

COLAC OTWAY SHIRE

CURRENT INSTRUMENTS OF AUTHORISATION AND DELEGATION REGISTER (Updated 6 January 2022)

NAME	DELEGATION/ AUTHORISATION	DATE SIGNED	DOC#
BUILDING	Instrument of Appointment & Authorisation	Date Signed	
Wayne Wilkie		4 June 2018	D18/50525
Andrew Britton		1 September 2020	D20/191137
Jacob Cumming		20 July 2018	D18/85352
Dion Wilkie		29 October 2020	D20/254536
Wayne Cooper		28 August 2020	D20/191190
Matthew Willis		29 October 2020	D20/254527
Power of Entry – Building Act 1993	Instrument of Appointment & Authorisation		
Andrew Britton Jacob Cumming Dion Wilkie Wayne Cooper Matthew Willis		28 October 2020	D20/254542
COMMUNITY SERVICES	Instrument of Appointment & Authorisation		
Tamzin McLennan		14 November 2020	D20/254720
COMPLIANCE	Instrument of Appointment & Authorisation		
Dora Novak	Compliance	12 February 2021	D21/24596
Graeme Murphy	Local Laws Control	1 September 2020	D20/191154
Kevin Young	Local Laws Control	1 September 2020	D20/191166
Doug Winckle	Compliance	1 September 2020	D20/191150
Jade Quinn	Local Laws Control	1 September 2020	D20/191163
Simon Hunnam	Local Laws Control	1 September 2020	D20/191181
Gray Bowden	Local Laws Control	1 September 2020	D20/191160
Leanne Haslem	Local Laws Control	1 September 2020	D20/191170
CORPORATE	Instrument of Appointment & Authorisation		
Errol Lawrence	Valuation Land act	1 September 2020	D20/191151
Paul Carmichael	Valuation Land act	1 September 2020	D20/191177
COUNCILLOR CONDUCT OFFICER	Instrument of Appointment & Authorisation		
Marlo Emmitt		15 February 2021	D21/26721
DEVELOPMENT & COMMUNITY SERVICES	Instrument of Appointment & Authorisation		
Ian Seuren		1 September 2020	D20/191162

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Doug McNeill		1 September 2020	D20/191149
Helen Evans		11 July 2011	D20/255197
Ian Williams		11 July 2011	D20/255215
Blaithin Butler		10 September 2012	D20/255361
Miles Hazel		16 November 2020	D20/255947
Simon Clarke		19 March 2018	D18/25506
Dora Novak		19 March 2018	D18/25504
Vikram Kumar		23 April 2018	D18/37925
Erin Sonogo		6 September 2018	D18/91931
Julia Repusic		28 August 2019	D19/119541
Ravi Teja Ayyagari		27 November 2019	D19/167859
EMERGENCY MANAGEMENT			
	Instrument of Appointment & Authorisation		
Tristan Crews	MEMO	23 December 2021	D22/1505
Cameron Duthie	MEMO	23 December 2021	D22/1506
James Myatt	MEMO	23 December 2021	D22/1507
Doug McNeill	MEMO	1 December 2020	D20/279185
Tony McGann	MRM	1 December 2020	D20/272663
Peter Macdonald	MRM	23 December 2021	D22/1509
Tamzin McLennan	MRM	23 December 2021	D22/1511
Doug McNeill	MRM	23 December 2021	D22/1508
ENVIRONMENT & COMMUNITY SAFETY			
	Instrument of Appointment & Authorisation		
Dora Novak		3 December 2018	D18/130242
ENVIRONMENT PROTECTION ACT 2017 – 11B Appoint an Authorised Officer			
	Instrument of Appointment & Authorisation		
Simon Hunnam		29 July 2021	D21/162327
Madeleine George		29 July 2021	D21/162326
Leanne Haslem		29 July 2021	D21/162325
Kevin Young		29 July 2021	D21/162324
James McDonald		29 July 2021	D21/162323
Gray Bowden		29 July 2021	D21/162322
Graeme Murphy		29 July 2021	D21/162321
Doug Winckle		29 July 2021	D21/162317
Doug McNeill		29 July 2021	D21/162316
Daryl Joiner		29 July 2021	D21/162313
ENVIRONMENT PROTECTION ACT 2017 – 11C Appoint as Litter & Noise Enforcement Officers			
	Instrument of Appointment & Authorisation		
Simon Hunnam		29 July 2021	D21/162342
Madeleine George		29 July 2021	D21/162341
Leanne Haslem		29 July 2021	D21/162340
Kevin Young		29 July 2021	D21/162339
James McDonald		29 July 2021	D21/162338
Gray Bowden		29 July 2021	D21/162337
Graeme Murphy		29 July 2021	D21/162335
Doug Winckle		29 July 2021	D21/162333
Doug McNeill		29 July 2021	D21/162331
Daryl Joiner		29 July 2021	D21/162329
FIRE PREVENTION			
	Instrument of Appointment & Authorisation		
Tristan Crews	Fire Awareness Officer	1 September 2020	D20/191188
Tristan Crews	Fire Prevention Officer	1 September 2020	D20/191189

