

Ordinary Council Meeting - 25 August 2026 Attachments

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MINUTES OF MEETING

Committee: Glamorgan Spring Bay Council Audit Panel
 Chairperson: Heather Salisbury
 Executive Officer: Dick Shaw (A/CEO)
 Meeting Date: Tuesday 2 June 2026 09.33am
 Location: Council Office Triabunna and online via Microsoft Teams

Invitees:

Heather Salisbury	Independent Panel member (Chair)	Present
Ric De Santi	Independent Panel member	Present
Clr Rob Churchill	GSBC Councillor Panel member	Present
Richard Shaw	GSBC Acting Chief Executive	Present
Danielle Tuck	GSBC Director Corporate and Financial Services	Present On-line via Teams
Ron Sanderson	GSBC Acting Director Infrastructure	Present
Isabelle Clarkson	GSBC Executive Officer (Minutes)	Present
Jon Parkes	External Auditor Audit Tasmania (TAO)	Online Via Teams for Item 4
Mary Oyeyiola	GSBC Accountant	Present at Item 5
Shannon Mitchelmore	GSBC Information Management & Technology Officer	Present at Item 10

1. Preliminaries

- a) Welcome
- b) Apologies – None
- c) Conflict of interest declarations – No changes as at 5 June 2026. Action: Danielle to circulate current Register of Interests to Panel members for review.
- d) Confirmation of previous minutes 24 March 2026. – Minutes confirmed.
 Action: Isabelle to format future AP agenda with Conflict of Interest Declarations and Confirmation of Previous Minutes as separate agenda items. An 'in camera' session for the Panel to be included at the start of each meeting.

2. Actions arising from previous Minutes – 24 March 2026. – All items from 24 March 2026 included on this agenda with the exception of 'PD for Panel Members' which can be marked as completed.

Agreed that going forward this item will be replaced with 'Action Tracking Summary' with an update table provided as an attachment to the Agenda. Action: Isabelle.

3. (& 4). Audit Findings Tracking Register – Agreed that this section will be in the form of a spreadsheet with an archivable tab of completed actions and provided as attachment to each Agenda. Action Isabelle

The following discussion was had in relation to the existing Audit Findings:

Discussion focused on Internal Audits, noting the GBSC budget allocation of \$30,000 and the importance of prioritising the Risk Strategy as a starting point. Ric de Santi proposed that a three-year Internal Audit Plan be developed. Key potential areas identified for consideration included fraud and corruption controls and psychosocial workplace health and safety (WHS) risks. Dick Shaw confirmed Council's interest in commencing an Internal Audit program as soon as practicable.

Item 8 – IT policy work is underway and an update on progress to date is included on this agenda.

Item 9 - recommended that Council seek legal advice regarding its agreement with Beyond IT and ensure a comprehensive contract is in place that clearly defines service standards and performance expectations.

Items 10 and 11 relating to assets WIP and disposal - have been consolidated. Mary advised that in relation to Item 11 a draft procedure has been prepared for review by Danielle Tuck and then Ron Sanderson for consideration and next steps.

Item 12 – grants milestones monitoring – procedure and register to be developed for ELT to resolve.

Item 13 – narratives relating to financial processes have been completed and that together with half yearly budget review process should clear this issue

All of the above will be subject to future review by Audit Tasmania.



5 Financial performance

Tracking ahead of budget. The Profit and Loss Statement reflects higher-than-budgeted revenue and lower staffing expenditure due to vacancies. This favourable position is also partly attributable to grant funding received during the year that had not been included in the original budget. Expenditure on materials and services is higher than budgeted.

Capital expenditure (excluding plant and equipment) is currently at 52% of budget. Project sequencing for the next financial year was discussed, noting concerns regarding the forecast completion rate of 67.5% by the end of the current cycle.

6 Draft Budget 2026-2027

Dannielle provided an update on successful Councillor budget briefings and advised that the draft budget will go to 23 June council meeting. The projected outcome will be a slightly larger modest surplus and is in-line with the Long Term Financial Management Plan (LTFMP). The Panel discussed the projection tables in the LTFMP and queried whether the LTFMP also contains the Financial Strategy requirements.

7. Audit Strategy – Jon Parkes from Audit Tasmania joined the meeting.

Jon Parkes advised that the Audit Strategy has been finalised and was issued on 30 April 2026. There has been a delay on the timing and Jon will get in touch with Danielle Tuck to reschedule.

Danielle Tuck advised that TAO requires at least two weeks' notice to provide services. Ric de Santi noted that the deliverable dates on Page 13 should be reviewed, with timelines expected to be approximately one week later than currently shown.

Jon Parkes confirmed that he still expects the Annual Audit Outcomes Report will be presented on 25 June, with an interim audit visit scheduled beforehand. Ron Sanderson advised that works activities are complete. The Panel confirmed that there were no known instances of actual, alleged, or suspected fraud.

Discussion on the Draft Strategy noted that Audit Tasmania had not flagged organisational transition as a significant environmental issue at GSB, despite this being raised as an issue in other Council audits. It was also agreed that documentation relating to the management of the Cloud 9 arrangement should be maintained, including service agreements, meeting records and periodic reviews. TAO assessed the arrangement as low risk.

Opportunities to strengthen IT contract arrangements were noted, particularly where open-ended agreements exist. Procurement, acquittal processes and the classification of capital renewal expenditure were also discussed.

It was agreed that TAO's performance evaluation will be conducted by the Audit Panel in an in-camera session at the October meeting. Ric de Santi will provide evaluation questionnaires. Action Ric

8. Audit Panel Work Plan

For review in new financial year.

9. Strategic Risk Register

Dick Shaw provided an update on the Risk Management Framework (RMF), with the Panel agreeing that ongoing review and development of Council's risk management practices remains a priority.

Discussion included internal audit arrangements and previous work undertaken by Wise Lord and Ferguson in 2022, which reviewed the Risk Management Framework and risk registers and provided recommendations to achieve Council's target risk maturity. It was suggested that a workshop be held with the Executive Leadership Team to progress this work.

The Panel discussed maintaining a concise strategic risk register, ideally containing no more than 12 key risks, and noted that some risk management functions may be suitable for outsourcing. It was also acknowledged that provision has been included in the budget for a Governance and Risk Officer position.



10. Policy review – Shannon Mitchelmore joined the meeting.

Danielle Tuck provided an overview of the Business Continuity Plan and its relationship to Council's strategic risk framework.

Danielle Tuck and Shannon Mitchelmore provided an update on the development of the IT Policy framework. It was noted that the proposed IT Strategy will provide an overarching framework for supporting policies and procedures. The Panel acknowledged the significant work already underway and discussed the number of policies required, the role of external support, and the value of implementing a four-year action plan to guide delivery.

Concerns were raised regarding the continued reliance on paper-based records storage, which was considered less than ideal, and reference was made to the NIST Cybersecurity Framework as a guiding model.

Ric de Santi emphasised the importance of establishing clear key performance indicators (KPIs), monitoring and reporting mechanisms, and ensuring stakeholder engagement is appropriately considered, including the community as a key stakeholder group.

11. Acting CEO Update

Senior Officer recruitment – Selection process for the CEO is still underway. Director Corporate & Financial Services still substantively vacant. Noted Danielle Tuck was doing a great job, but noted acting arrangement is not sustainable in the long run.

cohealth update - Council will review cohealth arrangements in July. Audit Panel has asked to be kept informed about this services agreement. Action Dick
Council Website – replacement work underway.

12. Nil.

13. Next Meeting – 6 October 2026

Heather Salisbury

Dated

Capital Works Detail

Glamorgan Spring Bay Council
Budget 2025-26

Dept Capital Item

Cost YTD

**% Cost
Spent**

Status

**Budget
2026/27**

**Carry Fwd
Amount
30/06/2026**

**Renewal
Works**

**New /
Upgrade
Works**

New Budget

**Council
Funded**

**Grant
Funded**

Roads, Footpaths, Kerbs

Resheeting Program
Pavement renewal program
Kerb & channel renewal program
Reseal Program
Orford Ryans Road reconstruction
Triabunna Tomorrow Vicary St Streetscape
Bicheno Gamble Crescent reconstruction
Morrison St, Bicheno new rollover kerb
DDA Parking Space Upgrade near IGA - Swansea
Bus stop relocation - Swansea
Asphalt Marina carpark
Footpath & disability compliance program

-

0%

200,000

-

200,000

-

200,000

200,000

-

0%

500,000

-

500,000

-

500,000

500,000

-

0%

150,000

-

150,000

-

150,000

150,000

-

0%

700,000

-

700,000

-

700,000

-

700,000

-

0%

210,000

-

210,000

-

210,000

147,932

62,068

69,940

6%

1,220,000

1,220,000

1,220,000

147,932

62,068

-

0%

220,000

-

220,000

-

220,000

220,000

-

0%

40,000

-

40,000

-

40,000

40,000

-

0%

20,000

-

20,000

-

20,000

20,000

-

0%

20,000

-

20,000

-

20,000

20,000

-

0%

115,000

-

115,000

-

115,000

115,000

-

0%

200,000

-

200,000

-

200,000

200,000

Total Roads, Footpaths, Kerbs

69,940

2%

3,595,000

1,220,000

2,375,000

1,220,000

2,375,000

1,612,932

1,982,068

Bridges, Culverts

Redecking timber bridges
Triabunna Vicary/Boyle St bridge steel coating
17 Acre bridge Wielangta Road
Duck Park (Foot) Bridge

-

0%

100,000

-

100,000

-

100,000

100,000

-

-

0%

100,000

-

100,000

-

100,000

100,000

-

-

0%

450,000

-

450,000

-

450,000

450,000

-

15,062

4%

390,000

390,000

390,000

-

390,000

390,000

-

Total Bridges, Culverts

15,062

1%

1,040,000

390,000

1,040,000

-

650,000

1,040,000

-

Parks, Reserves, Walking Tracks, Cemeteries

BBQ renewal program
Playground renewal & upgrades
Bicheno Lions Park Playground

-

0%

40,000

-

40,000

-

40,000

40,000

-

902

0%

200,000

-

200,000

-

200,000

200,000

-

2,640

2%

150,000

150,000

75,000

75,000

150,000

150,000

-

Total Parks, Reserves, Walking Tracks, Cemeteries

3,542

1%

390,000

150,000

315,000

75,000

240,000

390,000

-

Stormwater & Drainage

49 Reheban Rd to West Shelley Beach
Nautilus Drive
Stormwater / flood mitigation and monitoring
Pit & pipe renewal program

4,588

2%

200,000

200,000

-

200,000

-

200,000

-

-

0%

50,000

-

-

50,000

50,000

50,000

-

-

0%

550,537

-

-

550,537

550,537

45,700

504,837

-

0%

200,000

-

200,000

-

200,000

200,000

-

Total Stormwater & Drainage

4,588

0%

1,000,537

200,000

200,000

800,537

800,537

495,700

504,837

Building

Bicheno hall concertina doors
Swansea football clubrooms refurbish showers
Bicheno skate park toilets
Orford Raspins Beach toilet refurbishment
Orford Prosser House kitchen upgrade
Triabunna rec ground toilet reburishment
Bicheno depot fence and gate
Swansea depot security fence
Marina Toilets and Showers

-

0%

10,000

10,000

10,000

10,000

-

0%

60,000

60,000

60,000

60,000

-

0%

75,000

75,000

75,000

-

0%

200,000

200,000

200,000

200,000

-

0%

35,000

35,000

35,000

35,000

-

0%

80,000

80,000

80,000

80,000

-

0%

15,000

15,000

15,000

15,000

-

0%

20,000

20,000

20,000

20,000

-

0%

300,000

300,000

300,000

300,000

Capital Works Detail

Glamorgan Spring Bay Council
Budget 2025-26

Dept	Capital Item	Cost YTD	% Cost Spent	Status	Budget 2026/27	Carry Fwd Amount 30/06/2026	Renewal Works	New / Upgrade Works	New Budget	Council Funded	Grant Funded
	Gulch toilet relocation	-	0%		150,000		150,000		150,000	150,000	
	Muir's Beach Toilet -Toilet Strategy Works	-	0%		300,000	300,000	300,000			300,000	
	Bicheno Surf Club and Toilet Upgrade	-	0%		230,000	230,000		230,000		150,000	80,000
	Total Building	-	0%		1,475,000	905,000	1,170,000	305,000	570,000	1,020,000	455,000
Marine Infrastructure											
	Saltwater Boat Ramp	-	0%		99,123	99,123	-	99,123			99,123
	Renew 3 Piles at Marina	-	0%		30,000		30,000		30,000	30,000	
	Total Marine Infrastructure	-	0%		129,123	99,123	30,000	99,123	30,000	30,000	99,123
Sewerage											
	Total Sewerage	-	0%		-	-	-			-	-
Plant Equipment & Other											
	Replace Coles Bay WTS backhoe	-	0%		110,000		110,000		110,000	110,000	
	Replace tip truck with crane	-	0%		145,000		145,000		145,000	145,000	
	Replace two mowers	-	0%		70,000	-	70,000		70,000	70,000	
	Small plant	-	0%		25,000	-	25,000		25,000	25,000	
	Trailer replacement	-	0%		15,000	-	15,000		15,000	15,000	
	Replace two sets excavator loading ramps	-	0%		10,000	-	10,000		10,000	10,000	
	New portaloo Orford WTS	2,591	86%		3,000	-	3,000		3,000	3,000	
	Swansea depot pressure washer	9,479	105%		9,000	-	9,000		9,000	9,000	
	Triabunna depot maintenance hardstand	-	0%		20,000	-	20,000		20,000	20,000	
	Chipper replacement	-	0%		80,000	-	80,000		80,000	80,000	
	Replace Animal Control vehicle with cage	-	0%		90,000	-	90,000		90,000	90,000	
	Replace four utes	-	0%		195,000	-	195,000		195,000	195,000	
	New fleet - Plumbing Inspector	-	0%		55,000	-	-	55,000	55,000	55,000	
	Replace fleet - Mayor/Director Vehicles x 2	-	0%		165,000	-	165,000		165,000	165,000	
	CAP2027-PE Bicheno BEAMS storage container	2,955	84%		3,500	-	-	3,500	3,500	3,500	
	Replace Elected Member Laptops	-	0%		17,500	-	17,500		17,500	17,500	
	Server Replacement Museum	-	0%		20,000	-	20,000		20,000	20,000	
	Office furniture & equipment	-	0%		60,000	20,000	60,000		40,000	60,000	
	IT/Comms replacements - Chambers	-	0%		50,000	-	50,000		50,000	50,000	
	IT/Comms replacements - Meeting Room	-	0%		15,000	-	15,000		15,000	15,000	
	IT/Comms public meeting room	-	0%		5,000	-	-	5,000	5,000	5,000	
	Laptops Replacements	-	0%		20,000	-	20,000		20,000	20,000	
	Total Plant Equipment & Others	15,024	1%		1,183,000	20,000	1,119,500	63,500	1,163,000	1,183,000	-
Total Capital Works					8,812,660	2,984,123	6,249,500	2,563,160	5,828,537	5,771,632	3,041,028

Profit and Loss

Glamorgan Spring Bay Council
For the month ended 31 July 2026

Account	YTD Actual	YTD Budget	Budget Var	Var %	Annual Budget	Notes
Trading Income						
Rate Revenue	15,794,314	15,776,170	18,144	0%	15,776,170	
Statutory Charges	76,619	71,300	5,319	7%	855,165	
User Charges	38,959	45,458	(6,499)	-14%	790,396	
Grants	0	0	0	0%	2,000,012	
Interest & Investment Revenue	58,794	51,569	7,225	14%	1,104,524	
Other Revenue	344,339	335,357	8,982	3%	725,469	
Total Trading Income	16,313,025	16,279,854	33,171	0%	21,251,736	
Gross Profit	16,313,025	16,279,854	33,171	0%	21,251,736	
Capital Grants						
Grants Commonwealth Capital - Other	0	0	0	0%	504,837	
Grants Commonwealth Capital - Roads to Recovery	0	0	0	0%	762,068	
Grants State Capital - Other	1,473,908	1,618,845	(144,937)	-9%	1,774,123	
Total Capital Grants	1,473,908	1,618,845	(144,937)	0%	3,041,028	
Other Income						
Net Gain (Loss) on Disposal of Assets	1,345	0	1,345	0%	1,052,000	
Contributions	31,000	0	31,000	0%	0	
Total Other Income	32,345	0	32,345	0%	1,052,000	
Operating Expenses						
Employee Costs	361,404	401,780	(40,376)	-10%	6,673,261	1
Materials & Services	971,285	1,289,131	(317,846)	-25%	9,199,677	2
Depreciation	374,703	367,257	7,446	2%	4,407,074	
Interest	(16,018)	(15,504)	(514)	3%	133,508	
Other Expenses	13,004	17,041	(4,037)	-24%	314,355	
Total Operating Expenses	1,704,378	2,059,705	(355,327)	-17%	20,727,875	
Net Profit	14,608,647	14,220,149	388,498	3%	523,861	
Total Comprehensive Result (incl Capital Income)	16,114,900	15,838,994	275,906	2%	4,616,889	

NOTES OF BUDGET VARIANCES > \$50k and >10%.

1. **TIMING:** Staff vacancies resulting in the budget variance.
2. **TIMING:** Some periodic charges not received for medical, insurances, water, waste and infrastructure activities.

Statement of Financial Position

Glamorgan Spring Bay Council
As at 31 July 2026

Account	31 July 2026	30 June 2026
Assets		
Current Assets		
Cash & Cash Equivalents	15,684,527	15,022,201
Trade & Other Receivables	15,105,754	1,773,360
Other Assets	36,903	42,431
Total Current Assets	30,827,185	16,837,992
Non-current Assets		
Investment in Water Corporation	35,650,151	35,650,151
Property, Infrastructure, Plant & Equipment	235,039,556	235,414,259
Total Non-current Assets	270,689,707	271,064,410
Credit Card Ronald Sanderson	1,107	0
Total Assets	301,517,999	287,902,402
Liabilities		
Current Liabilities		
Trade & Other Payables	602,892	1,434,853
Trust Funds & Deposits	373,183	432,728
Provisions	805,450	805,450
Contract Liabilities	0	1,473,908
Interest bearing Loans & Borrowings	189,662	210,630
Trade & Other Payables - Debtor Suspense Account	188	188
Trust Funds & Deposits - Retention Monied Held	8,392	8,392
Total Current Liabilities	1,979,767	4,366,149
Non-current Liabilities		
Provisions	195,736	195,736
Interest Bearing Loans & Borrowings	4,076,854	4,076,854
Total Non-current Liabilities	4,272,590	4,272,590
Total Liabilities	6,252,357	8,638,739
Net Assets	295,265,642	279,263,663
Equity		
Current Year Earnings	16,001,980	4,657,938
Retained Earnings	107,806,027	103,148,089
Equity - Asset Revaluation Reserve	169,481,913	169,481,913
Equity - Restricted Reserves	1,975,723	1,975,723
Total Equity	295,265,642	279,263,663

Statement of Cash Flows
Glamorgan Spring Bay Council
For the month ended 31 July 2026

Account	YTD Actual	2026
Operating Activities		
Receipts from Customers	2,629,905	18,171,545
Operating Grants	0	2,469,001
Payment to employees and Suppliers	(1,704,646)	(13,538,086)
Other Payments	(3,516)	(239,531)
Finance Costs Paid	(17,096)	(167,803)
Rates Charged - Sewerage	47,569	46,183
Net Cash Flows from Operating Activities	952,216	6,741,309
Investing Activities		
Proceeds from sale of property, plant and equipment	1,479	200,647
Payment for property, plant and equipment	(324,833)	(5,910,479)
Receipts from capital grants	55,539	2,378,257
Net Cash Flows from Investing Activities	(267,815)	(3,331,576)
Financing Activities		
Trust funds & deposits	0	(35,179)
Proceeds from/ repayment of long term loans	(20,968)	(1,147,209)
Net Cash Flows from Financing Activities	(20,968)	(1,182,388)
Net Cash Flows	663,433	2,227,345
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	14,929,293	12,701,948
Cash and cash equivalents at end of period	15,592,726	14,929,293
Net change in cash for period	663,433	2,227,345

ACTION REGISTER

MEETING DATE	ITEM NO.	DECISION NO.	TITLE	ACTION OFFICER	DECISION	OFFICERS UPDATE	STATUS
28 April 2026	8.6	416/25	Draft Councillor Expenses Reimbursement and Provision of Facilities Policy	DCFS	That Council adopt the Draft Councillor Expenses Reimbursement and Provision of Facilities Policy, as amended.	Item will be presented to an upcoming Council Meeting for consideration.	In Progress
23 June 2026	8.4	464/25	DRAFT Dog Management Policy	DPD	That Council reconsider the policy at a workshop within the next 60 days.	The matter was brought to the July workshop for further discussion. It was agreed that the matter would return to full council for decision to advertise the draft policy at an upcoming meeting.	In Progress
28 July 2026	4.1	<u>09/26</u>	Convenience Store - 70 & 72 Kunzea Circuit, Coles Bay - DA 2025/227	DPD	Pursuant to section 57 of the Land Use Planning and Approvals Act 1993 and the Tasmanian Planning Scheme, DA2025/227 at 70 & 72 Kunzea Circuit, Coles Bay (CT179042/4 & CT179042/5) for a convenience store (supermarket) be approved with the following conditions.		Completed
28 July 2026	8.1	19/26	Sale of Beattie Avenue Land	DPD	1. Having considered the objections lodged following public notification of its intention to dispose of the land at 50 Beattie Avenue, Bicheno (CT62307/50) resolve under section 178 of the <i>Local Government Act 1993</i> to proceed with the disposal of the land after, either: no appeal is instituted during the period available to the objectors for making appeals; or if an appeal is instituted, the discontinuation or dismissal of that appeal. 2. Serve notice in writing of its decision and applicable appeal rights upon all objectors within 7 days after its decision.		Completed
28 July 2026	8.2	20/26	Community Gant Program	CDC	Approve a Community Small Grant of \$467.50 to the Spring Bay Suicide Prevention Network for the East Coast Scarecrow Trail – Mental Health Week project.		Completed
28 July 2026	8.2	21/26	Community Gant Program	CDC	Approve a Community Small Grant of \$784.20 to the Bicheno Crays Youth Club towards Public Liability Insurance.		Completed
28 July 2026	8.2	22/26	Community Gant Program	CDC	Approve a Community Small Grant of \$1,000.00 to the Bicheno Community Men's Shed towards Public Liability Insurance.		Completed
28 July 2026	8.2	23/26	Community Gant Program	CDC	Approve a Community Small Grant of \$1,000.00 to the Spring Bay Community Food Hub towards Public Liability Insurance.		Completed
28 July 2026	8.2	24/26	Community Gant Program	CDC	Approve Event Support Funding of \$2,000.00 to the Winter Challenge for the Multi-sport Event, together with the provision of wheelie bins as in-kind support.		Completed
28 July 2026	8.3	25/26	Draft Parking Facilities By-Law	GOV	That Council resolves to make the proposed Parking Facilities By-law No.1 Of 2026 as attached in accordance with Section 156 of the Local Government Act 1993.	The Office of Local Government has been notified.	In Progress
28 July 2026	8.4	26/26	Draft By-Law Regulatory Impact Statement	GOV	That Council authorises the submission of the proposed regulatory impact statement to the Director of Local Government.	As above.	In Progress
28 July 2026	8.5	27/26	Council Policy - Request to repeal	GOV	That: a Policy 'Council Advertising Policy' (v4) and 'Use of Electronic Devices' (v3) be repealed. b The repealed policy be reclassified as an Internal Policy and proceed to the review and approval process outlined in the Officer's Comments above.		Completed

28 July 2026	8.6	28/26	Nomination for Licenced Persons	DPD	That upon being issued a building services licence and deemed a licenced person in accordance with the <i>Occupational Licensing Act 2005</i> , Council nominates Thomas Dalwood, Meaghan Heald and Haylee Bishop, pursuant to section 24(2)(b)(i) of the Act, to perform the functions or powers of the Permit Authority within the Glamorgan Spring Bay Council municipal area.		Completed
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CERTIFICATE OF TITLE

LAND TITLES ACT 1980



TASMANIA

TORRENS TITLE

VOLUME		FOLIO
65725		70
EDITION	DATE OF ISSUE	
11	15-Nov-2010	
Page 1		of 1

I certify that the person described in Schedule 1 is the registered proprietor of an estate in fee simple (or such other estate or interest as is set forth in that Schedule) in the land within described subject to such exceptions, encumbrances, interests and entries specified in Schedule 2 and to any additional entries in the Folio of the Register.

Alice Kawa

Recorder of Titles.

**DESCRIPTION OF LAND**

Parish of ORFORD, Land District of PEMBROKE
 Lot 70 on Sealed Plan 65725 (formerly being SP4202)
 Derivation : Part of Lot 5698 Gtd. to G. Arnold.
 Prior CT 3268/63

SCHEDULE 1

C949323 TRANSFER to ALISON LOUISE WESTWOOD Registered
 15-Nov-2010 at noon

SCHEDULE 2

Reservations and conditions in the Crown Grant if any
 SP65725 BURDENING EASEMENT: a right of drainage in favour of
 Glamorgan-Spring Bay Council over the Drainage
 Easement 5 feet wide shown on Sealed Plan 65725

WARNING: BEFORE DEALING WITH THIS LAND SEARCH THE CURRENT FOLIO OF THE REGISTER

Certificate of Title

Certificate of Title

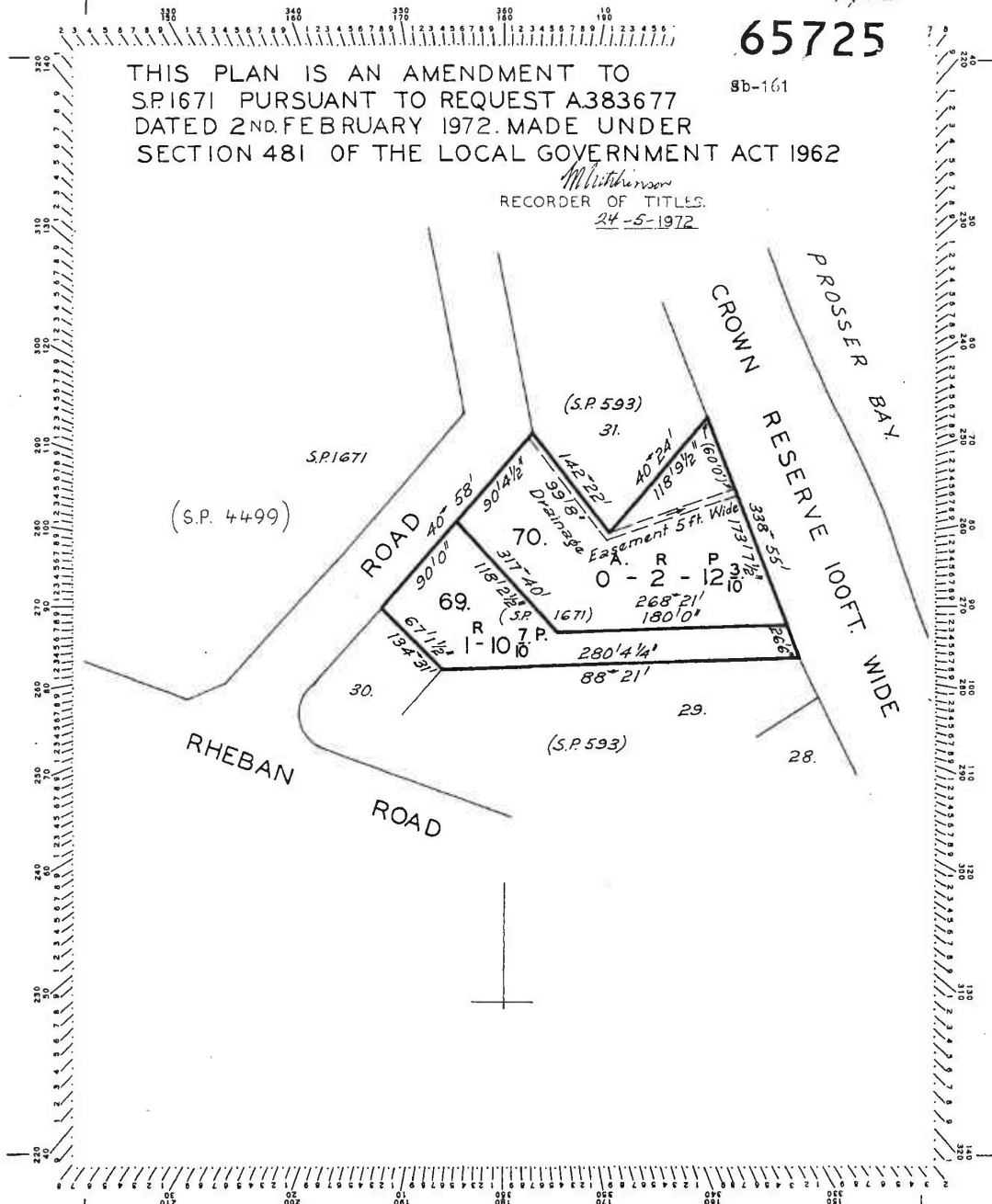
Owner: <i>F. L. Ryan</i>	PLAN OF SURVEY by Surveyor <i>G. W. Griggs</i> of land situated in the	Registered Number: S.P.4202
Title Reference: <i>C.T.2354/61</i>	LAND DISTRICT OF PEMBROKE PARISH OF ORFORD	Effective from: <i>24-5-72</i>
Grantee: <i>Portion Of Lot 5698, 45A.1 R.O. Gtd to G. Arnold</i>	Scale <i>80 feet to an inch</i>	 <i>G. W. Griggs</i> REGISTERED NUMBER of titles

65725

sb-161

THIS PLAN IS AN AMENDMENT TO
S.P.1671 PURSUANT TO REQUEST A383677
DATED 2ND FEBRUARY 1972. MADE UNDER
SECTION 481 OF THE LOCAL GOVERNMENT ACT 1962

M. Hutchinson
RECORDER OF TITLES.
24-5-1972



TASMANIAN SEAFARERS MEMORIAL COMMITTEE MINUTES
Tuesday 11 August 2026



Date: Tuesday 11 August 2026, 12:00pm

Location: Meeting Room, Triabunna Council Offices

Meeting Purpose:

To determine the future direction of the Tasmanian Seafarers Memorial, service including structure, delivery model, resourcing, and external partnership opportunities.

