

DELEGATED AUTHORITY REGISTER

Council to CEO and Employees

2024

City of
South Perth



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Delegations

Under section 5.42 of the *Local Government Act 1995* (Act), a local government may delegate to the Chief Executive Officer (CEO) the exercise of any of its powers or the discharge of any of its duties under the Act (other than those referred to in section 5.43), or section 214(2), (3) or (5) of the *Planning and Development Act 2005*.

The delegations contained herein have been adopted by Council at the Ordinary Council Meeting on 25 June 2024 by an absolute majority decision. The delegations made to the Chief Executive Officer, or directly to officers in accordance with the provisions of other legislation such as the *Local Government (Miscellaneous Provisions) Act 1960*, the *Strata Titles Act 1985* and the *Bush Fires Act 1954*.

Following delegation from Council to the CEO Section 5.44 of the Act permits the CEO to then delegate to any employee of the local government, the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under the Act (other than the power of delegation).

A local government cannot delegate to a CEO any of the following powers or duties:

- (a) any power or duty that requires a decision of an absolute majority of the council;
- (b) accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- (c) appointing an auditor;
- (d) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (e) any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A, 5.100 or 5.129;
- (f) borrowing money on behalf of the local government;
- (g) hearing or determining an objection of a kind referred in section 9.5;
- (ha) The power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor; or
- (i) such other powers or duties as may be prescribed.

Delegations to the CEO and employees must be reviewed every financial year and records must be kept in relation to the exercise of the power or the discharge of the duty.

The principal consideration for a local government when deciding if it should delegate a power or duty, is whether the delegation will improve the efficiency of the local government's operations whilst ensuring that its policies are consistently implemented.

Without limiting the effect of sections 58 and 59 of the *Interpretation Act 1984*, a delegation made under the *Local Government Act 1995* has effect for the period of time specified in the delegation or where no period is specified, indefinitely.

Each instrument of Delegation contains the following information:

Head of Power:	The title of the legislation under which the delegation is made.
Express Power to Delegate:	The specific legislation reference enabling delegation.
Delegation No.:	This is an alphanumeric number assigned to each delegation by the City.
Delegation Title:	A brief description of the delegation.
Legislative Reference of Power or Duty being Delegated:	The specific legislative reference for the power or duty which is delegated.
Power or Duty being Delegated:	Details of the power or duty being delegated.
Conditions of Delegation:	Conditions or limitations imposed by the Delegator to the Delegate which must be adhered to.
Delegated To	The employee position/s the power or duty is being delegated to.

Delegation from Council DC401
Graffiti Vandalism Act – Local Government Functions

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	Governance and Ranger Services

Head of Power:	<i>Graffiti Vandalism Act 2016</i>
Express Power to Delegate:	Section 16
Delegation No.:	DC401
Delegation Title:	Graffiti Vandalism Act – Local Government Functions
Legislative Reference of Power:	Section 16
Power or Duty being Delegated:	Perform any power or duty of the ‘local government’ under the <i>Graffiti Vandalism Act 2016</i> .
Conditions of Delegation:	Not Applicable
Delegated To	Chief Executive Officer

Delegation Number: DC401

Relevant Management Practice: N/A

Council Adoption: 26/03/2019

Relevant Policy: N/A

Reviewed/Modified: 08/21, 03/22, 03/23, 06/24

Relevant Delegation: N/A

Delegation from Council DC511 Partial Closure of a Thoroughfare for Repair or Maintenance

Responsible Business Unit/s	Engineering Services
Responsible Officer	Manager Engineering Services
Affected Business Unit/s	Infrastructure Services

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC511
Delegation Title:	Partial Closure of a Thoroughfare for Repair or Maintenance
Legislative Reference of Power:	Section 3.50, 3.50A and 3.51
Power or Duty being Delegated:	The authority to allow for the partial and temporary closure of a thoroughfare for the purpose of carrying out repairs or maintenance.
Conditions of Delegation:	(a) The closure is unlikely to have a significant adverse impact on users of the thoroughfare; and (b) Written notice of the partial closure will be given to the occupier of any property who gains access to the property from that part of the thoroughfare which is to be closed.
Delegated To	Chief Executive Officer

Delegation Number:	DC511	Relevant Management Practice:	N/A
Council Adoption:	26/03/08	Relevant Policy:	N/A
Reviewed/Modified:	03/10, 02/11, 03/13, 03/14, 03/15, 03/16, 11/16, 12/17, 03/19, 08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC602 Authority to Make Payments from the Municipal and Trust Funds

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All Business Units

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC602
Delegation Title:	Authority to Make Payments from the Municipal and Trust Funds
Legislative Reference of Power:	Section 6.7.(2), 6.9(2),(3)(a),(4), and 6.10(d) of the <i>Local Government Act 1995</i> Regulation 12 (1)(a) of the Local Government (Financial Management) Regulations 1996
Power or Duty being Delegated:	The authority to make payments on behalf of the City from the Municipal Fund and the Trust Fund.
Conditions of Delegation:	<p>Before a payment is made, the following procedure must be followed:</p> <ul style="list-style-type: none"> (a) Expenditure must be previously approved by Council and be included in the annual budget; (b) Regulation 5(1)(e), 11,12, 13 and 13A of the Local Government (Financial Management) Regulations 1996 must be complied with. (c) Monthly reporting to Council is to be in accordance with Regulation 13. (d) The CEO's authority to make payments is unlimited, subject to annual budget limitations. (e) This authority pertains to payments for EFT transactions, including Creditors and Payroll, utility providers, (f) Investments and transfers between trust and municipal funds. (g) This authority includes the lodgement of Employees' Superannuation payments. (h) Expenditure due for payment must be accompanied by sufficient documentation as to allow the signatories to confirm correct procedures have been followed.
Delegated To	Chief Executive Officer

