

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
INSTRUMENT OF DELEGATION UNDER THE DEVELOPMENT ACT 1993, DEVELOPMENT (DEVELOPMENT PLANS) AMENDMENT ACT 2006 AND DEVELOPMENT REGULATIONS 2008		To be read in conjunction with CAP Delegation Policy	
1. Concept of Change in the Use of Land			
1.1 The power pursuant to Section 6(3) of the Development Act 1993 ('the Act') and in circumstances where a particular use of land has been discontinued for a period of six months or more:	CEO/Council's Assessment Panel (CAP)	NIL	Director Strategy & Development Manager Development Services
1.1.1 to form the opinion that the revival of that use would be inconsistent with the Development Plan and have an adverse effect on the locality in which the land is situated; and			
1.1.2 to serve written notice on the owner and occupier of the land declaring that a revival of the use will be treated for the purposes of the Act as a change in the use of land.			
2. Appointment of Authorised Officers			
2.1 The power pursuant to Section 18(1) of the Act to appoint a person to be an authorised officer for the purposes of the Development Act 1993.	CEO	NIL	
2.2 The power pursuant to Section 18(2) of the Act to impose conditions on the appointment of an authorised officer.	CEO	NIL	
2.3 The duty, pursuant to Section 18(3) of the Act to issue an authorised officer with an identity card.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services Senior Statutory Planner
2.4 The power pursuant to Section 18(5) of the Act to at any time, revoke an appointment which the Delegate or the Council has made, or vary or revoke a condition of such an appointment or impose a further such condition.	CEO	NIL	
3. Delegations			
3.1 The duty pursuant to Section 20(8) of the Act to ensure that notice of a delegation under Section 20 of the Act is, in prescribed circumstances, given in the Gazette.	CEO	NIL	

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4. Council or Minister May Amend a Development Plan				
4.1	Where an amendment relates to the area, or part of the area, of a council, the power pursuant to Section 24(1)(a)(i) of the Act to prepare an amendment to a Development Plan.	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
4.2	Where an amendment to a Development Plan relates to the areas, or parts of the areas, of two or more councils, the power pursuant to Section 24(1)(b)(i) to consult with the Minister.	CEO	NIL	Director Strategy & Development
4.3	Where an amendment to a Development Plan relates to the areas, or parts of the areas, of two or more councils, the power pursuant to Section 24(1)(b)(ii) of the Act to prepare an amendment to a Development Plan at the request or with the approval of the Minister.	CEO	NIL	Director Strategy & Development
4.4	The power pursuant to Section 24(1a) of the Act and in accordance with subdivision 2 of Division 2 Part 3 of the Act to act jointly with one or more councils in preparing amendments to 1 or more Development Plans under sub Section (1)(a)(i) or (1)(b)(ii) of the Act.	CEO	NIL	Director Strategy & Development
4.5	The power pursuant to section 24(1)(a)(iva) of the Act, where the Council or the Delegate has, after commencing the processes associated with making an amendment as set out in Section 25 of the Act, to subsequently decide not to proceed with the amendment after all.	CEO	NIL	Director Strategy & Development
4.6	The power pursuant to Section 24(1b) of the Act to make submissions in relation to the matter within the period specified by the Minister.	CEO	NIL	Director Strategy & Development
4.7	The power pursuant to Section 24(2a) of the Act to make submissions (within a period specified in the notice) in relation to a matter.	CEO	NIL	Director Strategy & Development
5. Amendments by a Council				
5.1	The power pursuant to Section 25(1) of the Act to prepare a 'Statement of Intent' in accordance with the Regulations.	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
5.2	The power pursuant to Section 25(1) of the Act to reach agreement with the Minister on a 'Statement of Intent' prepared by the Council.	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
5.3	Subject to Sections 25(4) and 25(5) of the Act the power pursuant to Section 25(3) of the Act to prepare a proposal, to be called a 'Development Plan Amendment' (or DPA) that complies with the following requirements:	CEO	Subject to sign-off by SPDPC	Director Strategy & Development Senior Strategic & Policy Planner
5.3.1	the DPA must be based on the outcome of investigations initiated by the Council or the Delegate in accordance with the terms of the Statement of Intent and such other investigations (if any) as the Council or the Delegate thinks fit;			

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5.3.2	the DPA must include an assessment of the extent to which the proposed amendment:			
5.3.2.1	accords with the Planning Strategy; and			
5.3.2.2	accords with the Statement of Intent; and			
5.3.2.3	accords with other parts of the Development Plan; and			
5.3.2.4	complements the policies in the Development Plans for adjoining areas; and			
5.3.2.5	satisfies the matters prescribed in the Regulations;			
5.3.3	the DPA must include:			
5.3.3.1	an explanation of the intent of the proposed amendments, the relationship between that intent and the policy of the Statement of Intent, and a summary of the major policy changes (if any) that are proposed; and			
5.3.3.2	a summary of the conclusions drawn from the investigations and assessments referred to above; and			
5.3.3.3	a draft of the amendment, or a draft of the relevant section of the Development Plan as amended (with the amendments shown in a distinctive manner);			
5.3.4	the DPA must include an assessment of the extent to which the proposed amendment accords with relevant infrastructure planning (with respect to both physical and social infrastructure) identified by the Council through strategic planning or other processes undertaken by the Council under the Act or the Local Government Act 1999 or identified by a Minister, or any other relevant government agency, in accordance with any scheme set out in the Regulations, in connection with the preparation of the DPA under the Act;			
5.3.5	the DPA must include any other matter prescribed by the Regulations.			
5.4	The power pursuant to Section 25(3)(a) of the Act to initiate investigations in accordance with the terms of the Statement of Intent and such other investigations as the Delegate thinks fit.	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
5.5	The duty, pursuant to Section 25(4) of the Act to prepare a DPA only	CEO	NIL	Director Strategy &

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	after the Delegate has considered the advice of a person with prescribed qualifications.			Development Senior Strategic & Policy Planner
5.6	The power pursuant to Section 25(5) of the Act to not, except as authorised by the Minister, propose an amendment to a part of a Development Plan that has been declared by the Minister by notice in the Gazette as being part of a set of standard policy modules for the purposes of the Act.	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
5.7	The duty pursuant to Section 25(6) of the Act to deal with a DPA in accordance with process A, B or C as described by the Act, depending on an agreement reached between the Council or the Delegate and the Minister as part of the Statement of Intent or at some later time if so determined or agreed by the Minister.	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
5.8	The power pursuant to Section 25(6) of the Act to reach an agreement with the Minister as part of the Statement of Intent or at some later time if so determined or agreed by the Minister.	CEO	NIL	Director Strategy & Development
5.9	<u>Process A</u>	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
5.9.1	The duty pursuant to Section 25(7)(a) of the Act to refer the DPA to any government Department or agency that has a direct interest in the matter, and any other body specified in the Statement of Intent, for comment within the period prescribed by the Regulations.			
5.9.2	The power pursuant to Section 25(7)(b) of the Act, if a response is not received within the period that applies under Section 25(7)(a) of the Act, to assume that the particular Department, agency or other body does not desire to provide any comment.			
5.9.3	The power pursuant to Section 25(7)(c) of the Act to consult with the Minister.			
5.9.4	The duty pursuant to Section 25(7)(c)(i) of the Act to comply with the requirement of the Minister to make an alteration to the DPA.			
5.9.5	Subject to Section 25(10), 25(11), 25(12) and 25(12a) of the Act, the duty pursuant to Section 25(7)(d) of the Act to release the DPA for public consultation in accordance with the Regulations), over a period of at least 8 weeks.			

