

Delegations & Authorisations as at 11.03.2026

Instrument / Delegation	Date of Appointment	Legislation / Act	Delegation From	Delegation To	Officer Name	Council Meeting Date	Council Meeting Reference	CEO / Council Sign Off
<a href="#">S18 - Instrument of Sub-Delegation Environment Protection Act 2017</a>	23/03/2022	Environment Protection Act 2017	Council	Environmental Health Officer Manager Community Health Chief Operating Officer	Helene Vanderwaal Matthew Carlin Tim Rose	27.08.2025	15.11	Council
<a href="#">S11 - Appointment and Authorisation MBS</a>	<a href="#">20/07/2025</a>	<a href="#">The Building Act 1993</a>	<a href="#">CEO</a>	<a href="#">Municipal Building Surveyor</a>	<a href="#">Ian Watson</a>	<a href="#">N/A</a>	<a href="#">N/A</a>	<a href="#">CEO</a>
<a href="#">S12 - Instrument of Delegation by Municipal Building Surveyor</a>	26/02/2026	Building Act 1993	MBS (Ian Watson)	Building Inspector - Unlimited Building Inspector - Limited Building Inspector - Pool Safety Building Surveyor - Unlimited Building Surveyor - Limited	Steve Eastwood Ben Griffiths Shane Ledger	N/A	N/A	MBS
<a href="#">S17 - Instrument of Appointment and Authorisation (Oaths &amp; Affirmations Act).pdf</a>	04.08.2025	Oaths and Affirmations Act 2018	CEO	Authorised Officer Authorised Officer Authorised Officer Authorised Officer	Tim Rose Anita McFarlane Joel Turner Bernardine Schilling	N/A	N/A	CEO
<a href="#">S11A - Instrument of Appointment and Authorisation (Planning and Environment Act 1987)</a>	27.08.2025	Planning and Environment Act 1987	CEO	Manager Development & Environmental Services Chief Operating Officer	Adam Moar Tim Rose	27.08.2025	15.8	Council
<a href="#">S7 - Instrument of Sub-Delegation by CEO</a>	27.08.2025	Aboriginal Heritage Act 2006 Associations Incorporations Reform Act 2012 Audit Act 1994 Building Act 1993 Catchment and Land Protection Act 1994 Child Wellbeing and Safety Act 2005 Children Youth and Families Act 2005 Children's Services Act 1996 Circular Economy (Waste Reduction and Recycling) Act 2021 Climate Change Act 2017 Conservation, Forests and Land Act 1987 Country Fire Authority Act 1958 Cultural And Recreational Lands Act 1963 Dangerous Goods Act 1985 Development Victoria Act 2003 Disability Act 2006 Domestic Animals Act 1994 Domestic Building Contracts Act 1995 Education and Care Services National Law Act 2010 Education and Training Reform Act 2006 Electoral Act 2002 Electricity Safety Act 1998 Emergency Management Act 2013 Environment Protection Act 2017 Environment Protection Regulations 2021 Estate Agenda Act 1980 Family Violence Protection Act 2008 Fences Act 1968 Filming Approval Act 2014 Fines Reform Act 2014 Fire Rescue Victoria Act 1958 Flora and Fauna Guarantee Act 1988 Food Act 1984 Freedom of Information Act 1982 Gambling Regulation Act 2003 Gender Equality Act 2020 Graffiti Prevention Act 2007 Great Ocean Road and Environs Protection Act 2020 Health Records Act 2001 Heavy Vehicle National Law 2012 Heavy Vehicle National Law Application Act 2013 Heritage Act 2017 Housing Act 1983 Impounding of Livestock Act 1994 Independent Broad-Based Anti-Corruption Commission Act 2011 Infringements Act 2006 Land Act 1958 Land Acquisition and Compensation Act 1986 Liquor Control Reform Act 1998 Livestock Diseases Control Act 1994 Local Government Act 2020 Local Government Act 1989 Magistrates' Court Act 1989 Major Transport Projects Facilitation Act 2009	CEO	Assets and Design Engineer/Deputy MEMO Assets Co-ordinator Building and Maintenance Co-ordinator Business Lead - Asset Systems, Network and Planning Chief Engineering Officer/MEMO Chief Executive Officer Chief Financial Officer Chief Operating Officer/Municipal Recovery Manager Chief People & Culture Officer Community Strengthening Co-ordinator Central Works Supervisor Development Services Officer