

***S6 Instrument of Delegation - Members of Staff  
(Various Legislation)***

**Glen Eira City Council**

**Instrument of Delegation**

**to**

**Members of Council Staff**

## 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:

| Reference   | Meaning  |
|-------------|--|
| <b>CCC</b>  | Coordinator Civic Compliance   |
| <b>CEO</b>  | Chief Executive Officer  |
| <b>CPH</b>  | Coordinator Public Health  |
| <b>CSBS</b> | Coordinator Statutory Building Services  |
| <b>CTE</b>  | Coordinator Traffic Engineering  |
| <b>DMBS</b> | Deputy Municipal Building Surveyor   |
| <b>DPP</b>  | Director Planning and Place  |
| <b>DSAL</b> | Director Sustainability, Assets and Leisure  |
| <b>EHO</b>  | Environmental Health Officer   |
| <b>MPBS</b> | Manager Planning and Building Services   |
| <b>MCSC</b> | Manager Community Safety and Compliance  |
| <b>MPS</b>  | Manager Parks Services   |
| <b>MSI</b>  | Manager Sustainability and Infrastructure  |
| <b>MWD</b>  | Manager Works Depot  |
| <b>PRC</b>  | Manager Risk & Governance, Deputy Corporate Counsel, Senior Legal Officer or Legal Officer |
| <b>MBS</b>  | Municipal Building Surveyor  |
| <b>SIPL</b> | Strategic Infrastructure Planning Lead   |
| <b>TLPH</b> | Team Leader Public Health  |

3. declares that:
  - 3.1 this instrument of Delegation is authorised by resolution of Council passed on 23 July 2024 and
  - 3.2 the delegation:
    - 3.2.1 comes into force immediately after the passing of the resolution of Council described in part 3.1;
    - 3.2.2 remains in force until varied or revoked;
    - 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
    - 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and

- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
- 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
  - 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
    - (a) policy; or
    - (b) 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.

# SCHEDULE

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| <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 | MCSC<br>CCC     | 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  | CPH<br>TLPH<br>MCS<br>C    | 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   | CPH<br>TLPH<br>MCS<br>C    | 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 | CEO                        | If s 19(1) applies                  |
| 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  | CEO                        | 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   | CEO<br>CPH<br>TLPH<br>MCSC | 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 19(6)(b)           | Duty to give written notice of revocation under s 19(6)(a) if satisfied that an order has been complied with   | CEO<br>CPH<br>TLPH<br>MCSC | If s 19(1) applies  |
| s 19AA(2)            | Power to direct, by written order, that a person must take any of the actions described in (a)-(c).  | CEO<br>CPH<br>TLPH<br>MCSC | 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 | CEO<br>CPH<br>TLPH<br>MCSC | 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 or CEO |
| 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  | CEO<br>CPH<br>TLPH<br>MCSC | Where Council is the registration authority   |



|              |                                  |                     |   |
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| s 19CB(4)(b) | Power to request copy of records | CPH<br>TLPH<br>MCSC | 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 19E(1)(d)          | Power to request a copy of the food safety program  | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority  |
| s 19EA(3)            | Function of receiving copy of revised food safety program   | CPH<br>TLPHEH<br>O<br>MCSC | 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 | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority  |
| s 19IA(1)            | Power to form opinion that the food safety requirements or program are non-compliant  | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority  |
| s 19IA(2)            | Duty to give written notice to the proprietor of the premises   | CPH<br>TLPH                | Where Council is the registration authority<br><br>Note: Not required if Council has taken other |

