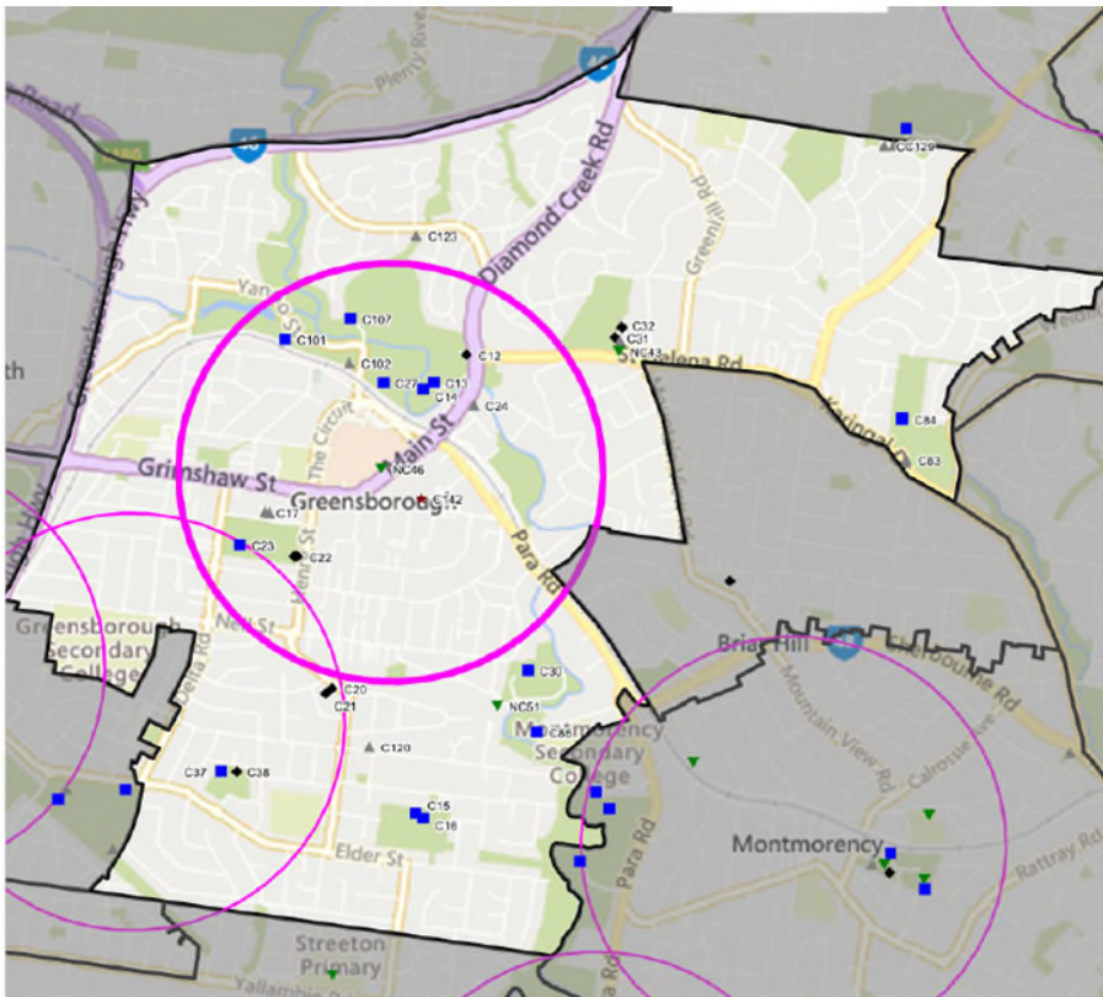
#### Community Needs & Opportunities

Greensborough has the second largest usage of aged and disability services (2022 Banyule Household Survey) and buildings need to be maintained to remain accessible.

The future of Joyce Avenue Children's Centre needs to be determined. Either relocation or further investment is required.

The cluster of assets located at Greenhills Community Drive provide an opportunity to explore co-location or renovation opportunities. More information is required on the need for space for activities and events in the area.

Map of North Community Buildings



<p><b>Council Buildings</b></p> <p>C12 - Diamond Valley Community Centre                  C13 - Greensborough Park Pavilion                  C14 - Greensborough Park Tennis Pavilion                  C15 - Central Park Pavilion                  C16 - Central Park Tennis Pavilion                  C17 - Greensborough Maternal &amp; Child                  C17 - Greensborough preschool                  C20 - Grace Park Community Centre                  C21 - Grace Park Hall                  C22 - Meals on Wheels/Home Care Office                  C22 - Henry St Community Hall                  C23 - Greensborough War Mem. Park Pavilion                  C24 - Joyce Avenue Child Care Centre                  C27 - Whatmough Park Pavilion                  C30 - Willinda Park Pavilion                  C31 - Greenhills Neighbourhood Centre                  C31 - Yandell Preschool                  C32 - Greenhills Neighbourhood Centre Annex                  C35 - Wahroonga Preschool                  C37 - Greensborough Bowling Club Pavilion</p>	<p>C83 - Briar Hill preschool                  C84 - Malcolm Blair Reserve Baseball Pavilion                  C84 - Malcolm Blair Reserve Tennis Pavilion                  C86 - Simms Road Oval Pavilion                  C101 - Kalparrin Gardens Tennis Pavilion                  C102 - Kalparrin Early Intervention Centre                  C107 - Partington's Flat Reserve Pavilion                  C120 - Grace Park preschool                  C123 - Apollo Parkways preschool                  C129 - St Helena Maternal &amp; Child Health</p> <p><b>Non-Council Buildings</b></p> <p>NC43 - Andrew Yandell Habitat Res. Scout Hall                  NC46 - Citizen's Advice Bureau                  NC51 - Willinda Park Scout Hall</p>	<p>■ Major Activity Centre 800 m buffer</p> <p>□ Neighbourhood Activity Centre 800 m buffer</p> <p>● Council owned scout/guide hall</p> <p>◆ General Community Building</p> <p>★ Major Facility or Library</p> <p>■ Pavilion</p> <p>▲ Youth &amp; Family Services Facility</p> <p>▼ Non Council Building</p>
--	---	--

North Precinct Action Plan			
	Strategy	Item	Time Period
<b>Short-term 1-3 years</b>			
3.1	2	Undertake assessment of the long-term viability of Joyce Avenue Children's Centre.	2023-2025
3.2	3	Undertake a feasibility study of the Community Drive Greenhills community buildings to identify partnership, renovation or co-location opportunities.	2023-2025
<b>Medium 4-6 years</b>			
3.3	2	Continue to upgrade the Greensborough War Memorial Park facilities to provide accessible meeting spaces for older adults.	2026-2027
3.4	2	Deliver change rooms and amenities at Central Park to support female participation.	2025-2027



Greensborough Bowling Park Pavilion

#### 4. North-East Precinct: St Helena/Eltham North, Briar Hill, Montmorency

<ul style="list-style-type: none"> <li>▪ <b>2021</b> Population: 18,111<b>2041</b> +558 persons</li> </ul>	<ul style="list-style-type: none"> <li>▪ Montmorency highest population in 2021 &amp; 2041</li> </ul>
<ul style="list-style-type: none"> <li>▪ <b>2041</b> +662 persons 60+ years +103 persons 12 to 24 years</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>2041</b> Largest increase in lone person household +262 persons</li> </ul>

##### Community Buildings

Centred around the Montmorency Shopping village on Were St, this 20-minute neighbourhood is well serviced with a variety of community buildings. Petrie Park has a sports pavilion and is home to the Montmorency Bowling Club Pavilion. It also has three non-Council owned buildings - the Montmorency RSL, a Scout Hall and the Petrie Park Pigeon Club. The Montmorency Children's Centre provides a Maternal and Child Health Centre and occasional childcare. The Petrie Park Hall has a theatre stage and commercial kitchen that is suitable for large functions. The non-Council owned Montmorency Community Church is also within this neighbourhood.

Montmorency Park provides three pavilions along the Plenty River Trail.

Panorama Heights and Sherbourne Preschools in Montmorency are outside of the 20-minute neighbourhood. Sherbourne Preschool is not fit-for-purpose and has problems stemming from topography, location and internal layout. Briar Hill Hall provides a large hall and meeting room with accessible toilets. Briar Hill Preschool and Malcolm Blair Reserve are located in the North precinct near Briar Hill Preschool and Malcolm Blair Reserve.

St Helena Preschool is the only Council owned building in the 20-minute neighbourhood. St Helena Secondary College is nearby but is not owned by Council. Outside of the St Helena neighbourhood centre is Anthony Beale Reserve Pavilion which is also located near community buildings in the North precinct.

##### Needs and Opportunities

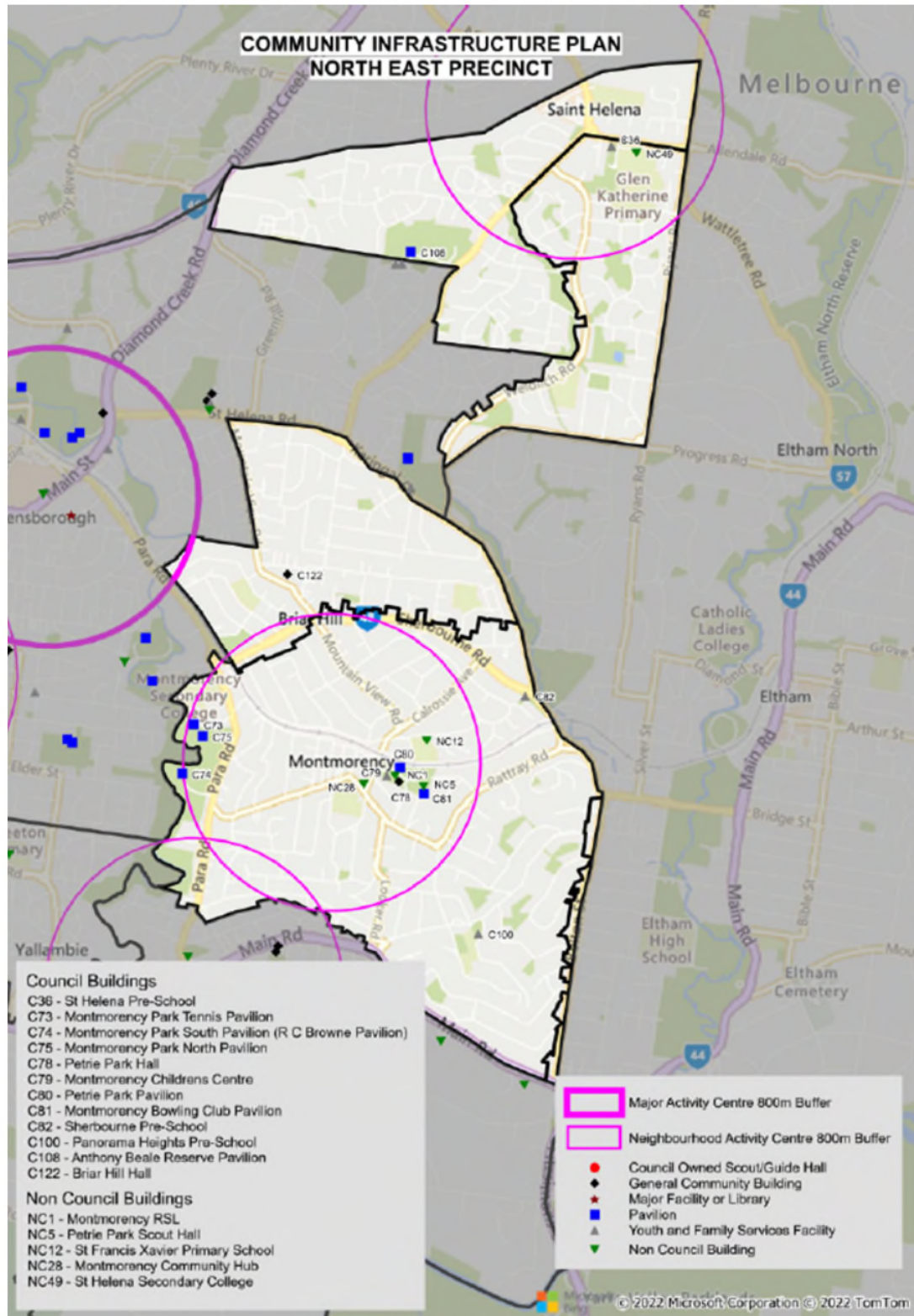
Residents in the precinct recently reported in the 2022 Banyule Household Survey that they think recreation and community buildings are very important.

The cluster of buildings located at Petrie Park present an opportunity to explore feasibility of sharing space to maximise use of space in the area.

There are no Council-owned multi-purpose spaces in the St Helena/Eltham North area. More information is needed to understand if schools in the area have available community spaces for hire.

Anthony Beale Reserve is located just outside a 20-minute neighbourhood and is a good location to create a multi-purpose meeting space for community events or activities.

North-East Precinct Map



North-East Precinct Action Plan			
	Strategy	Item	Time
<b>Short-term 1-3 years</b>			
4.1	2	Deliver change rooms, amenities and facilities at Montmorency North Pavilion to support female participation.	2022-2023
4.2	2	Deliver Anthony Beale Reserve improvements that include creation of a community room, upgrades to room and umpire amenities.	2022-2024
4.3	3	Explore opportunities to create multi-purpose meeting rooms at the Montmorency Bowling Club.	2023
4.4	5	Explore opportunity to develop a partnership with the Montmorency Community Hub.	2023-2024
4.5	3	Engage with non-Council building owners in the St Helena-Eltham North area to identify and create multi-purpose spaces.	2023
4.6	5	Advocate for funding to create multi-purpose spaces in the St Helena-Eltham North area	2023-2024
<b>Medium 4-6 years</b>			
4.7	1	Undertake a feasibility study of the Petrie Park community buildings to identify partnership, renovation or co-location opportunities.	2026-2027



Petrie Park Community Hall in Montmorency

**5. East Precinct: Yallambie, Viewbank, Lower Plenty**

<ul style="list-style-type: none"> <li>▪ <b>2021</b> Population:15,369 <b>2041</b> +815 persons</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>2041</b> +322 persons 60+ years +156 persons 12 to 24 years +159 persons 35 to 49 years</li> </ul>
<ul style="list-style-type: none"> <li>▪ Viewbank suburb highest population in 2021 &amp; 2041</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>2041</b> Largest increase in lone person households +181 persons</li> </ul>

**Community Buildings**

The 20-minute neighbourhood is centred around the Main Road Lower Plenty shopping precinct. Eight community buildings are located within this area. The Main Road Community Hall provides a meeting and activity space for community groups. The building is in reasonable condition but has limited parking. The Lower Plenty Community Centre (a house located at 162 Main Road) is within 500m. The building isn't fit for purpose. The Greensborough Men's Shed is located directly behind the building.

The Lower Plenty Preschool and Greensborough Historical Society share a building off Para Road. A non-Council owned Scout Hall is located nearby which provides rooms for hire. Three sports pavilions are located at Glenauburn and Yallambie Parks servicing the Yallambie community.

Three community buildings are clustered around Viewbank Reserve outside the 20-minute neighbourhood. They include a tennis sports pavilion, Winston Hills Preschool and Viewbank Scout Hall. The non-Council owned Heidelberg Golf Club provides rooms for large private functions.

Banyule Flats Reserve Pavilion is not located to any other community buildings.

Viewbank preschool and Viewbank Maternal and Child Health Centre are clustered together. Viewbank Preschool has an average fit-for-purpose rating. The site has topography constraints. State government has funded improvements to the outdoor play area and bathroom.

**Community needs and opportunities**

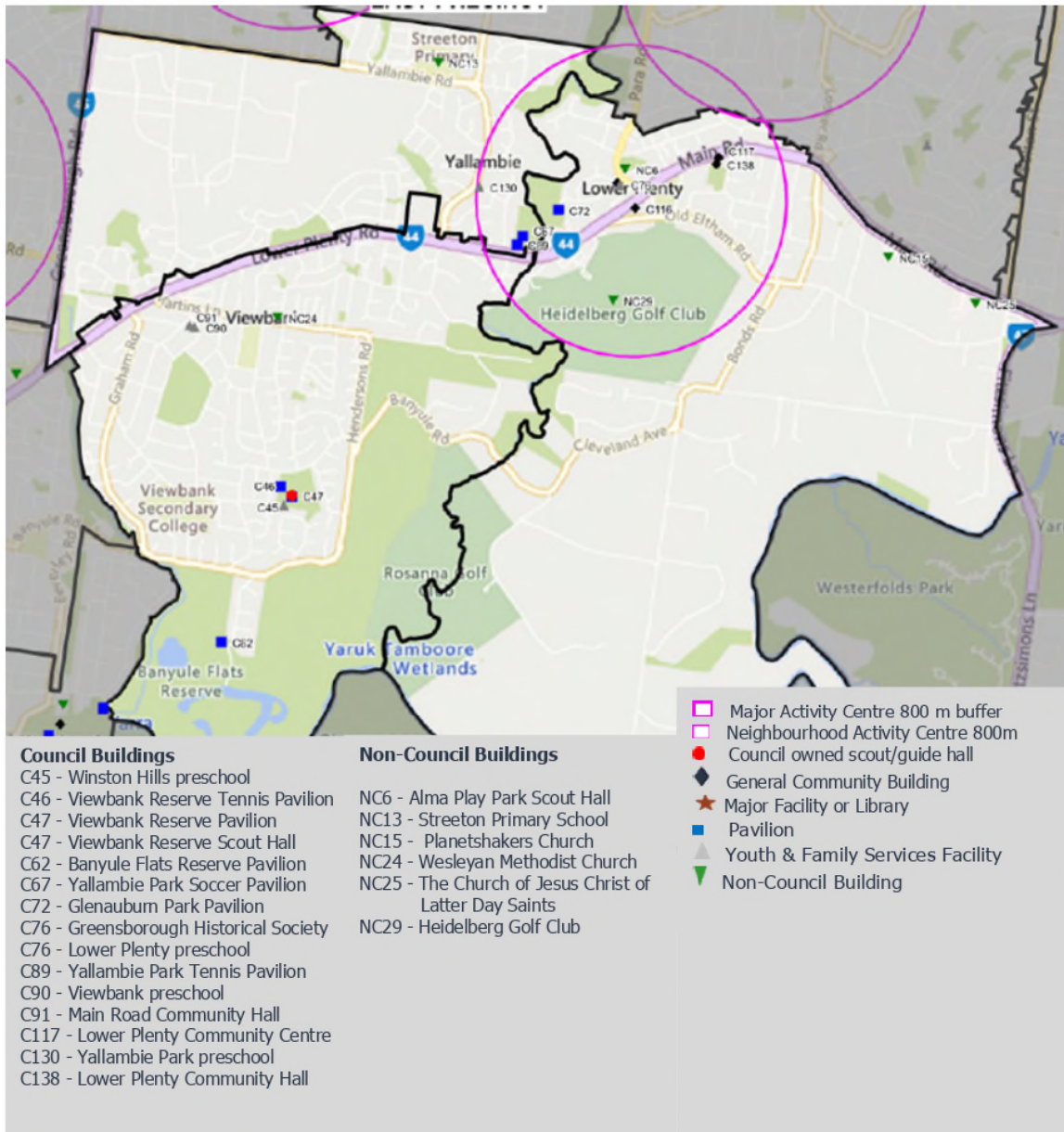
There is adequate current and future provision of community buildings in the East Precinct.

The 2022 Banyule Household Survey identified that residents living in this precinct have the highest use of recreational and leisure services in the municipality.

Further analysis is required to determine the need and use of the Lower Plenty Community Centre, located at 162 Main Road.