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5.10	<u>Process B</u>	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
5.10.1	The duty pursuant to Section 25(8)(a) of the Act, if required by the Minister, to first refer the DPA to the Minister for consideration.			
5.10.2	The power, pursuant to Section 25(8)(a) of the Act, to consult with the Minister.			
5.10.3	The duty pursuant to Section 25(8)(a)(i) of the Act to comply with a requirement of the Minister to make an alteration to the DPA.			
5.10.4	Subject to complying with Section 25(8)(a) of the Act, (if relevant) the duty and power pursuant to Section 25(8)(b)(i) of the Act to refer the DPA to any government Department or agency that has a direct interest in the matter, and any other body specified in the Statement of Intent for comment within a period of 8 weeks, and, if a response is not received within this period, to assume that the particular Department, agency or body does not desire to provide any comment.			
5.10.5	Subject to Sections 25(10), 25(11), 25(12) and 25(12a) of the Act the duty pursuant to Section 25(8)(b)(ii) of the Act to release the DPA for public consultation in accordance with the Regulations over a period that is at least concurrent with the period that applies under Section 25(8)(b)(i) of the Act.			
5.11	<u>Process C</u>	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
5.11.1	The duty and power pursuant to Section 25(9)(a) of the Act to refer the DPA to any government Department or agency that has a direct interest in the matter, and any other body specified in the Statement of Intent for comment within a period of 4 weeks, and, if a response is not received within this period, to assume that the particular Department, agency or body does not desire to provide any comment.			
5.11.2	Subject to Sections 25(10), 25(11), 25(12) and 25(12a) of the Act, the duty pursuant to Section 25(9)(b) of the Act to release			

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	the DPA for public consultation in accordance with the Regulations, over a period that is at least concurrent with the period that applies under Section 25(9)(a) of the Act.			
5.11.3	The duty pursuant to Section 25(9)(c) of the Act, at the time that the DPA is released for public consultation, to give:			
5.11.3.1	an owner or occupier of any land that is directly subject to the operation of the proposed amendment; and			
5.11.3.2	an owner or occupier of each piece of adjacent land to land that is directly subject to the operation of the proposed amendment, a written notice in accordance with the Regulations.			
5.12	The duty pursuant to Section 25(10) of the Act to not release a DPA for public consultation unless or until the Chief Executive Officer of the Council has, on behalf of the Council, issued a certificate in the prescribed form relating to the extent to which the proposed amendment:	CEO	NIL	
5.12.1	accords with the Planning Strategy; and			
5.12.2	accords with the Statement of Intent; and			
5.12.3	accords with other parts of the Development Plan; and			
5.12.4	complements the policies in the Development Plans for adjoining areas; and			
5.12.5	satisfies the matters prescribed in the Regulations.			
5.13	In addition to any requirement prescribed by the Regulations, the duty pursuant to Section 25(11) of the Act for the purposes of undertaking the public consultation, to:	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
5.13.1	allow interested persons to make representations in writing in relation to the matter over the period that applies for the purposes of the public consultation; and			
5.13.2	subject to Section 25(11)(b) of the Act and in accordance with the Regulations, hold within the area of the Council at least 1 meeting where members of the public may attend and make representations in relation to the matter,			
5.13.3	appoint a committee (which may, but need not, include members of the Council) to consider any representations made under Sections 25(11)(a) or 25(11)(b) of the Act and to provide advice			

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in relation to those representations.				
5.14	If a proposed amendment designates a place as a place of local heritage value, the duty pursuant to Section 25(12) of the Act, at or before the time when the DPA is released for public consultation, to give each owner of land constituting a place proposed as a place of local heritage value a written notice:	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
	5.14.1 informing the owner of the proposed amendment, and			
	5.14.2 inviting the owner to make submissions on the amendment within the period provided for public consultation under the Regulations.			
5.15	If a proposed amendment declares a tree to be a significant tree or a stand of trees to be significant trees, the duty pursuant to Section 25(12a) of the Act, at or before the time when the DPA is released for public consultation, to give each owner of land where the tree or trees are located a written notice:	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
	5.15.1 informing the owner of the proposed amendment; and			
	5.15.2 inviting the owner to make submissions on the amendment within the period provided for public consultation under the Regulations.			
5.16	The duty pursuant to Section 25(13)(a) of the Act, after complying with the requirements of Sections 25(1)-(12a) of the Act, to, in accordance with the Regulations prepare a report on the matters raised during the consultation period, on the reasons for any failure to comply with any time set for any step under Sections 25(1)-(12a) of the Act, and on any recommended alterations to the proposed amendment.	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
5.17	The power pursuant to Section 25(13)(b) of the Act, if the Delegate thinks fit, by notice in writing to the Minister, to decline to proceed any further with an amendment.	CEO	Subject to sign-off by SPDPC	
5.18	The duty to send to the Minister:	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
	5.18.1 a copy of a report under Section 25(13)(a); and			
	5.18.2 a certificate from the Chief Executive Officer;			
	pursuant to and in accordance with Section 25(14) of the Act and the Regulations.			

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5.19	The power pursuant to Sections 25(15)(d) and 25(15)(f) of the Act to consult with the Minister.	CEO	Subject to sign-off by SPDPC	
5.20	The power pursuant to and in accordance with Section 25(21) of the Act to consult with, and make submissions to the Minister.	CEO	Subject to sign-off by SPDPC	
5.21	The power pursuant to Section 25(23) of the Act to consult with the Minister.	CEO	Subject to sign-off by SPDPC	
6.	Amendments by the Minister			
6.1	The power pursuant to Section 26(5)(d)(i) of the Act, in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 8 weeks.	CEO	Subject to sign-off by SPDPC	
6.2	The power pursuant to Section 26(5a)(a) of the Act in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 8 weeks.	CEO	Subject to sign-off by SPDPC	
6.3	The power pursuant to Section 26(5b)(a) of the Act in relation to a DPA referred to the Council by the Minister, to make comment on the DPA to the Minister within a period of 4 weeks.	CEO	Subject to sign-off by SPDPC	
6.4	The power pursuant to Section 26(12) of the Act, to make comment to the Minister within a period determined by the Minister in relation to a proposal to act under Section 26(11) of the Act.	CEO	Subject to sign-off by SPDPC	
6.5	The power pursuant to, Section 26(12) of the Act to, by notice in writing, object to the Minister's proposed action.	CEO	Subject to sign-off by SPDPC	
7.	Parliamentary Scrutiny			
7.1	The power pursuant to Section 27(6) of the Act to consult with the Minister.	CEO	Subject to sign-off by SPDPC	
8.	Strategic Directions Reports			
8.1	The duty pursuant to Section 30(1) of the Act, to, from time to time, in accordance with the requirements of Section 30 of the Act, prepare a report under Section 30 of the Act (a Strategic Directions Report) that:	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
8.1.1	addresses the strategic planning issues within the area of the Council, with particular reference to:			
8.1.1.1	the Planning Strategy; and			
8.1.1.2	any other policy or document prescribed by the regulations; and			
8.1.2	addresses appropriate amendments to any Development Plan that applies within the area of the Council; and			
8.1.3	sets out the Council's priorities for:			

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8.1.3.1	achieving orderly and efficient development through the implementation of planning policies; and			
8.1.3.2	the integration of transport and land-use planning within its area; and			
8.1.3.3	implementing any relevant targets set out in the Planning Strategy; and			
8.1.3.4	implementing affordable housing policies set out in the Planning Strategy within its area; and			
8.1.3.5	infrastructure planning (with respect to both physical and social infrastructure), taking into account any advice provided by a Minister, or any other relevant government agency, in accordance with a scheme set out in the regulations, and any of the Council's proposals with respect to infrastructure; and			
8.1.3.6	other projects or initiatives considered to be relevant by the Council; and			
8.1.4	contains such other material as may be:			
8.1.4.1	prescribed by the regulations; or			
8.1.4.2	required by the Minister.			
8.2	The duty pursuant to Section 30(2) of the Act to prepare and complete a report under Section 30 of the Act:			
8.2.1	within 12 months after an alteration is made to the Planning Strategy, or within such longer period as the Minister may allow, if:			
8.2.1.1	the Minister declares, by notice in the Gazette, that the alteration is considered to be a significant alteration that should trigger a review of Development Plans, or specified Development Plans, under Section 30 of the Act in relation to issues specified by the Minister; and			
8.2.1.2	the Development Plan that applies in relation to the Council's area (or a part of its area) falls within the ambit of the declaration; and			
8.2.2	in any event, within 5 years after the completion of the last report under Section 30 of the Act.			
8.3	The duty, pursuant to Section 30(3) of the Act, in connection with the	CEO	Subject to sign-	Director Strategy &