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Graeme Murphy	Assistant Fire Prev. Officer	15 November 2018	D20/256762
Kevin Young	Assistant Fire Prev. Officer	15 November 2018	D20/256765
John Postma	Assistant Fire Prev. Officer	15 November 2018	D20/256764
Jade Quinn	Assistant Fire Prev. Officer	15 November 2018	D20/256763
Doug Winckle	Assistant Fire Prev. Officer	15 November 2018	D20/256766
Simon Hunnam	Assistant Fire Prev. Officer	17 November 2020	D20/258570
FOI OFFICER			
	Instrument of Appointment & Authorisation		
Errol Lawrence		18 February 2021	D21/30810
Marlo Emmitt		27 April 2021	D21/79074
HEALTH SERVICES			
	Instrument of Appointment & Authorisation		
Daryl Joiner		31 August 2020	D20/191144
Madeleine George		31 August 2020	D20/191172
Barbara Paine		17 June 2015	D15/46390
James Mcdonald		22 April 2021	D21/78639
INFRASTRUCTURE & LEISURE SERVICES			
	Instrument of Appointment & Authorisation		
Tony McGann		1 September 2020	D20/191187
Madeleine Bisits		1 September 2020	D20/191171
Frank Castles		1 September 2020	D20/191152
Kristy Cochrane		1 September 2020	D20/191169
Timothy Brain		1 September 2020	D20/191184
Mehdi Hossini		1 September 2020	D20/191176
Cameron Duthie		23 September 2020	D20/209522
PLANNING & ENVIRONMENT ACT			
	Instrument of Appointment & Authorisation		
Ian Seuren		28 August 2020	D20/196326
Doug McNeill		28 August 2020	D20/196325
Graeme Murphy		28 August 2020	D20/196324
Kevin Young		28 August 2020	D20/196287
Leanne Haslem		28 August 2020	D20/196321
Gray Bowden		28 August 2020	D20/196307
Simon Hunnam		28 August 2020	D20/196294
Blaithin Butler		28 August 2020	D20/196286
Doug Winckle		28 August 2020	D20/196289
Tristan Crews		28 August 2020	D20/196285
Simon Clarke	Cannot institute proceedings	19 March 2018	D20/258200
Ravi Teja Ayyagari	Cannot institute proceedings	27 November 2019	D19/167858
Julia Repusic	Cannot institute proceedings	29 August 2019	D19/119542
Dora Novak	Cannot institute proceedings	5 July 2017	D20/258483
Ian Williams	Cannot institute proceedings	25 August 2010	D20/258486
Helen Evans	Cannot institute proceedings	25 August 2010	D20/258502
Erin Sonego	Cannot institute proceedings	2 October 2018	D20/258503
Vikram Kumar	Cannot institute proceedings	25 May 2018	D20/258504
Dora Novak		25 February 2021	D21/39062
Tony McGann		25 February 2021	D21/39059
Heidi Robinson	Cannot Institute proceedings	25 February 2021	D21/39063
Jacinta Langdon		29 April 2021	D21/83852