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|-------------------|--|----------------------------|--|
|                   |  | MCSC                       | appropriate action in relation to deficiencies (see s19IA(3))  |
| s 19M(4)(a) & (5) | Power to conduct a food safety audit and take actions where deficiencies are identified        | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority  |
| s 19N(2)          | Function of receiving notice from the auditor  | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority  |
| s 19NA(1)         | Power to request food safety audit reports   | CPH<br>TLPH<br>EHO<br>MCSC | 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    | CPH<br>TLPH<br>MCSC        |  |
| s 19UA            | Power to charge fees for conducting a food safety assessment or inspection                     | CPH<br>TLPH<br>MCSC        | 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 | CPH<br>TLPH<br>MCSC        | 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  | CPH<br>TLPH<br>MCSC | 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 | CPH<br>TLPH<br>MCSC | Where Council is the registration authority  |
| ---                  | Power to register or renew the registration of a food premises   | CPH<br>TLPH<br>MCSC | Where Council is the registration authority<br>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  | CPH<br>TLPH<br>MCSC | Where Council is the registration authority  |
| s 36B                | Duty to pay the charge for use of online portal  | CPH<br>TLPH<br>MCSC | 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   | CPH<br>TLPH         | Where Council is the registration authority  |

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|  |  | EHO<br>MCSC |  |
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| <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) | CPH                        | Where Council is the registration authority |
| s 38A(4)             | Power to request a copy of a completed food safety program template  | CPH<br>TLPH<br>EHO<br>MCSC | 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    | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority |
| s 38B(1)(b)          | Duty to ensure proprietor has complied with requirements of s 38A  | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority |
| s 38B(2)             | Duty to be satisfied of the matters in s 38B(2)(a)-(b)   | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority |

|          |  |                            |   |
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| s 38D(1) | Duty to ensure compliance with the applicable provisions of s 38C and inspect the premises if required by s 39 | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority |
| s 38D(2) | Duty to be satisfied of the matters in s 38D(2)(a)-(d)   | CPH<br>TLPH<br>EHO<br>MCSC | 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 38D(3)             | Power to request copies of any audit reports   | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority   |
| s 38E(2)             | Power to register the food premises on a conditionalbasis  | CPH<br>TLPH<br>MCSC        | Where Council is the registration authority;<br>not exceeding the prescribed time limit defined<br>under s 38E(5) |
| s 38E(4)             | Duty to register the food premises when conditionsare<br>satisfied   | CPH<br>TLPH<br>MCSC        | Where Council is the registration authority   |
| s 38F(3)(b)          | Power to require proprietor to comply withrequirements<br>of this Act  | CPH<br>TLPH<br>MCSC        | Where Council is the registration authority   |
| s 38G(1)             | Power to require notification of change of the food safety<br>program type used for the food premises                              | CPH<br>TLPH<br>MCSC        | Where Council is the registration authority   |
| s 38G(2)             | Function of receiving notice from proprietor if there is a<br>change of the food safety program type used for the<br>food premises | CPH<br>TLPH                | Where Council is the registration authority   |



|          |   |                            |  |
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|          |   | EHO<br>MCSC                |  |
| s 38G(4) | Power to require the proprietor of the food premises to comply with any requirement of the Act  | CPH<br>TLPH<br>MCSC        | 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 | CPH<br>TLPH<br>EHO<br>MCSC | Where Council is the registration authority  |
| s 39A    | Power to register or renew the registration of food premises despite minor defects  | CPH<br>TLPH<br>MCSC        | Where Council is the registration authority<br>Only if satisfied of matters in s 39A(2)(a)-(c) |
| s 39A(6) | Duty to comply with a direction of the Secretary  | CPH<br>TLPH<br>MCSC        | Where Council is the registration authority  |
| s 40(1)  | Duty to give the person in whose name the premises is to be registered a certificate of registration                                      | CPH<br>TLPH<br>MCSC        | 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 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> | CPH<br>TLPH<br>MCSC        |   |
| s 40C(2)             | Power to grant or renew the registration of food premises for a period of less than 1 year  | CPH<br>TLPH<br>MCSC        | Where Council is the registration authority |
| s 40D(1)             | Power to suspend or revoke the registration of food premises  | CEO                        | Where Council is the registration authority |
| s 40E                | Duty to comply with direction of the Secretary  | CEO<br>CPH<br>TLPH<br>MCSC |   |
| s 40F                | Power to cancel registration of food premises   | CPH<br>TLPH<br>MCSC        | Where Council is the registration authority |
| s 43                 | Duty to maintain records of registration  | CPH<br>TLPH                | Where Council is the registration authority |