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	preparation of a report under Section 30 of the Act, to:		off by SPDPC	Development
8.3.1	by public advertisement, invite interested persons to make written submissions to the Council within 2 months of the date of the advertisement or such longer period as may be allowed by the advertisement; and			
8.3.2	consult with any prescribed authority or body in the manner specified by the regulations.			
8.4	The duty, pursuant to Section 30(4) of the Act, in connection with the operation of Section 30(3) of the Act, to prepare and make available the documentation prescribed by the regulations.	CEO		Director Strategy & Development
8.5	The duty pursuant to Section 30(5) of the Act to give a person who makes a written response to an invitation under Section 30(3)(a) of the Act an opportunity to appear personally or by representative before the Council or a Council Committee and to be heard on those submissions.	CEO		Director Strategy & Development
8.6	The duty pursuant to Section 30(6) of the Act, in preparing a report under Section 30 of the Act, to:	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
8.6.1	reach agreement with the Minister on a Statement of Intent with respect to any proposed amendments to a Development Plan that applies within the area of the Council; and			
8.6.2	if relevant, prepare a DPA that is suitable for consideration under Section 25(3) of the Act.			
8.7	The duty pursuant to Section 30(7) of the Act to furnish a report under Section 30 of the Act to the Minister.	CEO		Director Strategy & Development
8.8	The duty pursuant to Section 30(8) of the Act to, then, in accordance with any reasonable request of the Minister, enter into an agreement with the Minister on the steps that the Council will take as a result of the matters contained in the report (and the report will not be taken to have been completed unless or until such an agreement is reached with the Minister).	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
8.9	The power pursuant to Section 30(9) of the Act to request the Minister to exempt the Council:	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
8.9.1	from a requirement to prepare a particular report under Section 30 of the Act; or			
8.9.2	from a particular requirement with respect to a report under Section 30 of the Act.			
8.10	The duty pursuant to Section 30(12) of the Act to make copies of a report	CEO		Director Strategy &

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	prepared under Section 30 of the Act available for inspection (without charge) by the public at the principal office of the Council.			Development
8.11	The duty pursuant to Section 30(13) of the Act, if a report proposes amendments to a Development Plan that applies within the area of the Council, to ensure that it releases a DPA for public consultation under Section 25 within the period prescribed by the regulations.	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
8.12	The power pursuant to Section 30(14) of the Act, to request in accordance with the regulations a Minister identified by the regulations for the purposes of this provision to furnish to the Council within the prescribed period a statement of the nature and extent of any infrastructure that, according to the Minister's assessment, should be taken into account in connection with the preparation of a report under Section 30 of the Act.	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
8.13	The power pursuant to Section 30(15) of the Act to act jointly with two or more councils under Section 30 of the Act and to act on behalf of, and with the agreement of, the other council or councils in undertaking any process or procedure under Section 30 of the Act.	CEO	Subject to sign-off by SPDPC	Director Strategy & Development
9.	Copies of Plans to be Made Available to the Public			
9.1	The duty pursuant to Section 31(3) of the Act to make copies of a Development Plan published under Section 31(1) of the Act that applies in relation to the area of the Council available for inspection (without charge) and purchase by the public at an office of the Council.	CEO	NIL	Director Strategy & Development Senior Strategic & Policy Planner
10.	Matters Against Which Development Must be Assessed			
10.1	The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to that development):	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
10.1.1	the provisions of the appropriate Development Plan;	CEO/CAP	Except: 1. <u>new dwellings</u> outside of	Director Strategy & Development Manager Development Services

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		<p>townships which must have the delegate report countersigned by another Statutory Planner prior to decision being issued.</p> <p>2. Licensed premises which must have the delegate report countersigned by another Statutory Planner prior to the decision being issued</p> <p>3. <u>refusals</u> which must be countersigned by either the Director Strategy & Development or Manager Development Services prior to decision</p>	<p>Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant</p>

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		being issued. 4. <u>non-complying</u> applications determined as minor (only in accordance with Clause 3 of Schedule 9 of the Development Regulations 2008 and not where CAP delegation) – but delegate report must be <u>countersigned</u> by another Statutory Planner prior to SCAP concurrence being sought	
10.1.2 the provisions of the Building Rules;	CEO	Except: 1. <u>refusals</u> which must be countersigned by either the Director	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer

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		Strategy & Development or Manager Development Services prior to decision being issued	
10.1.3 in relation to a proposed division of land (otherwise than under the Community Titles Act 1996 or the Strata Titles Act 1988) on the satisfaction of the conditions specified in Section 33(1)(c) of the Act;	CEO/CAP	With the exception of minor boundary realignments involving two allotments, delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services, or Team Leader Statutory Planning prior to decision being issued	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
10.1.4 in relation to a division of land under the Community Titles Act 1996 or the Strata Titles Act 1988 on the satisfaction of the conditions specified in Section 33(1)(d) of the Act;	CEO/CAP	With the exception of minor boundary realignments involving two allotments, delegate report to be	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner

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			countersigned by either the Director Strategy & Development or Manager Development Services, or Team Leader Statutory Planning prior to decision being issued	
10.1.5	the requirement that any encroachment of a building over, under, across or on a public place has been dealt with in a satisfactory manner; and	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
10.1.6	such other matters as may be prescribed.	CEO/CAP	NIL	Director Strategy & Development
10.2	The power pursuant to Section 33(3) of the Act, when granting a development plan consent, to reserve a decision on a specified matter until further assessment of the development under the Act.	CEO/CAP	Delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services, or Team Leader Statutory Planning prior to decision being	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner

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10.3 If:	CEO	issued	Team Leader Building Services Team Leader Statutory Planning Building Officer Manager Development Services
10.3.1 a development only requires an assessment under paragraph (b) of Section 33(1) of the Act; and			
10.3.2 the Council:			
10.3.2.1 is the relevant authority; and			
10.3.2.2 is to make the assessment under that paragraph; and			
10.3.3 the Council determines to grant consent under that paragraph, the duty, pursuant to Section 33(4b) of the Act as the relevant authority, to issue the relevant development approval with the consent.			
11. Determination of Relevant Authority			
11.1 The power pursuant to Section 34(1)(b)(iii) of the Act to request the Minister to declare the State Commission Assessment Panel to be the relevant authority for a proposed development.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning
11.2 The power pursuant to Section 34(1a) of the Act, where the Minister has made a declaration under Section 34(1)(b)(vi) of the Act, to provide the State Commission Assessment Panel with a report, relating to the application for development authorisation, within the time prescribed by the Regulations.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
11.3 The power pursuant to Section 34(8a) of the Act to, in conjunction with the Councils for the areas in relation to which a regional development assessment panel has been constituted, remove a member from the panel for a failure to comply with the requirements of Section 34(6a) or			