1. PRESENT AND APOLOGIES

Chair: Cllr Neil Edwards

Attendance: Cllr Neil Edwards (Chair), Cllr Jenny Walker (Member) Jan Sweet (Member), Graeme Elphinstone (Member), Mick Desmond (Member) Scott Price (Guest) Cheryl Arnol (Guest) Bernadette Pogorzelski (Council Officer) Eliza Hazelwood (Council Officer)

Apologies: Melissa Cruse (Member), John Hall (Member)

2. CONFIRMATION OF MINUTES

2.1 Tasmanian Seafarers Memorial – 31 March 2026

Recommendation

That the minutes of the meeting held on 31 March 2026 be confirmed as a true and correct record of the meeting.

Decision

Moved Jan Sweet, seconded Neil Edwards:

That the minutes of the meeting held on 31 March 2026 be confirmed as a true and correct record of the meeting.

The motion was put and carried unanimously.

2.2 Tasmanian Seafarers Memorial – 15 April 2026

Recommendation

That the minutes of the meeting held on 15 April 2026 be confirmed as a true and correct record of the meeting.

Decision

Moved Jan Sweet, seconded Neil Edwards:

That the minutes of the meeting held on 15 April 2026 be confirmed as a true and correct record of the meeting.

The motion was put and carried unanimously.

3. DISCUSSION:

TASMANIAN SEAFARERS MEMORIAL COMMITTEE MINUTES
Tuesday 11 August 2026



The Committee discussed the future of the Tasmanian Seafarers' Memorial service and expressed a view that the event should no longer continue in its current format. Members considered that a change in the format and delivery of the service is required to ensure its ongoing relevance and sustainability.

The Committee advised that members no longer have a strong vested interest in continuing as a dedicated Council committee and did not consider that the Tasmanian Seafarers' Memorial Committee needs to remain a formal committee of Council.

Members noted that a number of significant community commemorative events are held throughout the municipality, including ANZAC Day and Remembrance Day, which are organised and delivered by community organisations and volunteer groups. The Committee considered that, where there is a dedicated group of community volunteers willing to take responsibility for organising and delivering the Tasmanian Seafarers' Memorial service, responsibility for the event should be returned to the community rather than continuing to be managed through Council.

It was acknowledged that Council would continue to have an ongoing responsibility for the Tasmanian Seafarers' Memorial itself, including general maintenance of the memorial and surrounding area, as well as administrative responsibilities associated with memorial plaques, including the installation of plaques where appropriate.

The Committee expressed a preference for the 2026 memorial service to be organised and delivered by the local Rotary Club, with the Tasmanian Seafarers' Memorial Committee subsequently being disbanded on the basis that it is no longer considered necessary.

The Committee considered that responsibility for the annual memorial service should ultimately be returned to the community. To support the continuation of the event, the Committee suggested that Council call for Expressions of Interest for the organisation and delivery of the 2027 service and future services.

Members also considered that transitioning responsibility to a community organisation would provide an opportunity to review and potentially broaden the scope and format of the event, allowing a future organising group to develop a service that reflects the interests and involvement of the wider community.

Recommendation

1. Note and acknowledge the work of the Tasmanian Seafarers Memorial Section 24 Committee.
2. The Tasmanian Seafarers' Memorial Committee recommends that Spring Bay Rotary host the 2026 Tasmanian Seafarers' Memorial,

TASMANIAN SEAFARERS MEMORIAL COMMITTEE MINUTES
Tuesday 11 August 2026



3. that the Committee be dissolved following the Annual Memorial to be held on 18 October 2026.
4. The Tasmanian Seafarers' Memorial Committee recommends that Council call for Expressions of Interest from community organisations to host the Tasmanian Seafarers' Memorial from 2027 onwards.
5. Note that responsibility for the ongoing administration and management of the Tasmanian Seafarers' Memorial will transfer to the Glamorgan Spring Bay Council.

Decision

Jenny Walker moved, seconded Graeme Elphinstone:

1. Note and acknowledge the work of the Tasmanian Seafarers Memorial Section 24 Committee.
2. The Tasmanian Seafarers' Memorial Committee recommends that Spring Bay Rotary host the 2026 Tasmanian Seafarers' Memorial,
3. That the Tasmanian Seafarers' Committee be dissolved following the Annual Memorial to be held on 18 October 2026.
4. The Tasmanian Seafarers' Memorial Committee recommends that Council call for Expressions of Interest from community organisations to host the Tasmanian Seafarers' Memorial from 2027 onwards.
5. Note that responsibility for the ongoing administration and management of the Tasmanian Seafarers' Memorial will transfer to the Glamorgan Spring Bay Council.

The motion was put and carried unanimously.

Meeting closed: 12:45pm



ARTIST IMPRESSION



Glamorgan Spring Bay Council

Audit Panel Charter

Version [1.0]

Adopted: 25 June 2024
Minute No.: 117/24

Document Control

Audit Panel Charter	
First issued/approved	-
Source of approval/authority	Council
Last reviewed	June 2024
Next review date	June 2028
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Responsible Officer	General Manager
Department responsible for policy development	Corporate & Community

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Audit Panel Charter

The Glamorgan Spring Bay Council has established the Audit Panel in compliance with Division 4 of the Local Government Act 1993 (the Act), the Local Government (Audit Panels) Order 2014 and the Local Government (Audit Panels) Amendment Order 2015.

This Charter sets out the Panel's objectives, composition, tenure, functions, reporting and administrative arrangements.

1.1 Objective

The objective of the Audit Panel (the Panel) is to assist Elected Members (Councillors) of the Glamorgan Spring Bay Council (the Council) by reviewing the Council's performance under section 85A of the Act and reporting to the Council its conclusions and recommendations.

1.2 Functions

To assist the Council in fulfilling its responsibilities relating to the review of the Council's performance and compliance the Panel is to consider :-

- a) The Council's financial system, financial governance arrangements and financial management;
- b) That the Annual Financial Statements of the Council accurately represent the state of affairs of the Council.
- c) That the Strategic Plan; Annual Plan; Long-Term Financial Management Plan; Long-Term Strategic Asset Management Plan;; and Asset Management Policy are integrated and the processes and assumptions under which those plans were prepared are documented.
- d) The accounting procedures, internal controls, anti-fraud, anticorruption and risk management systems, controls and policies that are in place which safeguards the Council's long-term financial position.
- e) Compliance with all provisions of the *Local Government Act 1993* and any other relevant legislation.
- f) The action taken and its effectiveness in relation to previous recommendations made by the Panel.

1.3 Key Areas

In fulfilling its functions, the Audit Panel should consider the following key areas:

- a) Corporate governance;
- b) Systems of internal control;
- c) External and internal audit;
- d) Risk management frameworks;
- e) Human resource management, including policies, procedures and enterprise agreements;
- f) Procurement;
- g) Information and communications technology governance;
- h) Management and governance of the use of data, information and knowledge; and
- i) Internal and external reporting requirements.

1.4 Membership

The membership of the Panel will comprise of **4 members**, whereby 2 members must be independent persons (including the independent chairperson).

An 'Independent Person' is a person who is not a Councillor, employee of Glamorgan Spring Bay Council or a Councillor or employee of another Council.

The following persons are eligible to be members of the Audit Panel:-

- a) A Councillor, other than the Mayor, of Glamorgan Spring Bay Council;
- b) An independent member of another Council's audit panel;
- c) An independent member appointed by Council with relevant knowledge and expertise.

The Glamorgan Spring Bay Council is to appoint all members to its Audit Panel with all independent persons having the relevant knowledge and experience.

A member of the Audit Panel will be appointed for a period not less than one year and not more than four (4) years. An independent member may be reappointed for a further term not exceeding four (4) years. A Councillor representative must stand down at the next election following the appointment of the Audit Panel but shall be eligible for re-appointment if re-elected to Council.

1.5 Chairperson

The Chairperson must be an Independent Person. The Glamorgan Spring Bay Council is to directly appoint the Chairperson.

1.6 Remuneration

Remuneration for independent members of the panel will be reviewed annually and set at agreed rates, subject to Council approval.

1.7 Annual Work Plan

The Panel is to develop an Annual Work Plan that includes, but is not limited to, a schedule of meetings and the known objectives for each meeting scheduled.

1.8 Responsibilities of Panel Members

Members of the Audit Panel are expected to understand and observe the legal requirements of the Act and the Audit Panel orders. Members are also expected to:

- a) Act in the best interests of the Council;
- b) Apply sound analytical skills, objectivity and judgement;
- c) Express opinions constructively and openly;
- d) Raise issues that relate to the Audit Panel's functions and pursue independent lines of enquiry within the Panel's deliberations and meetings; and
- e) Contribute the time required to review the papers provided.

1.9 Confidentiality

Panel Members must maintain the confidentiality of any information, documents and communication that the Council or Panel has designated as being in confidence, and only access Council information in order to perform their role as a Panel member.

1.10 Interests

Audit Panel Members must declare any real, potential or perceived pecuniary or non-pecuniary interests that may affect them in carrying out their functions. The Audit Panel member with the interest must also notify the General Manager of the Council, in writing, of the interest within seven days of declaring the interest.

Independent members are to consider past employment, consultancy arrangements and related party issues in making declarations.

A standing item for declarations of interest should be included in all Panel meeting agenda.

The Chairperson of the Audit Panel is to ensure that the declaration of an interest is recorded in the minutes of the meeting and any relevant written report.

1.11 Induction

The Council will provide new Audit Panel members with relevant information and briefings on their appointment to assist them to meet their Audit Panel responsibilities.

1.12 Meetings

The Panel will meet at least four (4) times a year. The Panel may hold additional meetings as and when required in order to fulfil its functions. Any two (2) members of the Panel or the General Manager may request a meeting at any time.

The Audit Panel is to regulate its own proceedings in accordance with this Charter.

A quorum is constituted by a majority of the total number of Panel Members appointed. At least one Panel Member who is an independent person is to be present, otherwise there is no quorum present at the meeting.

The General Manager (or Delegate) and Finance Manager (or Delegate) with secretariat support must attend all meetings unless the Chairperson determines that the meeting is to be held with only Panel Members in attendance.

The Audit Panel may invite any employee of Glamorgan Spring Bay Council, representative of the Tasmanian Audit Office and/or any other person to attend meetings of the Audit Panel for the purposes of providing specialist information or advice to the Panel. Attendees are only to be present for those items for which their specialist advice is required and are subject to the same confidentiality provisions as Panel Members.

The Audit Panel may also allow any Councillor of the Glamorgan Spring Bay Council to attend meetings of the Audit Panel in the capacity as an observer. Observers must not participate in the meeting. Observers are subject to the same declaration of interests and confidentiality provisions as Panel Members.

Reasonable notice will be given of the meetings to all members of the Panel and an agenda is to be provided with any relevant attachments.

1.13 Secretariat and Resources

Council is to provide secretariat support to, and all necessary funding required by, the Audit Panel to perform its functions.

1.14 Reporting

The Panel will provide a written report (minutes) to the next Ordinary Council Meeting or as soon as practical following a meeting, concerning the outcomes and/or recommendations made by the Panel which will then be noted and/or accepted by Council.

The Audit Panel must provide an annual report to the Council that comprises, at least:

- a) A summary of the work undertaken and significant findings during the past year;
- b) A review of the Panel's Charter and, if required, recommended changes to the Council for its approval;
- c) An update on membership of the Panel, in particular if there has been or may be change;
- d) The significant aspects of the Panel's deliberations for the coming year; and
- e) Any other matters deemed, by the Panel, as requiring the Council's attention.

1.15 Review

The Audit Panel will undertake a regular review and evaluation of its own performance.

This Charter will be reviewed at least every 4 years.



DELEGATIONS REGISTER

Adopted: 26 August 2025
Minute No. 179/25

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LEGISLATIVE TERMINOLOGY – GENERAL MANAGER

At Glamorgan Spring Bay Council, the title Chief Executive Officer is a term of reference for the General Manager as appointed by Council pursuant to section 61 of the Local Government Act 1993 (Tas). For the avoidance of doubt, Chief Executive Officer means the General Manager for the purposes of the Local Government Act 1993 (Tas) and all other legislation administered by or concerning Council.

DELEGATION

A Council, in writing, may delegate with or without conditions to the Chief Executive Officer, any of its functions or powers under any Act.

S.22 Local Government Act 1993 (subject to restrictions).

The General Manager, in writing, may delegate to an employee of the Council

- (a) any functions or powers under any Act, other than this power of delegation; and*
- (b) any functions or powers delegated by the Council which the Council authorised the General Manager to delegate.*

S.64 Local Government Act 1993.

If an Act confers a power on a person to delegate a function or power, the person may, in accordance with the Act, delegate the function or power to

- (a) a person by name; or*
- (b) the holder of a particular office or position by reference to the title of the office or position concerned, whether or not the office or position is vacant at the time of the delegation.*

S.23AA(1) of the Acts Interpretation Act 1931.

If a function or power is delegated to a particular officer or the holder of a particular office or position

- (a) the delegation does not cease to have effect merely because the person who was the particular officer or the holder of the particular office or position when the function or power was delegated ceases to be that officer or the holder of that office or position; and*
- (b) the function or power may be performed or exercised by the person for the time being occupying or acting in the office or position concerned.*

S.23AA(5) of the Acts Interpretation Act 1931.

A function or power that has been delegated may, notwithstanding the delegation, be exercised by the delegator.

S.23AA(6) of the Acts Interpretation Act 1931.

Pursuant to the powers of the *Local Government Act 1993* the Council hereby delegates the exercise and performance of the following functions and powers to the General Manager and/or an Officer/employee of Council on the following conditions:

- I Each delegation is subject to the conditions or restrictions (if any) referred to in the table to this delegation.
- II Each delegation is subject to such policies, policy guidelines and directions as the Council may from time to time approve.
- III Each delegation is subject to Council's By-laws or the provision of any Act.
- IV Each delegation includes any person acting in the delegated positions.

For and on behalf of the Glamorgan Spring Bay Council

The Glamorgan Spring Bay Council pursuant to a resolution of Council Number 179/25 dated **26 August 2025** hereby approved these delegations.

Signed on the **28 August 2025**



Clr Cheryl Arnol
MAYOR



Peter Porch
ACTING GENERAL MANAGER

1. ARCHIVES ACT 1983

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.10(1)	Preservation of State Records Council is to keep proper records of the business of the local authority for which that relevant authority is responsible.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	Council
2	S.11	Transfer of State records to Archives Office Council is to transfer state records to archives office.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	Council
3	S.15(3)	Conditions may be imposed on the making of State archives available for public inspection.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	Council

2. BIOSECURITY ACT 2019

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.31(1)(b)	Appointment of authorised officer	The Secretary of the Department may appoint an employee of a council to be an authorised officer for the purpose of the Biosecurity Act.	To authorised Officer	The Secretary of the Department

3. BIOSECURITY REGULATIONS 2022

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	R.25	Payments to Council of Public Account (1) Any payments made in respect of an infringement notice – (a) are payable to a council, if the notice was served by an authorised officer who is an employee of the council; ... (2) A council may charge a person a fee for – (a) the provision by the council to the person of any information requested by the person from the council under the Act; or (b) the carrying out of any inspection, analysis or other function under the Act in respect of the person by an authorised officer who is an employee of the council.	Reg. 25(3) A fee charged under subregulation (2) is – (a) to be no more than is necessary to cover the reasonable costs and expenses incurred in connection with the provision of information, or the inspection, analysis or other function that was carried out by the authorised officer under the Act in respect of the person; and (b) recoverable in a court of competent jurisdiction as a debt due and owing to the council.	- Chief Executive Officer - Director of Planning & Development - Authorised Officer	Council

4. BUILDING ACT 2016

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.27(3) & (4)	Records of Permit Authority Make information retained pursuant to S.27(2) available to the persons specified in S.27(3), and to provide a copy of that information upon payment of a fee	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer - Compliance Coordinator - Compliance Officer Plumbing Surveyor <u>Plumbing Inspector</u>	Council
2	Part 6	Protection Work Take all steps required to be taken in relation to protection work and insurance cover in circumstances where the Council is either the owner of the premises where building work, plumbing work or demolition work will be carried out, or the responsible person for that work.	Excludes the ability to pay or agree to pay compensation pursuant to s.89	- Director of Planning & Development - Compliance Coordinator - Compliance Officer - Senior Environmental Health Officer Plumbing Surveyor <u>Plumbing Inspector</u>	General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
3	Part 6	Notice of proposed Protection Work Take all steps required to be taken in relation to protection work and insurance cover in circumstances where the Council is the owner of an adjoining premises to a premises where building work, plumbing work or demolition work will be carried out.	Excludes the ability to pay or agree to pay compensation pursuant to S.89.	• Director of Planning & Development • Compliance Coordinator • Compliance Officer • Senior Environmental Health Officer • Plumbing Surveyor Plumbing Inspector	• General Manager
4	S.244	Revocation of notices A person who issued a notice under this Division may revoke the notice if satisfied that it is appropriate to do so after.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Coordinator • Compliance Officer	• General Manager
5	S.265(3) & (4)	Failure to comply with emergency, building or plumbing order Perform works where there has been failure to comply with an emergency, building or plumbing order, including the power to: a) Enter on the land where the work is to be done with the appropriate equipment; and b) Exclude other persons from the place where the work is being done; and c) If anything is to be altered, determine the form of the alteration so far as it was not previously specified; and d) If anything is to be taken down, demolished or removed, determine in what condition the remainder is to be left; and e) Carry away to some convenient place any materials removed; and f) Sell any materials so carried away and deduct the proceeds from the cost of the work.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Compliance Coordinator • Compliance Officer • Senior Environmental Health Officer • Plumbing Surveyor Plumbing Inspector	• Council
6	S.266	Possession of building Take proceedings to obtain possession of a building or temporary structure if any occupier fails to allow any person to do work pursuant to S.265.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Compliance Coordinator • Compliance Officer • Senior Environmental Health Officer	• Council
7	S.269	Recovery of performance costs If a person fails to perform the work required by any order under this Part within a specified time, the council may enter land or a building and perform the required work and may recover its expenses as a charge on the land and recoverable as if it were rates or charges under the Local Government Act 1993	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Director of Corporate & Communication Director Corporate and Financial Services • Compliance Coordinator • Compliance Officer	• Council

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
8	S.271(1)	Purchasing buildings and materials Councils may sell a building for removal or after demolishing a building, sell the materials on the premises for removal.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development Director of Corporate & Communication <u>Director Corporate and Financial Services</u>	• Council
9	S.271(2)	Purchasing buildings and materials Grant the purchaser of a building sold pursuant to S271(1) all of the powers Council has under S.265.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development	• Council
10	S.271(6)	Purchasing buildings and materials Authority to pay, on behalf of the Council, the owner of the building or materials sold under subsection (1) the balance of any proceeds of the sale after deducting any reasonable expenses incurred by it.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development Director of Corporate & Communication <u>Director Corporate and Financial Services</u>	• Council
11	S.310	Prosecution of offences Proceedings for an offence against this Act or the regulations are to be commenced by an authorised person within the period of 2 years from the date on which evidence of the alleged offence first came to the attention of any authorised person.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Coordinator - Compliance Officer - Senior Environmental Health Officer	• General Manager

5. BUILDING REGULATIONS 2016

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	R.43(1)	Plumbing work involving network utility operator's stormwater drainage systems A person must not perform plumbing work unless written consent to do so has been obtained from the relevant network utility operator.	Nil Conditions or Restrictions	- Director of Planning & Development - Director of Works & Infrastructure - Development Engineer - Works Manager Plumbing Surveyor <u>Plumbing Inspector</u>	• Council
2	R.43(3)	Plumbing work involving network utility operator's stormwater drainage systems If not satisfied that a stormwater drainage system is sealed in accordance with the Act, enter the premises and perform any work necessary.	Nil Conditions or Restrictions	- Director of Planning & Development - Director of Works & Infrastructure - Works Manager - Senior Environmental Health Officer Plumbing Surveyor <u>Plumbing Inspector</u>	• Council

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
3	R.43(5)(a)	Plumbing work involving network utility operator's stormwater drainage systems Recover costs as a charge under the <i>Local Government Act 1993</i> .	Nil Conditions or Restrictions	- Director of Planning & Development - Works Manager - Senior Environmental Health Officer Plumbing Surveyor Plumbing Inspector	Council
4	R.53	Riverine inundation Assessment of land as having a reasonable probability of flooding.	Nil Conditions or Restrictions	- Director of Planning & Development - Development Engineer	Council
5	R.78(3)	Permit authorities may perform maintenance work Recover costs as a charge under the <i>Local Government Act 1993</i> .	Nil Conditions or Restrictions	Director of Planning & Development	Council

6. BURIAL AND CREMATION ACT 2019

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
CEMETERIES					
1		COUNCIL AS CEMETERY MANAGER The Council delegates the following functions and powers of the Council in its capacity as cemetery manager pursuant to the <i>Burial and Cremation Act 2019</i> (except the setting of fees), to the General Manager and authorises the General Manager to delegate those functions and powers.	The ultimate responsibility for the cemetery will remain with the Council, as cemetery manager.	- Chief Executive Officer - Director of Works & Infrastructure	Council
2	S.29(1)(c)	Interment otherwise than in cemetery The General Manager's written permission (and the landholder's and Director of Public Health) is required to inter human remains otherwise than in a cemetery.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager - Senior Environmental Health Officer	General Manager
3	S.29(4)	Interment otherwise than in cemetery The General Manager must ensure Council keep a record of the proposed interment and ensure it is included on any S.337 LGA certificate issued by Council.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager - Senior Environmental Health Officer	General Manager
4	S.29(5)	Interment otherwise than in cemetery Permission given by the General Manager under S.29(1)(c) may be subject to any conditions necessary to ensure that the proposed interment will not be prejudicial to public health or public safety.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager - Senior Environmental Health Officer	General Manager
5	S.32 (1)	Approval of persons as cemetery manager A person must not manage a cemetery unless – (a) the person has been approved under this section to be the cemetery manager for the cemetery; or (b) the person is deemed under this Act to be the cemetery manager for the	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager - Senior Environmental Health Officer	General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
		cemetery.			
6	S.34(1)	Duties and powers of cemetery managers Keep a cemetery in accordance with the Act so as not to be prejudicial to public health or public safety.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager - Senior Environmental Health Officer	General Manager
7	S.34(2)	Duties and powers of cemetery managers Ensure that as far as reasonably practicable the cemetery is maintained to prevent it from falling into disrepair, or from being defaced or damaged. Rectify and disrepair or defacement as soon as possible.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
8	S.34(4)	Duties and powers of cemetery managers Keep all prescribed records (as per 2002 Act – see Schedule 1 Part 2).	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager Records OfficerInformation Management and Technology Officer	General Manager
9	S.34(5)	Duties and powers of cemetery managers Permit any person access free of charge at any reasonable time.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
10	S.34(7)	Duties and powers of cemetery managers A cemetery manager may a) Improve, embellish and enlarge a cemetery under the management of that manager; and b) Restrict interments in any portion of the cemetery, except as may be required by an exclusive right of burial; and c) Take any other action as may be required for the reasonable management and maintenance of the cemetery.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
11	S.36 (1)	Cemetery managers to ensure application of revenue of cemeteries A cemetery manager must make adequate provision, out of any revenue received in respect of each cemetery for which he or she is the cemetery manager, for the purposes of – (a) defraying the cost of its establishment or acquisition, including interest and such amount as the manager thinks proper for administrative expenses; and (b) the maintenance, management and improvement of the cemetery.	Nil Conditions or Restrictions	- Director of Works & Infrastructure Director of Corporate & CommunicationDirector Corporate and Financial Services - Works Manager	General Manager
12	S.39(1)	Monuments, &c. The cemetery manager may permit any vault or grave to be made or dug, and any monument to be erected or placed, in any portion of the cemetery on payment of the fee which has been fixed for doing so.	Nil Conditions or Restrictions	- Director of Works & Infrastructure Director of Corporate & CommunicationDirector Corporate and Financial Services - Works Manager	General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
13	S.39(2)	Monuments, &c. The cemetery manager may determine the position of any monument to be erected or placed according to its description, size and character and having regard to the general plan for ornamenting the cemetery in an appropriate manner.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
14	S.39(3)	Monuments, &c. The cemetery manager may enter into an agreement for the maintenance of a vault, grave or monument.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
15	S.40(1)	Requirement to remove monuments The cemetery manager may provide notice to require a person to take down or remove a monument or to render it safe, if a monument has been erected or placed contrary to the terms and conditions on which the permission to erect or place it was granted or, in the opinion of the cemetery manager, it is unsafe.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
16	S.40(3)(c)	Removal of certain monuments in cemeteries To make enquiries to find a person who erected or placed a monument.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
17	S.40(3)(d)	Removal of certain monuments in cemeteries Render the monument safe or take the monument down and remove.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
18	S.40(3)(e)	Removal of certain monuments in cemeteries Recover in a court the reasonable cost of rendering the monument safe or taking a monument down and removing it.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
19	S.40(6)	Removal of certain monuments in cemeteries Provide notice of the removal of a monument and arrange for it to be re-erected if there is an agreement pursuant to S.40(4) which meets the requirements of the Act.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
20	S.41(2)	Exclusive right of burial Grant an exclusive right of burial. Note: The cemetery manager must issue a certificate of exclusive right under the <i>Burial and Cremation Regulations 2015</i> R.37.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager Records OfficerInformation Management and Technology Officer	General Manager
21	S.42(2)	Notification of possible cemeteries The General Manager of a Council is to notify the regulator as soon as practicable after becoming aware land within municipal area is a cemetery or contains more than one monument and is not covered by an entry in the register (S.14).	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
22	S.52(1)(a)	Sale of Cemetery – Notice Cemetery manager must publish notice of intention (in prescribed form see S.52(2)) to sell cemetery.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
22	S.52(1)(b)	Sale of Cemetery – Notice to Exclusive right holders Cemetery manager must notify in writing each person who holds exclusive right of burial or other exclusive write of intention to sell cemetery.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
24	S.52(1)(c)	Sale of Cemetery – Certificate of Compliance Cemetery manager must apply for certificate of compliance in respect of proposed sale.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
25	S.53	Sale of Cemetery – Audit Cemetery manager must ensure audit undertaken within 6 months of issue of notice of intention to sell.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
26	S.57	Notification of decision to not sell cemetery If cemetery manager, having given notice, decides not to sell cemetery they must notify regulator.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
27	S.58(1)	Cemetery disclosure document Cemetery manager must provide disclosure document to proposed purchaser.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
28	S.61	Notification to purchase cemetery If Council purchases a cemetery it must give notice to the regulator of the transfer within 30 days of it occurring.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
29	S.63	Closure of cemeteries for reasons of public health or public safety The general manager may give notice to cemetery manager that the whole or portion of cemetery is to be closed.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager - Senior Environmental Health Officer	General Manager
30	S.64	Intention to close (no interments for 50 years +) – notice/apply The cemetery manager must give notice of intention to close and apply to regulator for approval.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
31	S.65(1)(a)	Intention to close cemetery (no interments for 50 years +) If the regulator approves the closure the cemetery manager must notify the holder of exclusive rights.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
32	S.65(1)(b)	Close cemetery (no interments for 50 years+) On receipt of notification from the regulator of approval to close the cemetery, the cemetery manager may close the cemetery.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
33	S.66	Effect of closure of cemetery Cemetery manager must forward all records to the State archivist and may take steps in relation to altering or moving tombstones in accordance with this section.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager Records OfficerInformation Management and Technology Officer	General Manager
34	S.67	Exclusive rights of burial in closed cemetery Cemetery manager must enter into an agreement with a person who holds an exclusive right of burial in a closed cemetery, and take action as agreed and prescribed in this section.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
35	S.68	Actions by cemetery manager in closed cemeteries The cemetery manager may apply to the regulator for approval to lay out a closed cemetery as a park or garden, and take related steps.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
36	S.70	Removal of grave etc or human remains in closed cemeteries A cemetery manager must not remove a grave etc or human remains from a closed cemetery without giving public notice and preparing a statement prescribed in this section.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
37	S.71	Application to reduce time to take action in closed cemetery A cemetery manager may apply to take action under S.66 or S.68 even though 100 years has not passed.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
38	S.72	When land ceases to be cemetery Council can sell land that has ceased to be a cemetery but must comply with this section in relation to persons who hold an exclusive right of burial	No authority for the General Manager to sub-delegate	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
39	S.72(6)	When land ceases to be cemetery A cemetery manager must notify regulator after dealing with land under this section.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
40	S.73	Declaration land is not a cemetery If Council intends to sell land subject to a declaration under this section it must notify the prospective purchaser of matters specified in this section.	No authority for the General Manager to sub-delegate	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
CREMATORIA					
41	S.82	Closure of crematorium – public health or public safety The general manager may give notice that a crematorium is to be closed on a particular date if prejudicial to public health or safety.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager - Senior Environmental Health Officer	General Manager
42	S.84	Monuments containing cremated remains The person in charge of the monument must give notice of intention to remove and comply with other obligations under this section.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
43	S.85	Granting of exclusive rights in relation to monuments The person in charge of a monument may grant exclusive rights to place cremated remains in that monument in accordance with this section.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager
44	S.86	Closure of monument The person in charge of a monument to be closed must grant a holder of exclusive rights in the monument exclusive rights in another monument.	Nil Conditions or Restrictions	- Director of Works & Infrastructure - Works Manager	General Manager