|          |   |                            |   |
|----------|---|----------------------------|---|
|          |   | EHO<br>MCSC                |   |
| 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          | CPH<br>TLPH<br>EHO<br>MCSC | 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 | CPH<br>TLPH<br>MCSC        | Where Council is the registration authority |
| s 45AC   | Power to bring proceedings  | CPH<br>TLPH<br>EHO<br>MCSC |   |

| <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 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 | CPH<br>TLPH<br>EHO<br>MCSC | 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<br>DPP      | Must first obtain Executive Director's written consent<br>Council can only sub-delegate if the Instrument of Delegation from the Executive Director authorises sub-delegation |

| <b>LOCAL GOVERNMENT ACT1989</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> |                                     |

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<sup>1</sup> The only member of staff who can be a delegate in Column 3 is the CEO.

| <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 | MPBS<br>CSBS<br>DMBS<br>MBS |                                     |

| <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 522(1)                              | Power to give a compliance notice to a person   | MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CPH<br>TLPH<br>EHO |                                     |
| s 525(2)                              | Power to authorise an officer to exercise powers in s526 (either generally or in a particular case) | CEO<br>DPP<br>MPBS<br>MCSC<br>DMBS<br>MBS<br>CSBS<br>CPH  |                                     |
| s 525(4)                              | Duty to issue identity card to authorised officers  | MCSC<br>CPH   |                                     |



|          |  |             |  |
|----------|--|-------------|--|
| s 526(5) | Duty to keep record of entry by authorised officer under s 526 | MCSC<br>CPH |  |
|----------|--|-------------|--|

| <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 526A(3)                             | Function of receiving report of inspection  | MCSC                              |                                     |
| s 527                                 | Power to authorise a person to institute proceedings (either generally or in a particular case) | CEO<br>DPP<br>MCSC<br>CPH<br>TLPH |                                     |

| <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                            | Not delegated   | 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        | Not delegated   |  |
| s 11(9)(b)                      | Duty to advise Registrar  | DSAL            |  |
| s 11(10)                        | Duty to inform Secretary to Department of Environment, Land, Water and Planning of declaration etc. | DSAL            | Subject to s 11(10A)   |
| s 11(10A)                       | Duty to inform Secretary to Department of Environment, Land, Water and Planning or nominated person | DSAL            | Where Council is the coordinating road authority   |
| s 12(2)                         | Power to discontinue road or part of a road   | DSAL            | Where Council is the coordinating road authority   |
| s 12(4)                         | Duty to publish, and provide copy, notice of proposed discontinuance                                | DSAL            | Power of coordinating road authority where it is the discontinuing body<br>Unless s 12(11) applies |
| s 12(5)                         | Duty to consider written submissions received within 28 days of notice                              | DSAL            | Duty of coordinating road authority where it is the discontinuing body<br>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(6)                         | Function of hearing a person in support of their written submission          | DSAL            | Function of coordinating road authority where it is the discontinuing body<br>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  | DSAL            | Duty of coordinating road authority where it is the discontinuing body<br>Unless s 12(11) applies  |
| s 12(10)                        | Duty to notify of decision made  | DSAL            | Duty of coordinating road authority where it is the discontinuing body<br>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 | DSAL            | 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           | DSAL            |  |
| s 14(7)                         | Power to appeal against decision of the Head, Transport for Victoria         | DSAL            |  |