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	(7) of the Act or a breach of, or failure to comply with, a code of conduct under Section 21A of the Act.			
11.4	The power in accordance with Section 34(21) of the Act to withdraw from a regional development assessment panel			
11.5	The duty pursuant to Section 34(27)(a) of the Act to establish a policy relating to the basis upon which the Council will make the various delegations required by Section 34(23) of the Act.	CEO	NIL	Director Strategy & Development
11.6	The duty pursuant to Section 34(27)(b) of the Act to ensure that a copy of the policy established by the Council under Section 34(27)(a) of the Act is available for inspection at the principal office of the council during ordinary office hours and for inspection on the internet.	CEO	NIL	Director Strategy & Development Manager Development Services
12.	Special Provisions Relating to Assessment Against Development Plans			
12.1	The duty pursuant to Section 35(1) of the Act to grant a development plan consent if the Regulations or the relevant Development Plan describes any proposed development as a complying development (subject to such conditions or exceptions as may be prescribed by the Regulations or the relevant Development Plan and subject to any other provision made by the Act or applying under the Regulations).	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
12.2	The power pursuant to Section 35(1b) of the Act to determine a development that is assessed by a relevant authority as being a minor variation from complying development to be complying development.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
12.3	Subject to Sections 35 (1d) and (1e) of the Act, if a proposed development meets all but 1 criteria necessary for the development to be complying development, the duty, pursuant to Section 35(1c) of the Act to regard the aspect or aspects of the development that are consistent with the development being complying development accordingly and to assess the balance of the development as merit development.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
12.4	The power pursuant to Section 35(2) of the Act to assess whether or not a development is seriously at variance with the relevant Development Plan.	CEO/CAP	NIL	Statutory Planner Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
12.5	The power pursuant to Section 35(3)(a) of the Act in appropriate cases, to concur in the granting of consent to a development described as a non-complying development.	CEO/CAP	<u>only non-complying</u> applications determined as minor or as Category 3 providing there were no representations in opposition in accordance with Clause 3 of Schedule 9 of the Development Regulations 2008 may be concurred with by staff. Where concurrence is <u>not supported</u> or where a development is a non-complying category 3 with opposing representations development the	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			matter must be reported to CAP	
12.6	Subject to the Act, the power and duty pursuant to Section 35(6) of the Act, to accept that a proposed development complies with the provisions of the appropriate development plan to the extent that such compliance is certified by a private certifier.	CEO	NIL	
13.	Special Provisions Relating to Assessment Against the Building Rules			
13.1	The duty pursuant to Section 36(1) of the Act to grant a building rules consent if the Regulations provide that any proposed building work complies with the Building Rules.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
13.2	The power pursuant to and in accordance with Section 36(2) of the Act:			
13.2.1	to assess whether a development is at variance with the Building Rules;	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
13.2.2	to determine whether to grant building rules consent where the variance is with the performance requirements of the Building Code and the Building Rules Assessment Commission concurs in the granting of consent;	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services
13.2.3	to determine whether to grant building rules consent where the variance is with a part of the Building Rules other than the Building Code and to determine that it is appropriate to grant the consent despite the variance on the basis that the Delegate is satisfied that:			
13.2.3.1	the provisions of the Building Rules are inappropriate to the particular building or building work, or the proposed building fails to conform with the Building Rules only in minor respects and the variance is	CEO	NIL	Team Leader Building Services Building Officer

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	justifiable having regard to the objects of the Development Plan or the performance requirements of the Building Code and would achieve the objects of the Act as effectively, or more effectively, than if the variance were not to be allowed; or			
13.2.3.2	in circumstances where the development has already occurred the variance is justifiable in the circumstances of the particular case.	CEO	NIL	Team Leader Building Services
13.3	The duty pursuant to Section 36(3) of the Act to modify the application of the Building Rules to avoid an inconsistency between the Building Rules and the Development Plan in relation to a State heritage place or a local heritage place.	CEO	NIL	Team Leader Building Services Building Officer
13.4	The duty pursuant to Section 36(3a) of the Act to seek and consider the advice of the Building Rules Assessment Commission before imposing or agreeing to a requirement under Section 36(3) of the Act that would be at variance with the performance requirements of the Building Code.	CEO	NIL	Team Leader Building Services Building Officer
13.5	The duty pursuant to Section 36(4)(a) and (b) of the Act to accept that proposed building work complies with the Building Rules to the extent that:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
13.5.1	such compliance is certified by the provision of technical details, particulars, plans, drawings or specifications prepared and certified in accordance with the Regulations; or			
13.5.2	such compliance is certified by a private certifier.			
13.6	The power pursuant to Section 36(6) of the Act to refuse to grant a consent in relation to any development if, as a result of that development, the type or standard of construction of a building of a particular classification would cease to conform with the requirements of the Building Rules for a building of that classification.	CEO	Delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services prior to	Team Leader Building Services Building Officer

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			the decision being issued	
14. Consultation With Other Authorities or Agencies				
14.1	Subject to Section 37AA of the Act, the duty pursuant to Section 37(1)(a) and (b) of the Act where an assessment is required of an application for the consent or approval of a proposed development of a prescribed class to:			
14.1.1	refer the application, together with a copy of any relevant information provided by the applicant to a body prescribed by the Regulations and including the State Commission Assessment Panel, and	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Senior Strategic & Policy Planner Statutory Planner Development Services Assistant
14.1.2	not make a decision until a response has been received from the prescribed body in relation to the matter or matters for which the referral was made or the presumption is made that the body does not desire to make a response or concur (as the case requires).			
14.2	The duty pursuant to Section 37(5)(a) of the Act where an application has been refused or conditions imposed in respect of a development authorisation by direction of a prescribed body, to notify the applicant that the application was refused, or the conditions imposed, by direction under Section 37 of the Act.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
14.3	If a relevant authority is directed by a prescribed body to refuse an application and the refusal is the subject of an appeal under the Act, the power, pursuant to Section 37(6) of the Act to make application for the	CEO	NIL	Director Strategy & Development Manager Development

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	relevant authority to be joined as a party to the proceedings.			Services
15. Preliminary Advice and Agreement				
15.1	The power pursuant to and in accordance with Section 37AA(2)(e) of the Act to be satisfied that an application accords with an agreement indicated by a prescribed body in accordance with Section 37AA(2)(c) of the Act.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
15.2	The power pursuant to and in accordance with Section 37AA(4) of the Act to determine that an agreement under Section 37AA of the Act is no longer appropriate due to the operation of Section 53 of the Act.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
16. Proposed Development Involving Creation of Fortifications				
16.1	The duty pursuant to Section 37A(1) of the Act where the Delegate has reason to believe that a proposed development may involve the creation of fortifications, to refer the application for consent to, or approval of, the proposed development to the Commissioner of Police ('the Commissioner').	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
16.2	The power pursuant to Section 37A(2)(b) of the Act to receive the Commissioner's written determination under Section 37A(2)(a) of the Act.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Senior Statutory Planner Statutory Planner
16.3	The duty pursuant to Section 37A(5) of the Act if the Commissioner determines that the proposed development involves the creation of fortifications to:			
16.3.1	if the proposed development consists only of the creation of fortifications – refuse the application; or	CEO/CAP	Delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services prior to the decision being issued	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
16.3.2	in any other case – impose conditions in respect of any consent to or approval of the proposed development prohibiting the creation of the fortifications.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
16.4	The duty pursuant to Section 37A(6) of the Act, if the Delegate acting on the basis of a determination of the Commissioner under subsection 37A(2) refuses an application or imposes conditions in respect of a development authorisation, to notify the applicant that the application was refused, or the conditions imposed, on the basis of a determination of the Commissioner under Section 37A of the Act.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
17. Public Notice and Consultation				
17.1	The duty, pursuant to Section 38(3) of the Act, where a person applies for a consent in respect of the Development Plan for a Category 1 development, to not on the Delegate's own initiative seek the views of the	CEO	NIL	Director Strategy & Development Manager Development