Delegation Number: DC602

Relevant Management Practice: N/A

Council Adoption: 27/03/07

Relevant Policy: N/A

Reviewed/Modified: 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 03/15, 03/16, 03/17, 06/18, 03/19, 08/21, 03/22, 03/23, 06/24

Relevant Delegation: DM602 Authority to make payments from the Municipal and Trust Funds

Delegation from Council DC603 Investment of Surplus Funds

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	Financial Services

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC603
Delegation Title:	Investment of Surplus Funds
Legislative Reference of Power:	Section 6.10 and 6.14 (1) Regulation 19 of the Local Government (Financial Management) Regulations 1996)
Power or Duty being Delegated:	The authority to invest money held in the Municipal Fund or the Trust Fund that is not for the time being required for any other purpose.
Conditions of Delegation:	(a) the funds may be invested in any of the Australian Prudential Regulation Authority regulated and listed, Authorised Deposit-taking Institutions (ADIs) being corporations as authorised under the Banking Act 1959. ADIs include the following institutions: <ul style="list-style-type: none"> • Banks, • Building Societies, and • Credit Unions. (b) the funds may only be invested in those authorised financial instruments which are set out in Policy P603 - Investment of Surplus Funds.
Delegated To	Chief Executive Officer

Delegation Number: DC603

Relevant Management Practice: M603 Investment Procedures

Council Adoption: 27/03/07

Relevant Policy: P603 Investment of Surplus Funds

Reviewed/Modified: 08, 03/10, 02/11, 03/12, 03/13, 03/14,
03/15, 03/16, 06/18, 03/19, 08/21, 03/22,
03/23, 06/24

Relevant Delegation: N/A

Delegation from Council DC607 Tenders /E-Quotes/Common Use Agreements

Responsible Business Unit/s	All business units
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All business units

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC607
Delegation Title:	Tenders /E-Quotes/Common Use Agreements
Legislative Reference of Power:	Section 3.57 <i>Local Government Act 1995</i> and Local Government (Functions and General) Regulations 1996 r. 11, r.13, r.14, r.18, r.20, r.21A
Power or Duty being Delegated:	<ul style="list-style-type: none"> a) Authority to call tenders [F&G r.11(1)]. b) Authority to determine not to call a public tender as required under r11(1), if an exemption exists under r11(2). [F&G r.11(2)]. c) Authority to invite tenders although not required to do so [F&G r.13]. d) Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)]. e) Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)]. f) Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&G r.14(5)]. g) Authority to evaluate tenders, by written evaluation, and decide which is the most advantageous [F&G r.18(4)]. h) Authority to accept tenders, only within the \$value detailed as a condition on this Delegation, or reject tenders as per the conditions on this Delegation and in accordance with the requirements of the Functions and General Regulations [F&G r.18(2) and (4)].

	<ul style="list-style-type: none"> i) Authority to determine that a variation proposed is minor in context of the total goods or services sought through the invitation to tender and to then enter into minor variations with the successful tenderer before entering into a contract [F&G r.20(1) and (3)]. j) Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)]. k) Authority to decline any tender [F&G r.18(5)]. l) If the chosen tenderer is unable or unwilling to form a contract OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer, authority to choose the next most advantageous tender to accept [F&G r.20(2)] m) Authority to accept another tender where within 6-months of either accepting a tender, a contract has not been entered into OR the successful tenderer agrees to terminate the contract [F&G r.18(6) & (7)]
<p>Conditions of Delegation:</p>	<p>The authority to accept:</p> <ul style="list-style-type: none"> a) All tenders to a maximum value of \$500,000 (exclusive of GST); and b) Undertake purchases of goods and services which are, or expected to be up to the value of up to \$700,000 (exclusive of GST) where the supply of products or services is procured through the Western Australian Local Government Association (WALGA), State or Commonwealth Governments or any of its agencies that provide preferred supplier contracts or arrangements. <p>Acceptance of tender is conditional upon the Chief Executive Officer being satisfied that -</p> <ul style="list-style-type: none"> a) The tender process has been conducted in accordance with the Act, Regulations, the City's Policies and Management Practices; b) The specifications set out in the tender match the specifications of the Request for Tender; c) The tender represents the best overall value for the City; and d) The tender is within budget. <p>The delegate is authorised to not accept any tender received, having previously exercised the delegation to invite public tenders;</p> <ul style="list-style-type: none"> a) If in the opinion of the delegate the number of tenders received is insufficient as to provide for a reasonable assessment of the merits of the tenders received. b) If the delegate decides that it would be disadvantageous to the Local Government to accept any tender.

Delegation Number: DC607

Relevant Management Practice: M607 Tenders and Expressions of Interest

Council Adoption: 27/03/07

Relevant Policy: P607 Tenders and Expressions of Interest

Reviewed/Modified: 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 03/15, 03/16, 03/17, 04/18, 03/19, 08/21, 03/22, 03/23, 06/24

Relevant Delegation: DM607 Acceptance of Tenders

	<p>c) If on assessment of the tenders received the contract value would exceed the budget provision for the invited service.</p> <p>d) If in the opinion of the delegate no person is capable of satisfactorily supplying the requested goods or services</p> <p>The delegate must ensure that:</p> <p>a) The tender process has been carried out in accordance with the Act, the Regulations and the City’s Policies and Management Practices.</p> <p>b) The tenders register records that no Tender was accepted.</p>
Delegated To	Chief Executive Officer

Delegation Number: DC607

Relevant Management Practice: M607 Tenders and Expressions of Interest

Council Adoption: 27/03/07

Relevant Policy: P607 Tenders and Expressions of Interest

Reviewed/Modified: 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 03/15, 03/16, 03/17, 04/18, 03/19, 08/21, 03/22, 03/23, 06/24