| <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 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 | DSAL                |  |
| s 15(1A)                        | Power to enter into arrangement with a utility to transfer a road management function of the utility to the road authority   | DSAL                |  |
| s 15(2)                         | Duty to include details of arrangement in public roads register  | DSAL<br>MSI<br>SIPL |  |
| s 16(7)                         | Power to enter into an arrangement under s 15  | DSAL                |  |
| s 16(8)                         | Duty to enter details of determination in public roads register  | DSAL                |  |
| s 17(2)                         | Duty to register public road in public roads register  | DSAL<br>MSI<br>SIPL | 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                           | DSAL<br>DPP MSI<br>SIPL | 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         | DSAL<br>MSI<br>SIPL     | 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                 | DSAL<br>DPP             | 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 | DSAL<br>MSI<br>SIPL     | Where Council is the coordinating road authority  |
| s 18(1)                         | Power to designate ancillary area   | DSAL<br>MSI<br>SIPL     | Where Council is the coordinating road authority, and obtain consent in circumstances specified in s18(2) |

| <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 18(3)                         | Duty to record designation in public roads register   | DSAL<br>MSI<br>SIPL | 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 | DSAL<br>MSI<br>SIPL |  |
| s 19(4)                         | Duty to specify details of discontinuance in public roads register                              | DSAL<br>MSI<br>SIPL |  |
| s 19(5)                         | Duty to ensure public roads register is available for public inspection                         | DSAL<br>MSI<br>SIPL |  |
| s 21                            | Function of replying to request for information or advice                                       | DSAL                | Obtain consent in circumstances specified in s 11(2) |
| s 22(2)                         | Function of commenting on proposed direction  | DSAL                |  |

| <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 22(4)                         | Duty to publish a copy or summary of any direction made under s 22 by the Minister in its annual report. | DSAL<br>MSI<br>SIPL            |                                     |
| s 22(5)                         | Duty to give effect to a direction under s 22  | DSAL<br>MSI<br>SIPL            |                                     |
| s 40(1)                         | Duty to inspect, maintain and repair a public road.  | DSAL<br>MSI<br>MWD<br>SIPL     |                                     |
| s 40(5)                         | Power to inspect, maintain and repair a road which is not a public road                                  | DSALMSI<br><br>MWD<br><br>SIPL |                                     |



| <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 41(1)                         | Power to determine the standard of construction, inspection, maintenance and repair  | DSAL<br>MSI<br>SIPL<br>MWD |  |
| s 42(1)                         | Power to declare a public road as a controlled access road   | Not delegated              | 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   | DSAL                       | 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   | DSAL                       | 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   | DSAL                       | Where Council is the coordinating road authority<br>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) | DSAL                       | 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   | DSAL                       |  |

| <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 49                            | Power to develop and publish a road management plan  | DSAL                |                                     |
| s 51                            | Power to determine standards by incorporating the standards in a road management plan                            | DSAL                |                                     |
| s 53(2)                         | Power to cause notice to be published in Government Gazette of amendment etc of document in road management plan | DSAL                |                                     |
| s 54(2)                         | Duty to give notice of proposal to make a road management plan   | DSAL                |                                     |
| s 54(5)                         | Duty to conduct a review of road management plan at prescribed intervals   | DSAL<br>MSI<br>SIPL |                                     |
| s 54(6)                         | Power to amend road management plan  | DSAL<br>MSI<br>SIPL |                                     |
| s 54(7)                         | Duty to incorporate the amendments into the road management plan   | DSAL<br>MSI<br>SIPL |                                     |