7. BURIAL AND CREMATION REGULATIONS 2025

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
CEMETERIES					
1		COUNCIL AS CEMETERY MANAGER The Council delegates the following functions and powers of the Council in its capacity as cemetery manager pursuant to the <i>Burial and Cremation Act 2019</i> (except the setting of fees), to the General Manager and authorises the General Manager to delegate those functions and powers.	The ultimate responsibility for the cemetery will remain with the Council, as cemetery manager.	Chief Executive Officer	Council
2	<u>29(1)(c)</u>	Interment otherwise than in cemetery The general manager's written permission (and the landholder's and Director of Public Health) is required to inter human remains otherwise than in a cemetery	Nil Conditions or Restrictions	Environmental Health Officer	General Manager
3	<u>29(4)</u>	Interment otherwise than in cemetery The general manager must ensure Council keeps a record of the proposed interment and ensure it is included on any s337 LGA certificate issued by Council		Environmental Health Officer	General Manager
4	<u>29(5)</u>	Interment otherwise than in cemetery Permission given by the general manager under section 29(1)(c) may be subject to any conditions necessary to ensure that the proposed interment will not be prejudicial to public health or public safety.		Environmental Health Officer	General Manager
5	<u>34(1)</u>	Duties and powers of cemetery managers Keep a cemetery in accordance with the Act so as not to be prejudicial to public health or public safety		- Director Works & Infrastructure - Works Manager	Council
6	<u>34(2)</u>	Duties and powers of cemetery managers Ensure that as far as reasonably practicable the cemetery is maintained to prevent it from falling into disrepair, or from being defaced or damaged.		- Director Works & Infrastructure - Works Manager	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
		Rectify any disrepair or defacement as soon as possible			
7	34(4)	Duties and powers of cemetery managers Keep all prescribed records (as per 2002 Act - see Sch 1 part 2)		Director Works & Infrastructure	Council
8	34(5)	Duties and powers of cemetery managers Permit any person access free of charge at any reasonable time		Director Works & Infrastructure	Council
9	34(7)	Duties and powers of cemetery managers A cemetery manager may (a) improve, embellish and enlarge a cemetery under the management of that manager; and (b) restrict interments in any portion of the cemetery, except as may be required by an exclusive right of burial; and (c) take any other action as may be required for the reasonable management and maintenance of the cemetery		Director Works & Infrastructure	Council
10	39(1)	Monuments, &c. The cemetery manager may permit any vault or grave to be made or dug, and any monument to be erected or placed, in any portion of the cemetery on payment of the fee which has been fixed for doing so		Director Works & Infrastructure	Council
11	39(2)	Monuments, &c. The cemetery manager may determine the position of any monument to be erected or placed according to its description, size and character and having regard to the general plan for ornamenting the cemetery in an appropriate manner		- Director Works & Infrastructure - Works Manager	Council
12	39(3)	Monuments, &c. The cemetery manager may enter into an agreement for the maintenance of a vault, grave or monument		Director Works & Infrastructure	Council
13	40(1)	Requirement to remove monuments The cemetery manager may provide notice to require a person to take down or remove a monument or to render it safe, if a monument has been erected or placed contrary to the terms and conditions on which the permission to erect or place it was granted or, in the opinion of the cemetery manager, it is unsafe		Director Works & Infrastructure	Council
14	40(3)(c)	Removal of certain monuments in cemeteries To make enquiries to find a person who erected or placed a monument		- Director Works & Infrastructure - Works Manager	General Manager
15	40(3)(d)	Removal of certain monuments in cemeteries Render the monument safe or take the monument down and remove		- Director Works & Infrastructure - Works Manager	General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
16	40(3)(e)	Removal of certain monuments in cemeteries Recover in a court the reasonable cost of rendering the monument safe or taking a monument down and removing it		Director Works & Infrastructure	General Manager
17	40(6)	Removal of certain monuments in cemeteries Provide notice of the removal of a monument and arrange for it to be re-erected if there is an agreement pursuant to s.40(4) which meets the requirements of the Act		- Director Works & Infrastructure - Works Manager	General Manager
	41(2)	Exclusive right of burial Grant an exclusive right of burial. Note: The cemetery manager must issue a certificate of exclusive right under the <i>Burial and Cremation Regulations 2015</i> R37.		- Director Works & Infrastructure - Works Manager	Council
18	42(2)	Notifications of possible cemeteries The general manager of a council is to notify the regulator as soon as practicable after becoming aware land within municipal area is a cemetery or contains more than one monument and is not covered by an entry in the register (section 14)		- Director Works & Infrastructure - Director Planning & Development	General Manager
19	52(1)(a)	Sale of Cemetery - Notice Cemetery manager must publish notice of intention (in prescribed form see s 52(2)) to sell cemetery		Chief Executive Officer	Council
20	52(1)(b)	Sale of Cemetery - Notice to Exclusive right holders Cemetery manager must notify in writing each person who holds exclusive right of burial or other exclusive write of intention to sell cemetery		Chief Executive Officer	Council
21	52(1)(c)	Sale of Cemetery - Certificate of Compliance Cemetery manager must apply for certificate of compliance in respect of proposed sale		Chief Executive Officer	Council
22	53	Sale of Cemetery - Audit Cemetery manager must ensure audit undertaken within 6 months of issue of notice of intention to sell		Chief Executive Officer	Council
23	57	Notification of decision to not sell cemetery If cemetery manager, having given notice, decides not to sell cemetery they must notify regulator		Chief Executive Officer	Council
24	58(1)	Cemetery disclosure document Cemetery manager must provide disclosure document to proposed purchaser		Chief Executive Officer	Council
25	61	Notification to purchase of cemetery If Council purchases a cemetery it must give notice to the regulator of the transfer with 30 days of it occurring		Chief Executive Officer	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
26	<u>63</u>	Closure of cemeteries for reasons of public health or public safety The general manager may give notice to cemetery manager that the whole or portion of cemetery is to be closed		• Director Works & Infrastructure	• General Manager
27	<u>64</u>	Intention to close (no internments for 50 yrs+) - notice/apply The cemetery manager must give notice of intention to close and apply to regulator for approval		• Chief Executive Officer	• Council
28	<u>65(1)(a)</u>	Intention to close cemetery (no internments for 50 yrs+) If the regulator approves the closure the cemetery manager must notify the holder of exclusive rights.		• Chief Executive Officer	• Council
29	<u>65(1)(b)</u>	Close cemetery (no internments for 50 yrs+) On receipt of notification from the regulator of approval to close the cemetery manager may close the cemetery		• Chief Executive Officer	• Council
30	<u>66</u>	Effect of closure of cemetery Cemetery manager must forward all records to the State archivist and may take steps in relation to altering or moving tombstones in accordance with this section		• Chief Executive Officer	• Council
31	<u>67</u>	Exclusive rights of burial in closed cemetery Cemetery manager must enter into an agreement with a person who holds an exclusive right of burial in a closed cemetery, and take action as agreed and prescribed in this section		• Chief Executive Officer	• Council
32	<u>68</u>	Actions by cemetery manager in closed cemeteries The cemetery manager may apply to the regulator for approval to lay out a closed cemetery as a park or garden, and take related steps		• Chief Executive Officer	• Council
33	<u>70</u>	Removal of grave etc or human remains in closed cemeteries A cemetery manager must not remove a grave etc or human remains from a closed cemetery without giving public notice and preparing the statement prescribed in this section		• Chief Executive Officer	• Council
34	<u>71</u>	Application to reduce time to take action in closed cemetery A cemetery manager may apply to take action under ss 66 or 68 even though 100 years has not passed		• Chief Executive Officer	• Council
35	<u>72</u>	When land ceases to be cemetery Council can sell land that has ceased to be a cemetery but must comply with this section in relation to persons who hold an exclusive right of burial		• Chief Executive Officer	• Council
36	<u>72(6)</u>	When land ceases to be cemetery A cemetery manager must notify regulator after dealing with land under this section		• Chief Executive Officer	• Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
37	<u>73</u>	Declaration land is not a cemetery If Council intends to sell land subject to a declaration under this section it must notify the prospective purchaser of matters specified in this section		• Chief Executive Officer	• Council
38	<u>82</u>	Closure of crematorium - public health or public safety The general manager may give notice that a crematorium is to be closed on a particular date if prejudicial to public health or safety		• Chief Executive Officer	• Council
39	<u>84</u>	Monuments containing cremated remains The person in charge of the monument must give notice of intention to remove remains and comply with other obligations under this section		• Chief Executive Officer	• General Manager
40	<u>85</u>	Granting of exclusive rights in relation to monuments The person in charge of a monument may grant exclusive rights to place cremated remains in that monument in accordance with this section		• Chief Executive Officer	• Council
41	<u>86</u>	Closure of monument The person in charge of a monument to be closed must grant a holder of exclusive rights in the monument exclusive rights in another monument		• Chief Executive Officer	• Council

8. CAT MANAGEMENT ACT 2009

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	8A	Collection and analysis of sample from a cat (2) The general manager may approve a person to collect a non-intimate sample from a cat, and a person to conduct the analysis of the sample collected. (4) If the general manager receives a request under sub-section (3), they may authorise an approved person to collect a non-intimate sample from the cat, or a veterinary surgeon to collect an intimate or non-intimate sample from the cat. (7) The general manager may authorise a qualified person to conduct analysis of a sample collected in accordance with section 8A(5)(b).		• Director Planning & Development • Compliance Coordinator	General Manager
2	16B	Application to keep more than 4 cats (3) (b) If a general manager, to whom an application is made under subsection (1) so requires, an applicant must publish a notice, in a prescribed manner, (4) (b) In considering an application that is made under subsection (1) to a general manager, the general manager must consult with the Secretary.		• Director Planning & Development • Compliance Coordinator	General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
3	16C	Determination of application to keep more than 4 cats (1) A general manager may grant or refuse an application made under s.16B(1), subject to conditions. (2) If an application is approved, the general manager is to issue a permit in writing. (5) A general manager may vary permit conditions by notice to the permit holder. (6) Where an application is refused, the general manager must provide notice of the refusal with written reasons.	Permits may not be issued in contravention of a council by-law: s.16C(3)	• Director Planning & Development • Compliance Coordinator	General Manager
4	16D	Cancellation of multiple cat permits (1) A general manager may cancel a multiple cat permit by notice in writing served on the permit holder if satisfied of the matters in subsection (2). (3) Before cancelling a multiple cat permit, the general manager must give the permit holder one month's notice to make written submissions and must consider those submissions (if any).		• Director Planning & Development • Compliance Coordinator	General Manager
5	19	Declaration of prohibited area A council may declare an area of land within the authority of the council to be an area where cats are prohibited.		• Director Planning & Development • Compliance Coordinator	Council
6	20	Declaration of cat management area (1) A council may declare an area of land within the municipal area of the council to be an area within which measures may be taken in respect of cats. (2) Without limiting the generality of subsection (1) , a measure in respect of a cat may include a cat management action as defined in section 18(1) .		• Director Planning & Development • Compliance Coordinator	Council
7	21	Proposal for council declaration (1) A council that proposes to make a declaration under section 19 or 20 in relation to an area of land is to publish a notice specifying – (a) the area of land; and (b) the proposed restrictions or activities relating to the use of the area of land; and (c) the reasons for the proposed declaration; and (d) that submissions as to the proposed declaration may be made to the council within 15 working days after the notice is published. (2) A notice under subsection (1) may be published in one or more of the following ways: (a) in a newspaper circulating generally in the municipal area of the council; (b) in a document delivered to persons whom the council considers likely to be affected by the declaration if made; (c) on a website maintained by or on behalf of the council; (d) in a prescribed manner. (3) A person may, within 15 working days after a notice is published under subsection (1) , make a submission in writing to the council.		• Director Planning & Development • Compliance Coordinator	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
		(4) The council is to consider submissions made under subsection (3) , if any, before making a declaration under section 19 or 20 .			
8	21A	Council declaration (3) A council may propose to amend or revoke a declaration made under section 19 or 20 by notice published in accordance with subsection (1)(a) and (b) . (5) The council is to consider submissions made under subsection (3) , if any, before amending or revoking a declaration.		• Director Planning & Development • Compliance Coordinator	Council
9	31	Permit to breed cats (3) A general manager may grant an application for a cat breeding permit, subject to conditions, or may refuse a permit. (5) If a general manager grants an application for a cat breeding permit, they are to issue a permit in writing to the applicant. (7) A general manager may vary a cat breeding permit, including the conditions of the permit, if satisfied there are reasonable grounds to do so. (8) If a general manager refuses an applicaiton, they are to provide the applicant with written notice of the refusal, with reasons.		• Director Planning & Development • Compliance Coordinator	General Manager

9. CHILD AND YOUTH SAFE ORGANISATIONS ACT 2023

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.10(3)	Delegations A General Manager may delegate, to a worker of the entity, any of the functions or powers of the General Manager under this Act other than this power of delegation.	"Worker" is defined in section 8.		General Manager
2	Section 34	Head of relevant entity to notify Regulator of reportable allegation or reportable conviction (1) If a General Manager becomes aware of a reportable allegation or a reportable conviction against a worker of the relevant entity, the head must notify the Regulator, in writing, within 3 business days after becoming aware of the reportable allegation or reportable conviction in accordance with this section. – (2) The General Manager must not fail, without reasonable excuse, to comply with subsection (1) . Penalty: Fine not exceeding 120 penalty units.	"Reportable allegation" is defined in section 3. "Reportable conviction" is defined in section 7.		General Manager
3	Section 35	Investigation by head of relevant entity (1) As soon as practicable after the General Manager becomes aware of a reportable allegation or reportable conviction against a worker, the General Manager: (a) must – (i) investigate the reportable allegation or reportable conviction; or			General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
		(ii) engage an independent investigator to investigate the reportable allegation or reportable conviction on behalf of the head; and (b) must inform the Regulator of the identity of the body or person who will conduct the investigation. (2) If the General Manager is unable, or does not intend, to comply with subsection (1) , the General Manager is to – (a) notify the Regulator as soon as practicable; and (b) provide reasons for the non-compliance. (3) An investigation conducted under this section must be completed despite the person who is the subject of the investigation ceasing to be a worker of the relevant entity during the period in which the investigation is being conducted. (4) As soon as practicable after an investigation has been completed, the General Manager must give to the Regulator – (a) a copy of the findings of the investigation and the reasons for those findings; and (b) details of any disciplinary or other action that the relevant entity has taken, or proposes to take, in relation to the worker, and the reasons for that action; and (c) if the relevant entity does not propose to take any disciplinary or other action in relation to the worker, the reasons why no action is to be taken.			

10. DOG CONTROL ACT 2000

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.9(1)	Application for registration	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
2	S.10(1)	Registration disc On the registration of a dog, the general manager is to – a) Allocate a registration number to the dog; and b) Issue to the owner a disc or tag clearly and durably marked with – i) The name of the Council; and ii) The registration number of the dog; and iii) The expiry date of registration.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
3	S.12(2)	Cancellation of registration	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	• General Manager
4	S.15(1)	Register A general manager is to keep a register in respect of registered dogs.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	• General Manager
5	S.15(4)	Register A general manager may amend or cancel any item in the register in order to maintain the register.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	• General Manager
6	S.15A(3)	Implanting of microchips	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	• General Manager
7	S.19AA(2)	Collection and analysis of a sample from a dog A general manager who receives a request under subsection 19(1) in relation to a dog may authorize – a) An approved person to collect a non-intimate sample from the dog; or b) A veterinary surgeon to collect an intimate or non-intimate sample from the dog.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	• General Manager
8	S.19AA(5)	Collection and analysis of a sample from a dog A general manager may authorize a qualified person to conduct analysis of a sample that has been collected in accordance with subsection (2).	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	• General Manager
9	S.19A(2)	Subsequent attack by dangerous dog The general manager may destroy a dog seized and detained under subsection (1).	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	• General Manager
10	S.19A(3)	Subsequent attack by dangerous dog The general manager, by notice in writing served on the owner of the dog, is to notify the owner of the general manager's decision to destroy the dog.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	• General Manager
11	S.19AC(3)	Collection and analysis of a sample from a dog A general manager who receives a request under subsection 19AC(2) in relation to a dog may authorize a veterinary surgeon to collect an intimate or non-intimate sample from the dog.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	• General Manager
12	S.20	Exercise areas A Council may declare an area to be an area where dogs may be exercised subject to any conditions specified in the declaration.	Nil Conditions or Restrictions	Chief Executive Officer	• Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
13	S.21	Training areas A Council may declare an area to be an area where dogs may be trained subject to any conditions specified in the declaration.	Nil Conditions or Restrictions	Chief Executive Officer	Council
14	S.22	Prohibited areas A Council may declare an area containing sensitive habitat for native wildlife to be an area where dogs are prohibited from entering.	Nil Conditions or Restrictions	Chief Executive Officer	Council
15	S.23	Restricted areas A Council may declare an area to be an area where dogs are restricted from entering a) During specified hours, days or seasons; or b) During specified hours, days or seasons unless they are on a lead; or c) At all times.	Nil Conditions or Restrictions	Chief Executive Officer	Council
16	S.24	Public notice of intention to declare areas	Nil Conditions or Restrictions	Chief Executive Officer	Council
17	S.25	Date and period of declaration	Nil Conditions or Restrictions	Chief Executive Officer	Council
18	S.26	Review of declaration	Nil Conditions or Restrictions	Chief Executive Officer	Council
19	S.27	Signs A Council is to erect and maintain signs sufficient to identify any exercise area, training area, prohibited area or restricted area.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Works Manager - Compliance Officer - Compliance Coordinator	Council
20	S.29	Declaration of particular dangerous dog	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	General Manager
21	S.30	Guard dogs The owner of a dog used to guard premises that are not residential must notify the general manager, by notice in writing, that the dog is a guard dog.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	General Manager
22	S.30	Guard dogs On receipt of notification under S.30(1) the general manager is to declare the dog to be a dangerous dog.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	General Manager
23	S.30	Guard dogs The general manager may revoke a dangerous dog declaration if a dog is no longer a guard dog and is not a dangerous dog.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
24	S.32A(3)	Dangerous dogs and restricted breed dogs to be de-sexed and microchipped.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
25	S.34	Dangerous dog or restricted breed dog missing, dying, &c. If a dangerous dog or a restricted breed dog goes missing, strays or dies, or is lost, sold or given away to another owner, the owner or a person on behalf of the owner of that dog must notify the general manager.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
26	S.34A	Application for approval to transfer ownership of dangerous dog or restricted breed dog.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
27	S.34B	Offence to transfer ownership of dangerous dog or restricted breed dog without approval.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
28	S.35(2)	Seizure and detention of dogs at large If a dog is seized and its owner is identifiable, the general manager is to notify in writing the owner of the dog that – a) The dog has been seized and detained; and b) The owner may reclaim the dog.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
29	S.35(3)	Seizure and detention of dogs at large If, after 5 working days after the notice has been given to the owner, the owner does not reclaim the dog, the general manager may sell, destroy or otherwise dispose of the dog.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
30	S.35(4)	Seizure and detention of dogs at large If a dog is seized and its owner is not identifiable, the general manager, not less than 3 working days after its seizure, may – a) Sell, destroy or otherwise dispose of the dog if it is not a dangerous dog or a restricted breed dog; or b) Destroy the dog if it is a dangerous dog or a restricted breed dog.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
31	S.35(5)	Seizure and detention of dogs at large The general manager is to take reasonable steps and make reasonable inquiries to identify the owner of a dog.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
32	S.35(6)	Seizure and detention of dogs at large The general manager may cause a dog that is seized under this section to be implanted in an approved manner with an approved microchip.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
33	S.39A(1)	Destruction of dangerous dog if enclosure not suitable The general manager is not to release a dangerous dog to its owner unless the general manager is of the opinion that the owner has a suitable enclosure or satisfactory alternative arrangements have been made.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
34	S.39A(2)	Destruction of dangerous dog if enclosure not suitable If the owner of a dangerous dog does not have an enclosure referred to in subsection (1), the general manager may, by notice in writing served on the owner, require the owner to build, or have built, such an enclosure within 28 days after service of the notice.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
35	S.39A(3)	Destruction of dangerous dog if enclosure not suitable The general manager may extend the 28 day period to build the enclosure if of the opinion that sufficient progress towards the completion of the enclosure has been made.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
36	S.39A(4)	Destruction of dangerous dog if enclosure not suitable If the owner does not build, or have built, a suitable enclosure within the period specified in the notice or such other period as the general manager allows or does not make satisfactory alternative arrangements for housing the dog, the general manager may destroy the dog.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
37	S.39A(5)	Destruction of dangerous dog if enclosure not suitable Before destroying the dog under section 39A, the general manager must, by notice in writing served on the owner, notify the owner of the general manager's intention to destroy the dog.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
38	S.41(2)	Attacking dogs A person who restrains a dog under subsection (1) is to notify the general manager as soon as possible.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
39	S.42(3)	Destruction of dog If a dog destroyed under subsection 42(1) was wearing a registration disc or any other means of identification, the general manager is to notify the dog's owner in writing of – a) The destruction of the dog; and b) The reasons for the destruction.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
40	S.47(1)	Complaints relating to nuisance	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
41	S.48(1)	Investigation of complaint On receipt of a complaint, the general manager is to investigate the subject matter of the complaint.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
42	S.48(2)(a)	Investigation of complaint If the general manager considers that the complaint has substance, the general manager may institute proceedings for an offence under section 46.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
43	S.48(2)(b)	Investigation of complaint If the general manager considers that the complaint has substance, the general manager is to refund the fee that accompanied the complaint to the complainant.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
44	S.49A	Abatement notices	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
45	S.51(1)	Application for licences A person can apply to the general manager for a licence to keep more than 2 dogs or more than 4 working dogs.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
46	S.51(3)	Application for licences The general manager can require a licence applicant to give public notice of application for licence to keep several dogs.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
47	S.52	Objections to licence.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
48	S.54	Refusing application.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
49	S.55(1)	Granting application The general manager may grant an application for a licence to keep several dogs in certain circumstances.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager
50	S.55(2)	Granting application The general manager may issue a licence that has been granted specifying certain matters.	Nil Conditions or Restrictions	• Director of Planning & Development • Compliance Officer • Compliance Coordinator	• General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
51	S.57(2)	Renewal of licence	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	General Manager
52	S.58(1)	Cancellation of licence The general manager may cancel a licence in certain circumstances.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	General Manager
53	S.58(2)	Cancellation of licence The general manager must give notice and consider representations prior to cancelling a licence.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	General Manager
54	S.73(6)	Entering land.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	General Manager
55	S.75	Use of tranquiliser devices.	Nil Conditions or Restrictions	- Director of Planning & Development - Compliance Officer - Compliance Coordinator	General Manager
56	S.80(2)(a)–(c)	Fees A general manager may a) Waive a fee; b) Refund part or all of a fee; or c) Discount a fee.	Nil Conditions or Restrictions	- Director of Planning & Development Director of Corporate & CommunicationDirector Corporate and Financial Services - Compliance Officer - Compliance Coordinator	General Manager
57	S.81	Payment by instalments.	Nil Conditions or Restrictions	- Director of Planning & Development Director of Corporate & CommunicationDirector Corporate and Financial Services - Compliance Officer - Compliance Coordinator	General Manager

11. EMERGENCY MANAGEMENT ACT 2006

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	21(2)	Duty of council to determine who is to be the Municipal Chairperson A council for the municipal area must determine who is to be the Municipal Chairperson.	Nil Conditions or Restrictions	Chief Executive Officer	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
2	23(2), (7), (8)	Council to nominate a person to be the Municipal Emergency Management Coordinator, or Deputy Municipal Emergency Management Coordinator A council can only nominate a person for either of the positions if the person, once appointed to the position would have authority and ability to make decisions relating to the coordination of emergency management in the municipal area during an emergency without first seeking the approval of council	Nil Conditions or Restrictions	Chief Executive Officer	Council
3	46	Council to use resources in emergency If an emergency affects a municipal area, the council in the municipal area is to use its resources and the resources made available to it for the purposes of managing the emergency	Nil Conditions or Restrictions	Chief Executive Officer	Council
4	47	Council to establish or provide for resources Each council is to establish and maintain or otherwise provide for the availability of all resources and facilities it considers necessary for the management of an emergency in its municipal area in accordance with the relevant Municipal Emergency Management Plan.	Nil Conditions or Restrictions	Chief Executive Officer	Council
5	48	Municipal Volunteer SES units Council is to establish and maintain municipal volunteer SES units, if it is considered necessary after consultation with the Director of the SES.	Nil Conditions or Restrictions	- Chief Executive Officer - Director Works & Infrastructure	Council
6	49	Resources of municipal volunteer SES units Council is responsible for the effective operation of its municipal volunteer SES units, and responsible for all aspects of the storage and maintenance of the equipment used by those units. This includes accommodation for the purposes of training members of those units.	Nil Conditions or Restrictions	Chief Executive Officer	Council
7	50	Power to bind in contracts A Council may enter into a contract with one or more councils or other persons to enable or facilitate emergency management in its municipal area or other municipal areas.	Nil Conditions or Restrictions	Chief Executive Officer	Council
8	Schedule 2	Special emergency powers of State Controller and Regional Controllers In the event the Council owns resources, they must surrender the resources for emergency manager to the State Controller or Regional Controller.	Nil Conditions or Restrictions	Chief Executive Officer	Council

12. ENVIRONMENTAL MANAGEMENT AND POLLUTION CONTROL ACT 1994

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.17A(10)	Provide notice to the Director, EPA of an intention to prepare a draft emergency plan, and the approval of an emergency plan.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
2	S.20A	Duty of Council to prevent or control pollution.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Works Manager - Senior Environmental Health Officer	- Council - General Manager
3	S.20B	Council may ask Board to exercise powers.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
4	S.21	Council Officers A Council may appoint an employee of the Council to be a Council Officer.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
5	S.22(1A)	Registers of environmental management and enforcement instruments.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer Records OfficerInformation Management and Technology Officer	- Council - General Manager
6	S.23(1)(2)	Trade secrets If it appears to the Board or a Council that – a) Any information that could be kept as a trade secret would be available to the public; and b) The release of that information would be likely to cause financial loss to any person – The Board or Council must consult with that person before including the information on any register kept under this Act.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
7	S.24(1)	Assessment of permissible level 1 activities Council must refer application to the Board if directed to do so.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	Council
8	S.25(1)(b)	Assessment of permissible level 2 activities Planning Authority to refer the application to the Board as soon as practicable, but any case within 21 days, after the date of lodgement of the application.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	Council
9	S.25A(1D)(a)	Assessment of applications for permits that are combined with applications for planning scheme amendments.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	Council
10	S.27AC(5)	Directions in relation to permits in respect of EL activities Notify the Board of the grant of the permit and provide to the Board a copy of the permit.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	Council

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
11	S.27AD	Minor variations of planning permit in relation to EL activities Application to the Board for approval to amend a planning permit.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	Council
12	S.43	Power to require information Notify the Director, EPA of the issue of an emergency order and provide a copy of the order.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	Council
13	S.44(4)	Environment protection notices Where an environment protection notice is issued by a council officer, the council must, as soon as practicable and in any event within 7 days, advise the Director in writing of that fact and of any amendment or revocation of the notice.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
14	S.46(4)	Registration of environment protection notices.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
15	S.47(3)(4)	Action on non-compliance with environment protection notice.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
16	S.48(1)	Civil enforcement proceedings Where – a) A person has engaged, is engaging or is proposing to engage in conduct in contravention of this Act; or b) A person has refused or failed, is refusing or failing or is proposing to refuse or fail to take any action required by this Act; or c) A person has caused environmental harm by contravention of this Act, any other Act or the repealed Act – The Director, a council or a person who has, in the opinion of the Tasmanian Civil and Administrative Tribunal, a proper interest in the subject matter may apply to the Tasmanian Civil and Administrative Tribunal for an order.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development	Council
17	S.74	Environmental Impact Assessment Principles An environmental impact assessment may be required when an environmentally relevant activity is proposed to be undertaken by the public or the private sector.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
18	S.94 (3)	Provisions relating to seizure Where a thing has been seized or made subject to a seizure order under this Division, the thing must, if it has been seized, be held pending proceedings for an offence against	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
		this Act related to the thing seized unless the Director, Commissioner or the council, as the case may require, on application, authorizes its release to the person from whom it was seized, or to any person who had legal title to it at the time of its seizure.			