Map of East Precinct



East Precinct Action Plan			
	Strategy	Item	Time
<i>Short-term 1-3 years</i>			
5.1	2	Deliver change rooms and amenities at Yallambie Park to support female participation.	2022-2024
5.2	2	Deliver storage shed improvements at Viewbank Scout Hall to maximise use of building.	2022-2033
5.3	5	Explore use and partnership opportunities of Viewbank College Performing Arts Centre.	2024
5.4	2	Undertake a building and site assessment of the Lower Plenty Community Centre and the Men's Shed located at 162 Main Road.	2023-2024
5.5	2	Determine the long-term viability of Lower Plenty Community Centre located at 162 Main Road.	2025



Viewbank Scout Hall

## 6. Mid Precinct Heidelberg, Rosanna, Macleod

<ul style="list-style-type: none"> <li>▪ <b>2021</b> Population: 25,742 <b>2041</b> +9,237 Highest projected population growth in Banyule (mainly in Heidelberg)</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>2041</b> Largest precinct of 60+ years Largest precinct of 0-4 years Largest precinct of 12-24 years</li> </ul>
<p>Second largest % of residents born overseas</p>	<ul style="list-style-type: none"> <li>▪ <b>2041</b> Largest increase in dwellings in Banyule +37% Most growth will be in Heidelberg</li> </ul>

### Community Buildings

The Heidelberg major activity centre is centred around the Burgundy Street shopping precinct which is a significant commercial area and the major employment centre in Banyule. This area is a large health hub with three hospitals and a range of allied health services. Hawdon Street Community Hall is the only Council owned building in this 20-minute neighbourhood. Four sports pavilions, outside of the Heidelberg activity centre, are located closer to the East precinct along Beverley Road. This includes the Old Shire Offices, four sports pavilions, and two non-Council owned buildings - St John's Church and Banyule Theatre complex.

Within the 20-minute neighbourhood of Rosanna is the Rosanna Library, Heidelberg Theatre and two sports pavilions in De Winton Park. A non-Council owned Scout Hall is also located in the area. Plans are underway to redevelop the Rosanna Library which will expand the study and meeting rooms and will include an outdoor space. The Rosanna Maternal and Child Health Centre is located within this neighbourhood on Hillside Road. On the periphery of the neighbourhood is the Rosanna Fire Station Neighbourhood House and the double unit Interlaken Preschool.

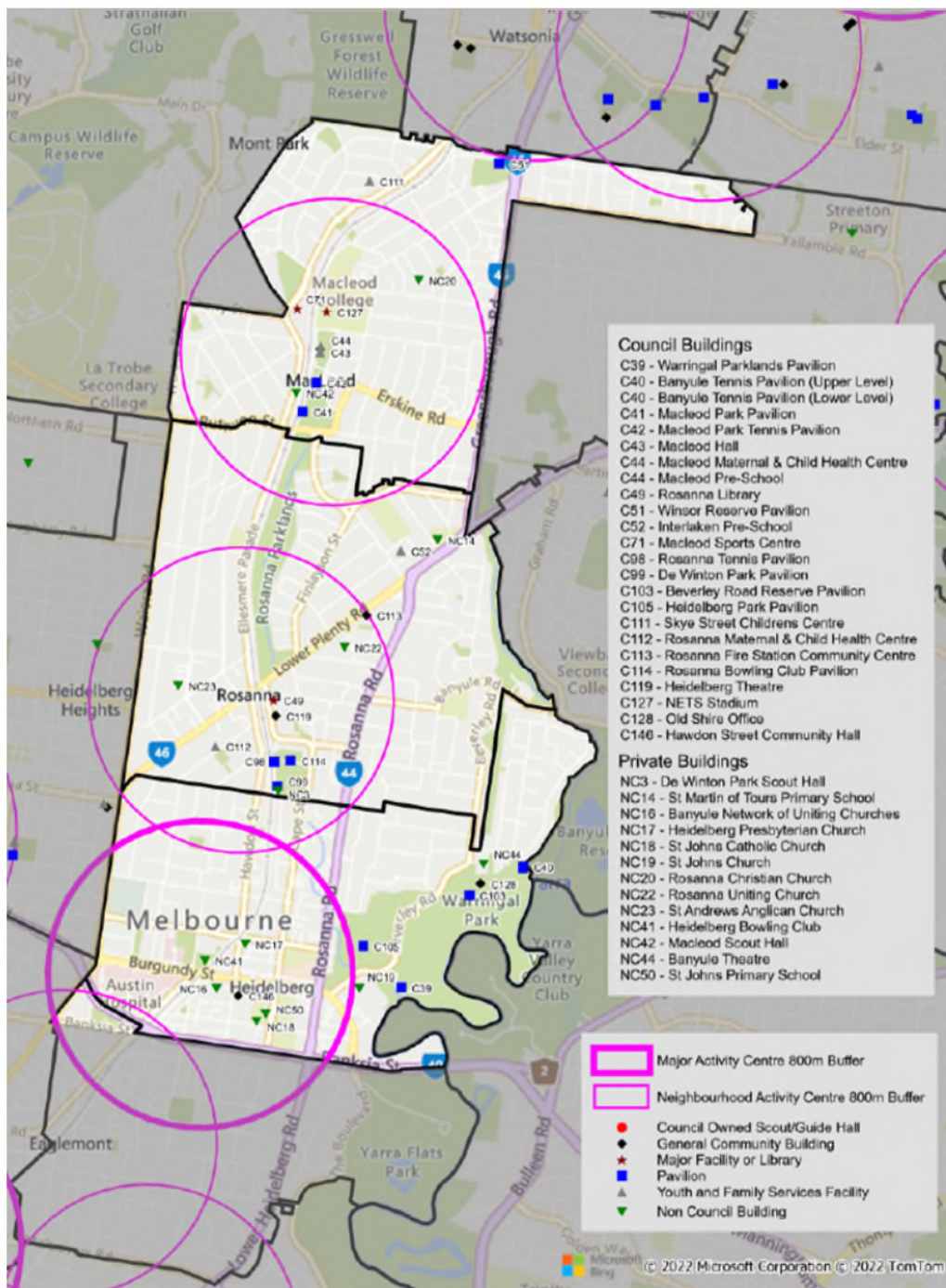
Within the 20-minute neighbourhood clustered around the Macleod Shopping Village is the Macleod Hall with three buildings located on Birdwood Avenue (Macleod Maternal and Child Health, Macleod Preschool and Macleod Community Hall). These community buildings are within walking distance from two major community facilities, Macleod Sports Centre and NETS Stadium. Macleod is also home to three sports pavilions. Outside of the 20-minute neighbourhood is Sky Street Children's Centre which is located in a residential area and is near a railway line.

### Community Needs and Opportunities

The Mid precinct population will increase by 36% by 2041 which is the largest projected population increase in Banyule. Most of the population increase will be in Heidelberg which will have higher density affordable housing in residential areas. Opportunities to work in collaboration with non-Council building owners will be explored to deliver multi-purpose meeting spaces in the future.

Opportunities to create multi-purpose meeting spaces in the Rosanna area will be explored as part of the re-development of Rosanna Library.

Map of Mid Precinct Community Buildings



Mid Precinct Action Plan			
	Strategy	Item	Time
<b>Short-term 1-3 years</b>			
6.1	1	Identify opportunities to expand the capacity of the Old Shire Offices to support additional community use.	2024
6.2	2	Continue to upgrade the Heidelberg Theatre in Rosanna to remain fit for purpose, people and place.	2023-2024
6.3	5	Explore use and partnership opportunities of the State government owned Banyule Theatre in Heidelberg with the Department of Education.	2023-2025
6.4	3	Explore opportunities to create multi-purpose meeting spaces in the Macleod Park Pavilion redevelopment.	2023-2025
6.5	1	Leverage opportunities from the upgrade of the Rosanna Library & Precinct to increase provision of multi-purpose meeting spaces.	2022-2024
6.6	5	Map the availability and usage of multi-purpose meeting rooms owned by non-Council building owners in the Heidelberg Activity Centre.	2023-2025
<b>Medium Term (4-6 years)</b>			
6.7	3	Work in collaboration with non-Council building owners to deliver multi-purpose meeting spaces in the Heidelberg Activity Centre.	2026



Heidelberg Theatre

## 7. West Precinct: Heidelberg West/Bellfield, Heidelberg Heights

<ul style="list-style-type: none"> <li>▪ <b>2021</b> Population: 15,958 <b>2041</b> +5,946 persons 3<sup>rd</sup> largest projected population growth in Banyule.</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>2041</b> 3<sup>rd</sup> largest precinct of 12 to 24 years 3<sup>rd</sup> largest precinct of 60+ years 3<sup>rd</sup> largest precinct of 0-4 years</li> </ul>
<ul style="list-style-type: none"> <li>▪ Largest First Nations population</li> <li>▪ Largest % of residents in Banyule born overseas</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>2041</b> 3<sup>rd</sup> largest increase in dwellings in Banyule +39%</li> </ul>

### Community Buildings

The 20-minute neighbourhood is centred around the Bell Street Mall shopping precinct. The main Council-owned community building in this precinct is the newly built Bellfield Community Hub which will provide spaces for children, younger and older adult, a community garden and a social enterprise café. Located nearby is the Ford Park that has hockey and tennis pavilions. The non-Council owned building of the Waratah Special Development School is located nearby. Shop 48, in the Mall is currently leased by Banyule until 2024 and provides a range of support services and casual meeting room hire. The RSL on Bell (non-Council owned building) also offers a large function room for private hire.

Outside of this 20-minute neighbourhood a significant cluster of buildings located at Olympic Village. This neighbourhood includes Olympic Leisure Centre, Olympic Village Pre-School, Morobe St Childcare Centre, a Maternal and Child Health Service and Olympic Adult Education. Banyule Community Health Service (non-Council owned building) is also located in this area. Within walking distance is the Olympic Park Sports precinct that has four pavilions.

St Hellier Street Children's Centre is located near the James Reserve Pavilion. Shelly Park Pavilion is also in walking distance. Heidelberg Occasional Care is closer to the Mid precinct. There are also non-Council owned church buildings in this area.

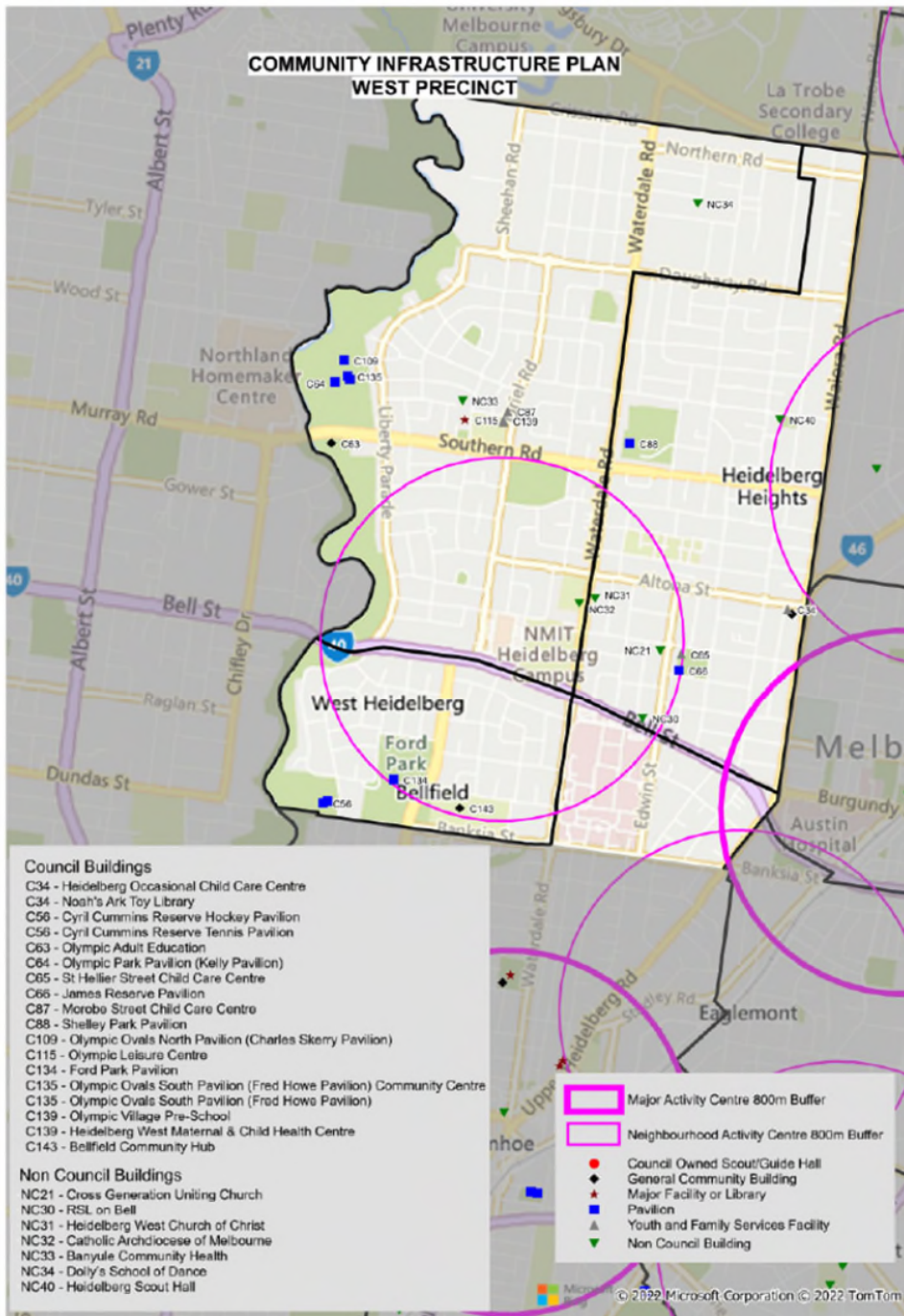
### Community Needs and Opportunities

The West precinct will have the third largest population increase in Banyule by 2041. The precinct has a large concentration of social housing which will increase in the future. The area experiences disadvantage with the highest unemployment rate in Banyule. The area has the greatest number of First Nations people and the greatest number of people who were born overseas.

Continued investment in the maintenance of community buildings is necessary to meet current and future needs.

The Olympic Village and Olympic Park cluster of community buildings deliver essential services and activities. Lower participation rates in kindergarten attendance warrants continued engagement, promotion and investment in children and family services.

West Precinct Map of Community Buildings



West Precinct Action Plan			
	Strategy	Item	Time
<b>Short-term 1-3 years</b>			
7.1	2	Deliver change rooms and amenities at Shelley Park to support female participation.	2023-2025
7.2	2	Explore opportunities to maximise the use of meeting spaces at Olympic Leisure Centre as part of the reimagining co-design process.	2024-2025
7.3	1	Address community needs identified through the review of Shop 48 and the needs of community service organisations.	2023-2025
<b>Medium 4-6 years</b>			
7.4	2	Deliver change rooms and amenities at Cyril Cummins Reserve to support female participation.	2028-2030



Morobe Street Children's Centre



### 8. South Precinct: Ivanhoe, Eaglemont, Ivanhoe East

<ul style="list-style-type: none"> <li>▪ <b>2021</b> Population: 24,091 <b>2041</b> +6,646 persons</li> <li>▪ <b>2041</b> 2nd highest projected population growth in Banyule</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>2041</b> 2nd largest precinct of 12 to 24 years</li> <li>2nd largest precinct of 60+years</li> <li>2<sup>nd</sup> largest precinct of 0-4 years</li> </ul>
<p><b>2041</b> Second largest increase in dwellings in Banyule mainly in Ivanhoe</p>	<p><b>2041</b> Largest increase in Lone Person households +839 persons</p>

#### Community Buildings

The precinct has three 20-minute neighbourhoods. The Ivanhoe major activity is home to the Ivanhoe Library and Cultural Hub that provides a range of services and spaces: the Maternal Child and Health, a library, an arts hub, the Centre Ivanhoe which is a large venue for hire, and multi-purpose meetings room. The area is well serviced with sports pavilions. The area is also serviced by the Ivanhoe Aquatic Fitness Centre. The non-Council owned buildings include the Ivanhoe Girls Grammar School, Rossi Park Scout Hall and Livingston Community Centre.

Outside of 20-minute neighbourhood is Fairy Hills Preschool a double unit kindergarten which is located near the Chelsworth Park pavilions.

The 20-minute neighbourhood in Ivanhoe East is centred around the Ivanhoe East Shopping Village, and within this neighbourhood is East Ivanhoe Preschool and within walking distance are the Ivanhoe East Bowling Club Pavilion, Ivanhoe Croquet Pavilion and Ivanhoe Park Pavilion. Ivanhoe East Preschool will undergo significant renovation with State government funding. The area has no Council-owned multi-purpose meeting rooms but the George’s Anglican Church offers rooms for hire.

Eaglemont has a 20-minute neighbourhood centred around the Eaglemont Shopping Village. The neighbourhood is not serviced by any Council owned community infrastructure but is walking distance to other community buildings.

#### Community Needs and Opportunities

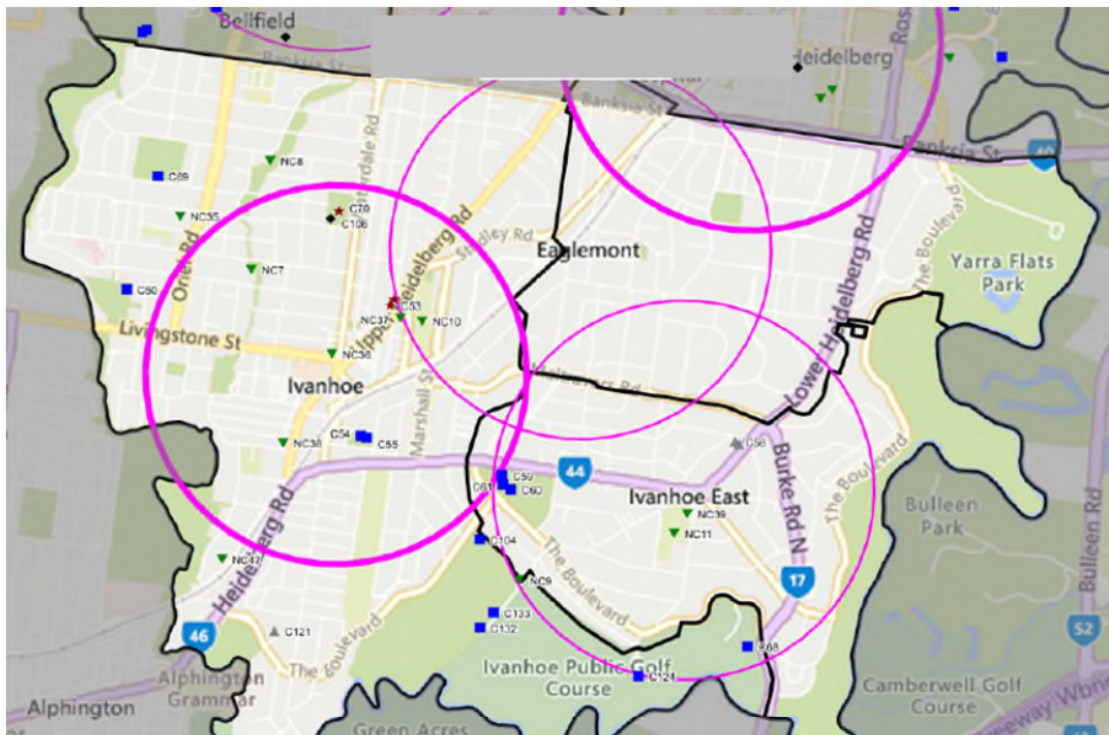
The South precinct will have the second highest population growth in Banyule particularly in the Ivanhoe area. Ivanhoe has adequate community buildings to meet current and future needs.

There are limited community buildings in Ivanhoe East and the creation of multi-purpose meeting space in the Ivanhoe Sports precinct will meet future needs.

The Ivanhoe East Preschool will be redeveloped to construct a double unit kindergarten to deliver the increase in 3 and 4 year kindergarten hours.

A needs analysis of the Eaglemont area will increase understanding of current and future needs.