| <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 55(1)                         | Duty to cause notice of road management plan to be published in Government Gazette and newspaper   | DSAL   |  |
| s 63(1)                         | Power to consent to conduct of works on road   | DSAL<br>DPP<br>MPBS<br>MCSC<br>CCC<br>CSBS<br>DMBS<br>MBS<br>MSI<br>MWD<br>SIPL<br>MPS | 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 | DSAL<br>DPP MSI<br>MPS<br>MWD  | 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 | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD   | Where Council is the infrastructure manager or works manager |
| s 66(1)                         | Power to consent to structure etc  | DSAL<br>DPP<br>MPBS<br>MCSC<br>MSI<br>SIPL<br>MWD<br>CSBS<br>DMBS<br>MBS<br>CCC | 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 67(2)                         | Function of receiving the name & address of the person responsible for distributing the sign or bill | DPP<br>DSAL<br>MSI<br>MCSC<br>SIPL<br>MWD<br>CCC | Where Council is the coordinating road authority |
| s 67(3)                         | Power to request information   | DPP<br>DSAL<br>MSI<br>MCSC<br>SIPL<br>MWD<br>CCC | 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 68(2)                         | Power to request information                              | DPP<br>DSAL<br>MSI<br>MCSC<br>SIPL<br>MWD<br>CCC | Where Council is the coordinating road authority |
| s 71(3)                         | Power to appoint an authorised officer                    | CEO<br>DSAL<br>DPP                               |  |
| s 72                            | Duty to issue an identity card to each authorised officer | DSAL<br>DPP                                      |  |
| s 85                            | Function of receiving report from authorised officer      | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD                |  |

| <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 86                            | Duty to keep register re s 85 matters            | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD |                                     |
| s 87(1)                         | Function of receiving complaints                 | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD |                                     |
| s 87(2)                         | Duty to investigate complaint and provide report | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD |                                     |

| <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 96                            | Power to authorise a person for the purpose of instituting legal proceedings | CEO  |                                     |
| s 112(2)                        | Power to recover damages in court  | DSAL<br>DPP<br>MCSC<br>PRC<br>CSBS<br>DMBS<br>MBS<br>CCC |                                     |



|       |  |  |  |
|-------|--|--|--|
| s 116 | Power to cause or carry out inspection | DSAL<br>DPP<br>MD<br>MSI<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CCC |  |
|-------|--|--|--|

| <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 119(2)                        | Function of consulting with the Head, Transport for Victoria   | DSAL<br>DPP<br>MSI<br>SIPL<br>CTE<br>MWD |                                     |
| s 120(1)                        | Power to exercise road management functions on an arterial road (with the consent of the Head, Transport for Victoria)             | DSAL<br>MSI<br>CTE<br>SIPL<br>MWD        |                                     |
| 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) | DSAL<br>CTE<br>SIP<br>MWD                |                                     |

| <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 121(1)                        | Power to enter into an agreement in respect of works           | DSAL<br>MSI<br>CTE<br>MWD<br>SIPL |                                     |
| s 122(1)                        | Power to charge and recover fees                               | DSAL<br>DPP<br>MWD<br>MSI<br>SIPL |                                     |
| s 123(1)                        | Power to charge for any service                                | DSAL<br>MSI<br>SIPL<br>MWD        |                                     |
| sch 2 cl 2(1)                   | Power to make a decision in respect of controlled access roads | DSAL<br>DPP                       |                                     |
| sch 2 cl 3(1)                   | Duty to make policy about controlled access roads              | Not delegated                     |                                     |

| <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 3(2)                   | Power to amend, revoke or substitute policy about controlled access roads  | Not delegated                    |  |
| sch 2 cl 4                      | Function of receiving details of proposal from the Head, Transport for Victoria  | DSAL<br>DPP                      |  |
| sch 2 cl 5                      | Duty to publish notice of declaration  | DSAL<br>DPP                      |  |
| 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   | DSAL<br>DPP<br>MSI<br>MWD<br>MPB | 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 | DSAL<br>DPP MSI<br>MWD           | Where Council is the infrastructure manager or works manager |

|               |  |                           |  |
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| 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 | DSAL<br>DPP<br>MSI<br>MWD | Where Council is the infrastructure manager or works manager responsible for non-road infrastructure |
|---------------|--|---------------------------|--|