13. FOOD ACT 2003

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.33	Making an order An order may be made by a relevant authority to prevent or reduce the possibility of a serious danger to public health or to mitigate the adverse consequences of a serious danger to public health.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
2	S.34(2)	Nature of order An order may be varied or revoked by the relevant authority who made the order.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
3	S.37	Power to make a determination in relation to an application for compensation where there were insufficient grounds for making an order	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
4	S.50(2)	Forfeiture of item Items forfeited under this section may be destroyed, sold or otherwise disposed of.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
5	S.52(1)	Return of forfeited item.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
6	S.53(4)(2)(3)	Compensation to be paid in certain circumstances The enforcement agency is to pay such compensation as is just and reasonable in relation to any item seized under this Part by an authorized officer appointed by it.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
7	S.55	Enforcement agency entitled to answer application The enforcement agency is entitled to appear as respondent at the hearing of an application made under Section 54.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
8	S.65	Power to make an order for an authorised office to inspect a vehicle or equipment.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
9	S.68(2)(3)	Compensation If there were no grounds for the issuing of an order, the enforcement agency that issued the order is to pay such compensation as is just and reasonable.	Nil Conditions or Restrictions	Chief Executive Officer	Council
10	S.83H	Priority classification system and frequency of auditing.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
11	S.87(1)(5)(6) (7)	Power to register food businesses.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
12	S.89(3)(5)	Power to grant or refuse applications for renewal of registration for food businesses.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
13	S.91	Power to vary the conditions of, or suspend or cancel the registration of a food business.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
14	S.94	Duty to prepare and maintain a register of food businesses.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
15	S.97	Functions of council A council is to – a) Take adequate measures to ensure that the provisions of this Act are complied with; and b) Carry out any other function the Minister or Director of Public Health determines.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
16	S.98(4)	Power of Director of Public Health to order council to perform functions A council may request the Director of Public Health to exercise any of its powers or perform any of its functions at the council's expense.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
17	S.100(1)(2)	Reports by councils The council is to report to the Director of Public Health on the performance of functions under this Act. In addition, the council is to forward to the Director of Public Health details of any proceedings for an offence under this Act taken by an officer, employee or agent of the council.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
18	S.101	Power to appoint Authorised Officers under the Food Act	Nil Conditions or Restrictions	Chief Executive Officer	Council
19	S.102	Power to provide an Authorised Officer with a Certificate of Authority	Nil Conditions or Restrictions	Chief Executive Officer	Council
20	S.104(1)	Institution of proceedings Proceedings for an offence under this Act may only be instituted by the Minister, an authorized officer, council, or Director of Public Health. They may only be instituted within 3 years after the date on which the offence is alleged to have been committed or within 120 days after the date on which a sample is obtained.	Nil Conditions or Restrictions	Chief Executive Officer	Council
21	S.118(1)	Infringement notices An authorized officer or council may serve an infringement notice on a person, other than a person under the age of 16 years, if of the opinion that the person has committed a prescribed offence.	An infringement notice is not to relate to 4 or more offences. An infringement notice is to be in accordance with Section 14 of the <i>Monetary Penalties Enforcement Act 2005</i>	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager

14. HEAVY VEHICLE NATIONAL LAW (TASMANIA) ACT 2013

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.118(1)(b)	Granting consent for exemption on mass or dimension restriction.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
2	S.124(1)(b)	Granting consent for exemption (permit) on mass or dimension restriction.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
3	S.145(1)(b)	Granting consent for a class 2 heavy vehicle authorization.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
4	S.156(2)	Asking the Regulator for a longer period to decide whether to grant consent for a mass or dimension authority.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
6	S.156A	Decide whether to grant consent, after considering the specific matters in S.156A and provide written reasons to the Regulator for the decision in relation to consent.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
7	S.158	Deal with a request for consent and decide to give or not give consent for a mass or dimension authority.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
8	S.159(2)	Notifying the Regulator that route assessment is required by the road manager in deciding whether to give consent and the fee payable.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
9	S.160(1)	Specifying road condition(s) to which the granting of consent is subject.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
10	S.160(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
11	S.161(1)	Specifying travel condition(s) to which the granting of consent is subject.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
12	S.161(2)	Providing the Regulator with a written statement explaining the road manager's decision to grant consent subject to road conditions.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
13	S.162(2)	Requesting specified vehicle condition(s) be imposed on the mass or dimension authority.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
14	S.167(2)(b)	Giving notice to the Regulator of objection to the application of this section [which provides for expedited process for renewal of mass or dimension authority].	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
15	S.169	Giving consent to the grant of a mass or dimension authority for a trial period or no more than 3 months.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
16	S.170	Provide the Regulator with a written objection to a renewal of a mass or dimension authority.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
17	S.174(2)	Asking the Regulator to amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
18	S.176(4)(c)	Provide consent to an amendment of a permit for a mass or dimension authority.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
19	S.178(2)	Asking the Regulator amend or cancel the mass or dimension authority granted by Commonwealth Gazette notice due to adverse effect of heavy vehicles.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
20	S.645	Decide a review of a reviewable decision under the Act.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager

15. HISTORIC CULTURAL HERITAGE ACT 1995

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.36(2)	Permit application to be sent to and considered by Heritage Council The relevant planning authority must give a copy of the permit application to the heritage council as soon as practicable after the application day.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>Principal Planner	- Council - General Manager
2	S.37	Procedure if Heritage Council requires additional information to consider permit application Planning authority must as soon as practicable require the applicant for a permit application to provide additional information required by the Heritage Council and provide it to the Heritage Council.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>Principal Planner	- Council - General Manager
3	S.38	Procedure if Heritage Council has no interest in permit application Planning authority determination of permits applications. Notifying the Heritage Council and applicants of determinations and representations.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>Principal Planner	- Council - General Manager
4	S.39	Procedure if the Heritage Council wishes to be involved in determining discretionary permit application Determining discretionary permit applications. Notifying the Heritage Council and Applicants of determinations and representations.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>Principal Planner	- Council - General Manager
5	S.39A	Procedure if Heritage Council wishes to be involved in determining combined permit application Determining combined permit applications. Notifying the Heritage Council and Applicants of determinations and representations.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	- Council - General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
6	S.39B	Provision of further information to Heritage Council Provide any further information received from permit applicant to Heritage Council.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	- Council - General Manager
7	S.50	Notification of Recorder of Titles Planning authority must lodge for registration with the Recorder of Titles notice of heritage agreements that come into effect or the variation or termination of a heritage agreement.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	- Council - General Manager
8	S.89	Assistance to Heritage Council A planning authority is to give all reasonable assistance to the Heritage Council to enable it to perform its functions and exercise its powers.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council

16. LAND USE PLANNING AND APPROVALS ACT 1993

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
	PART 2A	TASMANIAN PLANNING POLICIES			
1	S.12C	Consult with the Minister regarding a draft of the Tasmanian Planning Policies, on behalf of the Planning Authority.	No authority to sub-delegate in respect of the delegation	Chief Executive Officer	Planning Authority
	PART 3	PLANNING SCHEMES			
2	Part 3 – Generally	As a consequence of any decision by the Council to initiate preparation of a planning scheme or a planning scheme amendment or to provide its views and opinions on any representation received on a draft planning scheme or draft amendment: i) Authority to give such advice, consultation, referral or notification as required under this Part; ii) Authority to initiate public notification of a draft scheme or draft amendment; iii) Authority to submit a draft scheme or a draft amendment for approval if no representations are received during the exhibition period; iv) Authority to modify a draft planning scheme or draft amendment if only to correct any error, remove an anomaly, clarify or simplify a provision, remove any inconsistency with other regulation, make procedural changes or to bring the planning scheme into conformity with a mandatory planning instruction; v) Represent the Council and to give evidence and make submissions before any hearing conducted by the Tasmanian Planning Commission.	Nil	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	- Planning Authority - General Manager
	PART 3A	LOCAL PROVISIONS SCHEDULE (LPS)			
3	Part 3A – Generally	In accordance with a decision of the Planning Authority (or a requirement of the Minister) to – a) Prepare a draft LPS under S.35; b) Indicate its views and opinions in relation to each representation received on a draft LPS; c) Indicate its satisfaction that a draft LPS meets the criteria in S.34; d) Make recommendations in relation to how a draft LPS should be determined in accordance with S.35F; and e) Conduct and respond on a review of the LPS The following functions and powers of the Planning Authority are	Nil	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	- Planning Authority - General Manager

		delegated – a) Prepare the required documentation for a draft LPS; b) Submit the draft LPS to the Tasmanian Planning Commission (TPC) under S.35(1); c) Make any modifications to the draft LPS which may be instructed by the TPC under S.35(5)(b); d) Give notice under S.35C of the exhibition of a draft LPS, including for any instruction issued by the TPC under S.35B; e) Undertake exhibition of the draft LPS in accordance with S.35D; f) Provide a report to the TPC pursuant to S.35F; g) Prepare and submit any modifications required by the TPC to a draft LPS in accordance with S.35K; h) Give notice in accordance with S.35M(2) of the approval of the LPS; i) Provide a report to the TPC on the outcomes of a review of the LPS conducted by the Planning Authority in accordance with S.35O, including provide notice of the review and receive comments from the public pursuant to S.35P.	Nil	• Chief Executive Officer • Director of Planning & Development • Senior Planner<u>Principal Planner</u>	• Planning Authority • General Manager
	<u>DIVISION 7</u>	<u>SPECIAL LOCAL PROVISIONS SCHEDULES</u>			
	<u>PART 3B</u>	<u>AMENDMENT OF THE LPS</u>			
4	General	In accordance with a decision of the Planning Authority in relation to – a) Preparation of a draft amendment to the LPS under S.38 or S.40D; b) Preparation of a draft amendment under S.38 and a draft permit under S.40Y; and c) Its views and opinions in relation to each representation received on a draft LPS and on any draft permit; d) Its satisfaction that the draft LPS meets the criteria in S.34; and e) Recommendations in relation to how the draft LPS should be determined in accordance with S.35F.	Nil	• Chief Executive Officer • Director of Planning & Development • Senior Planner<u>Principal Planner</u>	• Planning Authority • General Manager
		The following functions and powers of the Planning Authority are delegated – a) Give notice in accordance with S.38(3) of a decision in relation to a request to initiate a draft amendment to the LPS; b) Give notice in accordance with S.40W of a decision under S.40Y in relation to a request to consider a permit in combination with a request to initiate a draft amendment to the LPS; c) Request additional information under S.40 and S.40U;			

		d) Provide any material requested by the TPC in accordance with S.40A, S.40B or S.40V; e) Prepare the draft LPS amendment documents; f) Certify a draft amendment to the LPS in accordance with S.40F; g) Give notice in accordance with S.40G of exhibition of a draft amendment to the LPS, and including any exhibition of a permit application under S.40Z;			
	General <i>Continued</i>	h) Undertake exhibition of the draft amendment to the LPS in accordance with S.40H, and including any permit application approved under S.40Y; i) Provide a report to the TPC in accordance with S.40K and S.42 if there are no representations making objection on the draft amendment to the LPS and to any permit application requested under S.40T; j) Provide a report to the TPC in accordance with S.40K and S.42 in relation to the Planning Authority's – i. Views and opinions on each representation received during the exhibition period; ii. Compliance to S.34; and iii. Its recommendations on how the draft LPS or the permit application under S.40T should be determined k) Make modifications to a draft LPS amendment if instructed by the TPC in accordance with S.40O or S.40P; l) Re-exhibit a modified draft amendment to the LPS under S.40G and S.40H if instructed by TPC in accordance with S.40P; m) Give notice of an approved amendment to the LPS in accordance with S.40S; n) Grant an extension of time under S.42C for a permit granted under S.42B; o) Correct a mistake under S.42D in a permit granted under S.42B; and p) Make minor amendments in accordance with S.43 to a permit granted under S.42B.	Nil	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	- Planning Authority - General Manager
	PART 4	ENFORCEMENT OF PLANNING CONTROL			
5	Part 4 - Generally	Authority to require the making of a permit application and to undertake actions and proceedings in pursuance of the Council's obligations as a planning authority to observe and enforce compliance of a planning scheme; including – i) To give such advice, consultation, referral or notification as	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority

		required under this Part; ii) To represent the Council and to give evidence before the Tasmanian Civil and Administrative Tribunal in respect of any appeal against a decision on a planning permit; iii) To initiate legal proceedings for any use of land, development or act if:- - Contrary to a State Policy, planning scheme or special planning scheme; - An obstruction of a planning scheme or special planning scheme; or - A breach of a condition or restriction of a planning permit.			
6	S.35C	Notice of exhibition of draft LPS.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
7	S.35F	Report by Planning Authority to Commission about exhibition.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
8	S.35G	Planning Authority may notify Minister as to whether amendment of SPPs is required.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
9	S.35I	Withdrawal of draft LPS.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
10	S.35M	Notice of approval of Local Provisions Schedules.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
11	S.35P	Conduct of Review (of an LPS or a part of an LPS).	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
12	S. 40T	Permit application that requires amendment to the LPS (6) An application for a permit under subsection (1) by a person to a planning authority to amend the zoning or use or development of one or more parcels of land specified in an LPS must, if the person is not the owner, or the sole owner, of the land and the relevant planning scheme does not provide otherwise – (a) be signed by each owner of the land; or (b) be accompanied by the written permission of each owner of the land to the making of the request.	(7) Subsection (6) does not apply to an application for a permit to carry out mining operations, within the meaning of the Mineral Resources Development Act 1995 , if a mining lease or a production licence which	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority

			authorises those operations has been issued under that Act.		
13	S.40G	Notice of exhibition A planning authority, as soon as practicable after providing to the Commission under section 40F(4) a copy of a draft amendment of an LPS or receiving under section 35KB(4)(b)(i) a notice in relation to a draft amendment of an LPS, must ensure an exhibition notice in relation to the draft amendment of an LPS is published in accordance with this section, unless the planning authority receives a notice under section 40I(1) in relation to the draft amendment.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
14	S.40U	Additional Information A Planning Authority, within 28 days from the day on which it receives from a person an application for a permit, may, by notice in writing, require the person to provide to the Planning Authority additional information before it considers the application.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
15	S.40W	Determination of amendment where concurrent permit application sought.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
16	S.43(2)	Minor amendment of permit The Planning Authority may amend or refuse to amend the permit.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
17	S.43(6)	Minor amendment of permit If the Planning Authority amends a permit, it must, by notice in writing served on the following persons, notify them of the amendment: a) The applicant for the amendment; b) The owner of the land; c) Any person or body who or that made a representation; d) The owner or occupier of any property which adjoins the land to which the permit relates.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
18	S.43(7)	Minor amendment of permit If the Planning Authority amends a permit that contains a condition or restriction that the Board of the Environment Protection Authority has required under Section 25(5) of the Environmental Management and Pollution Control Act 1994, the Planning Authority must, by notice in writing served on the Board, notify it of the amendment.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority

19	S.43(9)	Minor amendment of permit If the Planning Authority amends a permit in respect of which the Commission has modified, deleted or added conditions or restrictions, the Planning Authority must, by notice in writing served on the Commission, notify it of the amendments made to the permit.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
20	S.43(10)	Minor amendment of permit If the Planning Authority amends a permit containing a condition or restriction which the Heritage Council has specified, the Planning Authority must, by notice in writing served on the Heritage Council, notify the Council of the amendment.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
21	S.48AA	Enforcement of major project permits A planning authority must, within the ambit of its power, enforce the observance of any condition or restriction to which a major project permit is subject.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
22	S.48A	Notice to remove signs.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u> - Compliance Officer - Compliance Coordinator - Works Officer	Planning Authority
23	S.51	Permits A person must not commence any use or development which requires a permit unless the Planning Authority which administers the scheme, the Commission, or the Tribunal, has granted a permit in respect of that use or development and the permit is in effect or a major project permit has been granted in respect of that use or the development and the permit is in effect.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
24	s 51A	Fees payable for application ... (2) Despite section 86 , a planning authority is not entitled – (a) to refuse to take an action in relation to determining whether or not an application for a permit is valid; or (b) to refuse to accept a valid application for a permit – on the ground that a fee, under a relevant legislative instrument, for an application for a permit has not been paid, unless – (c) the planning authority has, before, or within 4 business days after, the day on which a person lodges, or attempts to lodge, with the planning authority, the application for the permit, demanded the payment of the fee; and		- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority

		(d) the fee has not been paid within the 21-day period after the day on which the demand is made. (3) If – (a) the planning authority has demanded payment of a fee, under a relevant legislative instrument, for an application for a permit before, or within 4 business days after, the day on which a person lodges, or attempts to lodge, with the planning authority, the application for the permit; and (b) the fee has been paid within the 21-day period after the day on which the demand is made – the application, if it is a valid application, is taken for the purposes of this Act to have been received on the day on which the fee is paid.			
25	S.52(1B)	What if applicant is not the owner? If land in respect of which an application for a permit is required is Crown land, is owned by a Council or is administered or owned by the Crown or a Council and a planning scheme does not provide otherwise, the application must – a) Be signed by the Minister of the Crown responsible for the administration of the land or by the General Manager of the Council; and b) Be accompanied by the written permission of that Minister of General Manager to the making of the application.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
26	S.53(5A), (5B), (5C) and (5D)	When does a permit take effect? The power to grant extensions of time where the permit has not been substantially commenced.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
27	S.54	Additional Information A Planning Authority that receives an application for a permit (other than a permit referred to in section 40T) may require the applicant to provide it with additional information before it considers the application.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
28	S.55	Correction of mistakes A Planning Authority may correct a permit granted by it if the permit contains – a) A clerical mistake or an error arising from any accidental slip or omission; or b) An evident material miscalculation of figures or an evident material mistake in the description of any person, thing or property referred to in the approval.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority

29	S.56	Minor amendments of permits issued by a Planning Authority – S.56(1A): Planning Authority that receives a request under subsection (1) for amendment to permits – a) Within 28 days after the request was received, amend, or refuse to amend the permit and; b) must within 7 days i. after amending the permit or ii. after refusing to amend the permit, give notice of the refusal to the person who made the request.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
30	S 56AA	Fees for amendment of permits under section 56 ... (2) Despite section 86 , a planning authority is not entitled – (a) to refuse to take an action in relation to determining whether or not an application under section 56 for an amendment of a permit is valid; or (b) to refuse to accept a valid application under section 56 for an amendment of the permit – on the ground that a fee, under a relevant legislative instrument, for an application for an amendment of a permit under section 56 has not been paid, unless – (c) the planning authority has, before, or within 4 business days after, the day on which a person lodges, or attempts to lodge, with the planning authority, the application for an amendment of the permit, demanded the payment of the fee; and (d) the fee has not been paid within the 21-day period after the day on which the demand is made.		- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
31	S.57(2)	Applications for discretionary permits The Planning Authority may, on receipt of an application for a permit to which this section applies, refuse to grant the permit.	- No authority to sub-delegate in respect of the delegation - If the proposed use or development is prohibited by the scheme	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
32	S.57(3)	Applications for discretionary permits Unless the Planning Authority requires the applicant to give notice, the authority must give notice, as prescribed, of an application for a permit.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
33	S.57(5)	Applications for discretionary permits Any person may make representations relating to the application during the period of 14 days commencing on the date on which notice of the application is given or such further period not	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority

		exceeding 14 days as the Planning Authority may allow.			
34	S.57(6)	Applications for discretionary permits Grant a discretionary permit with or without conditions.	1. No authority to sub-delegate in respect of the delegation 2. Delegates are only to exercise this power where the decision is to: - Grant the permit and does not have the power to refuse a permit 3. The power to grant the permit can only be exercised when either of the following applies: - No more than two representations objecting to the use or development have been received in respect of the application. 4. The power to refuse the permit can only be exercised when the following applies: - Where Council is not able to determine the application within the time period specified in Section 57(6)(b) of the <i>Land Use Planning & Approvals Act 1993</i>; and - Where an applicant does not agree to an extension of time.	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
35	S.57(6A)	Applications for discretionary permits A further period agreed to by a Planning Authority and an applicant may be extended or further extended by agreement, in writing, between the Planning Authority and applicant at any time before the expiration of the period to be extended and, when so extended, is taken to be the further period referred to in that subsection.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
36	S.57A	Mediation Power to enter into mediation on behalf of the Planning Authority	1. No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development	Planning Authority

		regarding an application for a permit	2. Authority to undertake mediation on any appeal arising out of a decision on a planning permit and to bind Council to agreements within the mediation on any matter that the Council has a proper power relevant to the permit application under LUPAA	• Senior PlannerPrincipal Planner	
37	S.58	Application for other permits This section applies to an application for a permit in respect of a use or development for which, under the provisions of a planning scheme, a Planning Authority is bound to grant a permit either unconditionally or subject to conditions or restrictions.	1. No authority to sub-delegate in respect of the delegation 2. Grant of a permit if the use or development complies to all applicable regulatory requirements 3. The power to grant or refuse the permit can only be exercised when an applicant does not agree to an extension of time.	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
38	S.59(7)	Failure to determine an application for a permit Notwithstanding the provisions of this Division, a Planning Authority may make a decision on an application for a permit to which section 57 or 58 applies at any time before the lodging of an application.	1. No authority to sub-delegate in respect of the delegation 2. Subject to the same qualifications as applied to a S.57 decision	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
39	S.60	Council responding and issuing notices relating to compliance with certain permit conditions.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
40	S.60H(3)	Minister may request information from Council or relevant state entity.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
41	S.60I(3)	Council to give notice in relation to eligibility of major project proposals.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
42	S.60S(4)(b)	Refund of ordinary permit where declaration of major project is made.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer • Director of Planning & Development • Senior PlannerPrincipal Planner	• Planning Authority
43	S. 60S(5)	Refund of ordinary permit where declaration of major project is amended under s. 60TG(2) so that the declaration also relates to	Nil	• Chief Executive Officer	• Planning Authority

		an additional area of land the planning authority to which the application was made must, as soon as practicable, refund the applicant half of any fees that the applicant has paid in respect of the application.		Director of Planning & Development	
44	S. 60SA(6)	Service of certificate of development completion If the Commission issues a certificate of development completion under s.60SA, the Commission must give a copy of the certificate of development completion, issued in relation to all, or part, of the area to which a major project permit relates to the planning authority in relation to the area of land.	Nil	- Chief Executive Officer - Director of Planning & Development	Planning Authority
45	S.60TD(1)	Notice of request under s.60TC(1) On receiving a request in relation to an additional area of land in relation to a major project under s.60TC(1), a relevant advice body must, within 7 days, give a notice in relation to the request to: ... (c) the council that is the relevant planning authority in relation to the major project; (d) each council that is not a relevant planning authority in relation to the major project but that is the council for a municipal area that is in the regional area, or regional areas, in which the project is to be situated.	Nil	- Chief Executive Officer - Director of Planning & Development	Planning Authority
46	S.60TH	Notice of amendment of declaration of a major project to be given Within 7 days after amending a declaration of a major project under s.60TG, the Minister is to notify, in writing: ... (d) the council that is a relevant planning authority in relation to the project; and (e) each council that is not a relevant planning authority in relation to the project but that is the council for a municipal area that is in the regional area, or regional areas in which the major project is, or is to be, situated.	Nil	- Chief Executive Officer - Director of Planning & Development	Planning Authority
47	S.60ZX(1)	Provision to Panel of further information A person to whom a request is made under section 60ZW(1) is to take all reasonable steps to provide to the Panel, as soon as practicable the information specified in the request.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
48	S 60ZZP(10)	Major project permit may be granted subject to conditions or restrictions Without limiting the conditions or restrictions that may be imposed under subsection (1), such a condition or restriction may specify	Nil	- Chief Executive Officer - Director of Planning & Development	Planning Authority

		that: (a) plans, information, designs, or other documents, are required, under the condition or restriction, to be prepared and provided to the Panel or a planning authority ; and (b) particular actions or works are to be carried out to the satisfaction of the Panel or a planning authority.			
49	S.60ZZAA(5)	Determination as to whether, and the manner in which, proposed significant amendment may be assessed After making a determination under s.60ZZAA(2), the relevant decision-maker must, within 7 days after making that determination, give notice to the council that is a relevant planning authority in relation to the project to which the major project permit relates.	Nil	- Chief Executive Officer - Director of Planning & Development	Planning Authority
50	S.60ZZAB	Enforcement certificates (3) If the Commission issues an enforcement certificate in relation to all or part of the land to which a major project permit relates, the Commission must give a copy of the enforcement certificate to the planning authority in relation to the land to which the major project relates. (4) An enforcement certificate is to specify the planning authority's responsibility for the enforcement of the Act.	Nil	- Chief Executive Officer - Director of Planning & Development	Planning Authority
51	S.61	Appeals against planning decisions.	- No authority to sub-delegate in respect of the delegation - Not if the decision of the Council is contrary to the written recommendation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
52	S.63	Obstruction of sealed schemes Initiate legal proceedings for obstruction of a planning scheme.	No authority to sub-delegate in respect of the delegation	Chief Executive Officer	Planning Authority
53	S.63A	Enforcing compliance with planning schemes.	No authority to sub-delegate in respect of the delegation	Chief Executive Officer	Planning Authority
54	S.63B(3)	Notice of suspected contravention, &c., may be given	- No authority to sub-delegate in respect of the delegation - Delegation/provision will commence when <i>Land Use Planning & Approvals Act 2013</i> is enacted	Chief Executive Officer	Planning Authority
55	S.64	Civil enforcement proceedings Where a person contravenes or fails or is likely to contravene or fail to comply with a provision of this Part, a person, other than the Commission or a Planning Authority, who has, in the opinion of the	- No authority to sub-delegate in respect of the delegation - The General Manager may only apply to the Tasmanian Civil and	Chief Executive Officer	Planning Authority

		Tasmanian Civil and Administrative Tribunal, a proper interest in the subject matter may apply to the Tasmanian Civil and Administrative Tribunal for an order.	Administrative Tribunal for an order upon the advice from the Director of Planning & Development that the application is in compliance with the relevant legislation		
56	S.65B(5)	Notice of intention to issue enforcement notice The planning authority must notify in writing an owner of land, in relation to which a notice of intention to issue an enforcement notice is served under subsection (1) , if the person on whom the notice is served is not the owner of the land.	1. No authority to sub-delegate in respect of the delegation 2. The General Manager may only apply to the Tasmanian Civil and Administrative Tribunal for an order upon the advice from the Director of Planning & Development that the application is in compliance with the relevant legislation	•	• Planning Authority
57	S.65G	Cancellation of permits	1. No authority to sub-delegate in respect of the delegation 2. Delegation/provision will commence when <i>Land Use Planning & Approvals Act 2013</i> is enacted	• Chief Executive Officer	• Planning Authority
58	S.65I(2)	Authorised officers A general manager of a council may authorise a person to be, for the purposes of this Act, an authorised officer in respect of the municipal area of the council.	Nil	• Chief Executive Officer • Director of Planning & Development • Senior Planner <u>Principal Planner</u> •	• Planning Authority
59	Part 4 - Generally	Enforcement of planning control Authority to represent the planning authority or to appoint a person to represent the planning authority and to give evidence, on a planning appeal or other action, including any mediation, before the Resource Management and Planning Appeals Tribunal or any other body of competent jurisdiction.	1. No authority to sub-delegate in respect of the delegation.	• Chief Executive Officer • Director of Planning & Development • Senior Planner <u>Principal Planner</u>	• Planning Authority
	PART 5	AGREEMENTS			
60	S.71	Planning Authority may enter into agreements.	1. No authority to sub-delegate in respect of the delegation 2. The General Manager may only enter into an agreement upon the advice from the Director of	• Chief Executive Officer	• Planning Authority