Environmental Health Officer Governance Officer Governance Support Officer Local Laws Officer Local Laws and Sale Yards Manager Business Systems Manager Community Health Manager Community Strengthening and Engagement Manager Development and Environmental Services/Deputy MEMO Supervisor Northern Works Payroll and Accounts Payable People and Safety Officer Procurement and Contracts Officer Revenue Co-ordinator Site Engineer/Deputy MEMO Sports and Recreation Co-ordinator Supervisor Southern Works Waste and Sustainability Co-ordinator	Sudan Bhandari Peter Schnorrenberg Vanessa Lantzakis Darren Winsall Joel Turner Tammy Smith Anita McFarlane Tim Rose Bernardine Schilling Tom Huf Lucas Curtis James Thomas Helene Vanderwaal Joanne White Monique Metlika Craig Byron John Wren Daniel Brandon Matthew Carlin Sarah Collins Adam Moar Adrian Love Sam Callaby David Goodin Helen Pollard Chantelle Pitt Isaac McPherson Rebecca Botheras Heath Callaby La Vergne Lehmann	N/A	N/A	CEO

		<p>Marine &amp; Coastal Act 2018  Mineral Resources (Sustainable Development) Act 1990  National Parks Act 1975  Pipelines Act 2005  Privacy and Data Protection Act 2014  Professional Engineers Registration Act 2019  Public Interest Disclosures Act 2012  Public Health and Wellbeing Act 2008  Public Records Act 1973  Residential Tenancies Act 1997  Road Management Act 2004  Road Safety Act 1986  Rooming House Operators Act 2016  Second Hand Dealers And Pawnbrokers Act 1989  Service Victoria Act 2018  Sheriff Act 2009  Sport and Recreation Act 1972  Subdivision Act 1988  Suburban Rail Loop Act 1988  Summary Offences Act 1966  Taxation Administration Act 1997  Transfer of Land Act 1958  Transport Integration Act 2010  Unclaimed Money Act 2008  Valuation of Land Act 1960  Victorian Environmental Assessment Council Act 2001  victorian Local Government Grants Commission Act 1976  Victoria State Emergency Service Act 2005  Victorian Data Sharing Act 2017  Victorian Inspectorate Act 2011  Victorian Planning Authority Act 2017  Water Act 1989  Yarra River Protection (WILIP-GIN BIRRARUNG MURRON) Act 2017  Building Regulations 2018  Country Fire Authority Regulations 2014  Dangerous Goods (Explosives) Regulations 2022  Drugs, Poisons and controlled Substances Regulations 2017  Electricity Safety (Electric Line Clearance) Regulations 2020  Environment Protection Regulations 2021  Infringements Regulations 2016  Land Acquisition and Compensation Regulations 2021  Local Government (General) Regulations 2015  Local Government (Land Information) Regulations 2021  Local Government (Long Service Leave) Regulations 2021  Local Government (Planning and Reporting) Regulations 2020  Occupational Health and Safety Regulations 2017  Public Health and Wellbeing Regulations 2019  Public Health and Wellbeing (Prescribed Accommodation) Regulations 2020  Roads Safety Road Rules 2017  Road Safety (General) Regulations 2019  Road Safety (Traffic Management) Regulations 2019  Road Safety (Vehicles) Regulations 2021  Subdivision (Fees) Regulations 2021  Subdivision (Procedures) Regulations 2021  Subdivision (Registrar's Requirements) Regulations 2011  Miscellaneous and Administrative Powers</p>						
<a href="#">S16 Instrument of Delegation by CEO for bushfire Reconstruction Applications under the Planning and Environment Act 1987</a>	04.08.2025	<p>Planning and Environment Act 1987  Planning and Environment Regulations 2015  Planning and Environment (Fees) Regulations 2016</p>	CEO	Manager Development & Environmental Services Chief Operating Officer	Adam Moar Tim Rose	N/A	N/A	CEO
<a href="#">S14 - Instrument of Delegation by CEO for VicSmart Applications under the Planning and Environment Act 1987</a>	04.08.2025	<p>Planning and Environment Act 1987  Planning and Environment Regulations 2015  Planning and Environment (Fees) Regulations 2016</p>	CEO	Manager Development & Environmental Services Chief Operating Officer	Adam Moar Tim Rose	N/A	N/A	CEO