Relevant Delegation: DM607 Acceptance of Tenders

Delegation from Council DC609 Leases

Responsible Business Unit/s	All business units
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All business units
Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC609
Delegation Title:	Leases
Legislative Reference of Power:	Section 3.58 (3)
Power or Duty being Delegated:	Authority is given to the CEO to enter into agreements to lease property that the City owns or that it controls under a management order which confers the power to lease.
Conditions of Delegation:	<p>The CEO may exercise this power in relation to a lease subject to:</p> <ul style="list-style-type: none"> a) Meeting the requirements of section 3.58 of the <i>Local Government Act 1995</i>; b) Meeting the requirements of the <i>Commercial Tenancy (Retail Shops) Agreements Act 1985</i> where applicable; c) Obtaining Minister for Lands consent pursuant to section 18 of the <i>Land Administration Act 1997</i>, should the property be subject to a management order where applicable; d) Leases being for a maximum term of five years with a five year option for: Not for Profit Sporting Organisations, Not for Profit Organisations, Community Associations, Government Bodies, Committees and Associations, and educational institutions; and e) Renewal of an existing commercial lease being for a maximum term of five years. <p>Note: All new commercial leases will be brought to Council for consideration.</p>
Delegated To	Chief Executive Officer

Delegation Number: DC609

Relevant Management Practice: M609 Leases and Licences

Council Adoption: 03/05

Relevant Policy: P609 Leases and Licences

Reviewed/Modified: 06/06, 09/08, 03/10, 02/11, 06/12, 03/13, 03/14, 03/15, 06/16, 03/17, 03/18, 03/19, 03/20, 08/21, 03/22, 03/23, 06/24

Relevant Delegation: DM609 Leases and Licences

Delegation from Council DC612 Disposal of Surplus Property

Responsible Business Unit/s	Financial Services
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All Business Units

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC612
Delegation Title:	Disposal of Surplus Property
Legislative Reference of Power:	Section 3.58 (2) & (3), Regulation 30 the <i>Local Government (Functions & General)</i>
Power or Duty being Delegated:	<ol style="list-style-type: none"> Authority to dispose of property to: <ol style="list-style-type: none"> to the highest bidder at public auction [s.3.58(2)(a)]. to the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tenders [s.3.58(2)(b)] Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].
Conditions of Delegation:	<ol style="list-style-type: none"> Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required. For the purposes of the of leases in accordance with Policy P609 and DC609. Exempt Dispositions (as prescribed by Functions and General Regulation 30) are to be undertaken to ensure that the best value return is achieved. Where the property is determined as having a nil market value, then the disposal must ensure environmentally responsible disposal. For the purposes of s5.43(d) disposal of property identified in 1 and 2 above is limited to a maximum value of \$350,000.
Delegated To	Chief Executive Officer

Delegation Number: DC612

Relevant Management Practice: N/A

Council Adoption: 27/03/07

Relevant Policy:

Reviewed/Modified: 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 03/15, 03/16, 03/17, 06/18, 03/19, 08/21, 03/22, 03/23, 06/24

Relevant Delegation: DM612 Disposal of Surplus Property

Delegation from Council DC617

Granting Discounts, Concessions, Fee Waiver and Debt Write Off

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC617
Delegation Title:	Grant Discounts, Concessions, Fee Waiver and Debt Write-Off
Legislative Reference of Power or Duty being Delegated:	Section 6.12(1)(b)(c) Section 6.12 (3)
Power or Duty being Delegated:	<ol style="list-style-type: none"> 1. Grant concessions in relation to fees, levies or charges by the Council for the use of its facilities and services. 2. To write-off any single amount of money owing to the City less than \$2,000 (GST exclusive) subject to conditions as stipulated. 3. To write-off any amount of money previously specifically identified and provided for in the Provision for Doubtful Debts subject to conditions as stipulated
Conditions of Delegation:	<p><u>Write-off any single amount of money owing to the City less than \$2,000 (GST exclusive) where:</u></p> <ol style="list-style-type: none"> a) The amount is too small to warrant collection; b) It is considered that the cost of collection is likely to be disproportionate to the amount which is owed; and c) The amount has not been previously identified and provided for in the Provision for Doubtful Debts. d) A record of any amounts written-off under this delegation is required to be kept and made available for external audit purposes. <p><u>Write-off any amount of money previously specifically identified and provided for in the Provision for Doubtful Debts where:</u></p> <ol style="list-style-type: none"> a) The amount is found to be uncollectable; and b) Compliance with applicable Australian Accounting Standards or other professional pronouncements require the debt to be removed from the City's accounts. c) A record of any amounts written-off under this delegation is required to be kept and made available for external audit purposes.
Delegated To	Chief Executive Officer

Delegation Number: DC617

Relevant Management Practice: N/A

Council Adoption: 25/06/24

Relevant Policy: N/A

Reviewed/Modified:

Relevant Delegation: N/A

Delegation from Council DC618 Commence a Prosecution for an Offence

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All business units

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC618
Delegation Title:	Commence a Prosecution for an Offence
Legislative Reference of Power:	Section 9.24 (1) (c)
Power or Duty being Delegated:	<ol style="list-style-type: none"> Authority to initiate prosecutions on behalf of the Local Government under the <i>Local Government Act 1995</i>, all Regulations made under the <i>Local Government Act 1995</i> and City of South Perth Local Laws made under the <i>Local Government Act 1995</i>. Authority to be registered on the eCourts Portal as persons authorised to commence prosecutions and lodge prosecution notices on behalf of the City.
Conditions of Delegation:	Nil.
Delegated To	Chief Executive Officer