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
owners or occupiers of adjacent or other land in relation to the granting or refusal of development plan consent.			Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
17.2 Where a person applies for a consent in respect of the Development Plan for a Category 2A development, -	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
17.2.1 the duty pursuant to Section 38(3a)(a) of the Act to:			
17.2.1.1 subject to any exclusion or qualification prescribed by the Regulations – give an owner or occupier of each piece of adjoining land; and			
17.2.1.2 give any other person of a prescribed class, notice of the application; and			
17.2.2 the duty pursuant to Section 38(3a)(b) of the Act, to:			
17.2.2.1 give consideration to any representations in writing made in accordance with the Regulations by a person who is entitled to be given notice under paragraph (a) of Section 38(3a) of the Act; and			
17.2.2.2 forward to the applicant a copy of any representations that the relevant authority must consider under subparagraph (i) of Section 38(3a)(b) of the Act and allow the applicant an opportunity to respond in writing, to those representations within the period prescribed by the Regulations; and			
17.2.3 if a representation is received under paragraph (b) of Section 38(3a) of the Act within the prescribed number of days, the	CEO/CAP	NIL	

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	power pursuant to Section 38(3a)(c) of the Act to, in the Delegate's absolute discretion, allow the person who made the representation to appear personally or by representative before it to be heard in support of the representation.			
17.3	The duty pursuant to Section 38(4) of the Act to give notice of a proposal for a Category 2 development.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
17.4	The duty pursuant to Section 38(5) of the Act to give notice of a proposal for a Category 3 development.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
17.5	The duty pursuant to Section 38(8) of the Act to forward to an applicant a copy of any representation made regarding the proposed development, and to allow the applicant to respond in writing to those representations.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
17.6	The power pursuant to Section 38(10)(a) of the Act, in respect of a Category 2 development, to determine whether to allow a person who made a representation to appear personally or by representative before the Delegate.	CEO/CAP	NIL	
17.7	The duty pursuant to Section 38(10)(b) of the Act, in respect of a	CEO/CAP	NIL	Director Strategy &

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	Category 3 development, to allow a person who made a representation and who as part of that representation indicated an interest in appearing before the Delegate, a reasonable opportunity to appear personally or by representative to be heard in support of the representation.			Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
17.8	The duty pursuant to Section 38(11) of the Act to allow an applicant to appear personally or by representative before the Delegate or the CAP in order to respond to any relevant matter.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
17.9	The duty pursuant to Section 38(12) of the Act, where representations have been made under Section 38 of the Act, to give notice of the decision on the application to each person who made a representation and in respect of a Category 3 development of the person's appeal rights under the Act, and give notice to the Court.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
17.10	The power, pursuant to subsection 38(17) of the Act, where a relevant authority is acting under Section 38 of the Act in relation to a Category 2A or Category 2 development, to not take into account under Section 38 of the Act a representation made by a person who is not entitled to be given notice of the relevant application under Section 38 of the Act.	CEO/CAP	Subject to delegate report sign off by Team Leader Statutory Planning Senior Statutory Planner, Manager Development Services or Director Strategy & Development	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
17.11	The power, pursuant to subsection 38(18) of the Act, to not take into	CEO/CAP	Subject to	Director Strategy &

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
account under Section 38 of the Act, a representation that is not made in accordance with any requirement prescribed by the Regulations for the purposes of Section 38.		delegate report sign off by Team Leader Statutory Planning Senior Statutory Planner, Manager Development Services or Director Strategy & Development	Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
18. Application and Provision of Information			
18.1 The power pursuant to Section 39(2) of the Act to request an applicant to:	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer
18.1.1 provide such additional documents or information to enable assessment of the application;			
18.1.2 remedy any defect or deficiency in any application or accompanying document or information required by or under the Act;			
18.1.3 consult with an authority or body prescribed by the Regulations;			
18.1.4 (where required by the Regulations) prepare a statement of effect in relation to non-complying development; and	CEO/CAP	NIL	Director Strategy & Development Manager Development Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
18.1.5	comply with any other requirement prescribed by the Regulations.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer
18.2	If:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
18.2.1	a development is of a kind that is complying development; and			
18.2.2	the development falls within a class of development prescribed by the Regulations for the purpose of Section 39(2a)(b) of the Act; and			
18.2.3	the applicant has complied with the requirements of Section 39(1)(a), (c) and (d),			
	the duty, pursuant to Section 39(2a) of the Act, to, in making an assessment as to development plan consent, assess the application without requesting the applicant to provide additional documents or information.			

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
18.3	lf:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
18.3.1	a development falls within a class of development prescribed by the Regulations for the purposes of Section 39(2b)(b) of the Act; and			
18.3.2	the applicant has complied with the requirements of Section 39(1)(a), (c) and (d) of the Act,			
	the power and duty pursuant to Section 39(2b)(c) of the Act, to;			
18.3.3	in making an assessment as to development plan consent, request the applicant to provide additional documents or information in relation to the application on 1 occasion only; and			
	the duty pursuant to Section 39(2b)(d) of the Act, to;			
18.3.4	make that request within a period prescribed by the Regulations.			
18.4	Pursuant to Section 39(3)(b) of the Act, where a request is made under Section 39(2) of the Act and the request is not complied with within the time specified by the Regulations, the power pursuant to Section 39(3)(b) of the Act to:	CEO/CAP	Delegate report to be countersigned by Director Strategy & Development, Manager Development Services Team Leader Statutory Planning	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer
18.4.1	subject to Section 39(3)(b)(ii) of the Act, refuse the application; and			

