



Hon Richard Wynne MP

Minister for Planning

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Professor Stuart Macintyre  
Chair  
Heritage Council of Victoria  
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Ref: MBR036924  
“\*MBR036924\*”

Dear Professor Macintyre

## STATEMENT OF EXPECTATIONS - HERITAGE COUNCIL OF VICTORIA

I am pleased to provide you with the Statement of Expectations (SOE) for the Heritage Council of Victoria (the Council). The SOE applies for the period 1 July 2018 to 30 June 2020, or until otherwise amended.

### Improving the administration and enforcement of regulation

The SOE sets out my expectations for the Council's contribution to the Victorian Government's program to reduce red tape affecting businesses, not-for-profit organisations, government service providers and households by promoting greater efficiency and effectiveness in the administration and enforcement of regulation. It also outlines my expectations on broader improvements for the Council's performance.

As Minister for Planning, I am responsible for administering the *Heritage Act 2017* (the Act). The SOE should be read within the context of the objectives, obligations and functions outlined in the Act.

The SOE outlines key governance and performance objectives and targets aimed at improving the administration and enforcement of regulation and thus reducing its cost impact on business and the community. This SOE replaces the Stage 2 SOE issued on 4 February 2018.

### Improvements and targets

Based on consultation between the Council the Department of Environment, Land, Water and Planning, I have identified some key areas of governance and operational performance where there are opportunities for the Council to make improvements that would reduce cost impacts on business.

The Heritage Council is expected to identify activities it will undertake to achieve the following performance improvements and targets:

- Undertake a review of key regulatory provisions of the Act to ensure improved regulatory process, by December 2019.
- Provide strategic training sessions for members in relation to regulatory functions, by June 2019, to ensure best-practice regulatory activity and clear and transparent regulatory processes under the Act.
- Amend existing stakeholder resources, by December 2019, to improve awareness of the Act's regulatory processes and communicate best-practice regulatory process.

In developing actions to achieve these improvements and targets, the Council is expected to consult with the Red Tape Commissioner, business and the broader community as appropriate.

### Reporting

Reporting on your progress to achieve these SOE performance targets should be undertaken in the context of annual financial reporting to avoid dual reporting streams. As part of annual reporting, regulators are expected to report on:

- current baseline levels for performance targets set in this SOE; and
- activities to be undertaken to reach the performance targets and improvements set out in this SOE.

I understand that the SOE will be published on the Council's website upon receipt.

I also understand that on receipt of this letter, the Council will respond to this SOE, outlining how it intends to achieve the performance improvements and targets set in this SOE. This response should include details of the specific activities that will be undertaken by Heritage Victoria.

I look forward to seeing Heritage Victoria continuously working towards achieving best practice in the administration of regulation.

Yours sincerely



HON RICHARD WYNNE MP  
Minister for Planning

22/7/18