<a href="#">Authorisation - General Inspectors</a>	11.06.2024	<p>Prevention of Cruelty to Animals Act 1986  Domestic Animals Act 1994</p>	Director of Animal Welfare Victoria, DEECA	Local Laws Officer & Ranger Local Laws and Sale Yard	Craig Byron John Wren	N/A	N/A	DEECA
<a href="#">S6 - Instrument of Delegation to Members of Council Staff</a>	25.02.2026	<p>Cemeteries and Crematoria Act 2003  Domestic Animals Act 1994  Food Act 1984  Heritage Act 2017  Local Government Act 1989  Planning and Environment Act 1987  Residential Tenancies Act 1997  Cemeteries and Crematoria Regulations 2015  Road Management Act 2004  Planning and Environment Regulations 2015  Planning and Environment (Fees) Regulations 2016  Residential Tenancies (Caravan Parks and Movable Dwellings Registration and Standards) Regulations 2024  Road Management (General) Regulations 2016  Road Management (Works and Infrastructure) Regulations 2015</p>	Council	<p>Chief Executive Officer  Chief Operating Officer  Manager Business Systems  Governance Officer  Environmental Health Officer  Local Laws Officer / Ranger  Local Laws / Sale Yards Officer  Manager Community Health  Manager Development &amp; Environmental Services  Chief Engineering Officer  Development Services Officer  People and Safety Officer  Manager People and Culture  Business Lead - Asset Systems, Network and Planning</p>	<p>Tammy Smith  Tim Rose  Daniel Brandon  Joanne White  Helene Vanderwaal  Craig Byron  John Wren  Matthew Carlin  Adam Moar  Joel Turner  James Thomas  David Goodin  Bernardine Heenan  Vanessa Lantzakis</p>	25.02.2026	TBA	Council

<a href="#">S5 - Instrument of Delegation to CEO</a>	27.08.2025	Local Government Act 2020	Council	Chief Executive Officer	Tammy Smith	27.08.2025	15.1	Council
<a href="#">S15 - Instrument of Appointment and Authorisation (FOI Act only) - signed.pdf</a>	04.08.2025	Freedom of Information Act 1982	CEO	Chief People & Culture Officer Governance Officer	Bernardine Schilling Joanne White	N/A	N/A	CEO
<a href="#">S13 - Instrument of Delegation - of CEO Powers, Duties and Functions</a>	<a href="#">07.08.2025</a>	<a href="#">Child Wellbeing and Safety Act 2005</a> <a href="#">Emergency Management Act 2013</a> <a href="#">Fines Reform Act 2014</a> <a href="#">Fire Services Property Levy Act 2012</a> <a href="#">Food Act 1984</a> <a href="#">Freedom of Information Act 1982</a> <a href="#">Independent Broad-Based Anti-Corruption Commission Act 2011</a> <a href="#">Local Government Act 2020</a> <a href="#">Local Government Act 1989</a> <a href="#">Planning and Environment Act 1987</a> <a href="#">Public Health and Wellbeing Act 2008</a> <a href="#">Public Interest Disclosures Act 2012</a> <a href="#">Rooming House Operators Act 2016</a> <a href="#">Service Victoria Act 2018</a> <a href="#">Sheriff Act 2009</a> <a href="#">Tobacco Act 1987</a> <a href="#">Valuation of Land Act 1960</a> <a href="#">Victorian Data Sharing Act 2017</a> <a href="#">Victorian Inspectorate Act 2011</a> <a href="#">Local Government (Electoral) Regulations 2020</a> <a href="#">Local Government (Governance and Integrity) Regulations 2020</a> <a href="#">Local Government (Land Information ) Regulations 2021</a>	<a href="#">CEO</a>	<a href="#">Chief Executive Officer</a> <a href="#">Chief Operating Officer</a> <a href="#">Manager Community Strengthening and Engagement</a> <a href="#">Manager Community Health</a> <a href="#">Chief Financial Officer</a> <a href="#">Manager Development &amp; Environmental Services/Deputy MEMO</a> <a href="#">Chief Engineering Officer/Municipal Emergency Management Officer MEMO</a> <a href="#">Chief People &amp; Culture Officer</a> <a href="#">Revenue Coordinator</a> <a