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
18.4.2	refuse the application in prescribed circumstances (including, if the Regulations so provide, in a case involving development that is complying development).			
18.5	The duty, pursuant to Section 39(3a) of the Act, in dealing with an application that relates to a regulated tree, to seek to make any assessment as to whether the tree is a significant tree without requesting the applicant to provide an expert or technical report relating to the tree, unless the Delegate considers that special circumstances apply.	CEO/CAP	Refer to special circumstances policy	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
18.6	The duty, pursuant to Section 39(3b) of the Act, in dealing with an application that relates to a regulated tree that is not a significant tree, to seek to assess the application without requesting the applicant to provide an expert or technical report relating to the tree, unless the Delegate considers that special circumstances apply.	CEO/CAP	Refer to special circumstances policy	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
18.7	The power pursuant to Section 39(4)(a) and Section 39(5) of the Act to permit an applicant to vary an application or vary any plans, drawings, specifications or other documents that accompanied an application.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
18.8	The power pursuant to Section 39(4)(b) and Section 39(5) of the Act to permit an applicant to lodge an application without the provision of any information or document required by the Regulations.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer
18.9	The power pursuant to Section 39(4)(c) and Section 39(5) of the Act to waive payment of whole or part of the application fee or refund an application fee (to the extent that such fees are payable to the Council).	CEO	In accordance with Council Fee Waiver Policy	Director Strategy & Development Manager Development Services Team Leader Statutory Planning
18.10	The power pursuant to Section 39(4)(d) of the Act and Regulation 17(3)(a) of the regulations to refuse an application that relates to a development of the kind that is described as a non-complying development under the Development Plan without proceeding to make an assessment of the application.	CEO/CAP	Delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services prior to the decision being issued	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
18.11	The power pursuant to Section 39(4)(e) of the Act, if there is an inconsistency between any documents lodged with the Council for the purposes of Division 1 of Part 4 of the Act, or between any such document and a development authorisation that has already been given that is relevant in the circumstances, to return or forward any document to the applicant or to any other person and to determine not to finalise the	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
matter until any specified matter is resolved, rectified or addressed.			Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer
18.12 The power pursuant to Section 39(7) of the Act to approve an application for variation of the conditions of the development authorisation previously given under the Act, or to extend the period for which such authorisation remains operative.	CEO/CAP	Refer to CAP Delegations Policy for exceptions where staff must refer to CAP	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services
18.13 The power, pursuant to section 39(7)(c) to determine whether representations relate to any aspect of the development under consideration on account of an application for variation, and to determine whether, in the circumstances of the case, it is unnecessary to deal with the matter as Category 3 development.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
18.14 The power, pursuant to section 39(7)(d) of the Act, to approve the seeking of a variation to extend the period for which the relevant authorisation remains operative.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Team Leader Building Services
18.15 Where granting an application for variation of a development authorisation pursuant to section 39(6), the power, pursuant to section 39(7a), to make specific provision for the variation of a condition imposed with respect to the original authorisation in its decision on the application for variation.	CEO/CAP	Refer to CAP Delegations Policy for exceptions where staff must refer to CAP	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Compliance Officer
18.16 The power pursuant to Section 39(8) of the Act to issue a consent which provides for the undertaking of development in stages.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Team Leader Building Services Building Officer
18.17 The power pursuant to Section 39(9) of the Act to determine that the applicant is entitled to a refund of the application fee in the event that an application is withdrawn.	CEO/	In accordance with Council's Development Application Fee Refund Policy	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Team Leader Building Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
19. Determination of Application				
19.1	The duty pursuant to Section 40(1) of the Act to give notice of a decision in accordance with the Regulations (and in the case of a refusal, the duty to include the reasons for the refusal and any appeal rights that exist under the Act.)	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer
19.2	The power pursuant to Section 40(3) of the Act to extend the period of time within which a development authorisation remains operative.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Compliance Officer
20. Time Within Which Decision Must be Made				
20.1	The duty, pursuant to Section 41(1) of the Act to deal with an application as expeditiously as possible and within the time prescribed by the Regulations.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer Team Leader Building Services Building Officer
20.2 If:	CEO	NIL	Director Strategy & Development, Manager Development Services
20.2.1 the relevant authority does not decide an application that relates to development that is a complying development within the time prescribed under Section 41(1) of the Act; and			
20.2.2 the applicant gives the relevant authority a notice in accordance with the Regulations on the basis that the decision on the application has not been made,			
the duty pursuant to Section 41(5)(d) of the Act, subject to any exclusion or qualification prescribed by the Regulations, to refund the fee received by the relevant authority under Section 39(1)(d) in relation to the application.			
21. Conditions			
21.1 The power pursuant to Sections 42(1) and (3) of the Act to attach such conditions as the Delegate thinks fit or as may be prescribed by regulation to any decision under Division 1 of Part 4 of the Act.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Building Officer
21.2	The duty, pursuant to Section 42(4) of the Act, in accordance with Section 42(5) of the Act and subject to Sections 42(6) and (8) of the Act, if a development authorisation provides for the killing, destruction or removal of a regulated tree or a significant tree, to apply the principle that the development authorisation be subject to a condition that the prescribed number of trees (of a kind determined by the Delegate) must be planted and maintained to replace the tree (with the cost of planting to be the responsibility of the applicant or any person who acquires the benefit of the consent and the cost of maintenance to be the responsibility of the owner of the land).	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
21.3	The power, pursuant to Section 42(6) of the Act, on the application of the applicant, to determine that a payment of an amount calculated in accordance with the Regulations be made into the relevant fund in lieu of planting one or more replacement trees under Section 42(4) of the Act.	CEO/CAP	Subject to sign off by Team Leader Statutory Planning, Manager Development Services or Director Strategy & Development	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
21.4	The power, pursuant to Section 42(8)(b) of the Act, after taking into account any criteria prescribed by the Regulations and if the Minister concurs, to determine that it is appropriate to grant an exemption under Section 42 of the Act in a particular case.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services
22.	Cancellation by a Relevant Authority			
22.1	The power pursuant to Section 43 of the Act to cancel a development authorisation previously given by the Council or the Delegate.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Team Leader Building Services Statutory Planner Building Compliance

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Officer Development Services Assistant Administrative Support Officer Administration Building Support Officer Applications Coordinator
23. Investigation of Development Assessment Performance				
23.1	The power pursuant to Section 45A(2) of the Act to explain the Council's actions and to make submissions (including, if relevant, an indication of undertakings that the Council is willing to give in order to take remedial action) to the Minister within a period (being at least 28 days) specified by the Minister.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services
23.2	The duty pursuant to Section 45A(14) of the Act to comply with a direction under Section 45A(11) or (13) of the Act.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services
23.3	The power pursuant to Section 45A(12) of the Act to make submissions to the Minister on the report on which the action under Section 45A(11) of the Act is based within a period (being at least 28 days) specified by the Minister.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services
24. Crown Development and Public Infrastructure				
24.1	The power pursuant to Section 49(4a) of the Act to receive notice from the State Commission Assessment Panel containing the prescribed particulars of the development in accordance with the Regulations.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
24.2	The power pursuant to Section 49(5) of the Act to report to the State Commission Assessment Panel on any matters contained in a notice from the State Commission Assessment Panel under Section 49(4a) of the Act.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
24.3	The power pursuant to Section 49(9) of the Act to withdraw opposition to a State agency proposed development.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services
25.	Electricity Infrastructure Development			
25.1	The power pursuant to Section 49A(4a) of the Act to receive notice from the State Commission Assessment Panel containing the prescribed particulars of the development in accordance with the Regulations.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
25.2	The power pursuant to Section 49A(5) of the Act, where notice of a proposal to undertake development for the purposes of the provision of electricity infrastructure has been given to the Council pursuant to Section 49A(4a) of the Act, to report to the State Commission Assessment Panel on any matters contained in the said notice.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
25.3	The power pursuant to Section 49A(9) of the Act, in circumstances where the Council's report to the State Commission Assessment Panel under Section 49A(5) of the Act expressed opposition to the proposed development, to withdraw that opposition.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
26. Open Space Contribution System				
26.1	The power pursuant to Section 50(1) of the Act, with respect to an application for the division of land into more than 20 allotments where one or more allotments is less than one hectare in area, to require:	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
26.1.1	that up to 12.5% in area of the relevant area be vested in the Council to be held as open space; or	CEO/CAP	Subject to receipt of agreement from Manager Open Space and Director Engineering & Assets prior to the Development Plan Consent being issued	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
26.1.2	that the applicant make the contribution prescribed by the regulations in accordance with the requirements of by Section 50 of the Act; or	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
26.1.3	that the land be vested in the Council and that the applicant make a contribution determined in accordance with Section 50(7) of the Act, according to the determination and specification of the Council or Delegate.	CEO/CAP	Subject to receipt of agreement from Manager Open Space and Director Engineering & Assets prior to	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			the Development Plan Consent being issued	
26.2	The power pursuant to Section 50(1) of the Act, when proposing to take any action that is at variance with the Council's Development Plan to seek the concurrence of the State Commission Assessment Panel.	CEO/CAP		
26.3	The power pursuant to Section 50(3) and 50(2)(d) of the Act to enter into an agreement on behalf of the Council with the State Commission Assessment Panel and the applicant under which certain land described by the relevant plan of division will be vested in the Council.	CEO/CAP	Subject to receipt of agreement from Manager Open Space and Director Engineering & Assets prior to the Development Plan Consent being issued	Director Strategy & Development, Manager Development Services
26.4	The power pursuant to Section 50(3a) of the Act to concur on behalf of the Council to the vesting of land in the Council pursuant to a requirement of the State Commission Assessment Panel that an area of the site of the development be kept as open space or in some other form that allows for active or passive recreation under Section 50(3a)(a) of the Act.	CEO/CAP	Subject to receipt of agreement from Manager Open Space and Director Engineering & Assets prior to the Development Plan Consent being issued	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
26.5	The power pursuant to Section 50(10) of the Act to receive payment of monies from an applicant under Section 50(1) of the Act and the duty to immediately pay that money into a special fund established for the purposes of Section 50 and to apply that money for the purpose of acquiring or developing land as open space.	CEO/	NIL	Director Strategy & Development, Manager Development Services Manager Sustainable Assets