| <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 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 | DSAL<br>DPP<br>MSI<br>MWD             | Where Council is the infrastructure manager or works manager |
| 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  | DSAL<br>DPP MSI<br>SIPL<br>CTE<br>MWD | 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  | DSAL<br>DPP MSI<br>SIPL<br>MWD        | 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 12(3)                  | Power to take measures to ensure reinstatement works are completed           | DSAL<br>DPP MSI<br>MWD            | Where Council is the coordinating road authority |
| sch 7 cl 12(4)                  | Duty to ensure that works are conducted by an appropriately qualified person | DSAL<br>DPP<br>MSI<br>MWD         | Where Council is the coordinating road authority |
| sch 7 cl 12(5)                  | Power to recover costs   | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD | 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 13(1)                  | Duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to sch 7 cl 13(2) | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD | Where Council is the works manager               |
| sch 7 cl 13(2)                  | Power to vary notice period   | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD | 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)                               | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD | 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>   |
| sch 7 cl 16(1)                  | Power to consent to proposed works            | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD | Where Council is the coordinating road authority  |
| sch 7 cl 16(4)                  | Duty to consult                               | DSAL<br>DPP<br>MSI<br>SIPL<br>CTE | Where Council is the coordinating road authority, responsible authority or infrastructure manager |
| sch 7 cl 16(5)                  | Power to consent to proposed works            | DSAL<br>DPP<br>MSI<br>MWD         | Where Council is the coordinating road authority  |
| sch 7 cl 16(6)                  | Power to set reasonable conditions on consent | DSAL<br>DPP<br>MSI                | 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   | DSAL<br>DPP<br>MSI        | 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   | DSAL<br>DPP<br>MSI        | Where Council is the coordinating road authority |
| sch 7 cl 18(1)                  | Power to enter into an agreement   | DSAL                      | Where Council is the coordinating road authority |
| sch 7 cl 19(1)                  | Power to give notice requiring rectification of works  | DSAL<br>DPP<br>MSI<br>MWD | 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 | DSAL<br>DPP<br>MWD        | 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 20(1)                  | Power to require removal, relocation, replacement or upgrade of existing non-road infrastructure                                     | DSAL<br>DPP<br>MSI<br>SIPL<br>MWD | Where Council is the coordinating road authority  |
| sch 7A cl 2                     | Power to cause street lights to be installed on roads  | DSAL<br>DPP<br>MSI<br>MWD         | 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 streetlighting - where road is not an arterial road                                  | DSAL<br>MSI<br>MWD                | 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 arterialroad and adjacent areas | DSAL<br>MSI<br>MWD                | Where Council is the responsible road authority   |
| sch 7A cl (3)(1)(f)             | Duty to pay installation and percentage of operationcosts of street lighting – for arterial roads in accordance with cls 3(2) and 4  | DSAL<br>MSI<br>MWD                | Duty of Council as responsible road authority that installed the light (re: installation costs) and where Council is relevant municipal council (re: operating costs) |

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

| Column 1         | Column 2   | Column 3  | Column 4                            |
|------------------|--|---|-------------------------------------|
| <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 acaravan park owner | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br><br>CPH<br>TLPH<br>EHO |                                     |
| r10              | Function of receiving application for registration               | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br><br>CPH<br>TLPH<br>EHO |                                     |

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| <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 11   | Function of receiving application for renewal of registration | MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CPH<br>TLPH<br>EHO |                                     |