Map of South Precinct Community Buildings



**Council Buildings**

- C50 - Seddon Reserve Pavilion
- C53 - Ivanhoe Library & Cultural Hub/Maternal & Child Health
- C53 -The Centre Ivanhoe
- C55 - Ivanhoe Recreation Reserve Tennis
- C58 - Ivanhoe East Maternal & Child
- C58 - Ivanhoe East preschool
- C59 - Ivanhoe Park Croquet Pavilion
- C60 - Ivanhoe Park Pavilion
- C61 - Ivanhoe East Bowling Club Pavilion
- C68 - Burke Road North Reserve Tennis
- C69 - Cartledge Reserve Pavilion
- C70 - Ivanhoe Aquatic & Fitness Centre
- C104 - Chelsworth Park Tennis Pavilion
- C106 - Bond Street Adult Day Care Centre

- C121 - Fairy Hill preschool
- C124 - Ivanhoe Public Golf Clubhouse
- C132 - Chelsworth Park South Pavilion
- C133 - Chelsworth Park North Pavilion

**Non Council Buildings**

- NC7 - Rossi Park Scout Hall
- NC8 - Donaldsons Reserve Scout Hall
- NC9 - Chelsworth Park Scout Hall
- NC10 - Ivanhoe Grammar Girls School
- NC11 - Ivanhoe Est Primary School
- NC35 - St Bernadette's Korean Catholic Church
- NC36 - Livingstone Community Centre
- NC37 - St James Anglican Church
- NC38 - Mary Immaculate Church
- NC39 - St George's Anglican Church
- NC47 - Ivalda Masonic Hall

- Major Activity Centre 800 m
- Neighbourhood Activity Centre 800 m buffer
- Council owned scout hall
- ◆ General Comm. Building
- ★ Major Facility or Library
- Pavilion
- ▲ Youth & Family Services
- ▼ Non Council Building

South Precinct Action Plan			
	Strategy	Item	Time
<b>Short-term 1-3 years</b>			
8.1	1	Redevelop Ivanhoe East Preschool to deliver the increase in 3 and 4 year old kindergarten hours.	2023-2026
8.2	1	Engage the Eaglemont community to assess needs for multi-purpose meeting spaces.	2023-2024
<b>Medium 4-6 years</b>			
8.3	2	Deliver change rooms and amenities at Seddon Reserve Pavilion to support female participation.	2025-2026
8.4	3	Leverage opportunities in the Ivanhoe Sport Precinct Plan to create a multi-purpose meeting space.	2022-2028
8.5	5	Explore use and partnership opportunities with the Ivanhoe Girls' Grammar School Performing Arts Centre.	2027-2028



Ivanhoe Library and Cultural Hub

## Appendix 1

## List of Banyule Community Buildings

No	Name of Building/Tenant	Suburb	Precinct	20 minute neigh.
1	AK Lines Reserve Pavilion	Watsonia	North West	
2	Anthony Beale Reserve Pavilion	St Helena	North East	
3	Apollo Parkways Preschool	Greensborough	North	
4	Banyule Flats Reserve Pavilion	Viewbank	East	
5	Banyule Tennis Pavilion	Heidelberg	Mid	
6	Bellfield Community Hub Bellfield MCH Audrey Brooks Memorial Pre-School	Bellfield	West	●
7	Beverly Road Reserve Pavilion	Heidelberg	Mid	
8	Binnak Park Pavilion	Bundoora	North West	
9	Bond Street Adult Day Centre	Ivanhoe	South	●
10	Briar Hill Hall	Briar Hill	North East	
11	Briar Hill Preschool	Greensborough	North	
12	Bundoora Bowling Club Pavilion (RSL)	Bundoora	North West	●
13	Bundoora Hall	Bundoora	North West	●
14	Bundoora MCH	Bundoora	North West	●
15	Bundoora Preschool	Bundoora	North West	●
16	Burke Road North Res. Tennis Pavilion	Ivanhoe	South	●
17	Cartledge Reserve Pavilion	Ivanhoe	South	
18	Central Park Pavilion	Greensborough	North	
19	Central Park Tennis Pavilion	Greensborough	North	
20	Chelsworth Park North Pavilion	Ivanhoe	South	
21	Chelsworth Park South Pavilion	Ivanhoe	South	
22	Chelsworth Park Tennis Pavilion	Ivanhoe	South	
23	Cyril Cummins Reserve Hockey Pavilion	Bellfield	West	
24	Cyril Cummins Reserve Tennis Pavilion	Bellfield	West	
25	De Winton Park Pavilion	Rosanna	Mid	●
26	Delta Road Preschool	Watsonia	North West	●
27	Diamond Valley Learning Centre	Greensborough	North	●
28	Elder St Reserve Tennis Pavilion	Watsonia	North West	●
29	Elder Street Reserve Baseball Pavilion	Watsonia	North West	●
30	Elder Street Reserve East Pavilion	Watsonia	North West	●
31	Fairy Hills Preschool	Ivanhoe	South	
32	Fmr Girl Guides Hall (NJ Telfer Reserve)	Bundoora	North West	●
33	Ford Park Pavilion	Bellfield	West Precinct	●
34	Gabonia Avenue Reserve Pavilion	Watsonia	North West	●
35	Glenauburn Park Pavilion	Lower Plenty	East	
36	Grace Park Cottage	Greensborough	North	
37	Grace Park Hall	Greensborough	North	●
38	Grace Park Preschool	Greensborough	North	
39	Greenhills Neighbourhood Centre Annex Greenhills Preschool	Greensborough	North	
40	Greenhills Neighbourhood Centre	Greensborough	North	
41	Greensborough Bowling Club Pavilion	Greensborough	North	●
42	Greensborough Historical Society Lower Plenty Preschool	Lower Plenty	East	●

No	Name of Building/Tenant	Suburb	Precinct	20 minute neigh.
43	Greensborough MCH Greensborough Preschool	Greensborough	North	●
44	Greensborough Park Pavilion	Greensborough	North	●
45	Greensborough Park Tennis Pavilion	Greensborough	North	●
46	Greensborough Senior Citizens Club Hall Meals on Wheels/Home Care Office	Greensborough	North	●
47	Greensborough War Memorial Park Pavilion	Greensborough	North	●
48	Hawdon Street Community Hall	Heidelberg	Mid	●
49	Heidelberg Occasional Child Care Centre Noah's Toy Library	Heidelberg Heights	West	
50	Heidelberg Park Pavilion	Heidelberg	Mid	
51	Heidelberg Theatre	Rosanna	Mid	●
52	Heidelberg West MCH	Heidelberg West	West	
53	Interlaken Preschool	Rosanna	Mid	
54	Ivanhoe East Bowling Club Pavilion	Ivanhoe East	South	●
55	Ivanhoe East MCH Ivanhoe East Preschool	Ivanhoe East	South	●
56	Ivanhoe Library & Cultural Hub Includes Ivanhoe Maternal and Child Health	Ivanhoe	South	●
57	Ivanhoe Park Croquet Pavilion	Ivanhoe East	South	●
58	Ivanhoe Park Pavilion	Ivanhoe East	South	●
59	Ivanhoe Public Golf Course Clubhouse	Ivanhoe	South	●
60	Ivanhoe Recreation Reserve Bowling Pavilion	Ivanhoe	South	●
61	Ivanhoe Recreation Reserve Tennis Pavilion	Ivanhoe	South	●
62	James Reserve Pavilion	Heidelberg Heights	West	●
63	Jets Studio	Bundoora	North West	
64	Joyce Avenue Child Care Centre	Greensborough	North	●
65	Kalparrin Early Intervention Centre	Greensborough	North	●
66	Kalparrin Gardens Tennis Pavilion	Greensborough	North	●
67	Lower Plenty Community Centre – Men's Shed	Lower Plenty	East	●
68	Lower Plenty Community Hall	Lower Plenty	East	●
69	Loyola Reserve Pavilion	Bundoora	North West	
70	Macleod Hall Macleod Preschool Macleod MCH	Macleod	Mid	●
71	Macleod Park Pavilion	Macleod	Mid	●
72	Macleod Park Tennis Pavilion	Macleod	Mid	●
73	Macorna Street Hall Watsonia North Preschool	Watsonia	North West	
74	Main Road Community Hall (86 Main Rd)	Lower Plenty	East	●
75	Malcolm Blair Reserve Baseball Pavilion	Greensborough	North	
76	Malcolm Blair Reserve Tennis Pavilion	Greensborough	North	
77	Montmorency Bowling Club Pavilion	Montmorency	North East	●
78	Montmorency MCH Montmorency Occasional Childcare	Montmorency	North East	●

No	Name of Building/Tenant	Suburb	Precinct	20 minute neigh.
79	Montmorency Park North Pavilion	Montmorency	North East	●
80	Montmorency Park South Pavilion (RC Brown Pavilion)	Montmorency	North East	●
81	Montmorency Park Tennis Pavilion	Montmorency	North East	●
82	Morobe St Child Care Centre	Heidelberg West	North	
83	NJ Telfer Reserve Pavilion	Bundoora	North West	●
84	NJ Telfer Reserve Tennis Pavilion	Bundoora	North West	●
85	North East Citizen Advocacy Watsonia Occasional Care	Watsonia	North West	●
86	Old Shire Offices	Heidelberg	Mid	
87	Olympic Ovals North Pavilion (Charles Skerry Pavilion)	Heidelberg West	West	
88	Olympic Ovals South Pavilion (Fred Howe Pavilion)	Heidelberg West	West	
89	Olympic Ovals South Pavilion (Fred Howe Pavilion) Community Centre	Heidelberg West	West	
90	Olympic Park Pavilion (Kelly Pavilion)	Heidelberg West	West	
91	Olympic Village Preschool	Heidelberg West	West	
92	Panorama Heights Preschool	Montmorency	North East	
93	Partington's Flat Reserve Pavilion	Greensborough	North	●
95	Petrie Park Hall	Montmorency	North East	●
96	Petrie Park Pavilion	Montmorency	North East	●
97	Rosanna Bowling Club Pavilion	Rosanna	Mid	●
98	Rosanna Fire Station Community Centre	Rosanna	Mid	
99	Rosanna Library	Rosanna	Mid	●
100	Rosanna MCH	Rosanna	Mid	●
101	Rosanna Tennis Pavilion	Rosanna	Mid	●
102	Seddon Reserve Pavilion	Ivanhoe	South	
103	Shelley Park Pavilion	Heidelberg Heights	West	
104	Sherbourne Preschool	Montmorency	North East	
105	Simms Road Oval Pavilion	Greensborough	North	
106	Skye Children's Centre	Macleod	Mid	
107	St Helena MCH	Greensborough	North	
108	St Helena Preschool	Eltham North	North East	●
109	St Hellier Street Child Care Centre	Heidelberg Heights	West	●
110	Viewbank MCH	Viewbank	East	
111	Viewbank Preschool	Viewbank	East	
112	Viewbank Reserve Pavilion	Viewbank	East	
113	Viewbank Reserve Scout Hall	Viewbank	East	
114	Viewbank Reserve Tennis Pavilion	Viewbank	East	
115	Wahroonga Preschool	Greensborough	North	
116	Warrawee Park Preschool	Bundoora	North West	
117	Warringal Parkland Pavilion	Heidelberg	Mid	
118	Watsonia Hall	Watsonia	North West	●
119	Watsonia Library	Watsonia	North West	●
120	Watsonia Maternal & Child Health Centre Watsonia Preschool	Watsonia	North West	●
121	Watsonia Neighbourhood House	Watsonia	North West	●
122	Whatmough Park Pavilion	Greensborough	North	●
123	Willinda Park Pavilion	Greensborough	North	
124	Winsor Reserve Pavilion	Macleod	Mid	

No	Name of Building/Tenant	Suburb	Precinct	20 minute neigh.
125	Winston Hills Preschool	Viewbank	East	
126	Yallambie Park Preschool	Yallambie	East	●
127	Yallambie Park Soccer Pavilion	Yallambie	East	●
128	Yallambie Park Tennis Pavilion	Yallambie	East	
129	Yandell Preschool	Greensborough	North	
130	Yulong Reserve Baseball Pavilion	Bundoora	North West	●
131	Yulong Reserve East Pavilion Community Hall	Bundoora	North West	●
132	Yulong Reserve West Pavilion	Bundoora	North West	●

DRAFT

## Appendix 2

### Multi-Criteria Assessment Framework

The following benchmarks were established for identifying the Council's existing provision of infrastructure and services. The following sources were consulted in producing this list of ratios:

- Victorian Planning Authority (VPA) community infrastructure planning guidelines
- Numerous other community infrastructure plan documents for communities in Victoria
- ACT community infrastructure benchmarks
- NSW community infrastructure benchmarks

Council staff and local providers were consulted to understand high-level usage and demand characteristics, as well as the private sector's provision of facilities and services. Benchmarks were not only calibrated with the ratios identified in the sources above but calibrated to reflect the level of service provision on the ground.

Precinct Level	Category	Provision Ratio
Neighbourhood	Maternal and child health centres	1 : 1,000 (persons aged 0-4 years)
	3 and 4 year old kindergarten	1 enrolment place in a licenced service: participant (3 and 4 year olds)
	Childcare centre	1 : 5,000 (total population)
	Multi-purpose rooms (neighbourhood)	1 venue (1-99 capacity): 5,000 (total population)
	Community centres/ neighbourhood houses	1 : 15,000 (total population)
	Arts and cultural venue	1 : 40,000 (total population)
	Sports pavilions (neighbourhood)	1 : 4,000 (total population)
Precinct	Library	1 : 50,000 (total population)
	Multipurpose rooms (precinct)	1 venue (100-249 capacity: 30,000)
	Older Adults facilities	1 : 1,200 (persons aged 65 years and over)
	Tennis courts	1: 20,000 (total population)
Municipal	Multipurpose rooms (municipal)	1 venue (250+ capacity): 40,000 (total population)
	Youth spaces	1 : 9,000 (persons aged 12-25 years)
	Indoor performing Arts Centre	1 : 40,000 (total population)
	Lawn bowls	1 : 15,000 (total population)
Regional	Sports pavilions (municipal) Sport pavilion (regional)	1 : 40,000 (total population) 1 : 100,000 (total population)



## Appendix 3

### Assessment Criteria

The benchmarks used are styled after the quality assessments outlined in Banyule's Social Infrastructure Framework. The quantitative metrics used were:

- Portion of the population served for whom each Council-owned facility is accessible within a 20-minute walk (or drive in the case of Aged Care Centres),
- Current gaps or surplus as a portion of current demand,
- Projected gaps or surplus as a portion of projected demand, and
- Average building condition score (as determined by Council's building maintenance team). This quantitative assessment structure and its findings were reviewed and refined with input from Council staff during the study. Additionally, these assessment criteria were given individual weightings, developed in consultation with Council staff to reflect the level of importance each criterion should have.

Benchmark		Criteria	Weighting	Aligning survey responses
Distribution	1	To what extent are the existing infrastructure in this category strategically located* for optimal community benefit?	61%	Be connected to transport routes Be accessible
	2	To what extent is the existing community need being serviced by non-Council buildings?	41%	Not be able to be delivered by other agencies
Service level	3	To what extent do Council's existing infrastructure in this category service the needs of the community today?	38%	Respond to community need
	4	To what extent do Council's infrastructure in this category service the needs of the community in the future?	28%	Address service gaps
Safety	5	To what extent do Council's existing infrastructure in this category buildings meet contemporary design and safety standards?	61%	Meet high design standards
Affordability	6	To what extent are Council's existing infrastructure in this category affordable for the communities they provide services for and to rate- payers?	28%	Be at a cost that encourages access and participation
Sustainability	7	To what extent are the existing infrastructure in this category efficient?	62%	Be environmentally sustainable

## Appendix 4

Information taken from Community ID Profile on 4 November 2022.

### Precinct Demographic Data

North-West Precinct	Bundoora	Watsonia	Watsonia North	Precinct
Population in 2021	10,630	5,570	4,031	20,232
Population in 2041	11,274	6,492	4,527	22,293
Dwellings in 2021	3,946	2,316	1,468	7730
Dwellings in 2041	4,226 +7.1%	2,767 +19.5%	1,628 +10.9%	8621 +11.5%
% residents born overseas	30.9%	21%	22.3%	26.4%
Languages spoken at home	Mandarin, Italian, Greek, Cantonese, Macedonian			
Places of birth	26.4% of people in North-West precinct were born overseas mainly from China, India, UK, Italy, Greece, Sri Lanka, New Zealand, Malaysia.			
Household Changes	2021 Largest households: Couple families with dependents (35.6%), Couples without dependents (25.8%) and lone person households (21.4%). By 2041 these households will dominate with the largest increase in lone person households (+419 persons).			
Population Changes between 2021-2041	Age	Service Group		Number of persons
	0 to 4 years	Babies and pre-schoolers		+109
	5 to 11 years	Primary Schoolers		+101
	12 to 24 years	Young People		+349
	25 to 34 years	Young Workforce		+273
	35 to 49 years	Parents and homebuilders		+438
	60 to 69 years	Empty nesters & retirees		+206
	50 to 59 years	Older workers & pre-retirees		+312
	70 to 84 years	Seniors		+127
85+ years	Elderly aged		+146	
		Total Persons		+2061

North Precinct	Greensborough			
Population in 2021	16,685			
Population in 2041	20,490			
Dwellings in 2021	6,604			
Dwellings in 2041	8,179 +23.9%			
% residents born overseas	20.8%			
Languages spoken at home	Mandarin, Italian, Greek, Persian, Arabic			
Places of birth	UK, China, Italy, India, New Zealand, Iran (emerging)			
Household Changes	2021 Largest households: Couples with children (35.2%), Couples without children (26.3%) and lone person households (23.1%). By 2041 these households will remain dominant with the largest increase in couple families with dependents (+516 persons).			
Population Changes between 2021-2041	Age	Service Group		Number of persons
	0 to 4 years	Babies and pre-schoolers		+261
	5 to 11 years	Primary Schoolers		+289
	12 to 24 years	Young People		+577
	25 to 34 years	Young Workforce		+545
	35 to 49 years	Parents and homebuilders		+829
	50 to 59 years	Older workers & pre-retirees		+466
	60 to 69 years	Empty nesters & retirees		+262
	70 to 84 years	Seniors		+386
85+ years	Elderly aged		+210	
		Total Persons		+3805

## Precinct Demographic Data

North-East Precinct	St Helena-Eltham North	Briar Hill	Montmorency	Precinct
Population in 2021	5,354	3,250	9,507	18,111
Population in 2041	5,823	3,384	9,462	18,668
Dwellings in 2021	1,867	1,364	3,835	7,066
Dwellings in 2041	2,107 +12.9%	1,464 +7.3%	3,938 +2.7%	7,509 +6.3%
* residents born overseas	17.3%	16.4%	16.6%	16.8%
Places of birth	UK, Italy, China, South Africa, New Zealand			
Languages spoken at home	Mandarin, Italian, Greek, Persian, Spanish			
Household Changes	2021 Largest households: Couple families with dependents (37.1%), couples without dependents (27.2%) and lone person households (21.7%). By 2041 these groups will remain dominant with the largest increase in lone person households (+262).			
Population Changes between 2021-2041	Age	Service Group	Persons	
	0 to 4 years	Babies and pre-schoolers	-16	
	5 to 11 years	Primary Schoolers	-130	
	12 to 24 years	Young People	+103	
	25 to 34 years	Young Workforce	-4	
	35 to 49 years	Parents and homebuilders	-53	
	50 to 59 years	Older workers & pre-retirees	-5	
	60 to 69 years	Empty nesters & retirees	-195	
	70 to 84 years	Seniors	+555	
	85+ years	Elderly aged	+302	
		Total Persons	+558	

East Precinct	Yallambie	Viewbank	Lower Plenty	Precinct
Population in 2021	4,006	7,309	4,055	15,369
Population in 2041	4,070	7,899	4,216	16,184
Dwellings in 2021	1,349	2,742	1,602	5,692
Dwellings in 2041	1,454 +7.8%	2,999 +9.4%	1,702 +6.2%	6,154 +8.1%
% residents born overseas	21%	30.9%	18.4%	24.8%
Places of birth	UK, Italy, China, India, New Zealand, Malaysia, Iran			
Languages spoken at home	Mandarin, Italian, Greek, Cantonese, Arabic			
Household Changes	In 2021 Largest households: Couple families with dependents (39.5%), Couples without dependents (26.0%) and Lone Person Households (21.1%). By 2041 these households will remain dominant with the largest increase in lone person households (+181).			
Population Changes between 2021-2041	Age	Service Group	Persons	
	0 to 4 years	Babies and pre-schoolers	+16	
	5 to 11 years	Primary Schoolers	-38	
	12 to 24 years	Young People	+156	
	25 to 34 years	Young Workforce	+122	
	35 to 49 years	Parents and homebuilders	+159	
	50 to 59 years	Older workers & pre-retirees	+77	
	60 to 69 years	Empty nesters & retirees	+69	
	70 to 84 years	Seniors	+103	
	85+ years	Elderly aged	+150	
		Total Persons	+815	