			Planning & Development or the Senior Planner <u>Principal Planner</u> that the application to which the agreement relates to is in compliance with the relevant legislation		
61	S.74(3)	Duration of Agreement An agreement may be ended by the Planning Authority with the approval of the Commission or by agreement between the authority and all persons who are bound by any covenant in the agreement.	1. No authority to sub-delegate in respect of the delegation 2. The General Manager may only end an agreement upon the advice from the Director of Planning & Development or the Senior Planner <u>Principal Planner</u> that the application to which the agreement relates to is in compliance with the relevant legislation	Chief Executive Officer	Planning Authority
62	S.75	Amendment of agreements.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
63	S.76	Agreement to be lodged with Commission.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
64	S.78	Registration of agreements, &c.	No authority to sub-delegate in respect of the delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
65	S.80	Application to Tasmanian Civil and Administrative Tribunal An owner of land may apply to the Tasmanian Civil and Administrative Tribunal for an amendment to a proposed agreement if – a) Under a planning scheme, use or development for specified purposes is conditional upon an agreement being entered into; and b) The owner objects to any provision of the agreement.	No authority to sub-delegate in respect of the delegation	Chief Executive Officer	Planning Authority
66	S.84	Serve notices or other documents A notice or other document is effectively served under this Act if it is – i. Given to the person; or	No authority to sub-delegate in respect of the delegation	Chief Executive Officer	Planning Authority

		ii. Left at, or sent by post to, the person’s postal or residential address or place or address of business or employment last known to the server of the notice or other document; or iii. Sent by way of facsimile to the person’s facsimile number.			
	SCHEDULE 6	Savings and Transitional Provisions – Land Use Planning and Approvals Amendment (Tasmanian Planning Scheme) Act 2015	NOTE 1: The transitional provisions in Schedule 6 provide for the transition from the current process under LUPAA and the current schemes to the Tasmanian Planning Scheme and the processes in the <i>new</i> LUPAA. NOTE 2: Planning Schemes remain in operation until the Local Provision Schedules come into effect. NOTE 3: Where an application to amend a Scheme has been made prior the amended LUPAA coming into effect 17 December 2015 then the previous legislation continues to operate for the purposes of that legislation until the Local Provision Schedules come into effect. The provisions of the previous legislation are set after these notes and the Schedule 6 provisions and are shaded. NOTE 4: Where an application to amend a Scheme has been made prior the amended LUPAA coming into effect 17 December 2015 but has not been approved prior to the Local Provision Schedules come into effect the situation is different. In that case the provisions of the amended LUPAA apply. Council's have additional powers to alter a draft amendment in that situation as set out below under Sch 6(4) and (5).		
AMENDMENT OF SCHEMES AND INTERIM SCHEMES					
Provisions of the LUPAA (pre-Tasmanian Planning Scheme amendments) which apply under Schedule 6 of the amended LUPAA (see Note 3 above)					
67	34(1)	Initiate amendment of planning scheme.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer	• Planning Authority
68	34(3)	Withdrawal of amendment of planning scheme.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer	• Planning Authority
69	34(4)	Notice of Withdrawal of amendment of planning scheme.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer	• Planning Authority
70	38(1)	Public exhibition of draft amendment.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer	• Planning Authority
71	39(2)	Representations to be provided to Commission in respect of draft amendments.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer	• Planning Authority
72	43J	Correction or mistake in permits referred to in S.43H.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer	• Planning Authority
73	43K	Minor amendment of permits referred to in S43.H.	No authority to sub-delegate in respect of the delegation	• Chief Executive Officer	• Planning Authority

17. LAND USE PLANNING AND APPROVALS REGULATIONS 2024

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	R.4	Notification of approval of Local Provisions Schedule.	No authority to sub-delegate in respect of delegation	Chief Executive Officer	Planning Authority
2	R.5	Advertisement of exhibition of draft amendment, &c (to a planning scheme).	No authority to sub-delegate in respect of delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
3	R.6	Notification of approval of draft amendment.	No authority to sub-delegate in respect of delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority
4	R.7	Notice of approval of Local Provisions Schedule.	No authority to sub-delegate in respect of delegation	Chief Executive Officer	Planning Authority
5	R.8	Notice of application for permit.	No authority to sub-delegate in respect of delegation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Planning Authority

18. LITTER ACT 2007

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.8	Power of councils to appoint employees as authorized officers The general manager of a council may appoint an employee of the council to be an authorized officer for the purposes of this Act.	Nil	- Senior Environmental Health Officer - Director of Planning & Development - Director of Works & Infrastructure - Compliance Coordinator - Compliance Officer	General Manager
2	S.38	Recovery of costs arising from litter abatement notices.	Nil	- Senior Environmental Health Officer - Director of Planning & Development - Director of Works & Infrastructure Director of Corporate & Communication<u>Director Corporate and Financial Services</u> - Compliance Coordinator - Compliance Officer	Council

19. LOCAL GOVERNMENT ACT 1993

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.20A	In order that a Council may perform its functions or exercise its powers under this or any other Act, the General Manager authorises a person to enter land for a specific purpose or in general	1. The General Manager must give notice to the owner or occupier of the land before entry is made unless: - An emergency exists; or - The entry is in relation to an application by the owner or occupier for a licence, permit or other approval given by the Council; or - Notice would defeat the purpose of entry. 2. A person entering land under this section is to produce the identity card issued to that person.	- Director of Planning & Development - Director of Works & Infrastructure - Works Manager Works Supervisor Plumbing Surveyor <u>Plumbing Inspector</u> - Compliance Coordinator - Compliance Officer - Senior Environmental Health Officer Senior Planner <u>Principal Planner</u>	General Manager
2	S.22	Delegation (of functions and powers) by Council.	Subject to the rates and charges policies and procedures, not to be sub-delegated (see S.22)	Chief Executive Officer	Council
3	S.28D	Documents relating to agendas.	Nil Conditions or Restrictions	Chief Executive Officer	Council
4	S.28Y	Initial assessment of complaint by general manager.	Nil Conditions or Restrictions	Chief Executive Officer	Council
5	S.28ZK	Notification of determination of code of conduct complaint.	Nil Conditions or Restrictions	Chief Executive Officer	Council
6	S.55D	Register of pecuniary interests of members of audit panel.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & Communication <u>Director Corporate and Financial Services</u>	Council
7	S.56B	Gifts and donations register.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & Communication <u>Director Corporate and Financial Services</u> - Executive Officer	Council
8	S.65	Duty to ensure that advice, recommendations or information given is by a qualified person and certify the same to Council.	Nil Conditions or Restrictions	Chief Executive Officer	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
9	S.74	Expenditure A Council may expend its funds for the purpose of exercising its powers or carrying out its functions under this or any other Act within the estimates adopted under Section 82.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & Communication <u>Director Corporate and Financial Services</u> - Director of Planning & Development - Director of Works & Infrastructure Works Operations Manager	- Council - General Manager
10	S.75	Investments A Council may invest any money – (a) In any manner in which a trustee is authorised by law to invest trust funds; and (b) In any investment the Treasurer approves.	In accordance with Council's investment policies as reviewed from time to time	- Chief Executive Officer Director of Corporate & Communication <u>Director Corporate and Financial Services</u>	- Council - General Manager
11	S.72	Providing Annual Report.	Nil Conditions or Restrictions	Chief Executive Officer	Council
12	S.72B	Notice of AGM.	Nil Conditions or Restrictions	Chief Executive Officer	Council
13	S.76	Writing off bad debts A council may write off any debts owed to the council if there are no reasonable prospects of recovering the debt; or if the costs of recovery are likely to equal or exceed the amount to be recovered.	- No authority for the General Manager to Sub-delegate - The General Manager may only write off debts that do not exceed the amount of \$500	Chief Executive Officer	Council
14	S.77	Grants and benefits A council may make a grant or provide a pecuniary benefit or a non-pecuniary benefit that is not a legal entitlement to any person, other than a councillor, for any purpose it considers appropriate.	- No authority for the General Manager to Sub-delegate - The General Manager may only approve any such grant or benefit upon receiving setting out the nature, date and location of the sporting event for which the grant is sought or details of academic assistance sought. - That only one (1) grant of up to \$200 per applicant per calendar year can be approved by the General Manager	Chief Executive Officer	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
			4. That the total expenditure for a financial year under this delegation must be reported under the "Grants and Benefits" section of the Annual Report		
15	S.81	Authorised deposit-taking institution accounts A Council may establish and maintain in its corporate name such authorized deposit-taking institution accounts as it considers necessary.	This applies to all account signatories.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	Council
16	S.84(1)(3) (4)	Financial Statements The general manager is to prepare and forward to the Auditor General a copy of the council's financial statements for each financial year in accordance with the Audit Act 2008.	This section will be affected by Part 4 of the <i>Local Government (Miscellaneous Amendment) Act 2013</i> which is yet to commence.	Chief Executive Officer	Council
17	S92(2)(3)	Adjustment of amount payable The General Manager is to issue a supplementary notice in accordance with section 122 in respect of any amount payable as a result of an adjustment under this section. The General Manager may refund or give credit for any amount paid in respect of a rate in excess of the amount payable as a result of an adjustment under this section.	In accordance with Rates and Charges Policy.	Director of Corporate & CommunicationDirector Corporate and Financial Services	General Manager
18	S.110	Record of Rates	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	Council
19	S.111	Ownership If the general manager is of the opinion that a person may or may not be the owner of land, the general manager may require that person to make a statutory declaration in respect of his or her interest in that land.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	Council
20	S.124	Instalment payments A Council may permit a ratepayer to pay in instalments. The Council may decide that any rates are payable by instalments.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
21	S.126	Conditions of postponement A council may grant a postponement of the payment of rates for a specified period if satisfied that such payment would cause hardship.	Request for postponement of the payment of rates must be received in writing addressed to the General Manager	Services • Chief Executive Officer	• Council
22	S.127	Postponement ceases to operate A council may, at any time, revoke a postponement of payment of rates by giving 60 days notice in writing to the ratepayer of the date on which the postponement ceases to operate.	No authority for the General Manager to sub-delegate	• Chief Executive Officer	• Council
23	S.129	Remission of rates The general manager is to keep a record of the details of any remission granted under this section.	No authority for the General Manager to sub-delegate	• Chief Executive Officer	• Council
24	S.132(4)	Certificate of liabilities On receipt of an application, the general manager is to issue a certificate containing the details referred to in subsection (1).	Nil Conditions or Restrictions	• Director of Corporate & Communication Director Corporate and Financial Services	• General Manager
24	Div 10 S.133-135	Recovery A Council can recover debts due to unpaid rates.	No authority for the General Manager to sub-delegate	• Chief Executive Officer	• Council
26	S.139A	Register of Money (relevant to sale of land)	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Corporate & Communication Director Corporate and Financial Services	• Council • General Manager
27	S.175	Purchase or lease of land A council may purchase or lease land for any purpose which it considers to be of benefit to the council or the community.	- Restricted to leasing of land to Council and for a maximum of three (3) years; and does not include purchase or land. - Relates to land leased to Council not land leased by Council.	• Chief Executive Officer	• Council
28	S.176	Acquisition of land A council may acquire land for prescribed purposes in accordance with the Land Acquisition Act 1993.	Restricted to the delegated provisions of S.37(d)(e)(ea) of the Local Government (General) Regulations 2005.	• Chief Executive Officer	• Council
29	S.182	Fencing land The general manager, by notice in writing served on the owner or occupier of	Nil Conditions or Restrictions.	• Director of Planning & Development	• General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
		land, may require the owner or occupier to fence the land.		Director of Works & Infrastructure	
30	S.183	Land reinstated The general manager, by notice in writing, may require the owner or occupier to rehabilitate land from which soil, rock, sand or material has been extracted at any time after the commencement of this Act.	Nil Conditions or Restrictions.	- Senior Environmental Health Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	General Manager
31	S.185	Compliance with notice A person served with a notice under this Division must undertake any work required to be done under the notice in accordance with the terms of the notice and within the period specified in the notice.	Nil Conditions or Restrictions.	- Chief Executive Officer - Senior Environmental Health Officer - Director of Planning & Development	- Council - General Manager
32	S.189	Closure of local highways (markets) Power to allow a person to conduct a market and to close a local highway or part of a local highway for the purpose of any such market.	- Under Section 189(2) the General Manager has a duty to publish a notice of intention in a public newspaper if it is intended that a local highway or any part of a local highway is to be closed. - No authority for the General Manager to sub-delegate.	Chief Executive Officer	Council
33	S.190(3)	Objections A council is to consider any objection before closing a local highway or part of a local highway.	Nil	- Chief Executive Officer - Director Works & Infrastructure	Council
34	S.193	Establishment of pounds A council may establish pounds for the detention of stray animals.	Nil	- Chief Executive Officer - Director Planning & Development	Council
35	S.194	Impounding of animals Power to impound any animal found straying or at large.	Nil	- Director of Planning & Development - Works Manager - Compliance Coordinator - Compliance Officer	General Manager
36	S.195	Notice of impounding Power to issue a notice to the owner if the animal is unclaimed.	Nil	- Director of Planning & Development - Compliance Coordinator	General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
37	S.196	Fees, costs and charges Power to require an owner to make payment of costs and charges incurred from the impounding of their animal by notice and to detain any such animal until payment is received.	Nil	• Compliance Officer • Director of Planning & Development • Compliance Coordinator • Compliance Officer	• General Manager
38	S.197	Sale or destruction of unclaimed animals Power to sell, give away, or destroy an impounded animal.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Compliance Coordinator • Compliance Officer	• Council • General Manager
39	S.198	Destruction of animals Power to arrange for an impounded animal to be destroyed.	Nil	• Director of Planning & Development • Compliance Coordinator • Compliance Officer	• General Manager
40	S.200	Abatement notices If a council is satisfied that a nuisance exists, the general manager must serve a notice on – a) Any person whose act or default contributes to or causes the nuisance whether or not that act or default occurs wholly or only partly in the municipal area; or b) If the person cannot be ascertained or found, on the owner or occupier of the land on, or from which, the nuisance arises.	Nil Conditions or Restrictions	• Chief Executive Officer • Senior Environmental Health Officer • Director of Planning & Development • Compliance Coordinator • Compliance Officer	• Council • General Manager
41	S.201	General manager may take necessary action Power to take necessary action to abate a nuisance if – a) There is an immediate danger to any person or property; or b) The person causing the nuisance cannot be ascertained or found; or c) An abatement notice has not been complied with.	Nil	• Senior Environmental Health Officer • Director of Planning & Development • Compliance Coordinator • Compliance Officer	• General Manager
42	S.207	Remission of fees and charges A council may remit all or part of any fee or charge paid or payable under this Division.	1. No authority for the General Manager to Sub-delegate. 2. Powers must be exercised in accordance with the relevant Council policies.	• Chief Executive Officer	• Council
43	S.261(1)	List of electors The general manager is to – a) Prepare and keep a list of electors from the electoral roll kept under	Nil	• Chief Executive Officer • Executive Officer	• Council • General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
		S.258(1) as at the time of closure referred to in S.260; and b) Certify that the list is correct.			
44	S.333A	Tender A council must invite tenders for any contract it intends to enter into for the supply or provision of goods or services valued at or above the prescribed amount.	Nil	- Chief Executive Officer - Director Works & Infrastructure	Council
45	S.336	Power to use the Council arms in any manner they think fit.	Nil	Chief Executive Officer	Council
46	S.337	Council land information certificate A person may apply in writing to the general manager for a certificate in respect of information relating to land specified and clearly identified in the application.	Subclause (8) in accordance with Council's Schedule of Fees and Charges.	- Director of Planning & Development - Compliance Coordinator	General Manager
47	S.344	Rounding of rates, &c.	Nil	Chief Executive Officer	Council

20. LOCAL GOVERNMENT (BUILDING AND MISCELLANEOUS PROVISIONS) ACT 1993

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.83	Power for approval of plan of subdivision	No authority for the General Manager to sub-delegate.	Chief Executive Officer	Council
2	S.84	Power not to approve a subdivision If – a) Any proposed lot has not the qualities of a minimum lot; or b) It includes any lot or other block of land smaller than is required or permitted by a finally approved planning scheme; or c) The subdivision includes any road or other works whereby drainage will be concentrated and discharged into any drain or culvert on or under any State highway.	No authority for the General Manager to sub-delegate.	Chief Executive Officer	Council
3	S.85	Power for refusal of application for subdivision	No authority for the General Manager to sub-delegate.	Chief Executive Officer	Council
4	S.86	Security for payment Before approving a plan of subdivision, the council may a) Require security for payments and the execution of works; and b) Refuse to approve the application until such security is given.	No authority for the General Manager to sub-delegate.	Chief Executive Officer	Council
5	S.89	Power to approve and seal final plans.	- No authority for the General Manager to sub-delegate. - The General Manager may only approve and seal a final plan where it is in accordance with a planning permit.	Chief Executive Officer	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
			3. The General Manager is not to approve a final plan unless he has received advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development that the application is compliant with all of the relevant legislation.		
6	S.91(3)	Power to object to the making of a correction to a final plan by the Recorder of Titles.	1. No authority for the General Manager to sub-delegate. 2. The General Manager may only object to the making of a correction to a final plan upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development that the application is not compliant with all of the relevant legislation.	• Chief Executive Officer	• Council
7	S.92	Power for amendments to final plans.	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council
8	S.93	Power for cancellation of final plans.	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council
9	S.96	Dedication as highway If a sealed plan shows provision for widening or deviating a way on, or adjoining, land comprised in the plan, an obligation runs with that land to dedicate it as a highway if required to do so by the highway authority.	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council
10	S.103	Power to amend sealed plans.	1. No authority for the General Manager to sub-delegate. 2. The General Manager may only amend sealed plans upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development that the amendment complies with the relevant legislation.	• Chief Executive Officer	• Council
11	S.104(1)	Power for hearing in respect of amendment of plans.	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council
12	S.105(2)	Power for compensation in respect of amendments.	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
13	S.107	Access orders The council considers that work of a substantial nature is needed to provide access for vehicles from a highway onto the block, it may refuse to seal the final plan under which the block is created until the owner has carried out the work specified in the order within the specified period or given the council security for carrying out that work if called upon by it to do so.	1. No authority for the General Manager to sub-delegate. 2. The General Manager may only make an order upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development that the amendment complies with the relevant legislation	Chief Executive Officer	Council
14	S.109(6)	Minimum lots If land may be used only as a place of business the restriction on its use – a) Is to be set out above the council's seal on the final plan of the subdivision; and b) Is enforceable by the Council.	No authority for the General Manager to sub-delegate	Chief Executive Officer	Council
15	S.110	Adhesion orders The council may make an adhesion order if a block a) Has the qualities of a minimum lot; and b) Comprises 2 parcels or more that may, without the approval of any plan by the council, lawfully be sold separately so as to create a block which i) Would not have the qualities of a minimum lot; and ii) Is or in the opinion of the council is likely to be, built on or bought for building.	1. No authority for the General Manager to sub-delegate. 2. The General Manager may only make adhesion order upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development that the amendment complies with the relevant legislation.	Chief Executive Officer	Council
16	S.112	Purposes for which plan approved The council is to state on the plan one of the following purposes for which the plan is approved: i) For the purpose of enabling the approved lot to form a single parcel; ii) For the purpose of enabling a purchaser to acquire all the sub-minimum lots which together form the minimum lot shown on the plan; iii) For the purpose of enabling the portions of the approved lot to form a single parcel or for enabling a purchaser to acquire all the sub-minimum lots which together are to form the minimum lot, as well as for the purpose of giving effect to the subdivision.	No authority for the General Manager to sub-delegate.	Chief Executive Officer	Council
17	S113(4)	Bringing land under Land Titles Act 1980 If a plan of subdivision approved by the council and lodged in the office of the Recorder of Titles includes any adjoining land to be added that is not under the provisions of the Land Titles Act 1980, the Recorder is not to take any further action upon the plan until applications to bring the land under those provisions have been made under Section 11 of that Act.	No authority for the General Manager to sub-delegate.	Chief Executive Officer	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
18	S.115	Exemption Power to exempt a subdivision from the provisions of Part 3.	1. No authority for the General Manager to sub-delegate. 2. The General Manager may only exempt a subdivision from the provisions upon advice from the Senior Planner Principal Planner or the Director of Planning & Development that the amendment complies with the relevant legislation.	• Chief Executive Officer	• Council
19	S.116	Power for limitation on requirement for public open space.	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council
20	S.117	Payment instead of increasing public open space Instead of requiring an owner to increase the area for public open space, the council, before approving a plan of subdivision may require security for the payment of an amount.	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council
21	S.118	Council schemes Before the council disposes of lands in circumstances in which, if the disposition were that of a private person the plan would require approval under this Part, it is to prepare a plan of subdivision that it would approve if it were a private person's plan.	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council
22	Part 7	Long Service Leave and Employees Assurance Scheme.	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council
23	S.241(1)	Preservation orders A council, on the recommendation of the National Trust of Australia (Tasmania) may by order – a) Prohibit the demolition of a building that is by itself or with others of historical or architectural interest or of special beauty; and b) Prohibit the alteration of or adding to the building except as the council may approve; and c) Require the owner to keep the building in good and tenantable repair.	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council
24	S.243	Preservation order is enforceable A preservation order – a) Operates as a covenant between the owner and the owner and the council that the owner, executors, administrators and assigns will comply with the order; and b) Runs with the land in equity; and c) Is enforceable by the council as if it were owner of all other lands in the	No authority for the General Manager to sub-delegate.	• Chief Executive Officer	• Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
		municipal area and the tenants were natural persons holding of the council for life.			
25	S.244	Registering preservation order On receipt of a sealed copy and certificate under subsection (1) the Recorder of Titles is to – (a) register the preservation order by entering a memorial on the folio of the Register identified by the certificate; and (b) endorse the memorial on the folio of the Register, under the Land Titles Act 1980 , for the land.	No authority for the General Manager to sub-delegate.	Chief Executive Officer	Council
26	S.246	Advertising hoardings A person must not, within a municipal area, erect, put up, place or use or permit to be erected, put up, placed or used, any hoarding or similar structure for advertising purposes without a licence from the council.	Nil	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
27	S.247	Power to require the removal of an advertising hoarding.	Nil	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	Council
28	S.248	Power to demolish, remove or remedy any building erected or constructed over or under a Council drain or a drain connected to a Council drain.	No authority to sub-delegate in respect of this delegation.	- Chief Executive Officer - Director of Planning & Development	Council

21. LOCAL GOVERNMENT (GENERAL) REGULATIONS 2025

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	R.24(2)(3)(4)(5)	Public tenders A council, through a public tender process, may establish a standing contract in which a single tenderer or multiple tenderers may be contracted for a specified period to provide specified goods or services during that period without the need for a further tender process.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Director of Works & Infrastructure Director of Corporate & Communication <u>Director Corporate and Financial Services</u> - Works Manager	Council
2	R.25	Open tenders The general manager is to ensure that prospective tenderers are provided with the following in order to make a tender: - Details of the goods or services required; - Details of the duration of the contract, including any extensions that are specified in the contract; - The criteria for evaluating tenders; - The method of evaluating tenders against the evaluation criteria; - Any mandatory tender specifications and contract conditions; - A reference to the council's code relating to tenders and contracts.	Nil Conditions or Restrictions	- Director of Planning & Development - Director of Works & Infrastructure Director of Corporate & Communication <u>Director Corporate and Financial Services</u> - Works Manager	General Manager
3	R.26	Multiple use register A council may establish a multiple-use register of suppliers who meet criteria established by the council in respect of the supply of particular categories of goods or services.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Director of Works & Infrastructure Director of Corporate & Communication <u>Director Corporate and Financial Services</u> - Works Manager	Council
4	R.27(2)	Multi stage tender A multiple-stage tender process is a process by which suppliers are evaluated through stages against criteria determined by the council.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Director of Works & Infrastructure Director of Corporate & Communication <u>Director Corporate and Financial Services</u> - Works Manager	Council
5	<u>R.46</u>	Plan of boundaries of towns A council is to lodge a plan with the Central Plan Register established under the Survey Co-ordination Act 1944 of the boundaries of any town or proposed town.		Chief Executive Officer	Council

22. LOCAL GOVERNMENT (HIGHWAYS) ACT 1982

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.6	Power to make, widening &c., of highways by corporations	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	Council
2	S.7	Limitation on opening of highways in cities and towns by private persons.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	Council
3	S.8	Maintenance of highways opened outside cities or towns by private persons.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	Council
4	S.10	Obligations on landowners opening highways.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
5	S.11	Enforcement of obligations of landowners opening highways.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure	Council
6	S.14	Closure and diversion of highways.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
7	S.15	Dealing with sites of closed highways.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
8	S.17	Definition of boundaries of highway	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
9	S.19	Power to close a local highway, forbid the use of a local highway or grant licences for the use of a closed local highway	In consultation with Commissioner of Police. Delegation excludes Section 19(1)(c).	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
10	S.20	Power to close part of a local highway for the purpose of the sale of goods or entertainment on a Saturday, Sunday or statutory holiday	In consultation with Commissioner of Police and Transport Commission.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
11	S.21	General responsibility of corporations The Corporation of a municipality is charged with the duty of maintaining the local highways in the municipality that are maintainable by the corporation as shown on its municipal map, and, in any particular case, it shall discharge that duty in such manner as, having regard to all the circumstances of the case, it considers practicable and appropriate.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
12	S.24	Highways on boundaries of municipalities Where 2 corporations would, apart from this subsection, each be liable to repair one side of a local highway that forms or follows the common boundary of the municipal districts of those corporations, they are jointly liable to repair the whole width of that highway.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
13	S.25	General supplementary provisions as to carrying out of highway works.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
14	S.26(4)	Obtaining of materials for highway works.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
15	S.27	Use of adjoining lands in carrying out highway works.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
16	S.28	Shifting of apparatus, &c., in roads.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
17	S.30	Improvements, &c., of highways.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
18	S.31	Obstructions for prohibition or restriction of vehicular traffic.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
19	S.32	Power to light and arrange for lighting of local highway.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
20	S.33	Lighting or private ways and courts.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
21	S.34	Power to make, cleanse and keep open Council drains and watercourses in and through land adjoining or near a local highway.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
22	S.35	Crossings over footpaths, table-drains, and gutters Where the corporation is of the opinion that works are necessary to be carried out in a highway under local management for the construction or repair of a vehicular crossing over a table-drain, gutter, or footpath at or opposite the entrance to land	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
		adjoining the highway, it may serve a written notice on the owner of the land requiring him to carry out those works within the time specified.			
23	S.36	Fencing of streets in towns.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
24	S.37	Alterations, &c., of entrances to highways.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
25	S.38	Power to remove trees as required for the facilitation and good management of local highways	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
26	S.39	Power to require an occupier of land to cut, trim or reduce the height of vegetation to reduce or remove danger from the obstruction of their view	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
27	S.40	Animal barriers on highways	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
28	S.41	Prohibition of traffic likely to cause damage to highways.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
29	S.42	Power to close a dangerous highway.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
30	S.44	Protection of bridges from excessive loading.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
31	S.45(4)	Removal and disposal of abandoned articles Where it appears to the corporation that an article has, without lawful authority, been abandoned on a highway under local management, it may remove the article from the highway.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Director of Planning & Development • Compliance Officer • Works Manager	• Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
32	S.45(5)(6)(7)(8)(9)(10)(12)	Removal and disposal of abandoned articles where an article has been removed from a highway under this section, the corporation may, subject to this section, dispose of it in such manner as it thinks fit.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Director of Planning & Development - Compliance Officer - Works Manager	Council
33	S.46(2)	Permission to carry out various works in relation to highways Subject to any directions given by the corporation, its powers to grant a permission may be exercised on its behalf by its mayor or by some other person authorized by it for that purpose.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
34	S.46	Permission to carry out various works in relation to highways A corporation may, in accordance with it by-laws, grant a person written permission to do any one or more of the following things: a) Open or break up the soil or pavement of a local highway; b) Make a drain leading to a local highway; c) Put or place a pipe or make a drain leading into a sewer or drain or other work of the corporation in or under a local highway; d) Make an excavation, vault or cellar in or under a local highway; e) Install, under a local highway, pipelines, pipe systems or other infrastructure required for the transmission, distribution or supply of natural gas or other gaseous fuels; f) Erect a hoarding or scaffolding for building or any other purpose in or on a local highway.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
35	S.50	Management of local highways not maintainable by the corporation.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
36	S.51	Making good of back roads, lanes, &c., at frontagers' expense.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
37	S.52	Projections on to highways, &c. At such time as is agreed with the occupier of a building, or after giving at least 30 days' notice of its intention to do so, the corporation may remove or alter an obstruction to which this section applies that has been erected or placed against or in front of the building.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
38	S.53	Low-lying land near highways.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
39	S.54	Names of highways, &c.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Director of Planning & Development - Compliance Coordinator - Works Manager	Council
40	S.55	Numbering of buildings, &c.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Director of Planning & Development - Compliance Coordinator - Works Manager	Council
41	S.59	Development of land in connection with highway improvements.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure	Council
42	S.60(3)	Restrictive covenants for benefit of highway A corporation may, at any time, by agreement with the person against whom there is enforceable a covenant, discharge the covenant or may agree to a variation of the covenant.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure	Council
43	S.62	Special provisions as to acquisition for widening or other alteration A corporation may take land for the widening or other alteration of a highway. Land shall not be taken under this section, unless a) Every part of it is within 3 metres of the boundary of an existing highway and b) No building is situated wholly or partly on the land or within 3 metres of its boundary.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure	Council
44	S.63	Letting of highways not presently used Where the corporation has acquired highway rights over any land, it may, if the land is not presently required to be opened as a highway, let that land to the owner of any adjoining land.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure	Council
45	S.66	Proof that Street is subject to Part V The carriage-way of a street shall be deemed to have been well and sufficiently made only if it was made well enough to be an all-weather road for light or heavy traffic or both according to the standards accepted at the time of its making.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
46	S.67(2)	Street works in streets not previously made up Where a street has not at any time been well and sufficiently made, the corporation may, in accordance with a scheme under this Part, carry out such street works as it considers necessary to put that street in a proper condition in substantial conformity with the standard requirements, recovering the cost of the works in the manner provided in this Part.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
47	S.68	Scheme of street construction Where the corporation intends to carry out street works in a street, it shall cause to be prepared a scheme for the carrying out of those works.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
48	S.71	Notice of preparation of scheme.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
49	S.72	Objection by owners (to the scheme)	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
50	S.74	Execution of scheme.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council • General Manager
51	S.76	Payment by frontagers (under the scheme).	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
52	S.77	State contribution Where a corporation has prepared a scheme for the carrying out of street works that comprise or include the construction of a carriage-way, the Minister for State Highways may, on the application of the corporation, undertake to make a contribution to the corporation of an amount equal to one-third of the cost of the construction of the carriage-way.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
53	S.79	Urgent works If it considers it urgently necessary to do so, a corporation may, without a scheme, carry out in a street any part of the works referred to in section 67, and the cost of carrying out those works may be included in a scheme subsequently made by the corporation in respect of the remainder of those works carried out in that street, and, with any necessary modifications, this Part applies to the scheme as if the part of the works previously carried out were part of the works to be authorized by the scheme.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
54	S.81	Record of charges.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Director of Planning & Development • Compliance Coordinator • Compliance Officer • Works Manager	• Council
55	S.95	Establishment of controlled parking (a parking meter or voucher machine).	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Director of Planning & Development • Compliance Coordinator • Compliance Officer • Works Manager	• Council
56	S.96	Hours of operation of controlled parking.	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Works & Infrastructure • Director of Planning & Development • Compliance Coordinator • Compliance Officer • Works Manager	• Council
57	S.99	Closure of parking spaces in certain cases.	S.99(7) allows the General Manager to issue authorisations; Council delegation also covers this.	• Chief Executive Officer • Director of Works & Infrastructure • Director of Planning & Development • Compliance Coordinator • Compliance Officer • Works Manager	• Council
58	S.100(1A)	Infringement notices (in respect of an offence relating to a vehicle).	Nil Conditions or Restrictions.	• Chief Executive Officer • Director of Planning & Development • Works Manager • Director of Planning & Development • Compliance Coordinator • Compliance Officer	• Council • General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
59	S.102	Removal of vehicles in certain cases from parking spaces.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
60	S.104	Permits for use of parking spaces without operation of meters or use of parking vouchers.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
61	S.109	Lighting of certain State highways: Contributions by corporations to lighting of certain State highways.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
62	S.110	Powers and duties of corporations in relation to State highways A corporation may exercise the powers conferred by section 30 in respect of a State highway in the municipality and, in relation to the exercise of those powers in respect of that highway, this Act has effect as if it were a local highway maintainable by the corporation.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
63	S.112	Liability of corporation to maintain road works carried out by the Crown	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
64	S.114	Right of private persons opening new streets to obtain contributions.	Delegation excludes S.114(8).	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
65	S.115	Retention of petrol-pumps in highways.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
66	S.116	Tramways along or across highways The Governor may authorize the laying down, construction, and maintenance of a tramway or railway along or across a local highway, subject to such terms and conditions as may be recommended by the corporation.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
67	S.119	Determination of compensation Where a corporation or other person is entitled to be paid compensation under this Act, that compensation shall, unless provision is otherwise made for its determination, be determined by agreement between the parties or, in default of agreement, by action in a court of competent jurisdiction.	Nil Conditions or Restrictions.	- Chief Executive Officer - Director of Works & Infrastructure Director of Corporate & Communication <u>Director Corporate and Financial Services</u>	Council