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| r12(1)   | Duty to grant the registration if satisfied that the caravan park complies with these regulations                | MPBS<br>MCSC<br>DMBS<br><br>MBS<br><br>CSBS<br><br>CPH<br><br>TLPH |                                     |
| <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> |
| r12(1)   | Power to refuse to grant the registration if not satisfied that the caravan park complies with these regulations | MPBS<br>MCSC<br>DMBS<br><br>MBS<br><br>CSBS<br><br>CPH<br><br>TLPH |                                     |

|  |  |  |                                     |
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| r12(2)   | Duty to renew the registration if satisfied that the caravan park complies with these regulations                | MPBS<br>MCSC<br>DMBS<br><br>MBS<br><br>CSBS<br>CPH<br>TLPH |                                     |
| r12(2)   | Power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br><br>CPH         |                                     |
| <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> |
|  |  | TLPH   |                                     |

|               |   |  |  |
|---------------|---|--|--|
| r12(3)        | Duty to have regard to matters in determining an application for registration or an application for renewal of registration | MPBS<br>MCSC<br>DMBS<br><br>MBS<br><br>CSBS<br>CPH<br>TLPH |  |
| r 12(4) & (5) | Duty to issue certificate of registration   | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br><br>CPH<br>TLPH |  |



**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

| Column 1  | Column 2   | Column 3  | Column 4                 |
|-----------|--|---|--------------------------|
| PROVISION | THING DELEGATED  | DELEGATE  | CONDITIONS & LIMITATIONS |
| r 14(1)   | Function of receiving notice of transfer of ownership    | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br><br>CPH<br>TLPH<br>EHO |                          |
| r 14(3)   | Power to determine where notice of transfer is displayed | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br>CPH<br>TLPH            |                          |

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

| Column 1  | Column 2  | Column 3   | Column 4                 |
|-----------|---|--|--------------------------|
| PROVISION | THING DELEGATED   | DELEGATE   | CONDITIONS & LIMITATIONS |
| r 15(1)   | Duty to transfer registration to new caravan park owner | MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CPH<br>TLPH |                          |
| r 15(2)   | Duty to issue a certificate of transfer of registration | MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CPH<br>TLPH |                          |

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

| Column 1 | Column 2 | Column 3 | Column 4 |
|----------|----------|----------|----------|
|----------|----------|----------|----------|

| PROVISION | THING DELEGATED   | DELEGATE   | CONDITIONS & LIMITATIONS |
|-----------|---|--|--------------------------|
| r 15(3)   | Power to determine where certificate of transfer of registration is displayed                                     | MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CPH<br>TLPH |                          |
| r 16(1)   | Power to determine the fee to accompany applications for registration or applications for renewal of registration | MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CPH<br>TLPH |                          |

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

| Column 1  | Column 2  | Column 3   | Column 4                 |
|-----------|---|--|--------------------------|
| PROVISION | THING DELEGATED   | DELEGATE   | CONDITIONS & LIMITATIONS |
| r 17      | Duty to keep register of caravan parks  | MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CPH<br>TLPH |                          |
| r 18(4)   | Power to determine where the emergency contact person's details are displayed | MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CPH<br>TLPH |                          |

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

| Column 1         | Column 2   | Column 3  | Column 4                            |
|------------------|--|---|-------------------------------------|
| <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  | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br><br>CPH<br>TLPH        |                                     |
| 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 | MCSC  |                                     |
| r 22(2)          | Duty to consult with relevant emergency services agencies  | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br><br>CPH<br>TLPH<br>EHO |                                     |

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

| Column 1         | Column 2   | Column 3  | Column 4                            |
|------------------|--|---|-------------------------------------|
| <b>PROVISION</b> | <b>THING DELEGATED</b>   | <b>DELEGATE</b>   | <b>CONDITIONS &amp; LIMITATIONS</b> |
| r 23             | Power to determine places in which caravan park owner must display a copy of emergency procedures    | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br><br>CPH<br>TLPH<br>EHO |                                     |
| r 24             | Power to determine places in which caravan park owner must display copy of public emergency warnings | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br>CPH<br>TLPH<br>EHO     |                                     |

|         |   |                                     |  |
|---------|---|-------------------------------------|--|
| r 25(3) | Duty to consult with relevant floodplain management authority | MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS |  |
|---------|---|-------------------------------------|--|