Delegation Number: DC618
Council Adoption: 25/06/24
Reviewed/Modified:

Relevant Management Practice: N/A
Relevant Policy: N/A
Relevant Delegation: N/A

Delegation from Council DC642 Appointment of Acting CEO

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All business units

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC642
Delegation Title:	Appointment of Acting CEO
Legislative Reference of Power:	S5.39(1a) (a)
Power or Duty being Delegated:	Authority to appoint a City Director as Acting CEO when the CEO is absent on annual leave.
Conditions of Delegation:	Nil.
Delegated To	Chief Executive Officer

Delegation Number:	DC642	Relevant Management Practice:	N/A
Council Adoption:	26/03/08	Relevant Policy:	N/A
Reviewed/Modified:	03/10, 02/11, 03/12, 03/13, 03/14, 03/15, 03/16, 03/17, 03/18, 03/19, 08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC678 Appointment of Authorised Officers

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All business units

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC678
Delegation Title:	Appointment of Authorised Officers
Legislative Reference of Power:	Section 9.10
Power or Duty being Delegated:	Authority to appoint persons or classes of persons to be authorised for the purpose of performing particular functions.
Conditions of Delegation:	Not Applicable
Delegated To	Chief Executive Officer

Delegation Number:	DC678	Relevant Management Practice:	N/A
Council Adoption:	26/03/08	Relevant Policy:	N/A
Reviewed/Modified:	03/10, 02/11, 03/12, 03/13, 03/14, 03/15, 03/16, 03/17, 03/18, 03/19, 08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation Number:	DC678	Relevant Management Practice:	N/A
Council Adoption:	26/03/08	Relevant Policy:	N/A
Reviewed/Modified:	03/10, 02/11, 03/12, 03/13, 03/14, 03/15, 03/16, 03/17, 03/18, 03/19, 08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC679 Administer the City's Local Laws

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All business units

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC679
Delegation Title:	Administer the City's Local Laws
Legislative Reference of Power:	Section 3.18 (1)
Power or Duty being Delegated:	The authority to administer the City's local laws and to do all other things that are necessary or convenient to be done for or in connection with performing the functions of the City.
Conditions of Delegation:	Not Applicable
Delegated To	Chief Executive Officer

Delegation Number:	DC679	Relevant Management Practice:	N/A
Council Adoption:	26/03/08	Relevant Policy:	N/A
Reviewed/Modified:	03/10, 02/11, 03/12, 03/13, 03/14, 03/15, 03/16, 03/17, 03/18, 03/19, 08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC684
Sealed Documents

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All business units

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC684
Delegation Title:	Sealed Documents
Legislative Reference of Power:	Sections 9.49A (2)
Power or Duty being Delegated:	Authorise the affixing of the Common Seal of the City to any document that needs the City's Common Seal to be legally effective.
Conditions of Delegation:	Not Applicable
Delegated To	Chief Executive Officer

Delegation Number: DC684

Council Adoption: 26/03/2019

Reviewed/Modified: 08/21, 03/22, 03/23, 06/24

Relevant Management Practice: N/A

Relevant Policy: N/A

Relevant Delegation: N/A

Delegation from Council DC685 Inviting Expressions of Interest

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	Chief Executive Officer

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC685
Delegation Title:	Inviting Tenders or Expression of Interests
Legislative Reference of Power:	Section 3.57 Local Government (Functions and General) Regulations 1996 – Regulation 21, 22 and 23
Power or Duty being Delegated:	<ol style="list-style-type: none"> 1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&G r.21]. 2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&G r.23].
Conditions of Delegation:	<p>Compliance with Regulation 21.</p> <p>Compliance with City Policy P607.</p> <p>The tenders register records the required details regarding Expressions of Interest with reference to the Local Government (Functions and General) Regulations 1996, Regulation 17(2).</p>
Delegated To	Chief Executive Officer

Delegation Number: DC685

Council Adoption: 27/03/07

Reviewed/Modified: 09/08, 03/10, 02/11, 03/12, 03/13, 03/14, 03/15, 03/16, 03/17, 03/18, 06/18, 03/19, 08/21, 03/22, 03/23, 06/24

Relevant Management Practice: M607 Tenders and Expressions of Interest

Relevant Policy: P607 Tenders and Expression of Interest

Relevant Delegation: DM685 Inviting Tenders & Expressions of Interest

Delegation from Council DC370
Approve or Refuse Granting of a Building Permit

Responsible Business Unit/s	Development Services
Responsible Officer	Manager Development Services, Coordinator Building Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Building Act 2011</i>
Express Power to Delegate:	Section 127(1) and 127(3)
Delegation No.:	DC370
Delegation Title:	Approve or Refuse Grant of a Building Permit
Legislative Reference of Power:	<i>Building Act 2011</i> Section 18, 20 22, 23 and 27 Building Regulations 2012 Regulation 23, 24 and 26
Power or Duty being Delegated:	The authority to grant or refuse to grant building permits
Conditions of Delegation:	<ul style="list-style-type: none"> • Keep a register in the approved form of all building permits granted by the local government. • Make the register available for inspection by members of the public during normal office hours. • Keep in the manner and for the prescribed period such of the prescribed documents that comprise, accompany, are provided for in, are issued as a result of, or otherwise relate to the building or incidental structure. • Give the Building Commissioner prescribed information for inclusion in the annual report submitted under the <i>Financial Management Act 2006</i> Part 5 by the accountable authority, as defined in section 3 of that Act, of the Department as defined in the <i>Building Services (Complaint Resolution and Administration) Act 2011</i> section 3. • A delegation of a special permit authority's powers or duties may be only to: <ul style="list-style-type: none"> ○ An employee of the special permit authority (s127(2)); or ○ a person employed by the local government under s5.36 of the <i>Local Government Act 1995</i>. • Allow interested persons to inspect a building record.
Delegated To	Chief Executive Officer Director Development and Community Services Manager Development Services Coordinator Building Services Assistant Building Surveyor