23. MONETARY PENALTIES ENFORCEMENT ACT 2005

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.17(2)	Options for dealing with infringement notice – approve or refuse an application for the withdrawal of an infringement notice or a variation of an infringement notice, and notify the applicant of the approval or refusal.	Nil Conditions or Restrictions.	Chief Executive Officer	Council
2	S.18(1)	Referral to Director of infringement notice issued by fee-paying public sector body.	Nil Conditions or Restrictions.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Director Planning & Development Rates OfficerRates and Administration Officer Accounts Payable OfficerCorporate Services Officer - Customer Services Officer Technical Officer Development ServicesPlanning and Development Administration Officer - Permit Authority	Council
3	S.23	Withdrawal of infringement notice.	Nil Conditions or Restrictions.	Chief Executive Officer	Council
4	S.28(3)-(4-)	Application to fee-paying public sector body for variation of payment conditions.	Nil Conditions or Restrictions.	Chief Executive Officer	Council
5	S.39(1)	Hearing of offence by court – commencement of proceedings.	Nil Conditions or Restrictions.	Chief Executive Officer	Council
6	S.40(3)	Application to court to set aside conviction.	Nil Conditions or Restrictions.	Chief Executive Officer	Council

24. NEIGHBOURHOOD DISPUTES ABOUT PLANTS ACT 2017

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	s.27	Appear on behalf of the Council in relation to applications to TASCAT under Part 4	Nil Conditions or Restrictions.	- Chief Executive Officer - Director Planning and Development Senior PlannerPrincipal Planner - Natural Resource Management Officer	Council

25. OCCUPATIONAL LICENCING ACT 2005

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	<u>37C</u>	Certain Organisations May Apply for a Building Services Licence - a Council may apply for a building services licence and under s 37C(1)(c) and nominate a person to be the licenced person of the licenced entity s37C(2)(c).	Nil Conditions or Restrictions.	- Chief Executive Officer - Director Planning & Development - Director Works & Infrastructure	Council
	<u>37D</u>	Continuation of building services licence held by certain organisations - the Council, as a Licenced Entity, must notify the Administration in writing as soon as practicable after becoming aware that a "relevant event" (as defined in s 37(C)(5) has occurred or is to occur in respect of the Licenced Entity.		- Chief Executive Officer - Director Planning & Development - Director Works & Infrastructure	Council

26. PLACE NAMES ACT 2020

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.11 (2)	Naming of roads, streets, &c. As a responsible authority the council has a responsibility to name, alter or revoke a name of a place.	Nil	Chief Executive Officer	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
2	S. 11(3)	Naming of roads, streets, &c. The responsible authority for a place referred to in section 4(1)(c) must ensure that any naming action, performed in respect of the place, complies with – (a) the relevant provisions of the guidelines; and (b) this Act and any other applicable Act; and (c) the relevant procedures of the responsible authority.	Nil	Chief Executive Officer	Council
3	S.11 (4)	Naming of roads, streets, &c. As soon as practicable after performing a naming action in respect of a place, the responsible authority for the place is to submit details of the action to the Registrar for recording in the register.	Nil	Chief Executive Officer	Council

27. PUBLIC HEALTH ACT 1997

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.11(1)(2)	Appointment of officers	Nil Conditions or Restrictions	Chief Executive Officer	Council
2	S.32(1)(2)	Production of Records	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
3	S.33(a)(b)	Production of things A council or an authorized officer may require a person to produce for inspection anything in the person's possession if – a) The council or the officer reasonably believes that it may disclose evidence of the commission of an offence under this Act; or b) It is otherwise necessary for the purposes of this Act.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development	- Council - General Manager
4	S.34(a)(b)	Production of licence A council or an authorized officer may – a) Require a person to produce for inspection any licence the person holds or should hold; and b) Examine, remove and take photographs or copies of, or extracts or notes from, any licence.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development	- Council - General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
5	S.35	Photographs, sketches, measurements and recordings For the purposes of this Act, a council or an authorized office may: a) Take any photograph, film or video recording; and b) Take any measurements; and c) Make any sketches or drawing; and d) Make any other recording by any other means.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer • Compliance Coordinator • Compliance Officer	• Council • General Manager
6	S.36(1)(2)	Information requirements A council or an authorized officer may require a person to – a) Give his or her full name and residential address; b) Give details of any licence, permit or exemption under this Act; c) Provide any information relating to public health reasonably required for the purposes of this Act. A council or an authorized officer may require any person to give information about that person's or another person's activities in respect of any matter under this Act.	Nil Conditions or Restrictions	• Chief Executive Officer	• Council • General Manager
7	S.57	Council immunization programs.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
8	S.77(1)(3)	Grant or refusal of licence for Place of Assembly.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
9	S.78	Issue of licence for Place of Assembly.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
10	S.81	Renewal of licence of Place of Assembly.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
11	S.82	Variation of licence of Place of Assembly.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
12	S.83	Cancellation of licence of Place of Assembly.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
13	S.84(2)	Overcrowding A council, an authorized officer, a person authorized by the Commissioner for Licensing or a person authorized by the State Fire Commissioner may –	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
		a) Cause the doors of a place of assembly to be closed; b) Evacuate the place of assembly; or c) Cause any event occurring at that place of assembly to be cancelled in circumstances referred to in paragraph (b).			
14	S.87	Closure order of Unhealthy premises.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
15	S.88	Service of closure order of Unhealthy premises.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
16	S.89	Revocation of closure order of Unhealthy premises.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
17	S.92(1)(4)(6)	Rectification notice A council, on the advice of an Senior Environmental Health Officer or building surveyor, is to serve a rectification notice in an approved form. If a person fails to comply with a notice, the council may cause any necessary work to be carried out at that person's expense. A council, upon the certificate of an Senior Environmental Health Officer or building surveyor that the condition of the premises is no longer, or is not likely to become, offensive, injurious or prejudicial to health, is to revoke a rectification notice.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
18	S.97	Grant or refusal of registration of premises.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
19	S.98	Issue of certificate of registration of premises.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
20	S.101	Renewal of registration of premises.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
21	S.102	Variation of registration of premises.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
22	S.103	Cancellation of registration of premises.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
23	S.106	Grant or refusal of licence (to carry out any Public health risk activity).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
24	S.107	Issue of licence (to carry out any Public health risk activity).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
25	S.110	Renewal of licence (to carry out any Public health risk activity).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
26	S.111	Variation of licence (to carry out any Public health risk activity).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
27	S.112	Cancellation of licence (to carry out any Public health risk activity).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
28	S.115	Grant or refusal of registration of regulated system.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
29	S.116	Issue of certificate of registration (of a regulated system).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
30	S.119(1)(3)	Notice to comply with direction.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
31	S.121	Renewal of registration (of any regulated system).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
32	S.122	Variation of registration (of any regulated system).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
33	S.123	Cancellation of registration (of any regulated system).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
34	S.128	Notification of quality of water.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
35	S.129(1)	Orders relating to water quality.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
36	S.130(1)(3)	Monitoring and review (of the quality of water within the municipal area).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
37	S.131	Samples An authorized officer or a council may take a sample from any water. Any sample taken under this section is to be analysed and tested in accordance with the requirements of the Director.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
38	S.135	Grant or refusal of registration (as a supplier of water).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
39	S.136	Issue of certificate of registration (as a supplier of water).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
40	S.136AA	Renewal of registration (as a supplier of water).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
41	S.136B	Variation of registration (as a supplier of water).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
42	S.136C	Cancellation of registration (as a supplier of water).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
43	S.136H	Issue of certificate of registration (as a water carrier).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
44	S.136I	Renewal of registration (as a water carrier).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
45	S.136K	Variation of registration (as a water carrier).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
46	S.136L	Cancellation of registration (as a water carrier).	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
47	S.144	Registers kept by Councils A council is to keep – a) A register of registered regulated systems; and b) A register of registered users and suppliers of water from private water sources; and c) A register of registered premises used for public health risk activities.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
48	S.148(1)	Requirement for information The Director, any council or an authorized officer may require a person to provide information relating to public health which is reasonably needed for the purposes of this Act.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager
49	S.152(1)	Costs incurred in exercising power.	Nil Conditions or Restrictions	• Chief Executive Officer	• Council
50	S.158(1)	Proceedings Proceedings for an offence under this Act may only be instituted by – a) The Minister or a person authorized by the Minister; or b) An authorized officer; or c) A nominated officer in relation to proceedings for an offence under Part 4; or d) A police officer; or e) A council.	Nil Conditions or Restrictions	• Chief Executive Officer	• Council
51	S.169(1)	Infringement notices An authorized officer or a council may serve an infringement notice on a person if of the opinion that the person has committed a prescribed offence.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Planning & Development • Senior Environmental Health Officer	• Council • General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
52	S.190(1),(3) & (4)	Sale or disposal of forfeited things.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
53	S.191(3)	Return of and access to seized things.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager
54	S.192(1)	Sale or disposal of seized things.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Director of Planning & Development - Senior Environmental Health Officer	- Council - General Manager

28. PUBLIC INTEREST DISCLOSURE ACT 2002

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.29B	Referral of disclosure to Integrity Commission Where a public body believes a disclosure relates to misconduct defined in the Integrity Commission Act 2009, the public body may refer the disclosure to the Integrity Commission.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
2	S.29D(1)	Notice of referral If public body refers a disclosure to the Integrity Commission, they must notify the person who made that disclosure of the referral.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
3	S.33(1)	Determination by public body of disclosure as to public interest disclosure Public body to determine whether disclosure is a public interest disclosure within 45 days.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
4	S.34(1)	Procedure where public body determines disclosure to be public interest disclosure Notifications where disclosure is determined a public interest disclosure.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
5	S.35(1)	Procedure where public body determines disclosure not to be public interest disclosure Notifications where disclosure is deemed not to be public interest disclosure.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
6	S.62B	Delegation by Principal officer The principal officer may by instrument in writing delegate to a public interest disclosure officer specified in the instrument the performance or exercise of such of his or her functions or powers under this Act (other than this power of delegation) as are specified in the instrument, and may, by instrument in writing, revoke wholly or in part any such delegation.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
7	S.64	Matter that do not have to be investigated A public body may decide not to investigate a disclosure.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
8	S.65(1)	Decisions by public body not to investigate Notification of decision not to investigate.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
9	S.68	Referral to Ombudsman by public body A public body may refer the investigation of a disclosed matter to the Ombudsman if the public body considers that its own investigation is being obstructed or that it is otherwise not within the capacity of the public body to complete the investigation.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
10	S.70	Provision of information to Ombudsman Public body must give the Ombudsman in writing any information it has in respect to a disclosed matter.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
11	S.72(1)	Notice of referral Notice to be given where public body refers an investigation to the Ombudsman.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
12	S.74	Information about progress of investigation Public body must at the request of the person who made the disclosure or the Ombudsman, give all reasonable information about the investigation with 28 days.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
13	S.76(1)	Report on investigation Public body must notify the Ombudsman and the relevant person on completing an investigation of a disclosed matter.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
14	S.77(1)	Report to person making disclosure Public body must inform the person who made the disclosure of the findings.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
15	S.77A(2)	Investigations to be completed within 6 months A public body may apply to the Ombudsman for an extension of up to 6 months in which to complete the investigation.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
16	S.77A(4)	Investigations to be completed within 6 months If investigation is not complete within time specified in 77A(1), public body must refer the disclosure to the Ombudsman.	Nil Conditions or Restrictions	- Chief Executive Officer - Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager

29. RIGHT TO INFORMATION ACT 2009

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.10	Electronic information If information is stored in an electronic form, a Minister or public authority may refuse an application if – a) The information cannot be produced using the normal computer hardware and software and technical expertise of the public authority; and b) Producing it would substantially and unreasonably divert the resources of the public authority from its usual operations.	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council
2	S.12	Information to be provided apart from Act This Act does not prevent and is not intended to discourage a public authority or a Minister from publishing or providing information, otherwise than as required by this Act.	A delegation may be for a period not exceeding 3 years.	- Chief Executive Officer Director of Corporate & Communication <u>Director Corporate and Financial Services</u> - Executive Officer	- Council - General Manager
3	S.13(5)(6)(7)(8)	Application for assessed disclosure of information.	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council
4	S.14(1)	Transfer of applications (for assessed disclosure of information).	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council
5	S.15	Time within which applications for assessed disclosure of information are to be decided.	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council
6	S.16	Charges for information All applications for assessed disclosure of information must be accompanied by an application fee of 25 fee units. The application fee may be waived if – a) The applicant is impecunious; or b) The applicant is a Member of Parliament acting in connection with his or her official duty; or ba) The applicant is a journalist acting in connection with their professional duties; or c) The applicant is able to show that he or she intends to use the information for a purpose that is of general public interest or benefit.	A delegation may be for a period not exceeding 3 years.	- Chief Executive Officer Director of Corporate & Communication <u>Director Corporate and Financial Services</u>	Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
7	S.17	Deferment of provision of information.	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council
8	S.18	Provision of information.	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council
9	S.19	Requests may be refused if resources unreasonably diverted.	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council
10	S.20	Repeat or vexatious applications may be refused.	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council
11	S.21(1)	Decision to be made on behalf of public authority by authorised person A decision in respect of an application for information made to a public authority is to be made by – a) The responsible Minister; or b) The principal officer of the public authority or c) A delegated officer.	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council
12	S.21(2)	Decision to be made on behalf of public authority by authorised person A person who makes a decision in accordance with this Act is to act impartially in making that decision.	A delegation may be for a period not exceeding 3 years.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Executive Officer	Council
13	S.22	Reasons to be given (when a decision in relation to an application for information is made).	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council
14	S.23	Other responsibilities of principal officer.	A delegation may be for a period not exceeding 3 years.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Executive Officer	- Council - General Manager
15	S.33	Public Interest Test In this Division, information is exempt information if the principal officer of the public authority or Minister considers, after taking into account all relevant matters, that it is contrary to the public interest to disclose the information.	A delegation may be for a period not exceeding 3 years.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Executive Officer	- Council - General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
16	S.36(2)	Personal information of person If a) An application is made for information under this Act; and b) The information was provided to a public authority or Minister by a third party; and c) The principal officer or Minister decides that disclosure of the information concerned may be reasonably expected to be of concern to the third party – the principal officer or Minister is to, by notice in writing to the third party – d) Notify that person that the public authority or Minister has received an application for the information; and e) State the nature of the information that has been applied for; and f) Request that, within 15 working days from the date of the notice, the person provide his or her view as to whether the information should be provided.	A delegation may be for a period not exceeding 3 years.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Executive Officer	- Council - General Manager
17	S.36(3)(5)	Personal information of person If a public authority or Minister, after receipt of a person's view, decides to provide the information, the public authority or Minister must, by notice in writing given to that person, notify that person of the decision. See subsection 5 for caveats.	A delegation may be for a period not exceeding 3 years.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Executive Officer	- Council - General Manager
18	S.37(2)	Information relating to business affairs of a third party If – a) An application is made for information under this Act; and b) The information was provided to a public authority or Minister by a third party; and c) The principal officer or Minister decides that disclosure of the information concerned may be reasonably expected to be of substantial concern to the third party – the principal officer or Minister must, before deciding whether the disclosure of the information under this Act would be likely to expose the third party that provided the information to substantial harm to the third party's competitive position, by notice in writing given to the third party – d) Notify the third party that the public authority or Minister has received an application for the information; and e) State the nature of the information applied for; and f) Request that, within 15 working days from the date of the notice, the	A delegation may be for a period not exceeding 3 years.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Executive Officer	- Council - General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
		third party provide the third party's view as to whether the information should be provided.			
19	S.37(3)(5)	Information relating to business affairs of a third party If a public authority or Minister, after receipt of a third party's view, decides to disclose the information, the public authority or Minister must, by notice in writing given to the third party, notify the third party of the decision. See subsection 5 for caveats.	A delegation may be for a period not exceeding 3 years.	- Chief Executive Officer Director of Corporate & Communication <u>Director Corporate and Financial Services</u> - Executive Officer	- Council - General Manager
20	S.43(4)(5)	Internal review (of a decision in respect of an application).	A delegation may be for a period not exceeding 3 years.	Chief Executive Officer	Council

30. ROADS AND JETTIES ACT 1935

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.22LGA	To agree with the Minister for the maintenance or reconstruction of a State highway or a subsidiary road otherwise than in accordance with S.11(1).	Nil Conditions or Restrictions	Chief Executive Officer	Council
2	S.22LGA	To carry out the Council's power to move, keep or impound any vehicle causing an obstruction or danger etc and related action pursuant to S.48B.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Planning & Development - Director of Works & Infrastructure - Works Manager - Compliance Coordinator - Compliance Officer	Council
3	S.11	Maintenance of State highways, &c. in cities, &c.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
4	S.11(2)	To agree with the Minister for the maintenance or reconstruction of a State highway or a subsidiary road otherwise than in accordance with S.11(1).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
5	S.28	Acquisition of land for quarry, &c.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
6	S.29	Intention to acquire land may be abandoned if compensation excessive.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager

No Statutory Ref		Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
7	S.32	Entry by Council upon land and staking out of same.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
8	S.33	Rental of land (for the purpose of obtaining materials therefrom for the construction or maintenance of any road or street).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
9	S.34	Use of uncultivated land for temporary road.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
10	S.35	Taking of timber, &c., from land (for making, repairing, or fencing any road, or for any other purposes of this Act).	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
11	S.36	Quarries, &c., to be fenced and filled up or otherwise secured.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
12	S.37	Fences to be restored.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
13	S.38	Deviations to be fenced Where any road has been diverted, the road authority shall, if required by the owner or occupier of any land through which such road passes, cause such road to be well and sufficiently fenced where it so passes.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
14	S.40	Power to make, cleanse and keep open drains or watercourses in and through land adjoining or near any road	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
15	S.41	Timber growing near roads may be cut down: Consent of owner required in certain cases.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
16	S.42	Hedges, &c., obstructing view of traffic to be cut or trimmed.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
17	S.44	Culverts to be constructed by owners at entrances to lands adjoining roads.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager - Development Engineer	- Council - General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
18	S.45	Power of Minister in certain cases to erect gates across roads.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
19	S.46	Damage caused by overweight vehicles.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
20	S.47	Road metal, &c., may be placed on side of road.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
21	S.47A	Warning gantries for bridges with overhead members.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Works & Infrastructure - Director of Planning & Development - Works Manager Works Operations Manager	- Council - General Manager
22	S.48	Power of road authority, with the consent of the Governor, to permit tramway or railway along or across road.	Nil Conditions or Restrictions	- Chief Executive Officer Director of Works & Infrastructure - Director of Planning & Development - Works Manager Works Operations Manager	- Council - General Manager
23	S.48A	Removal and disposal of abandoned articles.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager - Director Planning & Development - Compliance Coordinator - Compliance Officer	- Council - General Manager
24	S.48B	Power to remove vehicles causing obstruction or danger.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Director of Planning & Development - Compliance Officer - Works Manager	- Council - General Manager
24	S.49	Obstructing roads: Notice to remove obstructions.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Director of Planning & Development - Works Manager - Compliance Officer	- Council - General Manager

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
26	S.50B	Excavations A person must not make any excavation, vault or cellar beneath a street in a town without the consent of the appropriate council.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
27	S.51	Laying down timber, &c., on roads.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager

31. STRATA TITLES ACT 1998

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.31AA	Requirement for staged development scheme Where an application for a certificate of approval is made wholly or partly in respect of vacant land, the council may refuse the application on the ground that an application for a staged development scheme under section 38 should be made.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
2	S.31(2A)	Application for, and grant of, certificate of approval The Council must within 30 days of receiving an application issue or refuse to issue a certificate of approval.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
3	S.31(2B)	Application for, and grant of, certificate of approval The Council may give the applicant notice requiring further information in order to determine the application.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
4	S.31(3)	Application for, and grant of, certificate of approval The Council may issue a certificate of approval for a strata plan after satisfying itself of certain matters.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
			Director of Planning & Development . that the application complies with the relevant legislation		
5	S.31(4)	Application for, and grant of, certificate of approval The Council must return sketches, plans and models if it refuses to issue a certificate of approval.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
6	S.31(6)	Application for, and grant of, certificate of approval The Council must refuse to issue a certificate of approval if it considers the proposal is actually a subdivision.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or 7the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
7	S.36(1)	Application for council approval (in relation to a staged development scheme).	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
8	S.37(1)(a)	Approval of scheme in principle Before giving in principle approval for a staged development scheme council can require specified changes to the scheme.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
9	S.37(1)(b)	Approval of scheme in principle Before giving in principle approval for a staged development scheme council can require the demolition or alteration of buildings on the site.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
10	S.37(2)(a)	Approval of scheme in principle Council can approve a staged development scheme unconditionally.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
11	S.37(2)(b)	Approval of scheme in principle Council can approve the staged development scheme subject to specified conditions.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
12	S.37(2)(c)	Approval of scheme in principle Council can refuse to approve the staged development scheme.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
13	S.37(4)	Approval of scheme in principle If council approves the proposed staged development scheme it must issue a certificate of approval.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
14	S.41(2)	Progressive development The council may refuse to approve a particular stage in a staged development scheme if an earlier stage of the scheme has not been completed as required under the terms of the registered scheme.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
15	S.42(2)	Application for variation of scheme The application is to be made in the first instance to the council for the area in which the site is situated.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development 16. that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
16	S.42(5)	Application for variation of scheme The council may dispense with the consent of a present or prospective owners of lots in the staged development scheme in relation to a proposed variation if satisfied of certain matters.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
17	S.42(6)	Application for variation of scheme The council may approve the variation unconditionally, or approve the variation subject to specified conditions or refuse to approve the variation.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
18	S.45	Injunction Council (as an “interested person” under the Act) can apply for a mandatory injunction requiring the developer of a staged development scheme to complete the scheme.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
19	S.54(1)(a)	Approval of scheme Before giving in principle approval for a community development scheme council can require specified changes to the scheme.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
20	S.54(1)(b)	Approval of scheme Before giving in principle approval for a community development scheme council can require the demolition or alteration of buildings on the site.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
21	S.54(2)(a)	Approval of scheme Council can approve a proposed community development scheme unconditionally.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
22	S.54(2)(b)	Approval of scheme Council can approve the proposed community development scheme subject to specified conditions.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
23	S.54(2)(c)	Approval of scheme Council can refuse to approve the proposed community development scheme.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
24	S.54(4)	Approval of scheme If council approves the proposed community development scheme it must issue a certificate of approval.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
25	S.57(2)	Progressive development The council may refuse to approve a particular stage of a community development scheme in certain circumstances.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
26	S.58(2)	Application for variation of scheme The application is to be made in the first instance to the council for the area in which the site is situated.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
27	S.58(5)	Application for variation of scheme The council may dispense with the consent of a present or prospective owners of lots in the community development scheme in relation to a proposed variation if satisfied of certain matters.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
28	S.58(6)	Application for variation of scheme The council may approve the variation unconditionally, or approve the variation subject to specified conditions or refuse to approve the variation.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
29	S.61	Injunction Council (as an “interested person” under the Act) can apply for a mandatory injunction requiring the developer of a community development scheme to complete the scheme.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council

No	Statutory Ref	Functions or Power	Conditions or Restrictions	Delegation	Original Source of Power
30	S.65(a)	Assignment of interest in land subject to scheme If the owner of land subject to a registered community development scheme proposes to sell or dispose of land subject to the scheme the owner must give written notice of the proposed transaction to the Council for the area in which the site is situated.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
31	S.65(b)(i)	Assignment of interest in land subject to scheme If the owner of land subject to a registered community development scheme proposes to sell or dispose of land subject to the scheme the person who is to acquire title to the land in consequence of the transaction must give to the council a written undertaking to develop the land in accordance with the registered scheme.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
32	S.65(b)(ii)	Assignment of interest in land subject to scheme If the owner of land subject to a registered community development scheme proposes to sell or dispose of land subject to the scheme the person who is to acquire title to the land in consequence of the transaction must give the council any security required by the council, within 28 days after notice of the transaction was given to the council, for the development of the land in accordance with the scheme.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council
33	S.142(2)(b)	Recording of certain orders.	No authority to sub-delegate in respect of the delegation Any action taken may only be done so upon advice from the Senior Planner <u>Principal Planner</u> or the Director of Planning & Development . that the application complies with the relevant legislation	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u>	Council

32. SURVEY CO-ORDINATION ACT 1944

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.4(2)	Public authorities to compile and forward to Surveyor-General lists of existing plans Every public authority shall, upon being so required by the Surveyor-General, appoint a fit and proper person as the proper officer of that authority for the purposes of this Act.	Nil Conditions or Restrictions	Chief Executive Officer	Council
2	S.5	Public authorities to give notice of intention to commence new surveys.	Nil Conditions or Restrictions	Chief Executive Officer	Council

33. TRAFFIC ACT 1925

Notes on Legislation S.3(2):

This Act is to be read together with the Vehicle and Traffic Act 1999 as a single Act and accordingly –

- Words and expressions used in this Act that are defined under the Vehicle and Traffic Act 1999 (and not in this Act) have, unless the contrary intention appears, the same respective meanings; and
- A reference to “this Act” extends, unless the contrary intention appears, to both Acts.