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

| Column 1  | Column 2   | Column 3  | Column 4                 |
|-----------|--|---|--------------------------|
| PROVISION | THING DELEGATED  | DELEGATE  | CONDITIONS & LIMITATIONS |
|           |  | CPH<br>TLPH<br>EHO  |                          |
| r 26      | Duty to have regard to any report of the relevant fire authority   | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br><br>CPH<br>TLPH<br>EHO |                          |
| r 28(c)   | Power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling | CPH<br>TLPH<br>EHO  |                          |
| r 40      | Function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe            | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS                           |                          |



|  |  |     |  |
|--|--|-----|--|
|  |  | CPH |  |
|--|--|-----|--|

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

| Column 1  | Column 2  | Column 3  | Column 4                 |
|-----------|---|---|--------------------------|
| PROVISION | THING DELEGATED   | DELEGATE  | CONDITIONS & LIMITATIONS |
|           |   | TLPH<br>EHO   |                          |
| r 40(b)   | Power to require notice of proposal to install unregistrable movable dwelling or rigid annexe | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br>CPH<br>TLPH<br>EHO |                          |
| r 41(4)   | Function of receiving installation certificate  | MPBS<br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br>CPH<br>TLPH<br>EHO |                          |
| r 43      | Power to approve use of a non-habitable structure as a dwelling or part of a dwelling         | MPBS<br>MCSC  |                          |

**RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2020**

| Column 1      | Column 2   | Column 3  | Column 4                 |
|---------------|--|---|--------------------------|
| PROVISION     | THING DELEGATED  | DELEGATE  | CONDITIONS & LIMITATIONS |
|               |  | CSBS<br>DMBS<br>CPH<br>TLPH<br>EHO                        |                          |
| Sch 3 cl 4(3) | Power to approve the removal of wheels and axles from unregistrable movable dwelling | MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CPH<br>TLPH<br>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  | DSAL<br>MSI<br>SIPL |  |
| r 9(2)  | Duty to produce written report of review of road management plan and make report available   | DSAL<br>MSI<br>SIPL |  |
| r 9(3)  | Duty to give notice where road management reviews completed and no amendments will be made (or no amendments for which notice is required) | DSAL                | 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        | DSAL<br>MSI<br>SIPL |  |
| r 13(1)   | Duty to publish notice of amendments to road management plan   | DSAL<br>MSI<br>SIPL | 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 13(3)   | Duty to record on road management plan the substance and date of effect of amendment | DSAL<br>MSI<br>SIPL  |  |
| r 16(3)   | Power to issue permit  | DSAL<br>DPP<br>MSI<br>MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS<br>CCC | Where Council is the coordinating road authority |
| r 18(1)   | Power to give written consent re damage to road                                      | DSAL   | Where Council is the coordinating road authority |
| r 23(2)   | Power to make submission to Tribunal   | DPP<br>MPBS<br>MCSC<br>CSBS<br>DMBS<br>MBS                       | 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 23(4)   | Power to charge a fee for application under s 66(1)<br>Road Management Act | DSAL<br>DPP<br>MPBS<br><br>MSI<br><br>MWD<br><br>MCSC<br>CSBS<br>DMBS<br><br>MBS<br><br>CCC | Where Council is the coordinating road authority |

|         |  |   |   |
|---------|--|---|---|
| r 25(1) | Power to remove objects, refuse, rubbish or other material deposited or left on road | DSAL<br>DPP<br>MPBS<br>MCSC<br>MSI<br>MWD<br>CSBS<br>DMBS<br>MBS<br>CCC | Where Council is the responsible 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 25(2)   | Power to sell or dispose of things removed from road or part of road (after first complying with regulation 25(3)) | DSAL<br>DPP     | Where Council is the responsible road authority |
| r 25(5)   | Power to recover in the Magistrates' Court, expenses from person responsible                                       | DSAL            |   |



| <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 cl13(1) of sch 7 of the Act to give notice as to the completion of those works | DSAL            | 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   | DSAL            | Where Council is the coordinating road authority  |