## Precinct Demographic Data

Mid Precinct	Macleod	Rosanna	Heidelberg	Precinct
Population in 2021	8,264	9,404	8,074	25,742
Population in 2041	9,913	10,837	14,229	34,979
Dwellings in 2021	3,427	3,645	3,545	10,617
Dwellings in 2041	3,929 +14.6%	4,239 +16.3%	6,340 +79%	14,508 +37%
% of residents born overseas	25.7%	26.6%	28.2%	26.8%
Places of birth	UK, China, India, New Zealand, Malaysia, Italy, India			
Languages spoken at home	Mandarin, Italian, Greek, Cantonese, Hindi			
Household Changes	2021 largest households: Couple families with dependents (33.7%), Lone Person households (26.7%), Couples without dependents (24.9%). By 2041 these households will remain dominant with the largest increase in Lone Person Households (+1,082).			
Population Changes between 2021-2041	Age	Service Group		Persons
	0 to 4 years	Babies and pre-schoolers		+485
	5 to 11 years	Primary Schoolers		+617
	12 to 24 years	Young People		+1,240
	25 to 34 years	Young Workforce		+1,056
	35 to 49 years	Parents and homebuilders		+1,556
	50 to 59 years	Older workers & pre-retirees		+1,127
	60 to 69 years	Empty nesters & retirees		+990
	70 to 84 years	Seniors		+1,454
	85+ years	Elderly aged		+711
	Total Persons		+9237	

West Precinct	Heidelberg Heights	Heidelberg West / Bellfield	Precinct	
Population in 2021	7,302	8,657	15,958	
Population in 2041	9,929	11,976	21,904 (+37%)	
Dwellings in 2021	3,211	3,586	6,797	
Dwellings in 2041	4,411 +37%	5,046 +40.7%	9,457 +39%	
% of residents born overseas	28.9%	32%	30.6%	
Places of birth	UK, China, India, Somalia, Italy, New Zealand			
Languages spoken at home	Somali, Mandarin, Arabic, Greek, Cantonese			
Households	2021 Largest Households: Lone Persons (29.8%), Couple families with dependents (24.5%), Couples without dependents (20.8%). By 2041, these households will remain dominant with the largest increase in lone persons (+755).			
SEIFA	864.1 lower than Victorian average of 1010			
Population Changes between 2021-2041	Age	Service Group		Persons
	0 to 4 years	Babies and pre-schoolers		+335
	5 to 11 years	Primary Schoolers		+435
	12 to 24 years	Young People		+924
	25 to 34 years	Young Workforce		+820
	35 to 49 years	Parents and homebuilders		+1,048
	50 to 59 years	Older workers & pre-retirees		+627
	60 to 69 years	Empty nesters & retirees		+559
	70 to 84 years	Seniors		+1,018
85+ years	Elderly aged		+181	
	Total Persons		+5,946	

## Precinct Demographic Data

South Precinct	Ivanhoe	Ivanhoe East	Egglemont	Precinct
Population in 2021	15,547	4,337	4,207	24,091
Population in 2041	21,143 (+36%)	5,005 (+15%)	4,589 (+9%)	30,737 (+27%)
Dwellings in 2021	6,252	1,606	1,624	9,482
Dwellings in 2041	8,652 +38.4%	1,906+18.7%	1,816 +11.8%	12,374 +30.5%
Proportion of residents born overseas	27%	21.8%	21.9%	25.1%
Places of birth	China, UK, India, Italy, New Zealand, Greece, Malaysia			
Languages spoken at home	Mandarin, Greek, Italian, Cantonese, Arabic			
Household Changes	2021 Largest Households: Couple with families with dependents (37.0%), Couples without dependents (25.7%), Lone Persons (23.7%). By 2041, these households will remain dominant with the largest increase in lone persons (+839 persons).			
Population Changes between 2021-2041	Age	Service Group	Persons	
	0 to 4 years	Babies and pre-schoolers	+340	
	5 to 11 years	Primary Schoolers	+545	
	12 to 24 years	Young People	+929	
	25 to 34 years	Young Workforce	+710	
	35 to 49 years	Parents and homebuilders	+1,211	
	60 to 69 years	Empty nesters & retirees	+578	
	50 to 59 years	Older workers & pre-retirees	+703	
	70 to 84 years	Seniors	+1,294	
	85+ years	Elderly aged	+336	
		Total Persons	+6,646	



# S5 Instrument of Delegation

Council to Chief Executive Officer



## Instrument of Delegation

---

In exercise of the power conferred by s 11(1) of the *Local Government Act 2020 (the Act)* and all other powers enabling it, the **Banyule City Council** (Council) delegates to the member of Council staff holding, acting in or performing the position of Chief Executive Officer, the powers, duties and functions set out in the Schedule to this Instrument of Delegation,

AND declares that

1. this Instrument of Delegation is authorised by a Resolution of Council passed on **5 December 2022**;
2. the delegation:
  - 2.1 comes into force immediately upon this resolution being made and is to be signed by the Council's Chief Executive Officer and the Mayor and 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.

**Signed** by the Chief Executive Officer of )  
Banyule City Council. )**Allison Beckwith**

**Signed** by the Mayor of Banyule City Council. )  
 )**Cr Peter Castaldo**

**Date of execution:** 5 December 2022



## 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

- 3 if the issue, action, act or thing is an issue, action, act or thing which involves:
  - 3.1 entering into a contract exceeding the value of \$1,000,000 (excluding GST);
  - 3.2 making any expenditure that exceeds of \$1,000,000 (excluding GST); (unless it is expenditure made under a contract already entered into or is expenditure which Council is, by or under legislation, required to make)
  - 3.3 appointing an Acting Chief Executive Officer for a period exceeding 28 days;
  - 3.4 electing a Mayor or Deputy Mayor;
  - 3.5 granting a reasonable request for leave under s 35 of the Act;
  - 3.6 making any decision in relation to the employment, dismissal or removal of the Chief Executive Officer;
  - 3.7 approving or amending the Council Plan, Community Vision, Financial Plan, Asset Plan or Revenue and Rating Plan;
  - 3.8 adopting or amending any policy that Council is required to adopt under the Act;
  - 3.9 adopting or amending the Governance Rules;
  - 3.10 appointing the chair or the members to a delegated committee;
  - 3.11 making, amending or revoking a local law;
  - 3.12 approving the Budget or Revised Budget;
  - 3.13 approving the borrowing of money;
  - 3.14 subject to section 181H(1)(b) of the Local Government Act 1989, declaring general rates, municipal charges, service rates and charges and specified rates and charges;
  - 3.15 appointment of internal audit services provider
- 4 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;
- 5 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
- 6 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
  - 6.1 policy; or
  - 6.2 strategy
 adopted by Council;
- 7 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 s 11(2)(a)-(n) (inclusive) of the Act or otherwise; or
- 8 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.

Table of Conditions and Limitations

Item	Delegated Authority	
<b>Approval of the Council Plan, Community Vision, Financial Plan, Asset Plan and Revenue and Rating Plan</b>	Council	
<b>Approval of the Budget</b>	Council	
<b>Appointment of internal audit service provider</b>	Council	
<b>Approval of Local Laws</b>	Council	
<b>Approval of the CEO recruitment, employment, reappointment and termination</b>	Council	
<b>Approval of staff recruitment, employment, reappointment and termination</b>	Chief Executive Officer (CEO)	
<b>Approval of Contracts</b>	Council for Contracts \$1M ex GST and above.	Chief Executive Officer (CEO) for contracts below \$1M ex GST.
<b>Approval of Statutory Financial Accounts</b>	Council	
<b>Appointment of Acting Chief Executive Officer (CEO)</b>	Council for a period over 28 days	Chief Executive Officer (CEO) for a period of up to 28 days
<b>Adoption of the Banyule City Council Governance Rules</b>	Council	

## Instrument of Delegation

# S6 Instrument of Delegation from Banyule City Council to Members of Council Staff December 2022



**Instrument of Delegation**

In exercise of the powers conferred by the 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:

<b>Reference</b>	<b>Means position held within Council</b>
All D	All Directors
APC	Asset Protection Coordinator
BSIRO	Business Support and Infringement Review Officer (Municipal Laws)
CA	Capital Accountant
CAC	City Assets Coordinator
CAECS	Cemetery Administrator / Executive & Councillor Support
CBO	Council Business Officer
CEO	Chief Executive Officer (Including Interim or Acting)
CPV	Coordinator Property and Valuations
CSPUD	Coordinator Strategic Planning and Urban Design
CWC	Capital Works Coordinator
DACS	Director of Assets & City Services
DCD	Director of City Development
DCPO	Development Contributions Plan Officer

DCS	Director of Corporate Services
DCW	Director of Community Wellbeing
DP	Development Planner
DPA	Development Planning Arborist
DPC	Development Planning Coordinator
EHO	Environmental Health Officer
EMC	Emergency Management Coordinator
GC	Governance Coordinator
GCBSO	Governance and Council Business Specialist Officer
GCSO	Governance Customer Support Officer
GFIO	Governance and Freedom of Information Officer
LEO	Litter Enforcement Officer
MBS	Municipal Building Surveyor
MCF	Manager City Futures
MCGC	Manager Corporate Governance and Communication
MDA	Manager Delivery & Assets
MDP	Major Developments Planner
MFCS	Manager Family and Community Services
MFP	Manager Finance and Procurement
MLC	Municipal Laws Coordinator
MLO	Municipal Laws Officer
MO	Manager Operations
MPBL	Manager Planning, Building and Laws
MPNE	Manager Parks & Natural Environment
MTE	Manager Traffic and Environment

OIC	Operations Infrastructure Coordinator
PHPL	Public Health Protection Lead
PHPTL	Public Health Protection Team Leader
PIO	Permits and Inspections Officer
PIO	Planning Investigations Officer
PRO	Planning Resources Officer
<del>PRO</del>	<del>Planning Resource Officer</del>
PTO	Planning Technical Officer
SBSO	Senior Business Support Officer (Municipal Laws)
SCMO	Senior Construction Management Officer
SMLO	Senior Municipal Laws Officer
SP	Strategic Planner
SP	Student Planner
SPRO	Senior Planning Resources Officer
SSP	Senior Strategic Planner
STTE	Senior Traffic and Transport Engineer
TEC	Transport Engineering Coordinator
THO	Technical Health Officer
TLDP	Team Leader Development Planning
TTE	Traffic and Transport Engineer
TTTL	Traffic and Transport Team Leader
WMC	Waste Management Coordinator

3. declares that:

3.1 this Instrument of Delegation is authorised by a resolution of Council passed on 5 December 2022 and

- 3.2 the delegation:
- 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
  - 3.2.2 remains in force until varied or revoked;
  - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and 4, and 5 in the Schedule; and
  - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
- 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
  - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
    - (a) policy; or
    - (b) strategyadopted by Council;
  - 3.3.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or
  - 3.3.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff or delegated committee.
4. That the following 'triggers' be used by all planning officers to refer those applications which fall into the following categories to the Manager Planning, Building & Laws, Development Planning Coordinator, Team Leader Development Planning or Major Developments Planner for a decision:
- An application which:
- After advertising has received more than 5 objections;
  - Raises issues of policy that should be discussed (strategic or substantive policy issues);
  - Raises matters of community sensitivity

5.      That the following 'triggers' be used by the Manager to refer those applications which fall into the following categories to the Council for final decisions on applications:
- When a Councillor requests ('calls it in');
  - When the officer considers it appropriate to refer;
  - Where the matters are of such strategic or policy importance that they require a change of policy or strategy to be approved or are of major contention and/or require broad public debate.

**Signed**

.....

**Mayor Councillor Peter Castaldo**

.....

**Chief Executive Officer Allison Beckwith**

**Date:** 6 December 2022



**SCHEDULE**

INDEX

CEMETERIES AND CREMATORIA ACT 2003 .....	9
DOMESTIC ANIMALS ACT 1994.....	37
FOOD ACT 1984.....	38
HERITAGE ACT 2017 .....	46
LOCAL GOVERNMENT ACT 1989 .....	47
PLANNING AND ENVIRONMENT ACT 1987 .....	48
RESIDENTIAL TENANCIES ACT 1997 .....	117
ROAD MANAGEMENT ACT 2004.....	118
CEMETERIES AND CREMATORIA REGULATIONS 2015 .....	133
PLANNING AND ENVIRONMENT REGULATIONS 2015 .....	138
PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016 .....	140
RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020.....	141
ROAD MANAGEMENT (GENERAL) REGULATIONS 2016 .....	145
ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015 .....	147

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 8(1)(a)(ii)	Power to manage one or more public cemeteries	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	Where Council is a Class B cemetery trust
s 12(2)	Duty to have regard to the matters set out in paragraphs (a) – (c) in exercising its functions	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	Where Council is a Class B cemetery trust
s 12A(1)	Function to do the activities set out in paragraphs (a) – (n)	Not applicable	Where Council is a Class A cemetery trust
s 12A(2)	Duty to have regard to matters set out in paragraphs (a) – (e) in exercising its functions	Not applicable	Where Council is a Class A cemetery trust

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 13	Duty to do anything necessary or convenient to enable it to carry out its functions	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 14	Power to manage multiple public cemeteries as if they are one cemetery	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 15(4)	Duty to keep records of delegations	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 17(1)	Power to employ any persons necessary	NOT DELEGATED	
s 17(2)	Power to engage any professional, technical or other assistance considered necessary	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 17(3)	Power to determine the terms and conditions of employment or engagement	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	Subject to any guidelines or directions of the Secretary
s 18(3)	Duty to comply with a direction from the Secretary	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 18B(1) & (2)	Duty to establish governance committees within 12 months of becoming a Class A cemetery trust and power to establish other governance committees from time to time	Not applicable	Where Council is a Class A cemetery trust
s 18C	Power to determine the membership of the governance committee	Not applicable	Where Council is a Class A cemetery trust
s 18D	Power to determine procedure of governance committee	Not applicable	Where Council is a Class A cemetery trust
s 18D(1)(a)	Duty to appoint community advisory committee for the purpose of liaising with communities	Not applicable	Where Council is a Class A cemetery trust

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 18D(1)(b)	Power to appoint any additional community advisory committees	Not applicable	Where Council is a Class A cemetery trust
s 18D(2)	Duty to establish a community advisory committee under s 18D(1)(a) within 12 months of becoming a Class A cemetery trust.	Not applicable	Where Council is a Class A cemetery trust
s 18D(3)	Duty to include a report on the activities of the community advisory committees in its report of operations under Part 7 of the <i>Financial Management Act 1994</i>	Not applicable	Where Council is a Class A cemetery trust
s 18F(2)	Duty to give preference to a person who is not a funeral director of a stonemason (or a similar position) when appointing a person to a community advisory committee	Not applicable	Where Council is a Class A cemetery trust
s 18H(1)	Duty to hold an annual meeting before 30 December in each calendar year	Not applicable	Where Council is a Class A cemetery trust
s 18I	Duty to publish a public notice of annual meeting in a newspaper, a reasonable time before the date of the annual meeting	Not applicable	Where Council is a Class A cemetery trust

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 18J	Duty to provide leadership, assistance and advice in relation to operational and governance matters relating to cemeteries (including the matters set out in s 18J(2))	Not applicable	Where Council is a Class A cemetery trust
s 18L(1)	Duty to employ a person as the chief executive officer (by whatever title called) of the Class A cemetery trust	Not applicable	Where Council is a Class A cemetery trust
s 18N(1)	Duty to prepare an annual plan for each financial year that specifies the items set out in paragraphs (a)-(d)	Not applicable	Where Council is a Class A cemetery trust
s 18N(3)	Duty to give a copy of the proposed annual plan to the Secretary on or before 30 September each year for the Secretary's approval	Not applicable	Where Council is a Class A cemetery trust
s 18N(5)	Duty to make amendments as required by the Secretary and deliver the completed plan to the Secretary within 3 months	Not applicable	Where Council is a Class A cemetery trust
s 18N(7)	Duty to ensure that an approved annual plan is available to members of the public on request	Not applicable	Where Council is a Class A cemetery trust
s 18O(1)	Duty to prepare a strategic plan and submit the plan to the Secretary for approval	Not applicable	Where Council is a Class A cemetery trust

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 18O(4)	Duty to advise the Secretary if the trust wishes to exercise its functions in a manner inconsistent with its approved strategic plan	Not applicable	Where Council is a Class A cemetery trust
s 18O(5)	Duty to ensure that an approved strategic plan is available to members of the public on request	Not applicable	Where Council is a Class A cemetery trust
s 18Q(1)	Duty to pay an annual levy on gross earnings as reported in the annual financial statements for the previous financial year	Not applicable	Where Council is a Class A cemetery trust
s 19	Power to carry out or permit the carrying out of works	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 20(1)	Duty to set aside areas for the interment of human remains	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 20(2)	Power to set aside areas for the purposes of managing a public cemetery	Not delegated	



<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 20(3)	Power to set aside areas for those things in paragraphs (a) – (e)	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 24(2)	Power to apply to the Secretary for approval to alter the existing distribution of land	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 36	Power to grant licences to enter and use part of the land or building in a public cemetery in accordance with s 36	NOT DELEGATED	Subject to the approval of the Minister
s 37	Power to grant leases over land in a public cemetery in accordance with s 37	NOT DELEGATED	Subject to the Minister approving the purpose
s 40	Duty to notify Secretary of fees and charges fixed under s 39	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 47	Power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	NOT APPLICABLE	Provided the street was constructed pursuant to the <i>Local Government Act 2020</i>
s 57(1)	Duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	Report must contain the particulars listed in s 57(2)
s 59	Duty to keep records for each public cemetery	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 60(1)	Duty to make information in records available to the public for historical or research purposes	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 60(2)	Power to charge fees for providing information	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 64(4)	Duty to comply with a direction from the Secretary under s 64(3)	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 64B(d)	Power to permit interments at a reopened cemetery	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 66(1)	Power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	NOT DELEGATED	The application must include the requirements listed in s 66(2)(a)–(d)
s 69	Duty to take reasonable steps to notify of conversion to historic cemetery park	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 70(2)	Duty to make plans of existing place of interment available to the public	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 71(1)	Power to remove any memorials or other structures in an area to which an approval to convert applies	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 71(2)	Power to dispose of any memorial or other structure removed	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 72(2)	Duty to comply with request received under s 72	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 73(1)	Power to grant a right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 73(2)	Power to impose conditions on the right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 74(3)	Duty to offer a perpetual right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 75	Power to grant the rights of interment set out in s 75(a) and (b)	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 76(3)	Duty to allocate a piece of interment if an unallocated right is granted	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 80(1)	Function of receiving notification and payment of transfer of right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 80(2)	Function of recording transfer of right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 82(2)	Duty to pay refund on the surrender of an unexercised right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 83(2)	Duty to pay refund on the surrender of an unexercised right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 83(3)	Power to remove any memorial and grant another right of interment for a surrendered right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 84(1)	Function of receiving notice of surrendering an entitlement to a right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 84F(2)(d)	Function of receiving notice of decision to vary or force the surrender of a right of interment under s 84C(2), (3) or (5)	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 84H(4)	Power to exercise the rights of a holder of a right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 84I(4)	Power to exercise the rights of a holder of a right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 84I(5)	Duty to pay refund to the previous holder or holders of the right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	



<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 84I(6)(a)	Power to remove any memorial on the place of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 84I(6)(b)	Power to grant right of interment under s 73	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 85(1)	Duty to notify holder of 25 year right of interment of expiration at least 12 months before expiry	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	The notice must be in writing and contain the requirements listed in s 85(2)
s 85(2)(b)	Duty to notify holder of 25 year right of interment of expiration of right at least 12 months before expiry	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	Does not apply where right of internment relates to remains of a deceased veteran.