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.43(2)	Removal of things obstructing public streets An authorized person may remove, take and detain articles placed or left in public streets to the obstruction, annoyance or danger of other persons.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Director of Planning & Development - Compliance Officer - Works Manager	Council
2	S.43(3)(4)(5)	Removal of things obstructing public streets A relevant authority must notify articles owner of removal and/or dispose of articles not removed.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Director of Planning & Development - Compliance Officer - Works Manager	Council

34. URBAN DRAINAGE ACT 2013

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.5(4)	Council to provide adequate public stormwater system A council may appeal to the Tasmanian Civil and Administrative Tribunal against an order under subsection 5(3) within the period specified in the order.)	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
2	S.5(6)	Council to provide adequate public stormwater system Council to provide public stormwater system. If found not too, they must comply with the orders in notice of default.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
3	S.7	Service of notice relating to negotiations for provisions of stormwater services.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
4	S.11(1)	Power of council to adopt stormwater systems General manager may agree with a person who has a private stormwater system or is proposing to construct stormwater system that if it is constructed in accordance with the terms of the agreement that the council will declare the works to be vested in the council.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council • General Manager
5	S.11(4)	Power of council to adopt stormwater systems General manager may require person constructing a drain to construct it in a different way.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council • General Manager
6	S.11(8)	Power of council to adopt stormwater systems Where a council imposes a requirement under S.11(4) they must pay extra costs incurred by person constructing the drain.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council
7	S.12	Council to maintain maps.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Works & Infrastructure • <u>Works Manager</u> • <u>Works Officer</u>	• Council
8	S.13	Protection of stormwater assets General manager granting consent as to protection of stormwater assets. Issuing of notices requiring removal where consent has not been granted.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council • General Manager
9	S.13(4)	Protection of stormwater assets If a person fails to carry out the works required in the notice within the specified period, the council may demolish, remove or remedy the building or construction and carry out any works necessary for restoring or reinstating the public stormwater system.	Nil Conditions or Restrictions	• Chief Executive Officer • Director of Works & Infrastructure • Works Manager	• Council

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
10	S.13(5)(b)	Protection of stormwater assets If the council carries out works under S.13(4) expenses are recoverable in a court of a competent jurisdiction.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
11	S.14	Interference with public stormwater systems General manager granting consent as to interference with stormwater systems. Issuing of notices requiring removal where consent has not been granted.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
12	S.14(4)	Interference with public stormwater systems If a person fails to comply with the notice issued under 14(2) within the specified period, the council may demolish, remove or remedy the works and carry out any works necessary for restoring or reinstating the infrastructure.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
13	S.14(5)(b)	Interference with public stormwater systems If the council carries out works under S.14(4) expenses are recoverable in a court of a competent jurisdiction.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
14	S.15(13)	Power of authorised officers to carry out work on or adjacent to public land A council must make good, to the satisfaction of the authority responsible for the land, any damage caused by the exercise of powers under this section as soon as practicable.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
15	S.16(9)	Power of authorized officers to enter private land The council must make good any damage caused by the exercise of powers under this section as soon as practicable or pay reasonable compensation for the damage.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager Works Supervisor - Team Leader – Bicheno - Team Leader – Swansea - Team Leader – Triabunna	Council
16	S.17	Power to undertake construction of public stormwater systems Without the permission of the relevant general manager, a person must not discharge, or cause or permit to be discharged, stormwater into any system other than the public stormwater system.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
17	S.18(3)	Discharge of matter into public stormwater system General Manager must give permission to discharge matter into public stormwater systems.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
18	S.20	Limits on connection point General manager to provide approval in relation to limits on connection points for public and private stormwater systems.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
19	S.21(1)	Requirement to connect General Manager may service notice requiring connection to public stormwater systems.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
20	S.21(3)	Requirement to connect Where notice has been served, council may recover costs if it is not complied with.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
21	S.22(1)	Requirement to disconnect General manager may service notice to property owner requiring the removal of existing connections between the property and public stormwater systems and recover costs where notice is not complied with.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
22	S.22(3)	Requirement to disconnect Where notice has been served, council may recover costs if it is not complied with.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
23	S.23(2)(a)	Property owners not to direct stormwater onto neighbouring properties General manager to issue notice giving property owner creating nuisance 28 days to stop.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
24	S.23(2)(b)	Property owners not to direct stormwater onto neighbouring properties If a property owner does not comply with a notice under S.23(2)(a) the council can carry out such works that are necessary to rectify the nuisance.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council
25	S.23(3)	Property owners not to direct stormwater onto neighbouring properties Any costs incurred under S.23(2)(b) are recoverable in a court of competent jurisdiction.	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	Council

35. VEHICLE AND TRAFFIC ACT 1999

No	Statutory Ref	Function or Power	Conditions or Restrictions	Delegation	Original Source of Power
1	S.56C(2)(3)(4)(5)	Certain activities prohibited on public streets (ie selling goods, or a business, calling, or employment) in accordance with the provisions of Section 56C(2)(3)(4)(5) of the Vehicle and Traffic Act 1999	Nil Conditions or Restrictions	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager

36. MISCELLANEOUS POWERS AND FUNCTIONS TO THE GENERAL MANAGER AND AN OFFICER / EMPLOYEE

No	Function or Power	Delegation	Original Source of Power
1	To call for and accept quotations, tenders or auction the disposal of surplus or redundant plant, equipment or materials.	- Chief Executive Officer - Director of Works & Infrastructure Director of Corporate & Communication<u>Director Corporate and Financial Services</u> - Works Manager	- Council - General Manager
2	To approve the taking over by the Council of engineering works involved in the development of a subdivision subject to certification by the Engineering Technical Officer or Consultant Engineer that all the items, including maintenance, have been satisfactorily completed and "as constructed" drawings have been received.	- Chief Executive Officer - Director of Works & Infrastructure - Development Engineer	- Council - General Manager
3	To institute, defend, abandon, settle or compromise any proceedings before any tribunal for the recovery of debts due to the Council or for breaches of any By-laws or statutes affecting the Council, or to protect, recover or secure recompense for damage to or loss of any property of the Council.	- Chief Executive Officer Director of Corporate & Communication<u>Director Corporate and Financial Services</u> - Director of Planning & Development - Director of Works & Infrastructure	- Council - General Manager
4	To authorise and to institute proceedings for non-compliance with any order or notice lawfully made or given by or on behalf of the Council, and where such order or notice is not complied with, to authorise the carrying out of the necessary work where the Council has the power to do so.	- Chief Executive Officer - Senior Environmental Health Officer - Director of Planning & Development Director of Corporate & Communication<u>Director Corporate and Financial Services</u> - Director of Works & Infrastructure	- Council - General Manager
5	To issue or publish or cause to be issued or published statements of fact relating to Council's activities or policies.	- Chief Executive Officer - Director of Works & Infrastructure - Director of Planning & Development Director of Corporate & Communication<u>Director Corporate and Financial Services</u> <u>Community Development Coordinator</u> - Works Manager - Community & Communications Officer	Council
6	To seek legal advice and to complete affidavits on behalf of Council in accordance with Council policies.	Chief Executive Officer	Council
7	To sign all contracts, leases and agreements on behalf of Council in accordance with Council policies.	Chief Executive Officer	Council
8	To control and supervise all contracts and to approve expenditure authorised thereunder in the relevant	Chief Executive Officer	Council

No	Function or Power	Delegation	Original Source of Power
	budget, including contingency provisions.	Director of Corporate & CommunicationDirector Corporate and Financial Services - Director of Works & Infrastructure - Director of Planning & Development	General Manager
9	To authorise the carrying out by Council of private works for other parties.	- Chief Executive Officer - Director of Planning & Development - Director of Works & Infrastructure - Works Manager	- Council - General Manager
10	To authorise the joining in or the contribution by the Council, to the erection or repair of any fence between land of the Council and adjoining land in accordance with the Boundary Fences Act 1908 and in keeping with the Council budget estimates.	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
11	To determine the use of public roads for walk-a-thons, charitable collections or other like events.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Director of Works & Infrastructure	- Council - General Manager
12	To authorise the closure of roads or parts thereof temporarily for repairs or construction.	- Chief Executive Officer - Director of Works & Infrastructure	- Council - General Manager
13	To authorise the total or partial release of bonds, guarantees and security deposits where the relevant Manager has certified that the work or thing which the bond, guarantee or security deposit relates has been satisfied in whole or in part and to call on any bonds, guarantees or security deposits where the work secured has not been carried out in accordance with Council requirements.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services - Director of Planning & Development	- Council - General Manager
14	To authorise the use of Council's plant and equipment in emergencies at the request of the State Emergency Services, Tasmania Police or the State Fire Authority.	- Chief Executive Officer - Director of Works & Infrastructure - Works Manager	- Council - General Manager
15	To make payments and donations in keeping with Council policy.	- Chief Executive Officer Director of Corporate & CommunicationDirector Corporate and Financial Services	- Council - General Manager
16	To approve or disapprove, upon written application, requests to consume intoxicating liquor on Council reserves or premises.	Chief Executive Officer	Council
17	To lend materials from Council stores stock in emergency circumstances as determined by the General	Chief Executive Officer	Council

No	Function or Power	Delegation	Original Source of Power
	Manager subject to the provision of a written acknowledgement of receipt of an undertaking to replace within a set time.	- Director of Works & Infrastructure - Works Manager	General Manager
18	Power to approve demolition of buildings not classified by the National Trust or Heritage listed.	- Chief Executive Officer - Director of Planning & Development - Director of Works & Infrastructure	- Council - General Manager
19	To approve conditionally or otherwise all temporary signs and hoardings.	- Chief Executive Officer - Director of Planning & Development Senior Planner<u>Principal Planner</u><u>Principal Planner</u>	- Council - General Manager
20	Authority to appoint "Authorised Officers" or "Council Officers" where such are required to be appointed under the Local Government Act 1993 or any other Act and to issue "Certificates of Authority" to those officers where required.	Chief Executive Officer	Council
21	The Affixing of the Common Seal in accordance with Council's <i>Use of Council's Common Seal Policy</i>	Chief Executive Officer	Council
22	To act in the role of Permit Authority to facilitate the powers and functions in administration, enforcement and responsibilities in accordance with the provisions of the Building Act 2016. **NOTE CONDITION: 1. This authority does not grant the Officers the power to delegate this function to any other persons.	- Director Planning & Development - Compliance Coordinator - Compliance Officer Plumbing Surveyor<u>Plumbing Inspector</u>	General Manager
23	Environmental Health By-Law No.1 of 2019 Section 3(1) Authorised Officer Appointed as an authorised officer for the purposes of the by-law	- Chief Executive Officer - Director Planning & Development - Director Infrastructure & Works - Senior Environmental Health Officer - Compliance Officer - Compliance Coordinator - Works Manager Waste Transfer Station operator	Council



9 Melbourne Street (PO Box 6)
Triabunna TAS 7190
03 6256 4777
03 6256 4774
admin@freycinet.tas.gov.au

EVENT SUPPORT GRANT APPLICATION

EVENT SUPPORT ASSISTANCE GUIDELINES

ELIGIBLE EVENTS:

The Council will consider requests for assistance by community, sporting and non-profit organisations holding major festivals, events or promotions in the Glamorgan Spring Bay.

Major festivals and events are defined as significant events that are the only one of their kind in the Glamorgan Spring Bay in any one year and attract significant numbers of people to the event (generally in excess of 500) and/or attract significant media coverage for the Glamorgan Spring Bay.

ELIGIBLE ORGANISATIONS:

Any community group, organisation or club that is legally incorporated or operating under the auspices of an incorporated body. The organisation must hold and produce evidence of public liability cover for the event.

ELIGIBLE ASSISTANCE:

In-kind support includes provision of such items as wheelie-bins, barricades, delivery and collection of bins, erection of barricades and advertising of street closures (if a council road and it has been approved by Council). The cost to the Council of any in-kind assistance approved will be calculated and costed against the application.

The maximum allocation to an event is \$2,000.

PRIORITIES:

The funding available is limited. Priority will be given to events that:

- Have a significant benefit for a wide range of Glamorgan Spring Bay residents and businesses.
- Are unique within the Glamorgan Spring Bay
- If profit making, put the funds back into the community, preferably through community projects that will benefit a wide cross-section of the community.



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Event Support Grant Application

Please make sure you answer all Sections of this form.

APPLICANTS DETAILS			
Contact Person Name:	Sue Nettlefold		
Position in organisation:	President (Founder)		
Postal Address:	PO Box 200, Orford TAS 7190		
Phone:		Mobile:	0429 326 780
Email:	suenettlefold@bigpond.com		

ORGANISATION DETAILS	
Name of group or organisation running the event:	Spring Bay Arts Group Inc
Address:	PO Box 200, Orford TAS 7190
Website:	springbaystudioandgallery.com
ABN:	88 468 852 963
Incorporation number:	IA14417
Legal Status (Please tick which one applies to your group):	
☒ Not-for-profit or incorporated association. ☐ Registered business hosting a fundraising event where proceeds are donated to charity. ☐ Registered business hosting a profited event.	

EVENT DETAILS			
Event name:	Annual Art Exhibition		
Event description:	Exhibition of artworks & Annual Art Prize Award		
Event date(s):	2-31 January 2026	Time(s):	10.00am - 3.00pm daily



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Set up date(s):	27-31 December 2026	Close down date(s):	31 January 2027
Event held previously:	☒ Yes ☐ No	Total no. of people expected to attend at any one time:	20
Entry costs:	Free entry: ☒	Voluntary donation: ☐	Admission fees: \$

EVENT VENUE	
Venue Name:	Triabunna Community Hall
Venue Address:	3 Vicary Street, Triabunna TAS 7190
Has permission been obtained from the venue:	Yes ☒ No ☐ Owner / Manager / Committee of Management
Permission to use venue:	☒ Yes ☐ No
Will the event be held on Council or private land?	☒ Council Land ☐ Private Land
Event description: <i>(Please provide dot points including what you are going to do, the need for the event and why it is of value, any event partners, any further details about location etc.)</i>	
- ACTIVITY - Exhibition of themed artworks created by members of Spring Bay Arts Group (trading as Spring Bay Studio & Gallery). A free-to-attend Opening Night featuring an Art Prize provides an opportunity for the community to gather, enjoy the artworks and socialise. - NEED FOR EVENT - Exhibition for the public of themed artworks created by Spring Bay Arts Group members throughout 2026. Culmination of creative skills learned over the year. A valuable, free addition to local summer holiday season activities available to the resident community and visitors. - VALUE OF EVENT - Allowing group members to showcase and possibly sell their artworks. Members gain skills in exhibition curation and running the event. Value as a tourism event; 1,000+ state / interstate / international visitors have enjoyed the group's past exhibitions. - EVENT PARTNERS - None for the actual event. However, set-up costs for exhibition display panels (Gatorboard) will be shared with the Spring Bay Yoga Group and the Triabunna Community Hall committee, who will have ongoing use of these items (<i>refunding breakdown</i>). - LOCATION - Temporary use of the Triabunna Community Hall for one month, plus set-up/clearing out, meeting all requirements as specified by the Triabunna Community Hall committee.	



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INSURANCE		
Do you hold insurance for this event?		☒ In progress ☐ No
Please outline the insurance type and value involved: <i>(Attach Certificate of Currency with your application)</i>		
Public Liability insurance is being provided by Council		
TEMPORARY ROAD CLOSURES <i>(if applicable)</i>		
Will the event require road closure? <i>(Attach Traffic Management Plan)</i>	☐ Yes ☒ No	
Which road(s) will be closed for the event?		
Time of road closures:		
BENEFITS OF THE EVENT TO GLAMORGAN SPRING BAY		
Please tick or highlight any of the following areas that are relevant to your event:		
☒ Community Participation	☐ Environment	☐ Sport & Recreation
☒ Community Education	☒ Tourism & Events	☐ Heritage & History
☐ Health & Safety	☐ Multi-Cultural	☒ Arts & Culture
What will Glamorgan Spring Bay residents gain from this event?		
- The local community and visitors can access a free activity during the peak summer holiday season - Showcases the talent and work of local creative residents - Offers residents the opportunity to meet the artists and discuss art practice, at the Opening Night and throughout the duration of the exhibition - Offers residents the opportunity to join Spring Bay Arts Group if they wish - Access to a local event in a safe community hall space, with appropriate public facilities (eg public toilets, AED) - Visitors will be encouraged to visit local businesses, particularly for food/drink		



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What will Glamorgan Spring Bay businesses gain from this event?	
Visitors will be advised of other amenities close by in Triabunna, and also in Orford, such as the Maria Island ferry, cafes/fish van, supermarkets, walking trails.	
Briefly explain how you plan to acknowledge Council's contribution / assistance to the event.	
- Council will be acknowledged and thanked as part of the President's Welcome at the Opening Night event - The exhibition catalogue will acknowledge Council's contribution. Hard copies will be available to all visitors, and a soft copy placed on the SB Art Group's website	
REQUEST FOR FUNDING	
Please confirm the dollar amount you are applying for from Council (per year).	\$ 1,500
Please outline the amount of funds, if any, you are requesting from Council, and the purpose to which the funds will be applied: <i>Please provide quotations with your application</i>	
\$1000 - for twenty 1000 x 1800 Gatorboard exhibition panels from Quadro Nostro, 27 Patrick Street, Hobart (total price \$2000, balance from Spring Bay Yoga Group and GSBC) \$ 500 - for event marketing, including external corflute signage x 2, promotional materials, social media (Facebook, Instagram) boosted posts x 2	
Are you prepared to accept partial funding? (Council's grants are highly competitive and Council may offer less than the amount you request.)	☒ Yes ☐ No
IN-KIND SUPPORT	
<i>In-kind support (Council contribution) is where Council waives or reduces our fees including permit fees, Council venue or site hire, and bin hire.</i>	
Are you requesting in-kind support from Council?	☒ Yes ☐ No
What in-kind support would you like?	
☐ Wheelie bin hire*	☐ Venue/Site hire waiver
☐ Permit fees waiver	☐ Power
Other: -	



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admin@freycinet.tas.gov.au**CERTIFICATION / DECLARATION**

This declaration must be signed by a person authorised to sign on behalf of the organisation.

- I certify to the best of my knowledge that the information given on this form is complete and correct.
- I understand that approval of the grant is subject to mutual agreement between Glamorgan Spring Bay Council and the applicant.
- I understand that if Glamorgan Spring Bay Council approves a grant, I will be required to accept the conditions of the grant in accordance with Glamorgan Spring Bay Council requirements.
- I understand that Glamorgan Spring Bay Council does not accept any liability or responsibility for the proposal in this application and that it is the responsibility of the applicant or their sponsor to provide the appropriate insurance cover and abide by all relevant health and safety standards.
- I agree that if funded, funds will be used only for the event described on this application.
- I consent to the release of event information in this application for promotional and evaluation purposes relevant to Glamorgan Spring Bay Council.
- I will seek permission from the group before submitting photographs for use by Glamorgan Spring Bay Council.

The above organisation has authorised me to submit this application on their behalf. The information contained herein is, to the best of my knowledge, true and correct.

Name:	Sue Nettlefold
Signature:	
Position in organisation:	President

Please return this application to: community@freycinet.tas.gov.au

Please Note: All successful applicants are required to submit evidence of expenditure in a final report. Included in reporting will be formal receipts, photographs and providing the opportunity for Community Services staff to attend the funded event.

FINAL CHECK LIST	
Action	Completed
Completed all sections of the application form	☒ Yes ☐ No
Signed the application form	☒ Yes ☐ No
Attached copies of any required documentation	☐ Yes ☐ No
Attached copies of supporting quotes	☐ Yes ☐ No



9 Melbourne Street (PO Box 6)
Triabunna TAS 7190
03 6256 4777 03 6256 4774
admin@freycinet.tas.gov.au
www.gsbctas.gov.au



COMMUNITY SMALL GRANTS PROGRAM

GUIDELINES FOR APPLICATIONS

The Glamorgan Spring Bay Council's Community Small Grants Program provides small grants to community organisations and groups to assist them to undertake programs and activities within the Glamorgan Spring Bay municipal area.

Council receives requests for more funding than is available and consequently funds under the programs are limited. The majority of grants will be restricted to no more than \$1,000, however, in certain circumstances, Council may consider increasing the allocation.

There is no specific funding period. Applications for funding assistance shall be considered throughout the year until such time as the available funds have been exhausted.

ELIGIBILITY

Applications must be from not-for-profit organisations as defined as follows:

- Its main operating purpose is other than to provide goods and services for profit.
- Other than in the case of winding up, no member/owner has the right to surpluses of the entity.
- That entity does not have the right to transfer ownership to members/owners.
- Any resident of the Glamorgan Spring Bay municipal area who has been selected on merit to participate or compete in any event or project of state, national or international significance may seek funding assistance.

PROJECTS SHOULD AIM TO:

- Address relevant community issues of significance.
- Be initiated within the community and actively involve local people.
- Improve access and encourage wider use of facilities.

COUNCIL PROCESS REQUIREMENTS:

Application:

- Complete the Community Small Grants Application form.
- Provide a plan or sketch of the proposed project (if applicable).
- Provide a copy of the project budget and evidence of basis of costs (Quotation).

SUCCESSFUL APPLICANTS AFTER PROJECT COMPLETION:

- Complete the Community Small Grants Acquittal form.
- Provide a brief written report of the success or otherwise of the project prior to the conclusion of the financial year, together with a photo (if applicable).
- Provide most recent financial statement or evidence of expenditure.

For further information, please contact the Community & Communications Officer

Phone: (03) 6256 4777

Email: community@freycinet.tas.gov.au

PO Box 6, Triabunna 7190

Community Small Grant Application

Please make sure you answer all Sections of this form.

APPLICANTS DETAILS			
Organisation/ Committee Name:	Freycinet Coast Association Inc.		
Contact Person Name:	Liz Swain AM		
Position in organisation:	President		
Postal Address:	PO Box 7 Coles Bay, Tas 7215		
Phone:		Mobile:	0418 331 963
Email:	swainy2@me.com		
Legal Status (Please tick which one applies to your group):	☐ Registered Not-for-profit ☐ Incorporated association.		

PROJECT TITLE AND BRIEF DESCRIPTION (If insufficient space, please attach additional sheet)

The Freycinet Coast Association Incorporated (FCA), formed 30 years ago, consists of community and business members around the Freycinet peninsula and coastal region, stretching from Little Beach in the North to Boomer Creek in the South. Membership is currently 80, with a regular distribution list of 120.

In recent years, the FCA has worked with council for the successfully completed Esplanade track grant, including interpretive sculptures (local birds, fishes, wildlife and the Hazards mountains details), and with the Coles Bay Community Centre's Annex grant completion, for the betterment of our Coles Bay community and many tourists.

When the GSB Council closed the information centres within the municipality, even though the Freycinet Peninsula is probably the most visited regional attraction in Tasmania, Freycinet was left without significant local tourism support for accommodation, activities, places of interest and details of where to eat and drink.

The FCA has stepped up, to provide suitable regional information, distributed extensively throughout Tasmania. This is in the form of our website (<https://www.wineglassbay.com/>), various information boards within our Freycinet community and the distribution of 30,000 brochures annually. Although actively promoting the use of QR codes and our website (rather than brochures), some tourists seem unable or unwilling to use apps and prefer hard copy material. Despite this, we are receiving over 100,000 hits per annum on our website.

These annual costs have escalated with the popularity of FCA's supplied information continuing to grow, with requests from statewide tourism information centres, requiring large numbers of brochures for Tasmanian visitors.

To support this, we have encouraged more coastal businesses to become part of our Association, as these operators provide the funding for these FCA activities.

This is a request for the GSB to assist us with the annual funding, that is now \$15,000 per annum.



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admin@freycinet.tas.gov.au
www.gsbc.tas.gov.au



BENEFITS OF THE ACTIVITY TO GLAMORGAN SPRING BAY		
Please tick or highlight any of the following areas that are relevant to your event:		
☒ Community Participation	☒ Environment	☒ Sport & Recreation
☒ Community Education	☒ Tourism & Events	☒ Heritage & History
☒ Health & Safety	☐ Multi-Cultural	☒ Arts & Culture
The boxes highlighted include • Community Participation (part of our Association and inclusive membership) • Environment (encouraging using apps rather than brochures) • Sports & Recreation (details include roads, parking, walkways, facilities, toilets) • Community Education (PWS details) • Tourism & Events (demand for brochures and over 100,000 hits on the website) • Heritage & History (website, brochures and planning for history plaques) • Health & Safety (details to assist visitors to best access facilities) • Arts & Culture (PWS details)		

OUTLINE INTENDED OUTCOMES OF THE PROJECT

This work is an ongoing community project that has continued to grow over the last 30 years; exponentially since the closure of the GSB Information Centres. FCA's voluntary team are providing a significant contribution to our local community and the tourism industry. The Tasmanian government's tourism plan is to double the current tourism numbers visiting Freycinet over the next decade.

Our business members, whilst getting promotion by FCA are currently paying for these significant costs, that benefit the wider regional community. The FCA has expanded beyond the peninsula to gain more tourism operators, but are unlikely to be able to continue to absorb escalating costs over the next decade. If we increase our annual business membership rate significantly, we could lose some of our membership base, to the detriment of our organisation and more broadly, Tasmania's East Coast.

This project will continue, and FCA has been investigating ways to cut costs, to sustain the business activities. However, with increasing tourism numbers, it's likely our overall costs will continue to increase.

The committee consider this work to be a necessary part of our organisation but are unable continue to absorb the current and anticipated growth costs.

REQUEST FOR FUNDING	
Please confirm the dollar amount you are applying for from Council.	\$ 5,000
Please outline the amount of funds, if any, you are requesting from Council, and the purpose to which the funds will be applied: <i>Please provide quotations with your application</i>	

Attached an invoice of one of our last financial years brochure purchase. The grant would be applied directly to the next purchase of 15,000 brochures required for summer this year.

Basically, the cost of printing 15,000 brochures is in excess of \$5000 per run (two runs per annum), plus the business information updates to the master copy, can be up to \$1000.

In addition, website and local information board updates, including new corflutes are frequently required to maintain accurate details (member information and cost changes, QR codes, photo updates), costing an additional \$4000 per annum.

FCA is currently funding 100% of these \$15000 costs, and is respectfully requesting financial support of \$5000, as our costs continue to escalate with tourism growth in the GSB region.

The website <https://www.wineglassbay.com/> is attracting over 100,000 hits per annum.

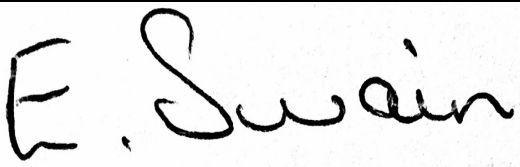
Funding to be contributed by you or your organisation	\$ 10,000
Funding to be contributed from other organisations	\$0
Total Project Expenses	\$15,000
If your application is approved, funding will be paid directly into the nominated bank account. Please provide the following bank account details for this entity:	Account Name: Freycinet Coast Association Inc.
	BSB: 633 000
	Account Number: 140 996 281

CERTIFICATION / DECLARATION

This declaration must be signed by a person authorised to sign on behalf of the organisation.

- I certify to the best of my knowledge that the information given on this form is complete and correct.
- I understand that approval of the grant is subject to mutual agreement between Glamorgan Spring Bay Council and the applicant.
- I understand that if Glamorgan Spring Bay Council approves a grant, I will be required to accept the conditions of the grant in accordance with Glamorgan Spring Bay Council requirements.
- I understand that Glamorgan Spring Bay Council does not accept any liability or responsibility for the proposal in this application and that it is the responsibility of the applicant or their sponsor to provide the appropriate insurance cover and abide by all relevant health and safety standards.
- I agree that if funded, funds will be used only for the activity described on this application.
- I consent to the release of activity information in this application for promotional and evaluation purposes relevant to Glamorgan Spring Bay Council.
- I will seek permission from the group before submitting photographs for use by Glamorgan Spring Bay Council.

The above organisation has authorised me to submit this application on their behalf. The information contained herein is, to the best of my knowledge, true and correct.