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POLICE ENFORCEMENT	Instrument of Appointment & Authorisation		4 May 2017
Police Officers listed in document		7 July 2021	D21/142042
PREVENTION OF CRUELTY TO ANIMALS ACT 1986	Instrument of Appointment & Authorisation		
Graeme Murphy	Power to File Charges	5 June 2021	D21/118607
Graeme Murphy	Approval of General Inspector	5 June 2021	D21/118619
Kevin Young	Approval of General Inspector	5 June 2021	D21/118619
Simon Hunnam	Approval of General Inspector	5 June 2021	D21/118619
Gray Bowden	Approval of General Inspector	5 June 2021	D21/118619
Leanne Haslem	Approval of General Inspector	5 June 2021	D21/118619
CEO	Delegation from DPI to CEO	8 July 2021	D21/148199
PROTECTED DISCLOSURE OFFICERS	Instrument of Appointment & Authorisation		
- Errol Lawrence - Tony McGann - Ian Seuren - Jo Grainger - Tamara Stewart		17 November 2020	D20/260523
PLANNING COMMITTEE OF COUNCIL	Instrument of Delegation		
Councillors		3 November 2021	D21/240475
COUNCIL to CHIEF EXECUTIVE OFFICER	S5 Instrument of Delegation		
Anne Howard		29 July 2021	D21/159398
COUNCIL to STAFF	S6 Instrument of Delegation		
Staff as listed		27 September 2021	D21/206378
CEO to STAFF	S7 Instrument of Delegation		
Staff as listed		29 July 2021	D21/206882
MUNICIPAL BUILDING SURVEYOR to BUILDING STAFF	S12 Instrument of Delegation		
Municipal Building Surveyor to Building staff		16 July 2021	D21/172019
DELEGATION OF CEO powers to STAFF	S13 Instrument of Delegation		
Staff as listed		30 October 2020	D20/241495
CEO for VicSmart Applications under the Planning & Environment Act 1987	S14 Instrument of Delegation		
Staff as listed		30 October 2020	D20/241494
BUSHFIRE RECONSTRUCTION APPLICATIONS UNDER THE PLANNING & ENVIRONMENT ACT 1987	S16 Instrument of Delegation		
Staff as listed		27 April 2021	D21/79768
PORT MANAGER (Council) TO STAFF	Instrument of Delegation		
Staff as listed		30 October 2020	D20/214910
WATERWAYS MANAGER (Council) TO STAFF	Instrument of Delegation		
Staff as listed		30 October 2020	D20/214897

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PORT SUB-DELEGATION CEO TO STAFF	Instrument of Delegation		
Staff as listed		30 October 2020	D20/214904

**C7 INSTRUMENTS OF DELEGATION
CEO to COMMUNITY ASSET COMMITTEES**

COMMUNITY ASSET COMMITTEE	DATE SIGNED	DOC #
Alvie Recreation Reserve	28 August 2020	D20/196255
Barongarook Hall & Tennis Reserve	28 August 2020	D20/196238
Barwon Downs Hall	28 August 2020	D20/196242
Beech Forest Hall	28 August 2020	D20/196204
Beech Forest Recreation Reserve	28 August 2020	D20/196233
Birregurra Public Hall	28 August 2020	D20/214237
Carlisle River Recreation Reserve	28 August 2020	D20/196198
Chapple Vale Public Hall	28 August 2020	D20/196199
Cororooke Hall	28 August 2020	D20/196229
Cressy Hall	28 August 2020	D20/196237
Eurack Public Hall and Tennis Reserve	28 August 2020	D20/196197
Irrewillipe Hall and Reserve	28 August 2020	D20/196215
Kennett River Tennis Reserve	28 August 2020	D20/196190
Larpent Hall and Tennis Reserve	28 August 2020	D20/196195
Lavers Hill Hall	28 August 2020	D20/196163
Pirron Yallock Recreation Reserve	28 August 2020	D20/196181
Stoneyford Hall	28 August 2020	D20/196266
Swan Marsh Hall and Tennis Reserve	28 August 2020	D20/196160
Warncoort Tennis Reserve	28 August 2020	D20/196239
Yeo Recreation Reserve	28 August 2020	D20/196245