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 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	NOT DELEGATED	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
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	NOT DELEGATED	
s 86(2)	Power to leave interred cremated human remains undisturbed or convert the right of interment to a perpetual right of interment	NOT DELEGATED	
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	NOT DELEGATED	
s 86(3)(b)	Power to remove interred cremated human remains and take further action in accordance with s 86(3)(b)	NOT DELEGATED	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 86(4)	Power to take action under s 86(4) relating to removing and re-interring cremated human remains	NOT DELEGATED	
s 86(5)	Duty to provide notification before taking action under s 86(4)	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 86A	Duty to maintain place of interment and any memorial at place of interment, if action taken under s 86(3)	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 88	Function to receive applications to carry out a lift and re-position procedure at a place of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 91(1)	Power to cancel a right of interment in accordance with s 91	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 91(3)	Duty to publish notice of intention to cancel right of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 98(1)	Function of receiving application to establish or alter a memorial or a place of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 99	Power to approve or refuse an application made under s 98, or to cancel an approval	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 99(4)	Duty to make a decision on an application under s 98 within 45 days after receipt of the application or within 45 days of receiving further information where requested	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 100(1)	Power to require a person to remove memorials or places of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 100(2)	Power to remove and dispose a memorial or place of interment or remedy a person's failure to comply with s 100(1)	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 100(3)	Power to recover costs of taking action under s 100(2)	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 101	Function of receiving applications to establish or alter a building for ceremonies in the cemetery	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 102(1)	Power to approve or refuse an application under s 101, if satisfied of the matters in (b) and (c)	NOT DELEGATED	
s 102(2) & (3)	Power to set terms and conditions in respect of, or to cancel, an approval granted under s 102(1)	NOT DELEGATED	
s 103(1)	Power to require a person to remove a building for ceremonies	NOT DELEGATED	
s 103(2)	Power to remove and dispose of a building for ceremonies or remedy the failure to comply with s 103(1)	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 103(3)	Power to recover costs of taking action under s 103(2)	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 106(2)	Power to require the holder of the right of interment to provide for an examination	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 106(3)	Power to open and examine the place of interment if s 106(2) not complied with	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 106(4)	Power to repair or – with the approval of the Secretary - take down, remove and dispose any memorial or place of interment if notice under s 106(1) is not complied with	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 107(1)	Power to require person responsible to make the building for ceremonies safe and proper or carry out specified repairs	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 107(2)	Power to repair or take down, remove and dispose any building for ceremonies if notice under s 107(1) is not complied with	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 108	Power to recover costs and expenses	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	



<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 109(1)(a)	Power to open, examine and repair a place of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	Where the holder of right of interment or responsible person cannot be found
s 109(1)(b)	Power to repair a memorial or, with the Secretary's consent, take down, remove and dispose of a memorial	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	Where the holder of right of interment or responsible person cannot be found
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	Where the holder of right of interment or responsible person cannot be found
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 110(1A)	Power to maintain, repair or restore the place of interment if unable to find any of the other holders after diligent inquiries and with the consent of the Secretary	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 111	Power to enter into agreement with a holder of the right of interment to maintain a memorial or place of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 112	Power to sell and supply memorials	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 116(4)	Duty to notify the Secretary of an interment authorisation granted	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 116(5)	Power to require an applicant to produce evidence of the right of interment holder's consent to application	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 118	Power to grant an interment authorisation if satisfied that the requirements of Division 2 of Part 8 have been met	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 119	Power to set terms and conditions for interment authorisations	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 131	Function of receiving an application for cremation authorisation	NOT APPLICABLE	
s 133(1)	Duty not to grant a cremation authorisation unless satisfied that requirements of s 133 have been complied with	NOT APPLICABLE	Subject to s 133(2)
s 145	Duty to comply with an order made by the Magistrates' Court or a coroner	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 146	Power to dispose of bodily remains by a method other than interment or cremation	NOT DELEGATED	Subject to the approval of the Secretary
s 147	Power to apply to the Secretary for approval to dispose of bodily remains by a method other than interment or cremation	NOT DELEGATED	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 149	Duty to cease using method of disposal if approval revoked by the Secretary	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 151	Function of receiving applications to inter or cremate body parts	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
s 152(2)	Power to impose terms and conditions on authorisation granted under s 150	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	
sch 1 cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	NOT DELEGATED	

<b>CEMETERIES AND CREMATORIA ACT 2003</b>			
##The provisions of this Act apply to Council appointed as a cemetery trust under s 5 of this Act, and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
sch 1 cl 8(8)	Power to regulate own proceedings	NOT DELEGATED	Subject to cl 8
sch 1A cl 8(3)	Power to permit members to participate in a particular meeting by telephone, closed-circuit television or any other means of communication	NOT APPLICABLE	Where Council is a Class A cemetery trust
sch 1A cl 8(8)	Power to regulate own proceedings	NOT APPLICABLE	Where Council is a Class A cemetery trust Subject to cl 8

<b>DOMESTIC ANIMALS ACT 1994</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
s 41A(1)	Power to declare a dog to be a menacing dog	DCD, MPBL, DPC, MLC, SMLO, MLO	Council may delegate this power to a Council authorised officer

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 19(2)(a)	Power to direct by written order that the food premises be put into a clean and sanitary condition	PHPL, PHPTL, EHO	If s 19(1) applies
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	PHPL, PHPTL, EHO	If s 19(1) applies
s 19(3)	Power to direct by written order that the food premises not be kept or used for the sale, or handling for sale, of any food, or for the preparation of any food, or for any other specified purpose, or for the use of any specified equipment or a specified process	PHPL, PHPTL, EHO	If s 19(1) applies  Only in relation to temporary food premises or mobile food premises
s 19(4)(a)	Power to direct that an order made under s 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	PHPL, PHPTL, EHO	If s 19(1) applies
s 19(6)(a)	Duty to revoke any order under s 19 if satisfied that an order has been complied with	PHPL, PHPTL, EHO	If s 19(1) applies
s 19(6)(b)	Duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with	PHPL, PHPTL, EHO	If s 19(1) applies



<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 19AA(2)	Power to direct, by written order, that a person must take any of the actions described in (a)-(c).	PHPL, PHPTL, 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	PHPL, PHPTL, 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	PHPL, PHPTL, EHO	Where Council is the registration authority
s 19CB(4)(b)	Power to request copy of records	PHPL, PHPTL, EHO	Where Council is the registration authority
s 19E(1)(d)	Power to request a copy of the food safety program	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 19EA(3)	Function of receiving copy of revised food safety program	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 19GB	Power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	PHPL, PHPTL, EHO,	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s19IA(1)	Power to form opinion that the food safety requirements or program are non-compliant.	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 19IA(2)	Duty to give written notice to the proprietor of the premises	PHPL, PHPTL, EHO,	Where Council is the registration authority  Note: Not required if Council has taken other appropriate action in relation to deficiencies (see s 19IA(3))
s 19M(4)(a) & (5)	Power to conduct a food safety audit and take actions where deficiencies are identified	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 19N(2)	Function of receiving notice from the auditor	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 19NA(1)	Power to request food safety audit reports	PHPL, PHPTL, 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	PHPL, PHPTL, EHO	
s 19UA	Power to charge fees for conducting a food safety assessment or inspection	PHPL, PHPTL, EHO	Except for an assessment required by a declaration under s 19C or an inspection under ss 38B(1)(c) or 39
s 19W	Power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	PHPL, PHPTL, EHO,	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 19W(3)(a)	Power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	PHPL, PHPTL, 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	PHPL, PHPTL, EHO,	Where Council is the registration authority
---	Power to register or renew the registration of a food premises	PHPL, PHPTL, EHO	Where Council is the registration authority Refusal to grant or renew the registration of a food premises must be ratified by Council or the CEO (see s 58A(2))
s 36A	Power to accept an application for registration or notification using online portal	PHPL, PHPTL, EHO	Where Council is the registration authority
s 36B	Duty to pay the charge for use of online portal	PHPL, PHPTL, EHO	Where Council is the registration authority
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	PHPL, PHPTL, EHO,	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 38AB(4)	Power to fix a fee for the receipt of a notification under s 38AA in accordance with a declaration under s 38AB(1)	PHPL, PHPTL,	Where Council is the registration authority
s 38A(4)	Power to request a copy of a completed food safety program template	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 38B(1)(a)	Duty to assess the application and determine which class of food premises under s 19C the food premises belongs	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 38B(1)(b)	Duty to ensure proprietor has complied with requirements of s 38A	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 38B(2)	Duty to be satisfied of the matters in s 38B(2)(a)-(b)	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 38D(1)	Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 38D(2)	Duty to be satisfied of the matters in s 38D(2)(a)-(d)	PHPL, PHPTL, EHO,	Where Council is the registration authority
s 38D(3)	Power to request copies of any audit reports	PHPL, PHPTL, EHO,	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 38E(2)	Power to register the food premises on a conditional basis	PHPL, PHPTL, EHO	Where Council is the registration authority; not exceeding the prescribed time limit defined under s 38E(5)
s 38E(4)	Duty to register the food premises when conditions are satisfied	PHPL, PHPTL, EHO	Where Council is the registration authority
s 38F(3)(b)	Power to require proprietor to comply with requirements of this Act	PHPL, PHPTL, EHO	Where Council is the registration authority
s 38G(1)	Power to require notification of change of the food safety program type used for the food premises	PHPL, PHPTL, EHO	Where Council is the registration authority
s 38G(2)	Function of receiving notice from proprietor if there is a change of the food safety program type used for the food premises	PHPL, PHPTL, EHO	Where Council is the registration authority
s 38G(4)	Power to require the proprietor of the food premises to comply with any requirement of the Act	PHPL, PHPTL, EHO	Where Council is the registration authority
s 39(2)	Duty to carry out an inspection of the premises during the period of registration before the registration of the food premises is renewed	PHPL, PHPTL, EHO	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 39A	Power to register, or renew the registration of a food premises despite minor defects	PHPL, PHPTL, EHO	Where Council is the registration authority Only if satisfied of matters in s 39A(2)(a)-(c)
s 39A (6)	Duty to comply with a direction of the Secretary	PHPL, PHPTL EHO	
s 40(1)	Duty to give the person in whose name the premises is to be registered a certificate of registration	PHPL, PHPTL, EHO	Where Council is the registration authority
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>	PHPL, PHPTL, EHO	
s 40C(2)	Power to grant or renew the registration of food premises for a period of less than 1 year	PHPL, PHPTL, EHO	Where Council is the registration authority
s 40D(1)	Power to suspend or revoke the registration of food premises	PHPL, PHPTL, EHO	Where Council is the registration authority
s 40E	Duty to comply with direction of the Secretary	PHPL, PHPTL, EHO	
s 40F	Power to cancel registration of food premises	PHPL, PHPTL	Where Council is the registration authority
s 43	Duty to maintain records of registration	PHPL, PHPTL, EHO	Where Council is the registration authority

<b>FOOD ACT 1984</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 43F(6)	Duty to be satisfied that registration requirements under Division 3 have been met prior to registering or renewing registration of a component of a food business	PHPL, PHPTL, 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	PHPL, PHPTL, EHO	Where Council is the registration authority
s 45AC	Power to bring proceedings	PHPL, PHPTL, EHO	
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	PHPL, PHPT, EHO	Where Council is the registration authority

<b>HERITAGE ACT 2017</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 116	Power to sub-delegate Executive Director's functions, duties or powers	CEO, DCD, MPBL, DPC	Must first obtain Executive Director's written consent  Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation



<b>LOCAL GOVERNMENT ACT 1989</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 185L(4)	Power to declare and levy a cladding rectification charge	CEO <sup>1</sup>	

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

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 4B	Power to prepare an amendment to the Victorian Planning Provisions	CEO, DCD, MPBL, DPC, MCF	If authorised by the Minister
s 4G	Function of receiving prescribed documents and a copy of the Victorian Planning Provisions from the Minister	CEO, DCD, MPBL, DPC, DPC, DP, SP, PRO, SPRO, TLDP, PTO, PIO, MDP, MCF, CSPUD, SSP, SP DPA	
s 4H	Duty to make amendment to Victorian Planning Provisions available in accordance with public availability requirements	CEO, DCD, MPBL, DPC, DPC, DP, SP, PRO, SPRO, TLDP, PTO, PIO, MDP, DPA MCF, CSPUD, SSP, SP	
s 4I(2)	Duty to make a copy of the Victorian Planning Provisions and other documents available in accordance with public availability requirements	CEO, DCD, MPBL, DPC, DPC, DP, SP, PRO, SPRO, TLDP, PTO, PIO, MDP, DPA MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 8A(2)	Power to prepare amendment to the planning scheme where the Minister has given consent under s 8A	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 8A(3)	Power to apply to Minister to prepare an amendment to the planning scheme	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 8A(5)	Function of receiving notice of the Minister's decision	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
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	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 8B(2)	Power to apply to the Minister for authorisation to prepare an amendment to the planning scheme of an adjoining municipal district	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
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	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 12B(1)	Duty to review planning scheme	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 12B(2)	Duty to review planning scheme at direction of Minister	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 12B(5)	Duty to report findings of review of planning scheme to Minister without delay	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 14	Duties of a Responsible Authority as set out in s 14(a) to (d)	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 17(1)	Duty of giving copy amendment to the planning scheme	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 17(2)	Duty of giving copy s 173 agreement	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 17(3)	Duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 18	Duty to make amendment etc. available in accordance with public availability requirements	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	Until the proposed amendment is approved or lapses
s 19	Power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 19	Function of receiving notice of preparation of an amendment to a planning scheme	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	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 s 19	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	Where Council is a planning authority
s 20(4)	Power to request Minister to prepare an amendment with exemption from notice	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 20A(4)(a)	Power to request Minister to prepare a planning scheme amendment	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 21(2)	Duty to make submissions available in accordance with public availability requirements	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPD, SSP, SP	Until the end of 2 months after the amendment comes into operation or lapses
s 21A(4)	Duty to publish notice	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 22(1)	Duty to consider all submissions received before the date specified in the notice	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPD, SSP, SP	Except submissions which request a change to the items in s 22(5)(a) and (b)
s 22(2)	Power to consider a late submission Duty to consider a late submission, if directed by the Minister	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 23(1)(b)	Duty to refer submissions which request a change to the amendment to a panel	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 23(2)	Power to refer to a panel submissions which do not require a change to the amendment	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 24	Function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 26(1)	Power to make report available for inspection in accordance with the requirements set out in s 197B of the Act	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 26(2)	Duty to keep report of panel available in accordance with public availability requirements	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	During the inspection period
s 27(2)	Power to apply for exemption if panel's report not received	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	



<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 28(1)	Duty to notify the Minister if abandoning an amendment	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	Note: the power to make a decision to abandon an amendment cannot be delegated
s 28(2)	Duty to publish notice of the decision on Internet site	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 28(4)	Duty to make notice of the decision available on Council's Internet site for a period of at least 2 months	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 30(1)(ii)	Power to request Minister to allow a longer period for adoption of the amendment	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 30(4)(a)	Duty to say if amendment has lapsed	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 30(4)(b)	Duty to provide information in writing upon request	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPD, SSP, SP	
s 32(2)	Duty to give more notice if required	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 33(1)	Duty to give more notice of changes to an amendment	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 36(2)	Duty to give notice of approval of amendment	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 38(5)	Duty to give notice of revocation of an amendment	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 39	Function of being a party to a proceeding commenced under s 39 and duty to comply with determination by VCAT	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 40(1)	Function of lodging copy of approved amendment	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 41(1)	Duty to make a copy of an approved amendment available in accordance with the public availability requirements during inspection period	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 41(2)	Duty to make a copy of an approved amendment and any documents lodged with it available in person in accordance with the requirements set out in s 197B of the Act after the inspection period ends	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	
s 42(2)	Duty to make copy of planning scheme available in accordance with the public availability requirements	CEO, DCD, MPBL, DPC, DP, MCF, TLDP, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46AAA	Duty to prepare an amendment to a planning scheme that relates to Yarra River land that is not inconsistent with anything in a Yarra Strategic Plan which is expressed to be binding on the responsible public entity	CEO, DCD, MCF, MPBL, DPC	Where Council is a responsible public entity and is a planning authority  Note: this provision is not yet in force, and will commence on the day on which the initial Yarra Strategic Plan comes into operation. It will affect a limited number of councils
s 46AW	Function of being consulted by the Minister	Not Delegated	Where Council is a responsible public entity  Note: this is not relevant to Banyule City Council
s 46AX	Function of receiving a draft Statement of Planning Policy and written direction in relation to the endorsement of the draft Statement of Planning Policy  Power to endorse the draft Statement of Planning Policy	Not Delegated	Where Council is a responsible public entity  Note: this is not relevant to Banyule City Council
s 46AZC(2)	Duty not to prepare an amendment to a declared area planning scheme that is inconsistent with a Statement of Planning Policy for the declared area that is expressed to be binding on the responsible public entity	Not Delegated	Where Council is a responsible public entity  Note: this is not relevant to Banyule City Council

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46AZK	Duty not to act inconsistently with any provision of the Statement of Planning Policy that is expressed to be binding on the public entity when performing a function or duty or exercising a power in relation to the declared area	Not Delegated	Where Council is a responsible public entity Note: this is not relevant to Banyule City Council
s 46GI(2)(b)(i)	Power to agree to a lower rate of standard levy for a class of development of a particular type of land than the rate specified in a Minister's direction	Not Delegated	Where Council is the planning authority, the municipal Council of the municipal district in which the land is located and/or the development agency Note: this is not relevant to Banyule City Council
s 46GJ(1)	Function of receiving written directions from the Minister in relation to the preparation and content of infrastructure contributions plans	Not Delegated	Note: this is not relevant to Banyule City Council
s 46GK	Duty to comply with a Minister's direction that applies to Council as the planning authority	Not Delegated	Note: this is not relevant to Banyule City Council
s 46GN(1)	Duty to arrange for estimates of values of inner public purpose land	Not Delegated	Note: this is not relevant to Banyule City Council
s 46GO(1)	Duty to give notice to owners of certain inner public purpose land	Not Delegated	Note: this is not relevant to Banyule City Council

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46GP	Function of receiving a notice under s 46GO	Not Delegated	Where Council is the collecting agency Note: this is not relevant to Banyule City Council
s 46GQ	Function of receiving a submission from an affected owner who objects to the estimated value per hectare (or other appropriate unit of measurement) of the inner public purpose land	Not Delegated	Note: this is not relevant to Banyule City Council
s 46GR(1)	Duty to consider every submission that is made by the closing date for submissions included in the notice under s 46GO	Not Delegated	Note: this is not relevant to Banyule City Council
s 46GR(2)	Power to consider a late submission Duty to consider a late submission if directed to do so by the Minister	Not Delegated	Note: this is not relevant to Banyule City Council
s 46GS(1)	Power to accept or reject the estimate of the value of the inner public purpose land in a submission made under s 46GQ	Not Delegated	Note: this is not relevant to Banyule City Council

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46GS(2)	Duty, if Council rejects the estimate of the value of the inner public purpose land in the submission, to refer the matter to the valuer-general, and notify the affected owner of the rejection and that the matter has been referred to the valuer-general	Not Delegated	Note: this is not relevant to Banyule City Council
s 46GT(2)	Duty to pay half of the fee fixed by the valuer-general for arranging and attending the conference	Not Delegated	Note: this is not relevant to Banyule City Council
s 46GT(4)	Function of receiving, from the valuer-general, written confirmation of the agreement between the planning authority's valuer and the affected owner's valuer as to the estimated value of the inner public purpose land	Not Delegated	Note: this is not relevant to Banyule City Council
s 46GT(6)	Function of receiving, from the valuer-general, written notice of a determination under s 46GT(5)	Not Delegated	Note: this is not relevant to Banyule City Council
s 46GU	Duty not to adopt an amendment under s 29 to an infrastructure contributions plan that specifies a land credit amount or a land equalisation amount that relates to a parcel of land in the ICP plan area of the plan unless the criteria in s 46GU(1)(a) and (b) are met	Not Delegated	Note: this is not relevant to Banyule City Council

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46GV(3)	Function of receiving the monetary component and any land equalisation amount of the infrastructure contribution  Power to specify the manner in which the payment is to be made	Not Delegated	Where Council is the collecting agency  Note: this is not relevant to Banyule City Council
s 46GV(3)(b)	Power to enter into an agreement with the applicant	Not Delegated	Where Council is the collecting agency  Note: this is not relevant to Banyule City Council
s 46GV(4)(a)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	Not Delegated	Where Council is the development agency  Note: this is not relevant to Banyule City Council
s 46GV(4)(b)	Function of receiving the inner public purpose land in accordance with s 46GV(5) and (6)	Not Delegated	Where Council is the collecting agency  Note: this is not relevant to Banyule City Council
s 46GV(7)	Duty to impose the requirements set out in s 46GV(3) and (4) as conditions on the permit applied for by the applicant to develop the land in the ICP plan area	Not Delegated	Note: this is not relevant to Banyule City Council