Delegation Number:	DC370	Relevant Management Practice:	N/A
Council Adoption:	27/11/2012	Relevant Policy:	N/A
Reviewed/Modified:	03/10, 02/11, 03/12, 07/12, 11/12, 03/13, 07/13, 03/14, 03/15, 03/16, 06/17, 03/19, 08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC371 Approve or Refuse Granting of a Demolition Permit

Responsible Business Unit/s	Development Services
Responsible Officer	Manager Development Services, Coordinator Building Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Building Act 2011</i>
Express Power to Delegate:	Section 127 (1)
Delegation No.:	DC371
Delegation Title:	Approve or Refuse Granting of a Demolition Permit
Legislative Reference of Power:	<i>Building Act 2011</i> Section 18, 21, 22, 27(1) and 27(3) Building Regulations 2012 Regulation 23, 24 and 26
Power or Duty being Delegated:	The authority to grant or refuse to grant building permits.
Conditions of Delegation:	<ul style="list-style-type: none"> • Keep a register in the approved form of all demolition permits made by Local Authority. • Make the register available for inspection by members of the public during normal office hours. • Keep in the manner and for the prescribed period such of the prescribed documents that comprise, accompany, are provided for in, are issued as a result of, or otherwise relate to the building or incidental structure. • Give the Building Commissioner prescribed information for inclusion in the annual report submitted under the Financial Management Act 2006 Part 5 by the accountable authority, as defined in section 3 of that Act, of the Department as defined in the Building Services (Complaint Resolution and Administration) Act 2011 section 3. • Allow interested persons to inspect a building record. • A delegation of a special permit authority's powers or duties may be only to: <ul style="list-style-type: none"> ○ An employee of the special permit authority (s127(2)); or ○ a person employed by the local government under s5.36 of the <i>Local Government Act 1995</i>.
Delegated To	Chief Executive Officer Director Development and Community Services Manager Development Services Coordinator Building Services Assistant Building Surveyor

Delegation Number:	DC371	Relevant Management Practice:	N/A
Council Adoption:	27/11/2012	Relevant Policy:	N/A
Reviewed/Modified:	03/10, 02/11, 03/12, 07/12, 11/12, 03/13, 07/13, 03/14, 03/15, 03/16, 06/17, 03/19, 08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC372
Grant, or Refuse to Grant Occupancy Permits or Building Approval Certificates

Responsible Business Unit/s	Development Services
Responsible Officer	Manager Development Services, Coordinator Building Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Building Act 2011</i>
Express Power to Delegate:	Section 127 (1) and 127(3)
Delegation No.:	DC372
Delegation Title:	Grant, or Refuse to Grant Occupancy Permits or Building Approval Certificates
Legislative Reference of Power:	Section 55, 58, 62(1); 62(3)
Power or Duty being Delegated:	The authority to grant, modify or refuse to grant occupancy permits or building approval certificates.
Conditions of Delegation:	<ul style="list-style-type: none"> • Keep a register in the approved form of all occupancy permits and building approval certificates made by the Local Authority. • Make the register available for inspection by members of the public during normal office hours. • Keep in the manner and for the prescribed period such of the prescribed documents that comprise, accompany, are provided for in, are issued as a result of, or otherwise relate to the building or incidental structure. • Give the Building Commissioner prescribed information for inclusion in the annual report submitted under the <i>Financial Management Act 2006</i> -Part 5 by the accountable authority, as defined in section 3 of that Act, of the Department as defined in the <i>Building Services (Complaint Resolution and Administration) Act 2011</i> section 3. • A delegation of a special permit authority's powers or duties may be only to: <ul style="list-style-type: none"> ○ An employee of the special permit authority (s127(2)); or ○ a person employed by the local government under s5.36 of the <i>Local Government Act 1995</i>. • Allow interested persons to inspect a building record.
Delegated To	Chief Executive Officer Director Development and Community Services Manager Development Services Coordinator Building Services Assistant Building Surveyor

Delegation Number:	DC372	Relevant Management Practice:	N/A
Council Adoption:	27/11/2012	Relevant Policy:	N/A
Reviewed/Modified:	03/10, 02/11, 03/12, 07/12, 11/12, 03/13, 07/13, 03/14, 03/15, 03/16, 06/17, 03/19, 08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC373

Approve or refuse an Extension of the Duration for Occupancy Permits or Building Approval Certificates

Responsible Business Unit/s	Development Services
Responsible Officer	Manager Development Services, Coordinator Building Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Building Act 2011</i>
Express Power to Delegate:	Section 127 (1)
Delegation No.:	DC373
Delegation Title:	Approve or refuse an Extension of the Duration for Occupancy Permits or Building Approval Certificates
Legislative Reference of Power:	<i>Building Act 2011</i> Section 65(4) Building Regulations 2012 Regulation 40
Power or Duty being Delegated:	The authority to grant, modify or refuse to grant occupancy permits or building approval certificates.
Conditions of Delegation:	<ul style="list-style-type: none"> • Keep a register in the approved form of all occupancy permits and building approval certificates made by the Local Authority. • Make the register available for inspection by members of the public during normal office hours. • Keep in the manner and for the prescribed period such of the prescribed documents that comprise, accompany, are provided for in, are issued as a result of, or otherwise relate to the building or incidental structure. • Give the Building Commissioner prescribed information for inclusion in the annual report submitted under the <i>Financial Management Act 2006</i> Part 5 by the accountable authority, as defined in section 3 of that Act, of the Department as defined in the <i>Building Services (Complaint Resolution and Administration) Act 2011</i> section 3. • A delegation of a special permit authority's powers or duties may be only to: <ul style="list-style-type: none"> ○ An employee of the special permit authority (s127(2)); or ○ a person employed by the local government under s5.36 of the <i>Local Government Act 1995</i>. • Allow interested persons to inspect a building record.

