

INSTRUMENT OF DELEGATION

Council to Members of Staff

Under the Environment Protection Act 2017



Campaspe
Shire Council

Instrument of Delegation – Council to Members of Staff

1. Instrument of Delegation

By this Instrument of Sub-Delegation, in exercise of the power conferred by s 437(2) of the *Environment Protection Act 2017* ('Act') and the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described in column 3 of the Schedule;
2. record that a reference in the Schedule are as follows:

EHC	=	Environmental Health Coordinator
EHO	=	Environmental Health Officer
LLC	=	Local Laws Coordinator
LLO	=	Local Laws Officer
MPB	=	Manager Planning & Building
PTL	=	Planning Team Leader
SP	=	Senior Planner
PL	=	Planner
3. this Instrument of Sub-Delegation is authorised by 20 October 2021 pursuant to a power of sub-delegation conferred by the Instrument of Delegation of the Environment Protection Authority under the Act dated 4 June 2021;
4. the delegation:
 - 4.1 comes into force immediately the common seal of Council is affixed to this Instrument of Sub-Delegation;
 - 4.2 remains in force until varied or revoked;
 - 4.3 is subject to any conditions and limitations set out in sub-paragraph 5, and the Schedule; and
 - 4.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
5. this Instrument of Sub-Delegation is subject to the following limitations:
 - 5.1 the powers, duties and functions described in column 1 and summarised in column 2 of the Schedule are only delegated for the purpose of regulating:
 - 5.1.1 onsite wastewater management systems with a design or actual flow rate of sewage not exceeding 5000 litres on any day; and
 - 5.1.2 noise from the construction, demolition or removal of residential premises;
6. the delegate must not determine the issue, take the action or do the act or thing:
 - 6.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a Resolution of Council;
 - 6.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
 - (a) policy; or

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(b) strategy

adopted by Council;

6.3 if the determining of the issue, the taking of the action or the doing of the act or thing cannot be the subject of a lawful delegation; or


6.4 the determining of the issue, the taking of the action or the doing of the act or thing is already the subject of an exclusive delegation to another member of Council staff.

The Common Seal of the
Campaspe Shire Council
was hereunto affixed
on the twentieth day of October 2021
in the presence of:





Councillor



Councillor



Chief Executive Officer

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6. Schedule

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ENVIRONMENT PROTECTION ACT 2017			
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s.271	Power to issue improvement notice	EHC EHO LLC LLO MPB PTL SP PL	
s.272	Power to issue prohibition notice	EHC EHO LLC LLO MPB PTL SP PL	
s.279	Power to amend a notice	EHC EHO LLC	

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		LLO MPB PTL SP PL	
s.359(1)(b)	Power to do all things that are necessary or convenient to be done for or in connection with the performance of the Environment Protection Authority's functions and duties and to enable the Authority to achieve its objective.	EHC EHO LLC LLO MPB PTL SP PL	
s.359(2)	Power to give advice to persons with duties or obligations	EHC EHO LLC LLO MPB PTL SP PL	