



## Delegations and Authorisations Register

| Instrument of Delegation or Authorisation | Description  | Last Date Reviewed | Endorsed by Council or Certified by CEO |
|---|--|--------------------|---|
| S5  | Instrument of Delegation – Council to CEO by resolution  | July 2025          | 15 July 2025                            |
| S6  | Instrument of Delegation – Members of Staff by resolution  | August 2025        | 19 August 2025                          |
| S7  | Instrument of Sub Delegation by Chief Executive Officer  | August 2025        | 24 September 2025                       |
| S11                                       | Instrument of Appointment and Authorisation  | August 2025        | 24 September 2025                       |
| S11A                                      | Instrument of Appointment and Authorisation – Planning and Environment Act 1987 by resolution  | August 2025        | 19 August 2025                          |
| S11B                                      | Instrument of Appointment and Authorisation – <i>Environmental Protection Act 2017</i> by resolution                                       | August 2025        | 19 August 2025                          |
| S12                                       | Instrument of Delegation and Authorisation by Municipal Building Surveyor  | March 2025         | 26 August 2025                          |
| S13                                       | Instrument of Delegation of CEO powers, duties, and functions  | December 2025      | 18 December 2025                        |
| S14                                       | Instrument of Delegation by CEO for VicSmart Applications and Future Homes Applications under the <i>Planning and Environment Act 1987</i> | September 2024     | 26 August 2025                          |
| S 15                                      | Instrument of Appointment and Authorisation of Council's Freedom of Information Officer  | July 2024          | 11 September 2024                       |
| S16                                       | Instrument of Delegation by CEO for Bushfire Reconstructions and Applications under the <i>Planning and Environment Act 1987</i>           | July 2024          | 26 August 2025                          |

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|-----------|--|---------------|-------------------|
| S17       | Instrument of Appointment and Authorisations <i>Oaths and Affirmations Act 2018</i>                                | May 2025      | 5 May 2025        |
| S18       | Instrument of Sub-Delegation - <i>Environmental Protection Act 2017</i> by resolution                              | December 2024 | 10 December 2024  |
| S19A      | Instrument of Delegation of the Municipal Fire Prevention Officer under <i>the Country Fire Authority Act 1958</i> | January 2025  | 28 January 2025   |
| S19B      | Instrument of Delegation of the Municipal Fire Prevention Officer under the <i>Fire Rescue Victoria Act 1958</i>   | November 2025 | 11 November 2025  |
| S20A      | Instrument of Delegation by the Chief Executive Officer-Child Link User  | July 2024     | 11 September 2024 |
| S20B      | Instrument of Appointment and Authorisation-Child Link User  | July 2024     | 11 September 2024 |
| Financial | Instrument of Delegation Certain Financial Transactions and Procurement Functions                                  | December 2025 | 9 December 2025   |