Delegated To	Chief Executive Officer Director Development and Community Services Manager Development Services Coordinator Building Services Assistant Building Surveyor
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Delegation Number:	DC373	Relevant Management Practice:	N/A
Council Adoption:	26/03/2008	Relevant Policy:	N/A
Reviewed/Modified:	03/10, 02/11, 03/12, 03/13, 07/13, 03/14, 03/15, 03/16, 06/17, 03/19, 08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC374

Appoint Authorised Officers for the purposes of the *Building Act 2011*

Responsible Business Unit/s	Development Services
Responsible Officer	Manager Development Services, Coordinator Building Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Local Government Act 1995</i> <i>Building Act 2011</i>
Express Power to Delegate:	<i>Local Government Act 1995</i> Section 5.42 1(b) <i>Building Act 2011</i> – Section 127 (1) and (3)
Delegation No.:	DC374
Delegation Title:	Appoint Authorised Officers for the purposes of the Building Act 2011
Legislative Reference of Power:	<i>Building Act 2011</i> Section 96(3) and 99(3) Building Regulations 2012 – 70(1) and (2)
Power or Duty being Delegated:	The authority to grant, modify or refuse to grant occupancy permits or building approval certificates.
Conditions of Delegation:	1) Each person designated as an authorised person must have an identity card. 2) Delegations exercised are to be recorded in the City's record management system.
Delegated To	Chief Executive Officer

Delegation Number: DC374

Relevant Management Practice: N/A

Council Adoption: 26/03/2008

Relevant Policy: N/A

Reviewed/Modified: 03/10, 02/11, 03/12, 03/13, 07/13, 03/14,
03/15, 03/16, 06/17, 03/19, 08/21, 03/22,
03/23, 06/24

Relevant Delegation: N/A

Delegation from Council DC375
Issue or Revoke Building Orders

Responsible Business Unit/s	Development Services
Responsible Officer	Manager Development Services, Coordinator Building Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Building Act 2011</i>
Express Power to Delegate:	Section 127(1)
Delegation No.:	DC375
Delegation Title:	Issue or Revoke Building Orders
Legislative Reference of Power:	Section 110 (1), 111(1), 117 (1), 117(2), 118(2),118(3) and 133(1).
Power or Duty being Delegated:	<p>The authority to issue or revoke building orders.</p> <p>Authority to give notice of a proposed building order and consider submissions received in response and determine actions.</p> <p>If there is non-compliance with a building order, authority to cause an authorised person to:</p> <ul style="list-style-type: none"> (a) take any action specified in the order; or (b) commence or complete any work specified in the order; or (c) if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease. <p>Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order.</p> <p>Authority to specify a way in which an outward facing side of a particular close/boundary wall must be finished off.</p> <p>Authority to initiate a prosecution for non-compliance with a building order.</p>
Conditions of Delegation:	<p>Keep a register in the approved form of all building orders issued by the Local Authority.</p> <p>A delegation of a special permit authority's powers or duties may be only to:</p> <ul style="list-style-type: none"> ○ An employee of the special permit authority (s127(2)); or ○ a person employed by the local government under s5.36 of the <i>Local Government Act 1995</i>.

Delegated To	Chief Executive Officer Director Development and Community Services Manager Development Services Coordinator Building Services Assistant Building Surveyor
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Delegation Number:	DC375	Relevant Management Practice:	N/A
Council Adoption:	26/03/2008	Relevant Policy:	N/A
Reviewed/Modified:	03/10, 02/11, 03/12, 03/13, 07/13, 03/14, 03/15, 03/16, 06/17, 03/19, 08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC376
Infringement Notices under the Building Regulations 2012

Responsible Business Unit/s	Development Services
Responsible Officer	Director Development Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC376
Delegation Title:	Infringement Notices under the Building Regulations 2012
Legislative Reference of Power:	<i>Local Government Act 1995</i> – Section 9.10, 9.16, 9.19 and 9.20 Building Regulations 2012 – Regulation 70 (1) and (2)
Power or Duty being Delegated:	The authority to appoint 'authorised officers' for the purposes of issuing <i>Building Act 2011</i> infringement notices in accordance with Regulation 70(2) of the Building Regulations 2012 and section 6 (b) of the <i>Criminal Procedures Act 2004</i> . The authority to extend the time to pay or withdraw infringement notices.
Conditions of Delegation:	Not Applicable
Delegated To	Chief Executive Officer Director Development and Community Services Manager Development Services

Delegation Number: DC376

Relevant Management Practice: N/A

Council Adoption: 15/10/2019

Relevant Policy: N/A

Reviewed/Modified: 08/21, 03/22, 03/23, 06/24

Relevant Delegation: N/A

Delegation from Council DC377 Referrals and Issuing Certificates

Responsible Business Unit/s	Chief Executive Officer, Development Services
Responsible Officer	Chief Executive Officer, Director Development and Community Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Building Act 2011</i>
Express Power to Delegate:	Section 127(1) & (3)
Delegation No.:	DC377
Delegation Title:	Referrals and Issuing Certificates
Legislative Reference of Power:	Section 145A
Power or Duty being Delegated:	Authority to refer uncertified applications under s 17(1) to a building surveyor who is not employed by the local government.
Conditions of Delegation:	A delegation of a special permit authority's powers or duties may be only to: <ul style="list-style-type: none"> ○ An employee of the special permit authority (s127(2)); or ○ a person employed by the local government under s5.36 of the <i>Local Government Act 1995</i>.
Delegated To	Chief Executive Officer Director Development and Community Services Manager Development Services Coordinator Building Services Assistant Building Surveyor