<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46GV(9)	Power to require the payment of a monetary component or the provision of the land component of an infrastructure contribution to be secured to Council's satisfaction	Not Delegated	Where Council is the collecting agency Note: this is not relevant to Banyule City Council
s 46GX(1)	Power to accept works, services or facilities in part or full satisfaction of the monetary component of an infrastructure contribution payable	Not Delegated	Where Council is the collecting agency Note: this is not relevant to Banyule City Council
s 46GX(2)	Duty, before accepting the provision of works, services or facilities by an applicant under s 46GX(1), to obtain the agreement of the development agency or agencies specified in the approved infrastructure contributions plan	Not Delegated	Where Council is the collecting agency Note: this is not relevant to Banyule City Council
s 46GY(1)	Duty to keep proper and separate accounts and records	Not Delegated	Where Council is the collecting agency Note: this is not relevant to Banyule City Council
s 46GY(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	Not Delegated	Where Council is the collecting agency Note: this is not relevant to Banyule City Council

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46GZ(2)(a)	Duty to forward any part of the monetary component that is imposed for plan preparation costs to the planning authority that incurred those costs	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan  This duty does not apply where Council is that planning authority  Note: this is not relevant to Banyule City Council
s 46GZ(2)(a)	Function of receiving the monetary component	Not Delegated	Where the Council is the planning authority  This duty does not apply where Council is also the collecting agency  Note: this is not relevant to Banyule City Council
s 46GZ(2)(b)	Duty to forward any part of the monetary component that is imposed for the provision of works, services or facilities to the development agency that is specified in the plan as responsible for those works, services or facilities	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan  This provision does not apply where Council is also the relevant development agency  Note: this is not relevant to Banyule City Council

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46GZ(2)(b)	Function of receiving the monetary component	Not Delegated	Where Council is the development agency under an approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency Note: this is not relevant to Banyule City Council
s 46GZ(4)	Duty to use any land equalisation amounts to pay land credit amounts under s 46GZ(7), except any part of those amounts that are to be forwarded to a development agency under s 46GZ(5)	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan Note: this is not relevant to Banyule City Council
s 46GZ(5)	Duty to forward any part of a land equalisation amount required for the acquisition of outer public purpose land by a development agency specified in the approved infrastructure contributions plan to that development agency	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan This provision does not apply where Council is also the relevant development agency Note: this is not relevant to Banyule City Council

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZ(5)	Function of receiving any part of a land equalisation amount required for the acquisition of outer public purpose land	Not Delegated	Where Council is the development agency specified in the approved infrastructure contributions plan This provision does not apply where Council is also the collecting agency Note: this is not relevant to Banyule City Council
s 46GZ(7)	Duty to pay to each person who must provide an infrastructure contribution under the approved infrastructure contributions plan any land credit amount to which the person is entitled under s 46GW	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan Note: this is not relevant to Banyule City Council
s 46GZ(9)	Duty to transfer the estate in fee simple in the land to the development agency specified in the approved infrastructure contributions plan as responsible for the use and development of that land	Not Delegated	If any inner public purpose land is vested in Council under the <i>Subdivision Act 1988</i> or acquired by Council before the time it is required to be provided to Council under s 46GV(4) Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency Note: this is not relevant to Banyule City Council

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46GZ(9)	Function of receiving the fee simple in the land	Not Delegated	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency Note: this is not relevant to Banyule City Council
s 46GZA(1)	Duty to keep proper and separate accounts and records	Not Delegated	Where Council is a development agency under an approved infrastructure contributions plan
s 46GZA(2)	Duty to keep the accounts and records in accordance with the <i>Local Government Act 2020</i>	Not Delegated	Where Council is a development agency under an approved infrastructure contributions plan Note: this is not relevant to Banyule City Council
s 46GZB(3)	Duty to follow the steps set out in s 46GZB(3)(a) – (c)	Not Delegated	Where Council is a development agency under an approved infrastructure contributions plan Note: this is not relevant to Banyule City Council

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46GZB(4)	Duty, in accordance with requirements of the VPA, to report on the use of the infrastructure contribution in the development agency's annual report and provide reports on the use of the infrastructure contribution to the VPA	Not Delegated	If the VPA is the collecting agency under an approved infrastructure contributions plan  Where Council is a development agency under an approved infrastructure contributions plan  Note: this is not relevant to Banyule City Council
s 46GZD(2)	Duty, within 6 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZD(2)(a) and (b)	Not Delegated	Where Council is the development agency under an approved infrastructure contributions plan  Note: this is not relevant to Banyule City Council
s 46GZD(3)	Duty to follow the steps set out in s 46GZD(3)(a) and (b)	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan  Note: this is not relevant to Banyule City Council
s 46GZD(5)	Duty to make payments under s 46GZD(3) in accordance with ss 46GZD(5)(a) and 46GZD(5)(b)	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan  Note: this is not relevant to Banyule City Council

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46GZE(2)	Duty to forward the land equalisation amount back to the collecting agency within 6 months after the expiry date if any part of a land equalisation amount paid or forwarded to a development agency for acquiring outer public purpose land has not been expended by the development agency to acquire that land at the date on which the approved infrastructure contributions plan expires	Not Delegated	Where Council is the development agency under an approved infrastructure contributions plan This duty does not apply where Council is also the collecting agency Note: this is not relevant to Banyule City Council
s 46GZE(2)	Function of receiving the unexpended land equalisation amount	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan This duty does not apply where Council is also the development agency Note: this is not relevant to Banyule City Council
s 46GZE(3)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to follow the steps set out in s 46GZE(3)(a) and (b)	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan Note: this is not relevant to Banyule City Council
s 46GZF(2)	Duty, within 12 months after the date on which the approved infrastructure contributions plan expires, to use the public purpose land for a public purpose approved by the Minister or sell the public purpose land	Not Delegated	Where Council is the development agency under an approved infrastructure contributions plan Note: this is not relevant to Banyule City Council

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46GZF(3)	Duty, if land is sold under s 46GZF(2)(b), to follow the steps in s 46GZF(3)(a) and (b)	Not Delegated	Where Council is the development agency under an approved infrastructure contributions plan Note: this is not relevant to Banyule City Council
s 46GZF(3)	Function of receiving proceeds of sale	Not Delegated	Where Council is the collection agency under an approved infrastructure contributions plan This provision does not apply where Council is also the development agency Note: this is not relevant to Banyule City Council
s 46GZF(4)	Duty to divide the proceeds of the public purpose land among the current owners of each parcel of land in the ICP plan area and pay each current owner a portion of the proceeds in accordance with s 46GZF(5)	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan Note: this is not relevant to Banyule City Council
s 46GZF(6)	Duty to make the payments under s 46GZF(4) in accordance with s 46GZF(6)(a) and (b)	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan Note: this is not relevant to Banyule City Council
s 46GZH	Power to recover the monetary component, or any land equalisation amount of the land component, payable under Part 3AB as a debt in any court of competent jurisdiction	Not Delegated	Where Council is the collecting agency under an approved infrastructure contributions plan



<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46GZI	Duty to prepare and give a report to the Minister at the times required by the Minister	Not Delegated	Where Council is a collecting agency or development agency Note: this is not relevant to Banyule City Council
s 46GZK	Power to deal with public purpose land which has vested in, been acquired by, or transferred to, Council	Not Delegated	Where Council is a collecting agency or development agency Note: this is not relevant to Banyule City Council
s 46LB(3)	Duty to publish, on Council's Internet site, the payable dwelling amount for a financial year on or before 1 July of each financial year for which the amount is adjusted under s 46LB (2)	CEO, CDC, MPBL, DPC, MCF	
s 46N(1)	Duty to include condition in permit regarding payment of development infrastructure levy	CEO, DCD, MPBL, DPC, DP, SP, PRO, SPRO, TLDP, PTO, PIO, MDP, DPA	
s 46N(2)(c)	Function of determining time and manner for receipt of development contributions levy	CEO, DCD, MPBL, DPC, DP, SP, PRO, SPRO, TLDP, PTO, PIO, MDP, DPA	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46N(2)(d)	Power to enter into an agreement with the applicant regarding payment of development infrastructure levy	CEO, DCD, MPBL, DPC, DP, SP, PRO, SPRO, TLDP, PTO, PIO, MDP, DPA	
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	CEO, DCD, MPBL, DPC, DP, SP, PRO, SPRO, TLDP, PTO, PIO, MDP, DPA, DCPO, MBS	
s 46O(1)(d) & (2)(d)	Power to enter into agreement with the applicant regarding payment of community infrastructure levy	CEO, DCD, MPBL, DPC, DP, SP, PRO, SPRO, TLDP, PTO, PIO, MDP, DPA DCPO, CA	
s 46P(1)	Power to require payment of amount of levy under s 46N or s 46O to be satisfactorily secured	CEO, DCD, MPBL, DPC, DP, SP, PRO, SPRO, TLDP, PTO, PIO, MDP, DPA	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 46P(2)	Power to accept provision of land, works, services or facilities in part or full payment of levy payable	CEO, DCD, MPBL, DPC, TLDP, DP, MDP MCF, CSPUD, SSP, SP	
s 46Q(1)	Duty to keep proper accounts of levies paid	CEO, DCD, DCS, MFP, MPBL, DPC, DCPO, CA	
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	CEO, DCD, DCS, MFP, MPBL, DPC, MCF, DCPO, CA	
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	CEO, DCD, MPBL, DPC, DP, TLDP, PTO, MDP MCF, CSPUD, SSP, SP, DCPO	
s 46Q(3)	Power to refund any amount of levy paid if it is satisfied the development is not to proceed	CEO, ALL D, MFP, MPBL, DPC, MCF, DCPO, CA	Only applies when levy is paid to Council as a 'development agency'

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
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)	CEO, ALL D, MFP, MPBL, DPC, MCF	Must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s 46Q(4)(d)	Duty to submit to the Minister an amendment to the approved development contributions plan	CEO, DCD, MPBL, DPC, MCF, CSPUD, MFP	Must be done in accordance with Part 3
s 46Q(4)(e)	Duty to expend that amount on other works etc.	CEO, ALL D, , MPBL, DPC, MCF	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	CEO, ALL D, MPBL, DPC, MCF, MFP	
s 46QD	Duty to prepare report and give a report to the Minister	CEO, DCD, MCF, MPBL, DPC, MFP, FPPC, DCPO	Where Council is a collecting agency or development agency

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
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 in accordance with the public availability requirements, during the inspection period	Not Delegated	Note: not relevant to Banyule City Council
s 46V(4)	Duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available in accordance with s197B of the Act and on payment of the prescribed fee, after the inspection period	Not Delegated	Note: not relevant to Banyule City Council
s 46V(5)	Duty to keep a copy of the approved strategy plan incorporating all amendments to it	Not Delegated	Note: not relevant to Banyule City Council
s 46V(6)	Duty to make a copy of the approved strategy plan incorporating all amendments to it available in accordance with the public available requirements	Not Delegated	Note: not relevant to Banyule City Council
s 46Y	Duty to carry out works in conformity with the approved strategy plan	CEO, ALL D, MPBL, DPC, MCF	
s 47	Power to decide that an application for a planning permit does not comply with that Act	CEO, DCD, MPBL, DPC, DP, TLDP, DPC MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 49(1)	Duty to keep a register of all applications for permits and determinations relating to permits	CEO, DCD, MPBL, DPC, DP, TLDP, PTO, PRO, SPRO, MDP MCF, CSPUD, SSP, SP	
s 49(2)	Duty to make register available for inspection in accordance with the public availability requirements	CEO, DCD, MPBL, DPC, DPC, DP, TLDP, PTO, PRO, SPRO, MDP MCF, CSPUD, SSP, SP	
s 50(4)	Duty to amend application	CEO, DCD, MPBL, DPC, DP, TLDP, PTO, PRO, SPRO, MDP MCF, CSPUD, SSP, SP	
s 50(5)	Power to refuse to amend application	CEO, DCD, MPBL, DPC, DPC, TLDP, DP, MDP MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 50(6)	Duty to make note of amendment to application in register	CEO, DCD, MPBL, DPC, DP, TLDP, PTO, PRO, SPRO, MDP MCF, CSPUD, SSP, SP	
s 50A(1)	Power to make amendment to application	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 50A(3)	Power to require applicant to notify owner and make a declaration that notice has been given	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PTO MCF, CSPUD, SSP, SP, DPC	
s 50A(4)	Duty to note amendment to application in register	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO, SPRO MCF, CSPUD, SSP, SP, DPC	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 51	Duty to make copy of application available for inspection in accordance with the public availability requirements	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	
s 52(1)(a)	Duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	
s 52(1)(b)	Duty to give notice of the application to other municipal council where appropriate	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	
s 52(1)(c)	Duty to give notice of the application to all persons required by the planning scheme	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	



<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
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	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	
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	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	
s 52(1)(d)	Duty to give notice of the application to other persons who may be detrimentally effected	CEO, DCAD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 52(1AA)	Duty to give notice of an application to remove or vary a registered restrictive covenant	CEO, DCAD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	
s 52(3)	Power to give any further notice of an application where appropriate	CEO, DCAD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	
s 53(1)	Power to require the applicant to give notice under s 52(1) to persons specified by it	CEO, DCAD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 53(1A)	Power to require the applicant to give the notice under s 52(1AA)	CEO, DCAD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	
s 54(1)	Power to require the applicant to provide more information	CEO, DCAD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	
s 54(1A)	Duty to give notice in writing of information required under s 54(1)	CEO, DCAD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 54(1B)	Duty to specify the lapse date for an application	CEO, DCAD, MPBL, DPC, DP, TLDP, MDP, PTO, PRO MCF, CSPUD, SSP, SP, SPRO	
s 54A(3)	Power to decide to extend time or refuse to extend time to give required information	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 54A(4)	Duty to give written notice of decision to extend or refuse to extend time under s 54A(3)	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP, , SPRO, PRO	
s 55(1)	Duty to give copy application, together with the prescribed information, to every referral authority specified in the planning scheme	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO MCF, CSPUD, SSP, SP, SPRO	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 57(2A)	Power to reject objections considered made primarily for commercial advantage for the objector	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 57(3)	Function of receiving name and address of persons to whom notice of decision is to go	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO MCF, CSPUD, SSP, SP, SPRO	
s 57(5)	Duty to make a copy of all objections available in accordance with the public availability requirements	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO MCF, CSPUD, SSP, SP, SPRO	
s 57A(4)	Duty to amend application in accordance with applicant's request, subject to s 57A(5)	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 57A(5)	Power to refuse to amend application	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 57A(6)	Duty to note amendments to application in register	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO MCF, CSPUD, SSP, SP, SPRO	
s 57B(1)	Duty to determine whether and to whom notice should be given	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO MCF, CSPUD, SSP, SP, SPRO	
s 57B(2)	Duty to consider certain matters in determining whether notice should be given	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 57C(1)	Duty to give copy of amended application to referral authority	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 58	Duty to consider every application for a permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	In line with condition 4
s 58A	Power to request advice from the Planning Application Committee	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	In line with condition 4
s 60	Duty to consider certain matters	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	In line with condition 4

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 60(1A)	Duty to consider certain matters	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	In line with condition 4
s 60(1B)	Duty to consider number of objectors in considering whether use or development may have significant social effect	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	In line with condition 4
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	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, MCF, CSPUD, SSP, SP	The permit must not be inconsistent with a cultural heritage management plan under the <i>Aboriginal Heritage Act 2006</i>  In line with condition 4
s 61(2)	Duty to decide to refuse to grant a permit if a relevant determining referral authority objects to grant of permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	In line with condition 4
s 61(2A)	Power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	In line with condition 4



PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 61(3)(a)	Duty not to decide to grant a permit to use coastal Crown land without Minister's consent	Not delegated	Not relevant to Banyule City Council
s 61(3)(b)	Duty to refuse to grant the permit without the Minister's consent	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 61(4)	Duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	In line with condition 4
s 62(1)	Duty to include certain conditions in deciding to grant a permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 62(2)	Power to include other conditions	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 62(4)	Duty to ensure conditions are consistent with paragraphs (a),(b) and (c)	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 62(5)(a)	Power to include a permit condition to implement an approved development contributions plan or an approved infrastructure contributions plan	CEO, MPBL, DPC, MCF, CSPUD, DPC	
s 62(5)(b)	Power to include a permit condition that specified works be provided on or to the land or paid for in accordance with s 173 agreement	CEO, MPBL, DPC, MCF, CSPUD, DPC	
s 62(5)(c)	Power to include a permit condition that specified works be provided or paid for by the applicant	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, MCF	
s 62(6)(a)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except in accordance with ss 46N(1), 46GV(7) or 62(5)	CEO, DCD, MPBL, DPC, MCF	
s 62(6)(b)	Duty not to include a permit condition requiring a person to pay an amount for or provide works except a condition that a planning scheme requires to be included as referred to in s 62(1)(a)	CEO, DCD, MPBL, DPC, MCF	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 63	Duty to issue the permit where made a decision in favour of the application (if no one has objected)	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 64(1)	Duty to give notice of decision to grant a permit to applicant and objectors	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(3)	Duty not to issue a permit until after the specified period	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64(5)	Duty to give each objector a copy of an exempt decision	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	This provision applies also to a decision to grant an amendment to a permit – see s 75
s 64A	Duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	This provision applies also to a decision to grant an amendment to a permit – see s 75A

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 65(1)	Duty to give notice of refusal to grant permit to applicant and person who objected under s 57	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 66(1)	Duty to give notice under s 64 or s 65 and copy permit to relevant determining referral authorities	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 66(2)	Duty to give a recommending referral authority notice of its decision to grant a permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	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	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	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

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
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 s 64 or 65	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	If the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s 69(1)	Function of receiving application for extension of time of permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 69(1A)	Function of receiving application for extension of time to complete development	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 69(2)	Power to extend time	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 70	Duty to make copy permit available in accordance with public availability requirements	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 71(1)	Power to correct certain mistakes	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 71(2)	Duty to note corrections in register	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 73	Power to decide to grant amendment subject to conditions	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 74	Duty to issue amended permit to applicant if no objectors	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 76	Duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 76A(1)	Duty to give relevant determining referral authorities copy of amended permit and copy of notice	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 76A(2)	Duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	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

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 76A(4)	Duty to give a recommending referral authority notice of its decision to refuse a permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	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 s 64 or 76	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	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	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 83	Function of being respondent to an appeal	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	



<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 83B	Duty to give or publish notice of application for review	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 84(1)	Power to decide on an application at any time after an appeal is lodged against failure to grant a permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
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	CEO, DCD, MPBL, DPC, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
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	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 84(6)	Duty to issue permit on receipt of advice within 3 business days	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 84AB	Power to agree to confining a review by the Tribunal	CEO, DCD, MPBL, DPC, DPC, TLDP MCF, CSPUD	
s 86	Duty to issue a permit at order of Tribunal within 3 business days	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 87(3)	Power to apply to VCAT for the cancellation or amendment of a permit	CEO, DCD, MPBL, DPC, DP, TLDP, DPC MCF, CSPUD	
s 90(1)	Function of being heard at hearing of request for cancellation or amendment of a permit	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 91(2)	Duty to comply with the directions of VCAT	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO MCF, CSPUD, SSP, SP	
s 91(2A)	Duty to issue amended permit to owner if Tribunal so directs	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 92	Duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s 90	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO MCF, CSPUD, SSP, SP	
s 93(2)	Duty to give notice of VCAT order to stop development	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 95(3)	Function of referring certain applications to the Minister	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO MCF, CSPUD, SSP, SP	
s 95(4)	Duty to comply with an order or direction	CEO, DCD, MPBL, DPC, MCF	
s 96(1)	Duty to obtain a permit from the Minister to use and develop its land	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 96(2)	Function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, DPC MCF, CSPUD, SSP, SP	
s 96A(2)	Power to agree to consider an application for permit concurrently with preparation of proposed amendment	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, DPC MCF, CSPUD, SSP, SP	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 96C	Power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 96F	Duty to consider the panel's report under s 96E	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 96G(1)	Power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the <i>Planning and Environment (Planning Schemes) Act 1996</i> )	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 96H(3)	Power to give notice in compliance with Minister's direction	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 96J	Duty to issue permit as directed by the Minister	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 96K	Duty to comply with direction of the Minister to give notice of refusal	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP	
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	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP	
s 97C	Power to request Minister to decide the application	CEO, DCD, MPBL, DPC, MCF	
s 97D(1)	Duty to comply with directions of Minister to supply any document or assistance relating to application	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	
s 97G(3)	Function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 97G(6)	Duty to make a copy of permits issued under s 97F available in accordance with public availability requirements	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP, SP	
s 97L	Duty to include Ministerial decisions in a register kept under s 49	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PRO, SPRO MCF, CSPUD, SSP	
s 97MH	Duty to provide information or assistance to the Planning Application Committee	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, MCF	
s 97MI	Duty to contribute to the costs of the Planning Application Committee or subcommittee	CEO, DCD, MPBL, DPC, MCF	
s 97O	Duty to consider application and issue or refuse to issue certificate of compliance	CEO, DCD, MPBL, DPC, MCF	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 97P(3)	Duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP	
s 97Q(2)	Function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, MCF, CSPUD, SSP	
s 97Q(4)	Duty to comply with directions of VCAT	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, MCF, CSPUD, SSP	
s 97R	Duty to keep register of all applications for certificate of compliance and related decisions	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP MCF, CSPUD, SSP	
s 98(1)&(2)	Function of receiving claim for compensation in certain circumstances	CEO, DCD, MPBL, DPC, MCF	
s 98(4)	Duty to inform any person of the name of the person from whom compensation can be claimed	CEO, DCD, MPBL, DPC, MCF	



