



Instrument of Delegation (Hearing of Submissions Committee)

Darebin City Council

Instrument of Delegation

to

Hearing of Submissions Committee

Instrument of Delegation

Darebin City Council (**Council**) delegates to the committee established under section 63 of the *Local Government Act 2020* and known as the "Hearing of Submissions Committee" (**the Committee**), the powers, discretions and authorities set out in the Schedule, and declares that:

1. this Instrument of Delegation is authorised by a resolution of Council passed on 27 September 2021;
2. the delegation:
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2 remains in force until Council resolves to vary or revoke it; and
 - 2.3 is to be exercised in accordance with the exceptions, conditions and limitations set out in the Schedule and with the guidelines or policies which Council from time to time adopts; and
3. all members of the Committee have voting rights.

DATED: 11 NOV 2021

The COMMON SEAL of)
DAREBIN CITY COUNCIL)
was affixed on)
with the authority of the Council:)





Councillor



Chief Executive Officer

SCHEDULE

1. Powers and functions

The Hearing of Submissions (the Committee) is a ' Delegated committee ' with delegated powers appointed pursuant to section 63 of the *Local Government Act 2020* to exercise Council's powers, functions and duties relating to the hearing of submissions received by Council in accordance with section 223 of the *Local Government Act 1989* (or under any other Act) including, but not limited to:

- a) review of Councillor and Mayoral allowances
- b) making of local laws
- c) the Council Plan
- d) the Council Budget
- e) the system of valuing land
- f) special rates or charges
- g) sale of land
- h) lease of land
- i) change of use of land
- j) proposed works to concentrate or divert drainage
- k) requiring drainage works on private land
- l) fix and alter the level of roads
- m) deviation of a road through private land or Crown land
- n) discontinuance and sale of roads
- o) fixing road alignment
- p) narrowing or widening a road
- q) placement of permanent barriers on roads
- r) placement of temporary barriers for traffic diversion experiments
- s) declaration of shopping malls
- t) restricting the use of roads by vehicles of certain size or weight
- u) declaration of a public highway; and
- v) declaration of a road to be open to public traffic.

2. Membership

The Committee comprises all Councillors.

3. Chairperson

The Mayor is the Committee Chairperson.

4. Meetings

The Committee will generally meet as determined by resolution of the Council, but may, pursuant to Section 63 of the *Local Government Act 2020*, also resolve to hold meetings.

5. Submitters to the Hearing of Submissions Committee

Submitters to the Committee include persons who have made a written submission to a matter and any other person determined by the Chairperson.

Submitters to the committee will be allocated 2 minutes to address the committee in support of their written submission.

The Chairperson at their discretion may extend the submission time limits in relation to a specific matter or person.

6. Reporting

The Committee reports as required to a subsequent meeting of the Council. A separate report on each specific matter heard by the Committee will also be submitted for formal determination by the Council.

A report on the meetings and activities of the Hearing of Submissions Special Committee is to be prepared for inclusion in Council's Annual Report.