Delegation Number: DC377

Relevant Management Practice: N/A

Council Adoption: 25/6/24

Relevant Policy: N/A

Reviewed/Modified:

Relevant Delegation: N/A

Delegation from Council DC378 Inspection and Copies of Building Records

Responsible Business Unit/s	Chief Executive Officer, Development Services
Responsible Officer	Chief Executive Officer, Director Development and Community Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Building Act 2011</i>
Express Power to Delegate:	Section 127(1) & (3)
Delegation No.:	DC378
Delegation Title:	Inspection and Copies of Building Records
Legislative Reference of Power:	Section 131 (2)
Power or Duty being Delegated:	Authority to determine an application from an interested person to inspect and copy a building record.
Conditions of Delegation:	A delegation of a special permit authority's powers or duties may be only to: <ul style="list-style-type: none"> ○ An employee of the special permit authority (s127(2)); or ○ a person employed by the local government under s5.36 of the <i>Local Government Act 1995</i>.
Delegated To	Chief Executive Officer Director Development and Community Services Manager Development Services Coordinator Building Services Assistant Building Surveyor

Delegation Number: DC378
Council Adoption: 25/06/24
Reviewed/Modified:

Relevant Management Practice: N/A
Relevant Policy: N/A
Relevant Delegation: N/A

Delegation from Council DC379

Private Pool Barrier – Alternative and Performance Solutions

Responsible Business Unit/s	Chief Executive Officer, Development Services
Responsible Officer	Chief Executive Officer, Director Development and Community Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Building Act 2011</i>
Express Power to Delegate:	Section 127(1) and (3)
Delegation No.:	DC379
Delegation Title:	Private Pool Barrier – Alternative and Performance Solutions
Legislative Reference of Power:	Building Regulations 2012 Regulation 50(4), 51(2), 51(3) and 51(5)
Power or Duty being Delegated:	<p>Authority to approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliance with AS 1926.1.</p> <p>Authority to approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner or occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability.</p> <p>Authority to approve a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement.</p> <p>Authority to use alternative requirements for a barrier to a pre-May 2016 private swimming pool.</p> <p>Authority to arrange for an authorised person to inspect.</p>
Conditions of Delegation:	<p>A delegation of a special permit authority’s powers or duties may be only to:</p> <ul style="list-style-type: none"> ○ An employee of the special permit authority (s127(2)); or ○ a person employed by the local government under s5.36 of the <i>Local Government Act 1995</i>. <p>The proposed method of enclosure must not provide a lesser standard of protection than would otherwise have been provided through adherence to the provisions of Australian Standard 1926.1.</p>

Delegated To	Coordinator Building Services Chief Executive Officer Director Development and Community Services Manager Development Services Assistant Building Surveyor Development Services Compliance Officer
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Delegation Number: DC379
Council Adoption: 25/06/24
Reviewed/Modified:

Relevant Management Practice: N/A
Relevant Policy: N/A
Relevant Delegation: N/A

Delegation from Council DC690
Local Planning Scheme No.7

Responsible Business Unit/s	Chief Executive Officer, Development Services
Responsible Officer	Chief Executive Officer, Director Development and Community Services
Affected Business Unit/s	Development Services

Head of Power:	Planning and Development (Local Planning Schemes) Regulations 2015
Express Power to Delegate:	Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 (Deemed Provisions) Cl 82 & 83
Delegation No.:	DC690
Delegation Title:	Local Planning Scheme No. 7
Legislative Reference of Power:	Planning and Development (Local Planning Schemes) Regulations 2015 - Clause 83(1)-(3)
Power or Duty being Delegated:	The exercise of any of the City's powers or the discharge of any of the City's duties under the Planning and Development (Local Planning Schemes) Regulations 2015, other than this power of delegation.
Conditions of Delegation:	The exercise of these powers and duties is subject to the conditions outlined in Schedule 1 which is attached to this instrument of delegation.
Delegated To	Officers occupying the following positions as determined by the delegation from Chief Executive Officer to Officers. <ul style="list-style-type: none"> • Director Development and Community Services • Manager Development Services • Coordinator Urban Planning • Senior Urban Planner

Delegation Number: DC690

Relevant Management Practice: N/A

Council Adoption: 26/03/24

Relevant Policy: N/A

Reviewed/Modified: 06/24

Relevant Delegation: N/A

SCHEDULE 1

CONDITIONS OF DELEGATION

The exercise of power under delegation DC690 is subject to the following conditions:

1. **Specific Uses**

This power of delegation does not extend to approving development applications relating to the following uses:

- (a) Child Care Premises.
- (b) New Residential Aged Care Facilities.
- (c) Residential Building.
- (d) Telecommunications Infrastructure that is not classified as a low-impact facility under the *Telecommunications Act 1997*.
- (e) Holiday house and Holiday accommodation.
- (f) Non-residential 'A' uses within the Residential zone, where objections are received during advertising.
- (g) Use not listed.
- (h) Change to a Non-Conforming Use.

2. **Major developments**

This power of delegation does not extend to approving development applications in the following categories:

- (a) Non-residential development which, in the opinion of the delegated officer, is likely to have a significant impact on the City;
- (b) Residential development which is 9.0 metres or higher, or comprises 10 or more dwellings;
- (c) Development of the kind referred to in items (a) and (b) above, comprising a mixture of non-residential and residential components; and
- (d) Development not of the kind referred to in items (a) to (c) above, which, in the opinion of the delegated officer, is contentious and is the subject of significant community interest.