Name:	Liz Swain AM
Signature:	
Position in organisation:	President
Please return this application to: community@freycinet.tas.gov.au <i>Please Note: All successful applicants are required to submit evidence of expenditure in a final report. Included in reporting will be formal receipts, photographs and providing the opportunity for Community Development staff to attend the funded event.</i>	
FINAL CHECK LIST	
Action	Completed
Completed all sections of the application form	☐ Yes
Signed the application form	☐ Yes
Attached copies of any required documentation to support this application.	☐ Yes
Attached copies of supporting quotes	☐ Yes

Great Things to See & Do

Discover the allure of the Freycinet Coast by exploring the iconic Wineglass Bay, accessible by boat, helicopter, or a guided walk. Immerse yourself in the breathtaking landscapes of Freycinet National Park, offering scenic walks and birdwatching. Engage in diverse activities, from a leisurely game of golf, thrilling gallop matches, to tennis. Embark on a sea kayaking adventure for a coastal spectacle, or traverse the rich biodiversity and stunning scenery via All-Terrain Vehicles. Enhance your visit with a winery tour, where you can relax and savour the local wine experience.



FREYCINET PADDLE BOARDS OUTDOOR HIRE
Get outdoors and explore the Freycinet Peninsula. Hire our outdoor equipment hire for stand-up paddleboarding, kayaking, surfing, snorkelling, camping, hiking, fishing and more.
Ph: 0474 785 813



FREYCINET AQUA EXPRESS
Freycinet Aqua Express water taxi service provides a one-way or return service from Coles Bay to Hazards Beach. It's the fastest & easiest way to Wineglass Bay Beach. Cruise & walk in just one hour. Daily departures to Hazards & Coles Beach.
Ph: 6257 0355



FREYCINET AIR TASMANIA
Helicopter scenic flights around the incredible Wineglass Bay & the Freycinet Coast. Unparalleled views of the Hazards Mountain ranges & stretches of untouched picturesque coastline, you are guaranteed to enjoy the magical experience.
Ph: 0478 562 224



COLES BAY COMMUNITY CENTRE
Two tennis courts, basketball hoop, outdoor pickleball playgrounds, fitness circuit, mini skate park, electric BBQ, public toilets, boat trailer parking at free of charge & no bookings taken. Available for private functions. Come & enjoy our facility.
Ph: 0427 343 643



FREYCINET GOLF CLUB
A hole-in-one golf course containing 3 par threes, 3 par fours & 3 par five holes. Green fees apply and visitors are welcome to join in all competitions.
Visit www.freycinetgolfclub.com for the most information on golf or camping.



Free Activities



FREYCINET ADVENTURES
Discover award-winning guided sea kayaking tours into Freycinet National Park, featuring stunning views of the Hazards Mountain range. Enjoy bird watching and explore the breathtaking scenery. Daily departures, no experience required.
Ph: 6256 7222



GET OUT ON THE WATER
Freycinet is a great place for a wide range of waterports. Check out Friendly Beaches for a surf or the Great Oyster bay area for windsurfing. If Hazards are more your style, head out early to avoid the strong tides and always check the weather forecast. If agitating by boat the Freycinet Peninsula offers breathtaking views of the Freycinet coastline, crystal clear waters, and abundant marine life.



ALL4 // ALL TERRAIN TOURS FREYCINET
Ride the bumps and feel the breeze on an adventure ATV tour exploring the stunning white beaches and granite peaks of Freycinet National Park. Remote locations. Fully guided tours. Family friendly.
Ph: 6257 0014



ROCK CLIMBING
Freycinet National Park has a number of great granite climbing areas. The highest concentration of climbs is centred around Whitehaven walk, sea cliff climbs. There is a climbing camp near Whitehaven walk inside the national park. Access by a 4wd track or vehicle with good clearance.



WINEGLASS BAY CRUISES
Cruise the stunning gulf coastline of Freycinet Peninsula from Coles Bay to Wineglass Bay. Discover white sandy beaches, seal colonies, birdwatching, and waterfalls. Search for dolphins, seals, seabirds and migrating whales. Departure only.
Ph: 6257 0345



DAY WALKS & SCENIC DRIVES
Step on your walking boots and enjoy one of the many short, half day, or overnight walking tracks around the peninsula. If walking is not your style, hop in the car and take a scenic drive to Cape Tourville or Friendly Beaches to enjoy the sights.



FREYCINET NATIONAL PARK
Discover the iconic landscape of Wineglass Bay framed by the majestic Hazards Mountain range. Explore diverse walking tracks, pristine beaches, and wildlife experiences in this unforgettable natural setting. Valid parks pass required.
Ph: 6256 7000



**EMERGENCY SERVICES CALL 000
FIRE / AMBULANCE / POLICE**
Triple Zero 000 is Australia's main emergency service number. You should call 000 if you need urgent help from police, fire or ambulance services.



FREYCINET EXPERIENCE WALK
An epic certified, fully inclusive walking tour in Tasmania. Over four days, you will cover the entire length of the Freycinet Peninsula, including the iconic Wineglass Bay. Spend your days taking in stunning coastal vistas and the beauty of Tasmania's flora and fauna.
Ph: 0428 265 359



INJURED WILDLIFE - 24 HOURS
If you find injured or orphaned wildlife call Biosecurity immediately. Find Wildlife Management advice from the Tasmanian Government on when to do it, get it fed safe, housed, or orphaned animals in Tasmania are including legislative requirements.
Ph: 0447 204 625



DEVIL'S CORNER LOOKOUT TOWER
A striking architectural landmark on Tasmania's Freycinet Coast, offering panoramic views over the Hazards mountain range and Macquarie Lagoon. Visitors can enjoy well-litings, local seafood, and wood-fired pizzas while soaking in the breathtaking scenery.



MEDICAL SERVICES
Doctor's surgery (Business, appointments essential) Ph: 03 6376 1455
Doctors surgery, Business, appointments essential Ph: 03 6257 8205
May Show Health Centre, Swansea, Ph: 03 6257 9100

In an emergency call 000

Great Places to Stay

Discover unparalleled accommodation on the Freycinet Coast, ranging from luxury lodges with panoramic ocean views to cozy waterfront cottages. Enjoy the serenity of boutique bed and breakfasts nestled amid nature or opt for stylish beachside resorts. Immerse yourself in comfort, with many accommodations offering proximity to key attractions like Wineglass Bay. Experience a memorable stay in diverse and picturesque settings.

- Tariffs are correct at time of printing
- Tariffs at all accommodation are per double unless otherwise stated on the website
- Scan the QR code at the bottom of this page for up to date pricing and availability

HOSTED ACCOMMODATION (B&BS)				
No.	NAME	TARIFF	GUEST	CONTACT
1	Freycinet Luxury Hosts (Office location only)	From \$500	Multiple Prop.	(03) 6130 6000
2	Eagle Peak at Freycinet	From \$275 (off season)	6	0438 676 592

CABINS / CARAVANS / CAMPING				
No.	NAME	TARIFF	SITES	CONTACT
1	Pondering Frog RV Stop Over	Donation		0422 860 064
2	Fireweed Self Contained RV & Caravan Park	\$20/Night		freycinet@b@gmail.com
3	BIG4 Juka on Freycinet Holiday Park	\$38 - \$650	80	03 6257 0115
4	BIG4 Juka on Freycinet S/C Cabins	From \$140	6	03 6257 0115
5	Freycinet National Park Campground - Tents	From \$13		03 6256 7000
6	Freycinet National Park Campground - RVs	From \$16		03 6256 7000
7	Craigie Knowe Vineyard Campground	From \$25		0498 901 109

RESORTS				
No.	NAME	TARIFF	GUEST	CONTACT
1	Freycinet Resort	From \$265 (off season)	2/Unit	0408 504 414
2	Freycinet Lodge	Check Web	Up to 6	03 6256 7222
3	Saffire Freycinet	Check Web		03 6256 7888
4	Picnic Island	Check Web	2 - 8	enquiries@picnicisland.com.au
5	Edge of the Bay	Check Web		03 6257 0102
6	Little Beach Co. Resort	Check Web		0491 755 496

BACKPACKER				
No.	NAME	TARIFF	GUEST	CONTACT
1	Juka Hostel	From \$40	32	03 6257 0115

RENTAL AGENCIES				
No.	NAME	TARIFF	GUEST	CONTACT
1	Freycinet Luxury Hosts (Office location only)	Check Web	Multiple Prop.	03 6130 6000
2	Freycinet Holiday Houses (Office location only)	Check Web	Multiple Prop.	03 6257 0119

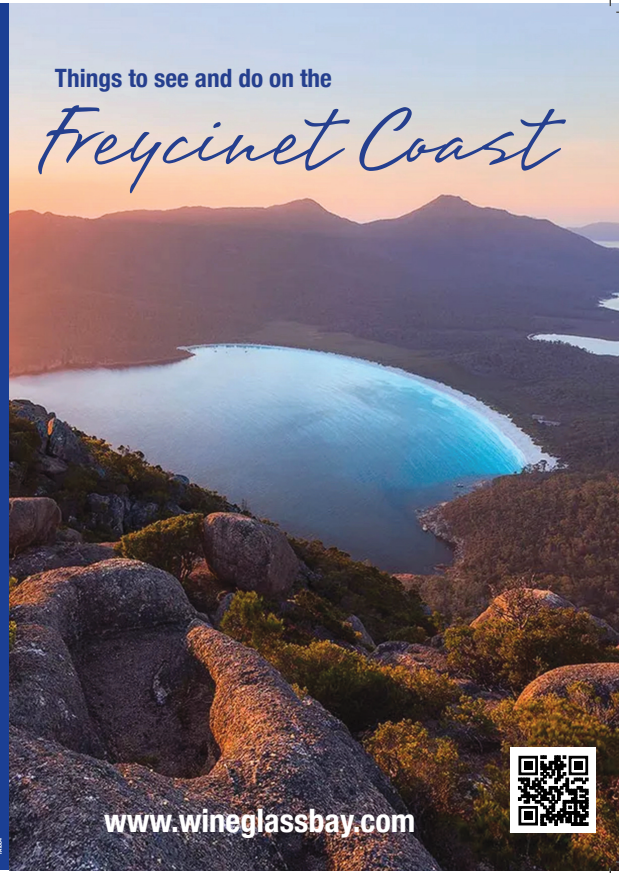
For more information about the accommodation featured on this page, including up to date prices and availability, scan the QR code or visit www.wineglassbay.com/accommodation

SELF CATERING HOLIDAY HOUSES / UNITS / STUDIO				
No.	NAME	TARIFF	GUEST	CONTACT
1	BIG4 Juka S/C Units	From \$225	1 - 6	03 6257 0115
2	Aptite House	From \$550	5	0405 756 564
3	The Moorings at Freycinet	From \$350	6	0436 710 380
4	The Blue House	From \$230	6	03 6257 0119
5	Granite Beach House	From \$250	6	03 6257 0119
6	Footprints 1	From \$290	4	03 6257 0119
7	Footprints 2	From \$290	4	03 6257 0119
8	Hazards Escape Top Shack	From \$280	6	0408 446 232
9	Hazards Escape Top Shack	From \$150	2	0408 446 232
10	Freycinet Coastal Retreat	From \$390	6	03 6257 0119
11	The Lookout	From \$260	8	03 6257 0119
12	Swansea Beach Chalets	Check Web		03 6257 8177
13	Warrakilla	\$150 - \$250	2	Check website
14	Beachcroft	From \$240	8	03 6257 0119
15	Freycinet Sands	\$180 - \$840	6	03 6257 0330
16	Hazards House	\$240 - \$340 (Excl. \$30)	6	freycinetrentals.com
17	Freycinet Sanctuary 4	From \$300	2	03 6257 0119
18	Freycinet Sanctuary 5	From \$300	4	03 6257 0119
19	Beauclieu Apartment	From \$140	4	0467 347 877
20	The Loft	From \$390	9	03 6257 0119
21	Hazards Rim	From \$280	4	03 6257 0119
22	Still at Freycinet	From \$1800	10	0439 250 593
23	Edge of the Bay	Check Web		03 62570102
24	Lobster Port Cabin	From \$300	5	0406 601 946

Prepared by The Freycinet Coast Association
The Freycinet Coast Association plays a key role in enhancing the visitor experience on the Freycinet Coast. We fund and support the development of essential facilities, such as walkways, information bays, sculptures, and interpretive signage, all designed to enrich your visit and deepen your connection to this spectacular region. Through these initiatives, we help ensure that both locals and tourists can fully appreciate the natural beauty, history, and cultural significance of Freycinet, while also maintaining the park's accessibility and sustainability for future generations.

How You Can Get Involved
Joining the association is easy, simply go to www.wineglassbay.com/business-membership and choose the membership that is right for you.

Things to see and do on the Freycinet Coast



www.wineglassbay.com



Great Places to Eat & Drink

THE LONG LUNCH WINE TOUR CO.
Take your way through the Freycinet wine region in our Winecoach bus, a hop-on hop-off wine tour, only \$89. Includes lunch & afternoon tour also available.
Ph: 0409 225 841

THE PONDERING FROG CAFE ICE CREAMERY
Handmade ice cream, chocolate, homemade ice cream, all day breakfast, Donuts, Tea, Jam, Sausages & more. Open Mon - Fri 10am - 5pm, Sat - Sun 10am - 4pm. Bookings essential. Ph: 0422 660 064

THE FISHERS OF FREYCINET
Indulge in the freshest Tasmanian oysters & mussels from our farm, complemented by stunning views and wines from Devil's Corner vineyard. Open daily from 10am to 4pm for an unforgettable lunchtime experience.
Ph: 6256 5553

DEVIL'S CORNER CELLAR DOOR & LOOKOUT
Well-napped, and serene, Devil's Corner is a place of extraordinary beauty. Cradled from shifting sandstone and local timber, our cellar door is a beautiful, modern space with outstanding views over the Hazards mountain range and Moulting Lagoon.
Ph: 0448 521 412

MILTON VINEYARD & CELLAR DOOR
Premium Tasmanian cool-climate wine. 100% grown and made at our family-owned East Coast Estate. Come and visit our picturesque cellar door overlooking the vineyard and lake. Open daily for wine tastings and sales from 10.30am. Visit our restaurant & bar. Ph: 6257 8288

SPRING VALE VINEYARD & CELLAR DOOR
Self-sourced & picturesque landscape, this award-winning winery creates local flavours and rich history. Explore vineyard wine blends, experiencing the perfect pairing of locally crafted wines, immersed in the charm and heritage of this destination.
Ph: 6257 8208

FREYCINET MARINE FARM
Indulge in mouth-watering seafood, featuring Pacific oysters, Tasmanian Blue Gully mussels, scallops, rock lobsters, local fish, and delicacies. Complement your feast with a variety of local wines and beers for a complete culinary journey.
Ph: 6257 6261

GRANITE FREYCINET ESPRESSO BAR & CAFE
Offering breakfast, lunch & dinner with stunning water views of Muriel Beach. Showcasing exceptional Tasmanian produce, we're the local hub for fresh food, great coffee & warm service. Open 7 days, check online for off-peak hours, events & live music. Ph: 6257 6261

ILUKA TAVERN & BISTRO
Stirring dining, with bar & bottle shop. Offering a range of local Tasmanian & wines. Priced from \$10.00. Open 7 days a week. Dine-in or take-away. Check online for details. Ph: 6257 4028

GEOGRAPHIE RESTAURANT & ESPRESSO BAR
Restaurant & espresso bar. Open 7 days a week. Dine-in or take-away. Check online for details. Ph: 6128 3126

THE ICE CREAMERY
This lovely patisserie delights include 24 flavours of artisan gelato & ice cream, waffles, sandwiches & more coffee. Ph: 6708 7007

THE BAY RESTAURANT
The Bay Restaurant at Freycinet Lodge overlooks Great Ocean Bay, offering front-row seats to spectacular sunsets. Savor fresh Tasmanian seafood, seasonal dishes, and premium local wines in a relaxed yet refined setting with views framed by the Hazards mountains.
Ph: 6256 7222

HAZARDS BAR & LOUNGE
Hazards Bar & Lounge is the perfect spot to unwind with panoramic views of Great Ocean Bay. The Tasmanian whites, craft beers & signature cocktails by the bar are served right before the Hazards mountains glow at sunset.
Ph: 6256 7222

RICHARDSON'S BISTRO
Richardson's Bistro at Freycinet Lodge offers relaxed, casual dining with stunning views of Great Ocean Bay. Enjoy hearty meals, fresh local seafood, and Tasmanian wines. It's a welcoming atmosphere perfect for unwinding after a day exploring the Freycinet Coast. Open 10.00am - 7.00pm daily. Ph: 6256 7222

MOUNT PAUL LOUNGE (FREYCINET RESORT)
Savour delicious food in spectacular surroundings. We offer Japanese food that is fresh, seasonal and locally sourced. It is prepared with great care and skill to give you a memorable and enjoyable experience. The welcome, modern and non-smoking. Bookings essential. Ph: 0408 504 411

GALA ESTATE VINEYARD & CELLAR DOOR
Savour a delicious food in spectacular surroundings. We offer Japanese food that is fresh, seasonal and locally sourced. It is prepared with great care and skill to give you a memorable and enjoyable experience. The welcome, modern and non-smoking. Bookings essential. Ph: 0408 504 411

A TALE AMONG THE VINES
We take our food, which is a tale from our local garden and surrounding farms. Most of the produce comes from our farm, Bishops Boma and Boma. We also source beautiful local produce to highlight the amazing products Tasmania offers.
Ph: 0448 801 032

FREYCINET LUXURY HOSTS
Experience a luxurious retreat with on-site chef services, gourmet dining, local wine & food & more. Open 7 days a week. Dine-in or take-away. Check online for details. Ph: 6257 0118

BIG PETE'S SPITROASTS (BIG PETE'S EATS)
Located in the clubhouse at Freycinet Golf Club, enjoy great food, live local, local wines, live music and sports, and nights, and Friday night meals. Google Maps: Freycinet Golf Club. Ph: 0473 567 341

DEVIL'S CORNER KITCHEN
Restaurant & espresso bar. Open 7 days a week. Dine-in or take-away. Check online for details. Ph: 0448 521 412

THE EDGE
Indulge in some of the finest cuisine that the East Coast of Tasmania has to offer. Located in a breathtaking coastal setting, The Edge celebrates the region's natural beauty with a menu that champions the freshest local produce, seasonal and sustainable ingredients.
Ph: 6257 0102

THE BARN MILL TAVERN
The Barn Mill is the perfect destination stop along the East Coast, providing a diverse range of hospitality options in one venue. Situated 1.5 hours drive from Hobart & Launceston, close to vineyard and magnificent scenery views. Coast Coast Bay & the Freycinet Peninsula. Ph: 6257 8034

APERIO BISTRO
Apero Bistro blends world-class French technique with pure Tasmanian flavor. Chef Stephen Ross, drawing on local growers, fishers, and foraged herbs, crafts elegant yet generous dishes that pair well with estate wine, creating a subtle, immersive dining journey rooted in Freycinet Bay.
Ph: 6257 6261

THE BARN KITCHEN & DINING
Savour a French-inspired & local breakfast, each dining with stunning views of Great Ocean Bay. Enjoy hearty meals, fresh local seafood, and Tasmanian wines. It's a welcoming atmosphere perfect for unwinding after a day exploring the Freycinet Coast. Open 10.00am - 7.00pm daily. Ph: 6256 7222

LOBSTER SHACK TASMANIA
Perched on the Bicheno waterfront, the Lobster Shack offers fresh seafood straight from the coast. Enjoy Tasmanian rock lobster and local fish, while soaking in sweeping coastal views. A must-visit experience on the Freycinet Coast. Ph: 6275 1588

CRAIGIE KNOWE VINEYARD & FLORA'S RESTAURANT
Craigie Knowe Vineyard invites you to enjoy award-winning wine in a beautiful coastal setting. On the same estate, Flora's Restaurant serves Modern Tasmanian cuisine with a focus on local produce and seasonal ingredients. Ph: 0409 901 128

WAUKESHA HARBOUR WHISKY
Waukesha Harbour Whisky, crafted on the windswept Freycinet Coast, is shaped by the pure maritime air of Bicheno. This family-run coastal distillery creates award-winning single malt blended in Tasmanian character. Tour the distillery, barrel room, enjoy guided tastings, and experience whisky intimately influenced by the sea.
Ph: 6257 6261

ILUKA GENERAL STORE - OPEN 7 DAYS
24-hour fuel, ATM, groceries, fresh fruit & vegetables, seafood, Tasmanian, select pharmaceuticals, fishing equipment, bait, ice, gas cylinders, newspapers, and local information.
Ph: 6257 6261

COLES BAY CONVENIENCE & AUSPOST OFFICE
Groceries, fresh bread, meat, fruit & vegetables, daily necessities, banking, tickets, hardware, baby, sports & more. Open 7 days a week. Dine-in or take-away. Check online for details. Ph: 6257 6261

FREYCINET NATIONAL PARK VISITORS CENTRE
Discover the park's natural beauty, history, and more. Open 7 days a week. Dine-in or take-away. Check online for details. Ph: 6257 6261

Indulge in the culinary delights of the Freycinet Coast, known for its fresh seafood, including succulent oysters and Tasmanian salmon. Explore local eateries for a taste of gourmet dishes, complemented by regional wines from nearby vineyards. Experience the unique blend of flavours from seaside seafood feasts to vineyard picnics, making dining an integral part of your Freycinet coastal adventure.

For more information about businesses featured on this page, scan the QR code or visit www.visitfreycinet.com/tourist_attractions

The map illustrates the Freycinet Coast region, highlighting key locations and businesses. It includes a compass rose in the top right corner. The map shows the coastline from Bicheno in the north to Swansea in the south, with various towns and villages marked. Key locations include Bicheno, Cranbrook, Swansea, Swanwick, Hazards View, and Coles Bay. The map also shows the Moulting Lagoon (Ramsar Site) and the Freycinet National Park. Various businesses are marked with icons and labels, including restaurants, cafes, and vineyards. A legend in the bottom right corner provides information about the map's symbols and a QR code for more details.

Save our Trees
Please scan the QR code to download the latest version of this brochure and save our trees.

Agenda - Ordinary Council Meeting - 25 August 2026 Attachments

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RECEIVED
20 JUL 2026
BY: _____

9 Melbourne Street (PO Box 6)
Triabunna TAS 7190
☎ 03 6256 4777
📠 03 6256 4774
✉ admin@freycinet.tas.gov.au
🌐 www.gsbcc.tas.gov.au

COMMUNITY SMALL GRANTS PROGRAM

GUIDELINES FOR APPLICATIONS

The Glamorgan Spring Bay Council's Community Small Grants Program provides small grants to community organisations and groups to assist them to undertake programs and activities within the Glamorgan Spring Bay municipal area.

Council receives requests for more funding than is available and consequently funds under the programs are limited. The majority of grants will be restricted to no more than \$1,000, however, in certain circumstances, Council may consider increasing the allocation.

There is no specific funding period. Applications for funding assistance shall be considered throughout the year until such time as the available funds have been exhausted.

ELIGIBILITY

Applications must be from not-for-profit organisations as defined as follows:

- Its main operating purpose is other than to provide goods and services for profit.
- Other than in the case of winding up, no member/owner has the right to surpluses of the entity.
- That entity does not have the right to transfer ownership to members/owners.
- Any resident of the Glamorgan Spring Bay municipal area who has been selected on merit to participate or compete in any event or project of state, national or international significance may seek funding assistance.

PROJECTS SHOULD AIM TO:

- Address relevant community issues of significance.
- Be initiated within the community and actively involve local people.
- Improve access and encourage wider use of facilities.

COUNCIL PROCESS REQUIREMENTS:

Application:

- Complete the Community Small Grants Application form.
- Provide a plan or sketch of the proposed project (if applicable).
- Provide a copy of the project budget and evidence of basis of costs (Quotation).

SUCCESSFUL APPLICANTS AFTER PROJECT COMPLETION:

- Complete the Community Small Grants Acquittal form.
- Provide a brief written report of the success or otherwise of the project prior to the conclusion of the financial year, together with a photo (if applicable).
- Provide most recent financial statement or evidence of expenditure.

For further information, please contact the Community & Communications Officer
Phone: (03) 6256 4777
Email: community@freycinet.tas.gov.au
PO Box 6, Triabunna 7190

Community Small Grant Application

Please make sure you answer all Sections of this form.

APPLICANTS DETAILS		
Organisation/ Committee Name:	Spring Bay Men's Shed	
Contact Person Name:	CLIVE PARR	
Position in organisation:	TREASURER	
Postal Address:	17, Esplanade West. Triabunna - 7190	
Phone:		Mobile: 0428-858-107
Email:	springbaymensshed@gmail.com	
Legal Status (Please tick which one applies to your group):	☒ Registered Not-for-profit ☒ Incorporated association.	

PROJECT TITLE AND BRIEF DESCRIPTION (If insufficient space, please attach additional sheet)
To purchase & have installed a hot water service for the benefit of the men.



9 Melbourne Street (PO Box 6)
 Triabunna TAS 7190
 ☎ 03 6256 4777
 📠 03 6256 4774
 ✉ admin@freycinet.tas.gov.au
 🌐 www.gsbcc.tas.gov.au

BENEFITS OF THE ACTIVITY TO GLAMORGAN SPRING BAY

Please tick or highlight any of the following areas that are relevant to your event:

☐ Community Participation	☐ Environment	☐ Sport & Recreation
☐ Community Education	☐ Tourism & Events	☐ Heritage & History
☒ Health & Safety	☐ Multi-Cultural	☐ Arts & Culture

OUTLINE INTENDED OUTCOMES OF THE PROJECT

The outcome will be that the men can wash their hands in Warm water. At the moment that is done in cold water.

REQUEST FOR FUNDING

Please confirm the dollar amount you are applying for from Council.	\$1,000.00
Please outline the amount of funds, if any, you are requesting from Council, and the purpose to which the funds will be applied: <i>Please provide quotations with your application</i>	
Funding to be contributed by you or your organisation	\$1,000.00
Funding to be contributed from other organisations	\$ NIL.
Total Project Expenses	\$2,569.05 (QUOTE)

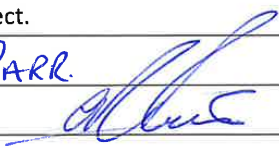
If your application is approved, funding will be paid directly into the nominated bank account. Please provide the following bank account details for this entity:	Account Name: <u>Spring bay Mens SHED.</u>
	BSB: <u>633-000</u>
	Account Number: <u>230-052-946</u>

CERTIFICATION / DECLARATION

This declaration must be signed by a person authorised to sign on behalf of the organisation.

- I certify to the best of my knowledge that the information given on this form is complete and correct.
- I understand that approval of the grant is subject to mutual agreement between Glamorgan Spring Bay Council and the applicant.
- I understand that if Glamorgan Spring Bay Council approves a grant, I will be required to accept the conditions of the grant in accordance with Glamorgan Spring Bay Council requirements.
- I understand that Glamorgan Spring Bay Council does not accept any liability or responsibility for the proposal in this application and that it is the responsibility of the applicant or their sponsor to provide the appropriate insurance cover and abide by all relevant health and safety standards.
- I agree that if funded, funds will be used only for the activity described on this application.
- I consent to the release of activity information in this application for promotional and evaluation purposes relevant to Glamorgan Spring Bay Council.
- I will seek permission from the group before submitting photographs for use by Glamorgan Spring Bay Council.

The above organisation has authorised me to submit this application on their behalf. The information contained herein is, to the best of my knowledge, true and correct.

Name:	<u>CLIVE RONALD PARR.</u>
Signature:	
Position in organisation:	<u>TREASURER.</u>

Please return this application to: community@freycinet.tas.gov.au

Please Note: All successful applicants are required to submit evidence of expenditure in a final report. Included in reporting will be formal receipts, photographs and providing the opportunity for Community Development staff to attend the funded event.

FINAL CHECK LIST	
Action	Completed
Completed all sections of the application form	☒ Yes
Signed the application form	☒ Yes
Attached copies of any required documentation to support this application.	☒ Yes
Attached copies of supporting quotes	☒ Yes

parr@bournet.com.au

From: Page Plumbing <quickbooks@notification.intuit.com>
Sent: Monday, 13 July 2026 10:01 AM
To: parr@bournet.com.au
Subject: Quote 1026 from Page Plumbing

QUOTE NO. 1026 DETAILS



Page Plumbing

A\$2,569.05

Review and approve

Powered by QuickBooks

Please review the quote below. Feel free to contact us if you have any questions.
We look forward to working with you.

Have a great day!
Page Plumbing

Address

Clive Parr

Plumbing

A\$2,335.50

Supply and install 25L Hot Water Cylinder. Connect to existing basin and kitchen sink.

Quote does not include electrical reconnect or supply of GPO.

1 X A\$2,335.50

Subtotal	A\$2,335.50
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GST total	A\$233.55
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Total	A\$2,569.05
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Commonwealth Bank
BSB Number: 067-873
Account Number: 14068974

Review and approve

Page Plumbing

Mariah Crescent Oakdowns TAS 7019

0447010586

toby.page1993@outlook.com

ABN 12240195518

If you receive an email that seems fraudulent, please check with the business owner before paying.



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