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Manager Financial Services
26.6	The power pursuant to Section 50(11) of the Act to determine that the division of land is being undertaken in stages such that Section 50 of the Act does not apply to an application for development authorisation to the extent that an earlier application in respect of the same development has addressed the requirements of Section 50 of the Act in respect of the area of land as a whole.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
27. Carparking Fund				
27.1	The power pursuant to Section 50A(1) of the Act to establish a car parking fund.	CEO	NIL	Director Strategy & Development
27.2	The duty pursuant to Section 50A(1) of the Act to publish a notice in the Gazette in accordance with Section 50A(2) of the Act where the approval of the Minister has been obtained.	CEO	NIL	Director Strategy & Development, Manager Development Services Senior Strategic & Policy Planner
27.3	The power pursuant to Section 50A(5)(c) of the Act to determine that a proposal does not provide for sufficient spaces for the parking of cars at the site of a development.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
27.4	The power pursuant to Section 50A(5)(d) of the Act to agree with an applicant that a contribution calculated in accordance with a determination of the Council or the Delegate can be made by the applicant to a car parking fund in lieu of providing a certain number of spaces for the parking of cars at the site of a development.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
27.5	The power pursuant to Section 50A(5) of the Act to make a determination	CEO/CAP	Subject to DPA	Director Strategy &

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	for the purpose of calculating amounts to be paid into a carparking fund.		being adopted by Strategic Planning & Development Policy Committee & Minister	Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
27.6	The duty pursuant to and in accordance with Section 50A(6) of the Act to publish a determination for the purpose of calculating amounts to be paid into a carparking fund and any variations from time to time in the Gazette.	CEO	NIL	Director Strategy & Development, Manager Development Services Senior Strategic & Policy Planner
27.7	The power pursuant to and in accordance with Section 50A(7) of the Act to invest any money in a carparking fund and to pay any resultant income into the fund.	CEO	NIL	Director Strategy & Development
27.8	The power pursuant to and in accordance with Section 50A(8) of the Act to apply money standing to the credit of the car parking fund.	CEO	NIL	Director Strategy & Development
28. Urban Trees Fund				
28.1	The power, pursuant to Section 50B(1) of the Act, with the approval of the Minister, to establish an urban trees fund for an area designated by the Delegate (a designated area).	CEO	Subject to SPDPC approval	Director Strategy & Development Director Corporate Services
28.2	The duty, pursuant to Section 50B(2) of the Act, to effect establishment of the fund by notice in the Gazette.	CEO	NIL	Director Strategy & Development Manager Development Services Senior Strategic & Policy Planner
28.3	The duty, pursuant to Section 50B(3) of the Act, to define a designated area by reference to an area established by the relevant Development Plan.	CEO	Subject to SPDPC approval	Director Strategy & Development Manager Development Services Senior Strategic & Policy Planner
28.4	The power, pursuant to Section 50B(5) of the Act, to invest any money in	CEO	Subject to	Director Strategy &

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	an urban trees fund that is not for the time being required for the purpose of the fund and the duty to pay any resultant income into the fund.		concurrence by Director Strategy & Development and Director Corporate Services	Development Director Corporate Services
28.5	The power, pursuant to Section 50B(6) of the Act, to apply money standing to the credit of an urban trees fund to:			
28.5.1	maintain or plant trees which are, or will (when fully grown) constitute, significant trees under the Act; or	CEO	NIL	Director Strategy & Development Director Engineering & Assets Director Corporate Services Manager Open Space Supervisor Parks & Reserves
28.5.2	purchase land within the designated area in order to maintain or plant trees which are, or will (when fully grown) constitute, significant trees under the Act.	NIL	NIL	NIL
28.6	The duty, pursuant to Section 50B(7) of the Act, if the Council subsequently sells land purchased under Section 50B(6)(b) of the Act, to pay the proceeds of sale into an urban trees fund maintained by the Council under Section 50B of the Act subject to the following qualifications as prescribed by Sections 50B(7)(a) and (b) of the Act:	NIL	NIL	NIL
28.6.1	if an urban trees fund is no longer maintained by the Council, the proceeds must be applied for a purpose or purpose consistent with Section 50B(6)(a) or (b) of the Act;	CEO	Subject to concurrence by Director Strategy & Development and Director Corporate Services	Director Strategy & Development Director Corporate Services
28.6.2	if money from an urban trees fund only constituted a proportion of the purchase price of the land (the designated proportion), the money that is subject to these requirements is the designated	NIL	NIL	NIL

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
proportion of the proceeds of sale.			
29. Certificate in Respect of the Division of Land			
29.1 The duty pursuant to Section 51(2) of the Act to provide appropriate information to the State Commission Assessment Panel (upon request by the State Commission Assessment Panel) before it issues a certificate in respect of the division of land.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
30. Saving Provisions			
30.1 The power pursuant to Section 52(4) of the Act to extend the limitation period referred to in Section 52(2) of the Act in order to avoid or reduce hardship.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services
31. Avoidance of Duplication of Procedures Etc			
31.1 The power pursuant to Section 52A(2)(a) of the Act to accept a document under the Commonwealth Environment Protection and Biodiversity Conservation Act, 1999 (and defined in Section 52A(9) of the Act, as a 'Commonwealth Act document') as an application, notice or other document for the purposes of the Act, if (subject to the provisions of Section 52A(7)) the document complies with the requirements of the Act.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
31.2 The power pursuant to Section 52A(2)(b) of the Act where a document has been accepted for the purposes of the Act, to direct that a procedure taken under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 in relation to the said document will be taken to have fulfilled the requirements for a procedure in relation to the relevant document under the Act, if the requirements of the Act in relation to the procedure have been complied with under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
31.3 The power pursuant to Section 52A(2)(c) of the Act to adopt or accept the whole or part of a document (whether a plan, report, statement, assessment or other document of the same kind or not) used or to be used for the purposes of the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 as the document required under the	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	Act, if (subject to the provisions of Section 52A(7) of the Act) the document has been prepared in compliance with the Act, and complies with the requirements of the Act.			Planning Senior Statutory Planner Senior Strategic & Policy Planner Statutory Planner
31.4	The power pursuant to Section 52A(5) of the Act where a controlled action under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 is an activity or part of an activity or includes an activity for which a development authorisation is required under the Act to, when considering an application for a development authorisation or for the variation of a development authorisation, for the activity, use information and other material provided to the Commonwealth Minister under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 for the purposes of the Commonwealth Minister deciding to give approval to the controlled action under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
31.5	Where a controlled action under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999 is an activity or part of an activity, or includes an activity, for which a development authorisation is required under the Act:	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
	31.5.1 in circumstances where:			
	31.5.1.1 the Commonwealth Minister has given his or her approval to the controlled action; and			
	31.5.1.2 the applicant for the development authorisation or the Commonwealth Minister has informed the relevant authority of that fact;			
	the duty pursuant to Section 52A(6)(a) of the Act to consider whether the conditions (if any) to be attached to the development authorisation should be consistent with the conditions (if any) attached to the Commonwealth Minister's approval under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999; and			