3. **Developments involving the exercise of a discretionary power**

This power of delegation does not extend to approving development applications involving the exercise of a discretionary power in the following categories:

- (a) Applications which require an assessment of significant obstruction of views in accordance with the Salter Point escarpment Local Planning Policy.
- (b) Applications which, in the opinion of the delegated officer, represent a significant departure from the Scheme, or relevant State and Local Planning Policies.
- (c) Applications for Heritage Listed properties or within a Heritage Area except, in the opinion of the delegated officer, the proposal is minor in nature.
- (d) Applications on or involving City owned or managed land by a private entity which propose significant works or a change of land use; and
- (e) Applications for illuminated signage opposite (directly or diagonally) to or adjoining a residential zone.

4. **Applications previously considered by Council**

This delegation does not extend to development applications previously determined by Council. All subsequent applications relating to the same proposal are to be presented to Council for determination unless in the opinion of a delegated officer, it is of a minor nature or satisfies the requirements of the planning framework.

5. **Amenity Impact**

In considering any application for development approval, the delegated officer shall take into consideration the impact of the proposal on the general amenity of the area. If, in the opinion of the delegated officer, any significant doubt exists, the application shall be referred to Council for determination.

Delegation from Council DC692 Enforcement and Legal Proceedings – Illegal Development

Responsible Business Unit/s	Chief Executive Officer, Development Services
Responsible Officer	Chief Executive Officer, Director Development and Community Services
Affected Business Unit/s	Development Services

Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42(1)(b)
Delegation No.:	DC692
Delegation Title:	Enforcement and Legal Proceedings – Illegal Development
Legislative Reference of Power:	<i>Planning and Development Act 2005</i> Section 214(2), (3) and (5)
Power or Duty being Delegated:	To issue a direction to a person contravening section 214 of the <i>Planning and Development Act 2005</i> .
Conditions of Delegation:	<ol style="list-style-type: none"> (1) Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements. (2) Give a written direction to the owner or any other person who undertook an unauthorised development: <ol style="list-style-type: none"> a) to remove, pull down, take up or alter the development; and b) to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. (3) Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Delegated To	Officers occupying the following positions as determined by the delegation from Chief Executive Officer to Officers. <ul style="list-style-type: none"> • Director Development and Community Services • Manager Development Services

Delegation Number: DC692

Relevant Management Practice: N/A

Council Adoption: 26/03/24

Relevant Policy: N/A

Reviewed/Modified: 06/24

Relevant Delegation: N/A

Delegation from Council DC664
Dogs – Local Government Functions

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	Governance and Ranger Services

Head of Power:	<i>Dog Act 1976</i>
Express Power to Delegate:	Section 10AA
Delegation No.:	DC664
Delegation Title:	Dogs – Local Government Functions
Legislative Reference of Power	Section 10AA
Power or Duty being Delegated:	The authority to form any power or duty of the ‘local government’ under the <i>Dog Act 1976</i> .
Conditions of Delegation:	Not applicable
Delegated To	Chief Executive Officer

Delegation Number:	DC664	Relevant Management Practice:	N/A
Council Adoption:	26/03/2019	Relevant Policy:	N/A
Reviewed/Modified:	08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC665 Cats – Local Government Functions

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	Governance and Ranger Services

Head of Power:	<i>Cat Act 2011</i>
Express Power to Delegate:	Section 44
Delegation No.:	DC665
Delegation Title:	Cats – Local Government Functions
Legislative Reference of Power:	Section 44
Power or Duty being Delegated:	The authority to form any power or duty of the ‘local government’ under the <i>Cat Act 2011</i> .
Conditions of Delegation:	Not applicable
Delegated To	Chief Executive Officer

Delegation Number:	DC665	Relevant Management Practice:	N/A
Council Adoption:	26/03/2019	Relevant Policy:	N/A
Reviewed/Modified:	08/21, 03/22, 03/23, 06/24	Relevant Delegation:	N/A

Delegation from Council DC677
Bush Fires Act 1954– Local Government Functions

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	All business units

Head of Power:	<i>Bush Fires Act 1954</i>
Express Power to Delegate:	Section 48
Delegation No.:	DC677
Delegation Title:	<i>Bush Fires Act 1954</i> – Local Government Functions
Legislative Reference of Power:	Section 38 (1)
Power or Duty being Delegated:	The authority to form any power or duty of the ‘local government’ under the <i>Bush Fires Act 1954</i> . The authority to appoint persons to be Bush Fire Control Officers for the purposes of the <i>Bush Fires Act 1954</i> .
Conditions of Delegation:	Not applicable
Delegated To	Chief Executive Officer

Delegation Number: DC677

Council Adoption: 26/03/2019

Reviewed/Modified: 08/21, 03/22, 03/23, 06/24

Relevant Management Practice: N/A

Relevant Policy: N/A

Relevant Delegation: N/A

Delegation from Council DC703

Minor Amendments to Delegations Register and Policies

Responsible Business Unit/s	Chief Executive Officer
Responsible Officer	Chief Executive Officer
Affected Business Unit/s	Governance
Head of Power:	<i>Local Government Act 1995</i>
Express Power to Delegate:	Section 5.42
Delegation No.:	DC703
Delegation Title:	Minor Amendments to Delegations Register and Policies
Legislative Reference of Power:	Section 5.42
Power or Duty being Delegated:	The delegate is authorised to make amendments to format, spelling, grammar, titling, responsible/affected business units/officers and minor errors within the text of Delegations and Policies that have already been endorsed by Council.
Conditions of Delegation:	Such changes must not alter the intent of the documents
Delegated To	Chief Executive Officer

Delegation Number: DC703

Relevant Management Practice: N/A

Council Adoption: 13/12/2022

Relevant Policy: N/A

Reviewed/Modified: 03/23, 06/24

Relevant Delegation: N/A