<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 101	Function of receiving claim for expenses in conjunction with claim	CEO, DCD, MPBL, DPC, MCF	
s 103	Power to reject a claim for compensation in certain circumstances	CEO, DCD, MPBL, DPC, MCF	
s 107(1)	Function of receiving claim for compensation	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, MCF, CSPUD, SSP	
s 107(3)	Power to agree to extend time for making claim	CEO, DCD, MPBL, DPC, MCF	
s 113(2)	Power to request a declaration for land to be proposed to be reserved for public purposes	CEO, DCD, MPBL, DPC, MCF	
s 114(1)	Power to apply to the VCAT for an enforcement order	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO MCF, CSPUD, SSP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 117(1)(a)	Function of making a submission to the VCAT where objections are received	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO MCF, CSPUD, SSP	
s 120(1)	Power to apply for an interim enforcement order where s 114 application has been made	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO, MCF, CSPUD, SSP	
s 123(1)	Power to carry out work required by enforcement order and recover costs	CEO, DCD, MPBL, DPC, MCF	
s 123(2)	Power to sell buildings, materials, etc salvaged in carrying out work under s 123(1)	CEO, DCD, MPBL, DPC, MCF	Except Crown Land
s 129	Function of recovering penalties	CEO, DCD, MPBL, DPC, MCF	
s 130(5)	Power to allow person served with an infringement notice further time	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO MCF, CSPUD, SSP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 149A(1)	Power to refer a matter to the VCAT for determination	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO MCF, CSPUD, SSP	
s 149A(1A)	Power to apply to VCAT for the determination of a matter relating to the interpretation of a s 173 agreement	CEO, DCD, MPBL, DPC, PTO, DP, TLDP, MDP, PIO, MCF, CSPUD, SSP	
s 156	Duty to pay fees and allowances (including a payment to the Crown under s 156(2A)), and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under s 156(2B) power to ask for contribution under s 156(3) and power to abandon amendment or part of it under s 156(4)	CEO, DCD, MPBL, DPC, MCF	Where Council is the relevant planning authority
s 171(2)(f)	Power to carry out studies and commission reports	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 171(2)(g)	Power to grant and reserve easements	CEO, DCD, MPBL, DPC, MDP, MO MCF	
s 172C	Power to compulsorily acquire any outer public purpose land that is specified in the approved infrastructure contributions plan	CEO	Where Council is a development agency specified in an approved infrastructure contributions plan
s 172D(1)	Power to compulsorily acquire any inner public purpose land that is specified in the plan before the time that the land is required to be provided to Council under s 46GV(4)	CEO	Where Council is a collecting agency specified in an approved infrastructure contributions plan
s 172D(2)	Power to compulsorily acquire any inner public purpose land, the use and development of which is to be the responsibility of Council under the plan, before the time that the land is required to be provided under s 46GV(4)	CEO	Where Council is the development agency specified in an approved infrastructure contributions plan
s 173(1)	Power to enter into agreement covering matters set out in s 174	CEO, DCD, MPBL, DPC, DP, TLDP, MDP	
s 173(1A)	Power to enter into an agreement with an owner of land for the development or provision of land in relation to affordable housing	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, DPC MCF, CSPUD	Where Council is the relevant responsible authority

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
---	Power to decide whether something is to the satisfaction of Council, where an agreement made under s 173 of the <i>Planning and Environment Act 1987</i> requires something to be to the satisfaction of Council or Responsible Authority	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, DPC MCF, CSPUD	
---	Power to give consent on behalf of Council, where an agreement made under s 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	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 177(2)	Power to end a s 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
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	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178A(1)	Function of receiving application to amend or end an agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 178A(3)	Function of notifying the owner as to whether it agrees in principle to the proposal under s 178A(1)	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178A(4)	Function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178A(5)	Power to propose to amend or end an agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178B(1)	Duty to consider certain matters when considering proposal to amend an agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178B(2)	Duty to consider certain matters when considering proposal to end an agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
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	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178C(4)	Function of determining how to give notice under s 178C(2)	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178E(1)	Duty not to make decision until after 14 days after notice has been given	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178E(2)(a)	Power to amend or end the agreement in accordance with the proposal	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	If no objections are made under s 178D Must consider matters in s 178B
s 178E(2)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	If no objections are made under s 178D Must consider matters in s 178B

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 178E(2)(c)	Power to refuse to amend or end the agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	If no objections are made under s 178D  Must consider matters in s 178B
s 178E(3)(a)	Power to amend or end the agreement in accordance with the proposal	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	After considering objections, submissions and matters in s 178B
s 178E(3)(b)	Power to amend or end the agreement in a manner that is not substantively different from the proposal	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	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	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	After considering objections, submissions and matters in s 178B
s 178E(3)(d)	Power to refuse to amend or end the agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	After considering objections, submissions and matters in s 178B



<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 178F(1)	Duty to give notice of its decision under s 178E(3)(a) or (b)	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178F(2)	Duty to give notice of its decision under s 178E(2)(c) or (3)(d)	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178F(4)	Duty not to proceed to amend or end an agreement under s 178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 178G	Duty to sign amended agreement and give copy to each other party to the agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
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	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 178(3)	Duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 179(2)	Duty to make a copy of each agreement available in accordance with the public availability requirements	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 181	Duty to apply to the Registrar of Titles to record the agreement and to deliver a memorial to Registrar-General	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 181(1A)(a)	Power to apply to the Registrar of Titles to record the agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 181(1A)(b)	Duty to apply to the Registrar of Titles, without delay, to record the agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 182	Power to enforce an agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 183	Duty to tell Registrar of Titles of ending/amendment of agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 184F(1)	Power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	
s 184F(2)	Duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, MCF, CSPUD, SSP	
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	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD, SSP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
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	CEO	
s 184G(2)	Duty to comply with a direction of the Tribunal	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD	
s 184G(3)	Duty to give notice as directed by the Tribunal	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD	
s 185B(1)	Duty to comply with a request from the Minister to provide the name, address, email address or telephone number of any person to whom the Minister is required to give notice	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PRO, PTO MCF, CSPUD, SSP, SP, SPRO	
s 198(1)	Function to receive application for planning certificate	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PRO, SPRO, PTO MCF, CSPUD, SSP, SP	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 199(1)	Duty to give planning certificate to applicant	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PRO, SPRO, PTO MCF, CSPUD, SSP, SP	
s 201(1)	Function of receiving application for declaration of underlying zoning	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, PTO, MCF, CSPUD, SSP, SP	
s 201(3)	Duty to make declaration	CEO, DCD, MPBL, DPC, DP, TLDP, MDP, MCF, CSPUD	
-	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	CEO, DCD, MPBL, DPC, DP, TLDP, MDP MCF, CSPUD	
	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	CEO, DCD, MPBL, DPC, TLDP, MDP MCF, CSPUD	

<b>PLANNING AND ENVIRONMENT ACT 1987</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
	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	CEO, DCD, MPBL, DPC, TLDP, MDP MCF, CSPUD	
-	Power to give written authorisation in accordance with a provision of a planning scheme	CEO, DCD, MPBL, DPC, TLDP, MDP MCF, CSPUD, SSP	
s 201UAB(1)	Function of providing the Victoria Planning Authority with information relating to any land within municipal district	CEO, DCD, MPBL, DPC, MCF	
s 201UAB(2)	Duty to provide the Victoria Planning Authority with information requested under s 201UAB(1) as soon as possible	CEO, DCD, MPBL, DPC, MCF	

<b>RESIDENTIAL TENANCIES ACT 1997</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 518F	Power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	CEO, DCW, MFCS,	
s 522(1)	Power to give a compliance notice to a person	EHO, PHPTL, PHPL	
s 525(2)	Power to authorise an officer to exercise powers in s 526 (either generally or in a particular case)	CEO, DCW, MFCS, PHPL, PHPTL	
s 525(4)	Duty to issue identity card to authorised officers	DCW, MFCS	
s 526(5)	Duty to keep record of entry by authorised officer under s 526	EHO, PHPTL, PHPL	
s 526A(3)	Function of receiving report of inspection	PHPL, PHPTL, EHO	
s 527	Power to authorise a person to institute proceedings (either generally or in a particular case)	PHPL, PHPTL, EHO	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 11(1)	Power to declare a road by publishing a notice in the Government Gazette	CEO, ALL D, MCGC, MTE, MDA	Obtain consent in circumstances specified in s 11(2)
s 11(8)	Power to name a road or change the name of a road by publishing notice in Government Gazette	CEO, ALL D	
s 11(9)(b)	Duty to advise Registrar	CEO, ALL D, MDA	
s 11(10)	Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc.	CEO, ALL D, MDA, MTE	Subject to s 11(10A)
s 11(10A)	Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person	CEO, ALL D, MDA MTE	Where Council is the coordinating road authority
s 12(2)	Power to discontinue road or part of a road	CEO, ALL D, MDA, MTE	Where Council is the coordinating road authority
s 12(4)	Duty to publish, and provide copy, notice of proposed discontinuance	CEO, ALL D, MDA, MCF MTE	Power of coordinating road authority where it is the discontinuing body Unless s 12(11) applies



<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 12(5)	Duty to consider written submissions received within 28 days of notice	CEO, ALL D, MDA, MCF, MTE	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(6)	Function of hearing a person in support of their written submission	CEO, ALL D, MDA, MCF, MTE	Function of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(7)	Duty to fix day, time and place of meeting under s 12(6) and to give notice	CEO, ALL D, MDA, MCF, MTE	Duty of coordinating road authority where it is the discontinuing body Unless s 12(11) applies
s 12(10)	Duty to notify of decision made	CEO, ALL D, MDA, MCF, MTE	Duty of coordinating road authority where it is the discontinuing body Does not apply where an exemption is specified by the regulations or given by the Minister
s 13(1)	Power to fix a boundary of a road by publishing notice in Government Gazette	CEO, ALL D, MDA, MCF, MTE	Power of coordinating road authority and obtain consent under s 13(3) and s 13(4) as appropriate
s 14(4)	Function of receiving notice from the Head, Transport for Victoria	CEO, ALL D	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 14(7)	Power to appeal against decision of the Head, Transport for Victoria	CEO, ALL D	
s 15(1)	Power to enter into arrangement with another road authority, utility or a provider of public transport to transfer a road management function of the road authority to the other road authority, utility or provider of public transport	CEO, ALL D	
s 15(1A)	Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority	CEO, ALL D, MDA	
s 15(2)	Duty to include details of arrangement in public roads register	CEO, DACS, MDA, MDA, CAC	
s 16(7)	Power to enter into an arrangement under s 15	CEO, ALL D, MTE MDA	
s 16(8)	Duty to enter details of determination in public roads register	CEO, DACS, MDA	
s 17(2)	Duty to register public road in public roads register	CEO, DACS, MDA, CAC	Where Council is the coordinating road authority

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 17(3)	Power to decide that a road is reasonably required for general public use	CEO, DACS, MDA	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	CEO, DACS, MDA	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	CEO, DACS, MDA, MTE	Where Council is the coordinating road authority
s 17(4)	Duty to remove road no longer reasonably required for general public use from public roads register	CEO, DACS, MDA, CAC	Where Council is the coordinating road authority
s 18(1)	Power to designate ancillary area	CEO, DACS, DCD, MTE, MDA	Where Council is the coordinating road authority, and obtain consent in circumstances specified in s 18(2)
s 18(3)	Duty to record designation in public roads register	CEO, DACS, MDA, CAC	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	CEO, DACS, MDA, CAC	
s 19(4)	Duty to specify details of discontinuance in public roads register	CEO, DACS, MDA, CAC	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 19(5)	Duty to ensure public roads register is available for public inspection	CEO, DACS, MDA, CAC	
s 21	Function of replying to request for information or advice	CEO, DACS, MO, MDA, MTE	Obtain consent in circumstances specified in s 11(2)
s 22(2)	Function of commenting on proposed direction	CEO, DACS, MO, MDA, MTE	
s 22(4)	Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report	CEO, ALL D, MDA, MCGC	
s 22(5)	Duty to give effect to a direction under s 22	CEO, ALL D, MDA, MTE	
s 40(1)	Duty to inspect, maintain and repair a public road	CEO, ALL D, MO, MDA	
s 40(5)	Power to inspect, maintain and repair a road which is not a public road	CEO, ALL D, MO, MDA	
s 41(1)	Power to determine the standard of construction, inspection, maintenance and repair	CEO, ALL D, MO, MDA, MTE	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 42(1)	Power to declare a public road as a controlled access road	CEO, ALL D, MDA, MTE	Power of coordinating road authority and sch 2 also applies
s 42(2)	Power to amend or revoke declaration by notice published in Government Gazette	CEO, ALL D, MDA, MTE	Power of coordinating road authority and sch 2 also applies
s 42A(3)	Duty to consult with Head, Transport for Victoria and Minister for Local Government before road is specified	CEO, ALL D, MO, MDA, MTE	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	CEO, ALL D, MTE	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)	CEO, ALL D, MDA	Where Council is the responsible road authority, infrastructure manager or works manager
s 48M(3)	Function of consulting with the relevant authority for purposes of developing guidelines under s 48M	CEO, ALL D, MTE	
s 49	Power to develop and publish a road management plan	CEO, ALL D, MDA	
s 51	Power to determine standards by incorporating the standards in a road management plan	CEO, ALL D, MO, MDA	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 53(2)	Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	CEO, ALL D, MDA	
s 54(2)	Duty to give notice of proposal to make a road management plan	CEO, ALL D, MDA	
s 54(5)	Duty to conduct a review of road management plan at prescribed intervals	CEO, ALL D, MDA, MTE	
s 54(6)	Power to amend road management plan	CEO, ALL D, MDA	
s 54(7)	Duty to incorporate the amendments into the road management plan	CEO, ALL D, MDA, CAC	
s 55(1)	Duty to cause notice of road management plan to be published in Government Gazette and newspaper	CEO, ALL D, MDA, CAC	
s 63(1)	Power to consent to conduct of works on road	CEO, ALL D, MDA, APC, MTE, TEC	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	CEO, ALL D, MO, MDA, MTE, TEC	Where Council is the infrastructure manager

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 64(1)	Duty to comply with cl 13 of sch 7	CEO, ALL D, MTE, MDA	Where Council is the infrastructure manager or works manager
s 66(1)	Power to consent to structure etc	CEO, ALL D, MDA, MTE,	Where Council is the coordinating road authority
s 67(2)	Function of receiving the name & address of the person responsible for distributing the sign or bill	CEO, DACS, MDA, MTE,	Where Council is the coordinating road authority
s 67(3)	Power to request information	CEO, DACS, MO, MDA, MTE, TEC, TTTL	Where Council is the coordinating road authority
s 68(2)	Power to request information	CEO, DACS, MO, MDA, MTE, TEC, TTTL	Where Council is the coordinating road authority
s 71(3)	Power to appoint an authorised officer	CEO, ALL D	
s 72	Duty to issue an identity card to each authorised officer	CEO, ALL D	
s 85	Function of receiving report from authorised officer	CEO, DACS, MDA	
s 86	Duty to keep register re s 85 matters	CEO, DACS, MDA	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 87(1)	Function of receiving complaints	CEO, DACS, MO, MDA, MTE	
s 87(2)	Duty to investigate complaint and provide report	CEO, DACS, MO, MDA, MTE, APO	
s 96	Power to authorise a person for the purpose of instituting legal proceedings	CEO, DACS, MO, MDA, MTE, TEC, PESO	
s 112(2)	Power to recover damages in court	CEO, DACS, MO, MDA, MTE, TEC	
s 116	Power to cause or carry out inspection	CEO, DACS, MO, MDA, CAC, MTE, TEC, TTTL, OIC	
s 119(2)	Function of consulting with the Head, Transport for Victoria	CEO, DACS, MO, MDA, MTE	
s 120(1)	Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)	CEO, DACS, MO, MDA, MTE	



<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
s 120(2)	Duty to seek consent of the Head, Transport for Victoria to exercise road management functions before exercising power in s 120(1)	CEO, DACS, MO, MDA, MTE	
s 121(1)	Power to enter into an agreement in respect of works	CEO, DACS, MO, MDA, MTE	
s 122(1)	Power to charge and recover fees	CEO, DACS, MO, MDA, MTE	
s 123(1)	Power to charge for any service	CEO, DACS, MO, MDA, MTE	
sch 2 cl 2(1)	Power to make a decision in respect of controlled access roads	CEO, ALL D, MO, MDA, MTE	
sch 2 cl 3(1)	Duty to make policy about controlled access roads	CEO, ALL D, MDA, MTE	
sch 2 cl 3(2)	Power to amend, revoke or substitute policy about controlled access roads	CEO, ALL D, MDA, MTE	
sch 2 cl 4	Function of receiving details of proposal from the Head, Transport for Victoria	CEO, DACS, MO, MDA, MTE	

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
sch 2 cl 5	Duty to publish notice of declaration	CEO, ALL D, MDA, MTE	
sch 7 cl 7(1)	Duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	CEO, DACS, MO, OIC, MTE, TEC, TTTL, MDA, CAC	Where Council is the infrastructure manager or works manager
sch 7 cl 8(1)	Duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	CEO, DACS, MO, OIC, MTE, TEC, TTTL, MDA, CAC, CWC	Where Council is the infrastructure manager or works manager
sch 7 cl 9(1)	Duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	CEO, DACS, MO, OIC, MTE, TEC, TTTL, MDA, CAC, CWC	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure
sch 7 cl 9(2)	Duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	CEO, DACS, MO, OIC, MTE, TEC, TTTL, MDA, CAC, APC, CWC	Where Council is the infrastructure manager or works manager

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
sch 7 cl 10(2)	Where Sch 7 cl 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	CEO, DACS, MO, OIC, MTE, TEC, TTTL, MDA, CAC	Where Council is the infrastructure manager or works manager
sch 7 cl 12(2)	Power to direct infrastructure manager or works manager to conduct reinstatement works	CEO, DACS, MO, MDA, MTE, TEC, APC	Where Council is the coordinating road authority
sch 7 cl 12(3)	Power to take measures to ensure reinstatement works are completed	CEO, DACS, MO, OIC, MTE, TEC, TTTL, MDA, CAC, APC	Where Council is the coordinating road authority
sch 7 cl 12(4)	Duty to ensure that works are conducted by an appropriately qualified person	CEO, DACS, MO, MDA, APC, OIC, TEC, MTE, CAC, TTTL	Where Council is the coordinating road authority
sch 7 cl 12(5)	Power to recover costs	CEO, DACS, MO, MDA, CAC, APC	Where Council is the coordinating road authority
sch 7 cl 13(1)	Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2)	CEO, DACS, MO, OIC, TEC	Where Council is the works manager

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
sch 7 cl 13(2)	Power to vary notice period	CEO, DACS, MO, APC	Where Council is the coordinating road authority
sch 7 cl 13(3)	Duty to ensure works manager has complied with obligation to give notice under sch 7 cl 13(1)	CEO, DACS, MO, MDA	Where Council is the infrastructure manager
sch 7 cl 16(1)	Power to consent to proposed works	CEO, DACS, MO, OIC, DCD, MTE, TEC, MDA, CAC, APC	Where Council is the coordinating road authority
sch 7 cl 16(4)	Duty to consult	CEO, DACS, MO, OIC, DCD, MTE, TEC, MDA, CAC, APC	Where Council is the coordinating road authority, responsible authority or infrastructure manager
sch 7 cl 16(5)	Power to consent to proposed works	CEO, DACS, MO, OIC, DCD, MTE, TEC, MDA, CAC, APC	Where Council is the coordinating road authority
sch 7 cl 16(6)	Power to set reasonable conditions on consent	CEO, DACS, MO, OIC, DCD, MTE, TEC, MDA, CAC, APC	Where Council is the coordinating road authority