href="#">Waste &amp; Sustainability Coordinator</a> <a href="#">Central Works Supervisor</a> <a href="#">Northern Works Supervisor</a> <a href="#">Southern Works Supervisor</a> <a href="#">Business Lead - Asset Systems, Network and Planning</a> <a href="#">Assets Coordinator</a> <a href="#">Building &amp; Maintenance Coordinator</a> <a href="#">Sports &amp; Recreation Coordinator</a> <a href="#">Business Systems Manager</a> <a href="#">Community Strengthening Coordinator</a> <a href="#">Site Engineer/Deputy MEMO</a> <a href="#">Governance Support Officer</a> <a href="#">Deputy MEMO</a> <a href="#">Deputy MEMO</a> <a href="#">Environmental Health Officer</a> <a href="#">Governance Officer</a> <a href="#">Governance Support Officer</a> <a href="#">People and Safety Officer</a> <a href="#">Plant Coordinator</a>	<a href="#">Tammy Smith</a> <a href="#">Tim Rose</a> <a href="#">Sarah Collins</a> <a href="#">Matthew Carlin</a> <a href="#">Anita McFarlane</a> <a href="#">Adam Moar</a> <a href="#">Joel Turner</a> <a href="#">Bernardine Schilling</a> <a href="#">Chantelle Pitt</a> <a href="#">La Vergne Lehmann</a> <a href="#">Lucas Curtis</a> <a href="#">Adrian Love</a> <a href="#">Heath Callaby</a> <a href="#">Vanessa Lantzakis</a> <a href="#">Peter Schnorrenberg</a> <a href="#">Darren Winsall</a> <a href="#">Rebecca Botheras</a> <a href="#">Daniel Brandon</a> <a href="#">Tom Huf</a> <a href="#">Isaac McPherson</a> <a href="#">Monique Metlika</a> <a href="#">Sudan Bhandari</a> <a href="#">Anthony Brennan</a> <a href="#">Helene Vanderwaal</a> <a href="#">Joanne White</a> <a href="#">Monique Metlika</a> <a href="#">David Goodin</a> <a href="#">Chantelle Pitt</a>	<a href="#">N/A</a>	<a href="#">N/A</a>	<a href="#">CEO</a>
<a href="#">S11 - Appointment and Authorisation</a>	20.08.2025	<a href="#">Building Act 1993</a> <a href="#">Country Fire Authority Act 1958</a> <a href="#">Domestic Animals Act 1994</a> <a href="#">Emergency Management Act 2013</a> <a href="#">Environment Protection Act 2017</a> <a href="#">Fire Rescue Victoria Act 1958</a> <a href="#">Fire Services Property Levy Act 2012</a> <a href="#">Food Act 1984</a> <a href="#">Graffiti Prevention Act 2007</a> <a href="#">Housing Act 1983</a> <a href="#">Impounding of Livestock Act 1994</a> <a href="#">Land Act 1958</a> <a href="#">Local Government Act 1989</a> <a href="#">Local Government Act 2020</a> <a href="#">Public Health and Wellbeing Act 2008</a> <a href="#">Part 14 of Residential Tenancies Act 1997</a> <a href="#">Road Management Act 2004</a> <a href="#">Road Safety Act 1986</a> <a href="#">Summary Offences Act 1966</a> <a href="#">Tobacco Act 1987</a> <a href="#">Valuation of Land Act 1960</a>	CEO	<a href="#">Chief Operating Officer/Municipal Recovery Manager</a> <a href="#">Environmental Health Officer</a> <a href="#">Local Laws Officer / Ranger</a> <a href="#">Local Laws and Sale Yards</a> <a href="#">Chief Engineering Officer/Municipal Emergency Management Officer MEMO</a> <a href="#">Manager Community Health</a> <a href="#">Chief Financial Officer</a> <a href="#">Manager Development and Environmental Services/Deputy MEMO</a> <a href="#">Deputy MEMO</a> <a href="#">People and Safety Officer</a> <a href="#">Revenue Co-ordinator</a> <a href="#">Site Engineer/Deputy MEMO</a> <a href="#">Waste and Sustainability Coordinator</a> <a href="#">Asset &amp; Design Engineer/Deputy MEMO</a>	<a href="#">Tim Rose</a> <a href="#">Helene Vanderwaal</a> <a href="#">Craig Byron</a> <a href="#">John Wren</a> <a href="#">Joel Turner</a> <a href="#">Matthew Carlin</a> <a href="#">Anita McFarlane</a> <a href="#">Adam Moar</a> <a href="#">Anthony Brennan</a> <a href="#">David Goodin</a> <a href="#">Chantelle Pitt</a> <a href="#">Isaac McPherson</a> <a href="#">La Vergne Lehmann</a> <a href="#">Sudan Bhandari</a>	N/A	N/A	CEO