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
sch 7 cl 16(8)	Power to include consents and conditions	CEO, DACS, MO, OIC, DCD, MTE, TEC, MDA, CAC, APC	Where Council is the coordinating road authority
sch 7 cl 17(2)	Power to refuse to give consent and duty to give reasons for refusal	CEO, DACS, MO, OIC, DCD, MTE, TEC, MDA, CAC, APC	Where Council is the coordinating road authority
sch 7 cl 18(1)	Power to enter into an agreement	CEO, DACS, MO, DCD, MTE, MDA	Where Council is the coordinating road authority
sch 7 cl 19(1)	Power to give notice requiring rectification of works	CEO, DACS, MO DCD, MTE, MDA, CAC, APC	Where Council is the coordinating road authority
sch 7 cl 19(2) & (3)	Power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	CEO, ALL D, MDA, APC, CAC, CWC	Where Council is the coordinating road authority
sch 7 cl 20(1)	Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	CEO, DACS, MO, DCD, MTE, TEC, TTTL, STTE, TTE, MDA	Where Council is the coordinating road authority

<b>ROAD MANAGEMENT ACT 2004</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
sch 7A cl 2	Power to cause street lights to be installed on roads	CEO, DACS, MO, DCD, MTE, TEC, TTTL, STTE, TTE, MDA	Power of responsible road authority where it is the coordinating road authority or responsible road authority in respect of the road
sch 7A cl 3(1)(d)	Duty to pay installation and operation costs of street lighting - where road is not an arterial road	CEO, DACS, MO, DCD, MTE, TEC, MDA, CAC	Where Council is the responsible road authority
sch 7A cl 3(1)(e)	Duty to pay installation and operation costs of street lighting – where road is a service road on an arterial road and adjacent areas	CEO, DACS, MO, DCD, MTE, TEC, MDA, CAC	Where Council is the responsible road authority
sch 7A cl (3)(1)(f)	Duty to pay installation and percentage of operation costs of street lighting – for arterial roads in accordance with cls 3(2) and 4	CEO, DACS, MO, MDA, CAC	Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs)

<b>CEMETERIES AND CREMATORIA REGULATIONS 2015</b>			
## These provisions apply to Council appointed as a cemetery trust under s 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r 24	Duty to ensure that cemetery complies with depth of burial requirements	CEO, ALL D, MCGC, CAECS, CG	
r 25	Duty to ensure that the cemetery complies with the requirements for interment in concrete-lined	CEO, ALL D, MCGC, CAECS, CG	
r 27	Power to inspect any coffin, container or other receptacle if satisfied of the matters in paragraphs (a) and (b)	CEO, ALL D, MCGC, CAECS, CG	
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	NOT APPLICABLE	
r 28(2)	Duty to ensure any fittings removed of are disposed in an appropriate manner	NOT APPLICABLE	
r 29	Power to dispose of any metal substance or non-human substance recovered from a cremator	NOT APPLICABLE	
r 30(2)	Power to release cremated human remains to certain persons	NOT APPLICABLE	Subject to any order of a court
r 31(1)	Duty to make cremated human remains available for collection within 2 working days after the cremation	NOT APPLICABLE	

<b>CEMETERIES AND CREMATORIA REGULATIONS 2015</b>			
## These provisions apply to Council appointed as a cemetery trust under s 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r 31(2)	Duty to hold cremated human remains for at least 12 months from the date of cremation	NOT APPLICABLE	
r 31(3)	Power to dispose of cremated human remains if no person gives a direction within 12 months of the date of cremation	NOT APPLICABLE	
r 31(4)	Duty to take reasonable steps notify relevant people of intention to dispose of remains at expiry of 12 month period	NOT APPLICABLE	
r 32	Duty to ensure a mausoleum is constructed in accordance with paragraphs (a)-(d)	NOT APPLICABLE	
r 33(1)	Duty to ensure that remains are interred in a coffin, container or receptacle in accordance with paragraphs (a)-(c)	NOT APPLICABLE	
r 33(2)	Duty to ensure that remains are interred in accordance with paragraphs (a)-(b)	NOT APPLICABLE	
r 34	Duty to ensure that a crypt space in a mausoleum is sealed in accordance with paragraphs (a)-(b)	NOT APPLICABLE	
r 36	Duty to provide statement that alternative vendors or supplier of monuments exist	CEO, ALL D, MCGC, CAECS	



<b>CEMETERIES AND CREMATORIA REGULATIONS 2015</b>			
## These provisions apply to Council appointed as a cemetery trust under s 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r 40	Power to approve a person to play sport within a public cemetery	CEO, ALL D, MCGC	
r 41(1)	Power to approve fishing and bathing within a public cemetery	NOT APPLICABLE	
r 42(1)	Power to approve hunting within a public cemetery	CEO, ALL D, MCGC	
r 43	Power to approve camping within a public cemetery	CEO, ALL D, MCGC	
r 45(1)	Power to approve the removal of plants within a public cemetery	CEO, ALL D, MCGC, CAECS, MPNE	
r 46	Power to approve certain activities under the Regulations if satisfied of regulation (1)(a)-(c)	CEO, ALL D, MCGC	
r 47(3)	Power to approve the use of fire in a public cemetery	CEO, ALL D, MCGC	
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	CEO, ALL D, MCGC	
Note: sch 2 contains Model Rules – only applicable if the cemetery trust has not made its own cemetery trust rules			
sch 2 cl 4	Power to approve the carrying out of an activity referred to in rules 8, 16, 17 and 18 of sch 2	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules

<b>CEMETERIES AND CREMATORIA REGULATIONS 2015</b>			
## These provisions apply to Council appointed as a cemetery trust under s 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
sch 2 cl 5(1)	Duty to display the hours during which pedestrian access is available to the cemetery	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules
sch 2 cl 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	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules
sch 2 cl 6(1)	Power to give directions regarding the manner in which a funeral is to be conducted	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules
sch 2 cl 7(1)	Power to give directions regarding the dressing of places of interment and memorials	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules
sch 2 cl 8	Power to approve certain mementos on a memorial	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules
sch 2 cl 11(1)	Power to remove objects from a memorial or place of interment	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules

<b>CEMETERIES AND CREMATORIA REGULATIONS 2015</b>			
## These provisions apply to Council appointed as a cemetery trust under s 5 of the <i>Cemeteries and Crematoria Act 2003</i> , and also apply to Council appointed to manage a public cemetery under s 8(1)(a)(ii) as though it were a cemetery trust (see s 53).			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
sch 2 cl 11(2)	Duty to ensure objects removed under sub rule (1) are disposed of in an appropriate manner	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules
sch 2 cl 12	Power to inspect any work being carried out on memorials, places of interment and buildings for ceremonies	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules
sch 2 cl 14	Power to approve an animal to enter into or remain in a cemetery	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules
sch 2 cl 16(1)	Power to approve construction and building within a cemetery	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules
sch 2 cl 17(1)	Power to approve action to disturb or demolish property of the cemetery trust	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules
sch 2 cl 18(1)	Power to approve digging or planting within a cemetery	CEO, ALL D, MCGC, GC, CBO, GFIO, GCBSO, GCSO, CAECS	See note above regarding model rules

<b>PLANNING AND ENVIRONMENT REGULATIONS 2015</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
r 6	Function of receiving notice, under s 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	CEO, DCD, MPBL, DPC, DPC, DP, PTO, TLDP, MDP	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 s 54 of the Act	CEO, DCD, MPBL, DPC, DPC, DP, PTO, TLDP, MDP	
r 25(a)	Duty to make copy of matter considered under s 60(1A)(g) available for inspection free of charge	CEO, DCD, MPBL, DPC, DPC, DP, PTO, PRO, SPRO, TLDP, MDP	Where Council is the responsible authority
r 25(b))	Function of receiving a copy of any document considered under s 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	CEO, DCD, MPBL, DPC, DPC, DP, PTO, PRO, SPRO, TLDP, MDP	Where Council is not the responsible authority but the relevant land is within Council's municipal district
r 42	Function of receiving notice under s 96C(1)(c) of the Act from a planning authority of its preparation of a combined	CEO, DCD, MPBL, DPC, DPC, DP, PTO, TLDP, MDP	Where Council is not the planning authority and the amendment affects land within Council's municipal district; or

	application for an amendment to a planning scheme and notice of a permit application		Where the amendment will amend the planning scheme to designate Council as an acquiring authority.
--	--	--	--

<b>PLANNING AND ENVIRONMENT (FEES) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS AND LIMITATIONS</b>
r 19	Power to waive or rebate a fee relating to an amendment of a planning scheme	CEO, DCD, MPBL, DPC, DPC	
r 20	Power to waive or rebate a fee other than a fee relating to an amendment to a planning scheme	CEO, DCD, MPBL, DPC, DPC	
r 21	Duty to record matters taken into account and which formed the basis of a decision to waive or rebate a fee under r19 or 20	CEO, DCD, MPBL, DPC, DPC, DP, TLDP, MDP	

<b>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r 7	Power to enter into a written agreement with a caravan park owner	PHPL, PHPTL, EHO	
r 10	Function of receiving application for registration	PHPL, PHPTL, EHO	
r 11	Function of receiving application for renewal of registration	PHPL, PHPTL, EHO	
r 12(1)	Duty to grant the registration if satisfied that the caravan park complies with these regulations	PHPL, PHPTL, EHO	
r 12(1)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	PHPL, PHPTL, EHO	
r 12(2)	Duty to renew the registration if satisfied that the caravan park complies with these regulations	PHPL, PHPTL, EHO	
r 12(2)	Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	PHPL, PHPTL, EHO	
r 12(3)	Duty to have regard to matters in determining an application for registration or an application for renewal of registration	PHPL, PHPTL, EHO	

<b>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r 12(4) & (5)	Duty to issue certificate of registration	PHPL, PHPTL, EHO	
r 14(1)	Function of receiving notice of transfer of ownership	PHPL, PHPTL, EHO	
r 14(3)	Power to determine where notice of transfer is displayed	PHPL, PHPTL, EHO	
r 15(1)	Duty to transfer registration to new caravan park owner	PHPL, PHPTL, EHO	
r 15(2)	Duty to issue a certificate of transfer of registration	PHPL, PHPTL, EHO	
r 15(3)	Power to determine where certificate of transfer of registration is displayed	PHPL, PHPTL,EHO	
r 16(1)	Power to determine the fee to accompany applications for registration or applications for renewal of registration	PHPL, PHPTL EHO	
r 17	Duty to keep register of caravan parks	PHPL, PHPTL,EHO	
r 18(4)	Power to determine where the emergency contact person's details are displayed	PHPL, PHPTL,EHO	



<b>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r 18(6)	Power to determine where certain information is displayed	PHPL, PHPTL, EHO	
r 22(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	PHPL, PHPTL, EHO	
r 22(2)	Duty to consult with relevant emergency services agencies	PHPL, PHPTL, EHO	
r 23	Power to determine places in which caravan park owner must display a copy of emergency procedures	PHPL, PHPTL, EHO	
r 24	Power to determine places in which caravan park owner must display copy of public emergency warnings	PHPL, PHPTL, EHO	
r 25(3)	Duty to consult with relevant floodplain management authority	Not delegated	
r 26	Duty to have regard to any report of the relevant fire authority	Not delegated	
r 28(c)	Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	PHPL, PHPTL, EHO	

<b>RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r 40	Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	Not delegated	
r 40(b)	Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe	PHPL, PHPTL, EHO	
r 41(4)	Function of receiving installation certificate	PHPL, PHPTL, EHO	
r 43	Power to approve use of a non-habitable structure as a dwelling or part of a dwelling	PHPL, PHPTL, EHO	
Sch 3 cl 4(3)	Power to approve the removal of wheels and axles from unregistrable movable dwelling	PHPL, PHPTL, EHO	

<b>ROAD MANAGEMENT (GENERAL) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r 8(1)	Duty to conduct reviews of road management plan	CEO, DACS, MDA, CAC	
r 9(2)	Duty to produce written report of review of road management plan and make report available	CEO, DACS, MDA, CAC	
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)	CEO, DACS, MDA, CAC	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 s 41 of the Act	CEO, DACS, MDA, CAC	
r 13(1)	Duty to publish notice of amendments to road management plan	CEO, DACS, MDA, CAC	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	CEO, DACS, MDA, CAC	
r 16(3)	Power to issue permit	CEO, DACS, MDA, APC, DCD, MTE, TEC, TTTL, STE, TTE	Where Council is the coordinating road authority

<b>ROAD MANAGEMENT (GENERAL) REGULATIONS 2016</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r 18(1)	Power to give written consent re damage to road	CEO, DACS, MDA, CAC, APC, DCD, MTE, TEC, TTTL, STTE, TTE	Where Council is the coordinating road authority
r 23(2)	Power to make submission to Tribunal	CEO, DACS, MDA, MTE, TEC	Where Council is the coordinating road authority
r 23(4)	Power to charge a fee for application under s 66(1) Road Management Act	CEO, DACS	Where Council is the coordinating road authority
r 25(1)	Power to remove objects, refuse, rubbish or other material deposited or left on road	CEO, DACS, MO, DCD, MTE, TEC, TTTL, STTE, TTE EMC,	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))	CEO, DACS, EMC, WMC	Where Council is the responsible road authority
r 25(5)	Power to recover in the Magistrates' Court, expenses from person responsible	CEO, DACS, EMC, WMC	

<b>ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2015</b>			
<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>	<b>Column 4</b>
<b>PROVISION</b>	<b>THING DELEGATED</b>	<b>DELEGATE</b>	<b>CONDITIONS &amp; LIMITATIONS</b>
r 15	Power to exempt a person from requirement under cl 13(1) of sch 7 of the Act to give notice as to the completion of those works	CEO, ALL D, MDA, CAC, APC	Where Council is the coordinating road authority and where consent given under s 63(1) of the Act
r 22(2)	Power to waive whole or part of fee in certain circumstances	CEO, ALL D, MDA, MTE	Where Council is the coordinating road authority



## S11A Instrument of Appointment and Authorisation

Planning and Environment Act 1987 only



## Instrument of Appointment and Authorisation

(Planning and Environment Act 1987 only)

In this instrument "officer" means -

Name of Officer	Position Title
Natasha Swan	Director City Development
Karen Leeder	Manager City Futures
Fae Ballingal	Strategic Planning & Urban Design Coordinator
Nicola Rooks	Strategic Planner
Paul Fyffe	Senior Strategic Planner
Emma Butterworth	Senior Strategic Planner
Joel Elbourne	Manager Planning, Building & Laws
Tony Perez	Development Planning Arborist
Karl Morrow	Development Planning Arborist
David Moon	Development Planning Coordinator
Heather Darbyshire	Team Leader Development Planning
Jenni Pearlman	Development Contributions Plans Officer
Chris McInnes	Development Planner
Hayley Plank	Team Leader Development Planning
Shi Yang	Development Planner
Thomas Bullen	Development Planner
Jacob Hart	Development Planner
Anthea Whitehead	Development Planner
Jill Ryan	Senior Planning Resources Officer
Himali De Alwis	Planning Resources Officer
Taylor Gallagher	Planning Resources Officer
Tricia Lott	Planning Resource Officer
Janet Redgrave	Team Leader Development Planning
Shelly Clark	Planning Investigations Officer
Dean Risvanis	Planning Technical Officer
Jordan Giovannucci	Planning Technical Officer
Roger Wong	Planning Technical Officer
Jonathan Atkinson	Development Planning Team Leader
Ben Capuana	Development Planner
Emily Harriss	Development Planner
Jake McCarthy	Development Planner

S11A Instrument of Appointment and Authorisation | Planning and Environment Act 1987 only



Name of Officer	Position Title
Steven Oscari	Development Planner
Liz Fleming	Team Leader Development Planning
Adrian Mariniello	Development Planner
Michael Churilov	Major Developments Planner
Scott Seide	Development Planner

**By this instrument of appointment and authorisation Banyule City Council -**

- under s 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
- under s 313 of the Local Government Act 2020 authorises the officers either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

**It is declared that** this instrument -

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

This instrument is authorised by a resolution of the Banyule City Council Ordinary Council Meeting held on **5 December 2022**

**Signed** by the Chief Executive Officer of  
Banyule City Council. )  
**)Allison Beckwith**

**Signed** by the Mayor of Banyule City Council. )  
**)Cr Peter Castaldo**

**Date of execution:** 6 December 2022



# S18 Instrument of Sub Delegation

Environment Protection Act 2017 & Instrument of Delegation

Environment Protection Authority under the Act 4 June 2021



## Instrument of Sub Delegation by the Chief Executive Officer

### Environment Protection Act 2017

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 437(2) of the *Environment Protection Act 2017* (**Act**) and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021, 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 in column 3 of the Schedule;
2. record that references in the Schedule are as follows

Reference	Position held within Council
EHO	Environmental Health Officer
PHPL	Public Health Protection Lead
PHPTL	Public Health Protection Team Leader

3. this Instrument of Sub-Delegation is authorised by a resolution of Council passed on **5 December 2022** pursuant to a power of sub-delegation conferred by the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021;
4. the delegation:
  - 4.1 comes into force immediately the common seal of Council is affixed to this Instrument of Sub-Delegation;
  - 4.2 remains in force until varied or revoked;
  - 4.3 is subject to any conditions and limitations set out in sub-paragraph 5, and the Schedule; and
  - 4.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
5. this Instrument of Sub-Delegation is subject to the following limitations:
  - 5.1 the powers, duties and functions described in column and summarised in column 2 of the Schedule are only delegated for the purpose of regulating;
  - 5.2 onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
  - 5.3 noise from the construction, demolition or removal of residential premises;
6. the delegate must not determine the issue, take the action or do the act or thing:
  - 6.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
  - 6.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
    - (a) policy; or
    - (b) strategy
 adopted by Council;

S18 Instrument of Sub Delegation | Environment Protection Act 2017

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

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

**Signed** by the Chief Executive Officer of )  
Banyule City Council.

)**Allison Beckwith**

**Signed** by the Mayor of Banyule City Council. )

)**Cr Peter Castaldo**

**Date of execution:** 6 December 2022

## SCHEDULE

S18 Instrument of Sub Delegation | Environment Protection Act 2017

## ENVIRONMENT PROTECTION ACT 2017

PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
<b>s 271</b>	Power to issue improvement notice	PHPL, PHPTL, EHO,	
<b>s 272</b>	Power to issue prohibition notice	PHPL, PHPTL, EHO,	
<b>s 279</b>	Power to amend a notice	PHPL, PHPTL, EHO,	
<b>s 358</b>	Functions of the Environment Protection Authority	Not delegated	
<b>s 359(1)(b)</b>	Power to do all things that are necessary or convenient to be done for or in connection with the performance of the Environment Protection Authority's functions and duties and to enable the Authority to achieve its objective.	Not delegated	
<b>s 359(2)</b>	Power to give advice to persons with duties or obligations.	Not delegated	





## S11B Instrument of Appointment and Authorisation

Environment Protection Act 2017



## Instrument of Appointment and Authorisation

(Environment Protection Act 2017)

In this instrument "officer" means –

Officer	Position held within Council
Bernard Zupan	Public Health Protection Team leader
Karly Maurer	Public Health Protection Lead
Alexandra Mullins	Environmental Health Officer
David Wright	Environmental Health Officer
Deborah Kyriazis	Environmental Health Officer
Elise Alvaro	Environmental Health Officer
Narelle Findlay	Environmental Health Officer
Shelley Collins	Environmental Health Officer
Zaynep Tamburrino	Environmental Health Officer

**By this instrument of appointment and authorisation, Banyule City Council "Council" -**

under s 242(2) of the *Environment Protection Act 2017* ('Act') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021 - appoints the officers to be authorised officers for the purposes of exercising the powers and functions set out in the Instrument of Direction of the Environment Protection Authority under the Act dated 4 June 2021.

**It is declared that** this instrument -

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

This instrument is authorised by a resolution of the Banyule City Council on **5 December 2022**

**Allison Beckwith**

**Chief Executive Officer**

**Banyule City Council**

**Dated:** 6 December 2022