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
31.5.2 the power pursuant to Section 52A(6)(b) of the Act to attach a condition to the development authorisation that requires compliance with all or some of the conditions attached to the Commonwealth Minister's approval under the Commonwealth Environment Protection and Biodiversity Conservation Act 1999.			
32. Requirement to Upgrade Building in Certain Cases			
32.1 Where an application is made for building rules consent for building work in the nature of an alteration to a building constructed before the date prescribed by regulation for the purposes of subsection 53A(1) of the Act, the power pursuant to Section 53A(1) of the Act to form the opinion that the building is unsafe, structurally unsound or in an unhealthy condition and therefore require as a condition of consent that building work that conforms with the requirements of the Building Rules be carried out to the extent reasonably necessary to ensure that the building is safe and conforms to proper structural and health standards.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
32.2 Where an application is made for building rules consent for building work in the nature of an alteration of a class prescribed by the Regulations the power pursuant to Section 53A(2) and subject to Section 53A(3) of the Act, to form the opinion that the affected part of the building does not comply with the performance requirements of the Building Code in relation to access to buildings and facilities and services within buildings, for people with disabilities and therefore require as a condition of consent that building work or other measures be carried out to the extent necessary to ensure that the affected part of the building will comply with those performance requirements of the Building Code.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
33. Urgent Building Work			
33.1 The power pursuant to Section 54(2)(d) of the Act to issue any directions and specify a period of time with respect to building work performed as a matter of urgency.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
34. Action if Development Not Substantially Completed			
34.1 The power pursuant to Section 55(1) of the Act to apply to the Court for an order under Section 55(3) of the Act where the development to which an approval relates has been commenced but not substantially	CEO/CAP	NIL	Director Strategy & Development, Manager Development

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	completed within the period prescribed by the Regulations for the lapse of the approval.			Services
34.2	The power pursuant to Section 55(5) of the Act where the Court makes an order under Section 55(3)(a), (b) or (ca) of the Act and a person fails to comply with the order within the period specified by the Court, to cause any work contemplated by the order to be carried out and to recover the cost of that work as a debt from the person.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services
34.3	The power pursuant to Section 55(6) of the Act where an amount is recoverable from a person under Section 55(5) of the Act, by notice in writing to the person, fix a period being not less than 28 days from the date of the notice within which the amount must be paid.	CEO	NIL	Director Strategy & Development, Manager Development Services
35. Completion of Work				
35.1	The power pursuant to Section 56(1) of the Act to issue a notice in writing requiring an owner of land to complete a development on the land within a period specified in the notice.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services
35.2	The power pursuant to the Section 56(2) of the Act to cause the necessary work to be carried out where an owner has failed to carry out work as required by a notice under Section 56(1) of the Act.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services
35.3	The power pursuant to Section 56(3) of the Act to recover the reasonable costs and expenses incurred by the Council or any person acting on behalf of the Council under Section 56 of the Act as a debt due from the owner.	CEO	NIL	Director Strategy & Development, Manager Development Services
35.4	The power pursuant to Section 56(4) of the Act to, by notice in writing to the person, fix a period being not less than 28 days from the date of the notice, within which the amount must be paid by the person where an amount is recoverable from the person under Section 56(3) of the Act.	CEO	NIL	Director Strategy & Development, Manager Development Services
36. Council to Establish Development Assessment Panels				
36.1	The duty pursuant to Section 56A(3) of the Act to appoint a presiding member to the council development assessment panel in accordance with the requirements set out in Section 56A(3)(b) of the Act.	CEO	Subject to Council approval	
36.2	The duty pursuant to Section 56A(3) of the Act to appoint the remaining members of the council development assessment panel in accordance with the requirements set out in Section 56A(3)(c) of the Act.	CEO	Subject to Council approval	

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
36.3	The duty pursuant to section 56A(3)(d) of the Act to ensure that, unless granted an exemption by the Minister, at least 1 member of the panel is a woman and at least 1 is a man and to ensure that insofar as is reasonably practicable, the panel consists of equal numbers of men and women.	CEO	Subject to Council approval	
36.4	The duty pursuant to Section 56A(3)(e) to determine the term of office for a member of the council development assessment panel, which period cannot exceed 2 years.	CEO	Subject to Council approval	Director Strategy & Development
36.5	The duty pursuant to Section 56A(3)(f) of the Act to determine any other conditions of appointment of the members of the council development assessment panel.	CEO	Subject to Council approval	
36.6	The power pursuant to Section 56A(3)(g) of the Act to remove a member of the council development assessment panel from office for:			
	36.6.1 breach of, or failure to comply with, the conditions of appointment; or	CEO	Subject to Council approval	
	36.6.2 misconduct; or	CEO	Subject to Council approval	
	36.6.3 neglect of duty; or	CEO	Subject to Council approval	
	36.6.4 incapacity to carry out satisfactorily the duty of his or her office; or	CEO	Subject to Council approval	
	36.6.5 failure to carry out satisfactorily the duty of his or her office; or	CEO	Subject to Council approval	
	36.6.6 failure to comply with a requirement under Section 34(6) or (7) of the Act or a breach of, or failure to comply with, a code of conduct under Section 21A of the Act.	CEO	Subject to Council approval	
36.7	The duty pursuant to and in accordance with Section 56A(5) of the Act to give notice of an appointment.	CEO	NIL	Director Strategy & Development, Manager Development Services
36.8	The duty pursuant to Section 56A(15)(b) of the Act and in accordance with Section 56A(17) of the Act to make minutes of meetings of a council	CEO	NIL	Director Strategy & Development,

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	development assessment available for reasonable access by members of the public.			Manager Development Services Team Leader Statutory Planning
36.9	The duty pursuant to and in accordance with Section 56A(20) of the Act to provide information to the Minister where requested by the Minister.	CEO/CAP	NIL	
36.10	The duty pursuant to Section 56A(22) of the Act to appoint a public officer (who must not be a member of the council development assessment panel).	CEO	NIL	
36.11	The duty pursuant to Section 56A(23) of the Act to ensure that notice of the appointment of a public officer (including the public officer's name and contact details) is published in the Gazette.	CEO	NIL	Director Strategy & Development, Manager Development Services
36.12	The power pursuant to Section 56A(27) of the Act to make an application to the Minister to exempt the Council from the requirement to establish a council development assessment panel under Section 56A of the Act.	CEO	Subject to Council approval	
36.13	The power pursuant to Section 56A(28) of the Act to consult with the Minister in relation to revoking an exemption under Section 56A(27) of the Act.	CEO	Subject to Council approval	
37.	Building Rules Assessment Audits			
37.1	The duty pursuant to Section 56B(2) to have its building assessment auditor audit the Council's activities in relation to the undertaking of assessments of proposed developments against the provisions of the Building Rules in accordance with the requirements of Section 56B.	CEO	NIL	Director Strategy & Development, Manager Development Services
37.2	The duty pursuant to Section 56B(5) to ensure that after the expiration of the periods prescribed in Section 56B(4) an audit under Section 56B is completed at least once in every prescribed period.	CEO	NIL	Director Strategy & Development, Manager Development Services
37.3	The power pursuant to Section 56B(10) to respond to a report prepared by a building assessment auditor prepared in relation to the Council under Section 56B.	CEO	Report to be provided to Council	Director Strategy & Development
37.4	The power pursuant to Section 56B(14) to make submissions to the Minister in relation to a matter concerning the possible exercise of the Minister's powers under Section 56B(12).	CEO	NIL	Director Strategy & Development
37.5	The duty pursuant to Section 56B(16) to comply with a direction given to the Council under Sections 56B(12) or 56B(15).	CEO	NIL	Director Strategy & Development, Manager Development

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Services, Team Leader Building Services
37A. Development Plan Assessment Audits			
37A.1 The power and duty pursuant to Section 56C(2) of the Act to have the Council's activities in relation to Development Plan assessments audited by a development assessment auditor in accordance with the requirements of Section 56C of the Act.	CEO	NIL	
37A.2 The power pursuant to Section 56C(10) of the Act to provide a response to an auditor with a view to correcting any error or fact.	CEO	NIL	Director Strategy & Development
37A.3 The power pursuant to Section 56C(14) of the Act to make submissions in relation to the matter to the Minister.	CEO	NIL	
37A.4 The power pursuant to Section 56C(15) of the Act to, if			
37A.4.1 the Minister makes a recommendation to the Council under Section 56C(12)(a) of the Act; and	CEO	NIL	
37A.4.2 the Minister subsequently considers that the Council has not, within a reasonable period, taken appropriate action in view of the recommendation,	CEO	NIL	
consult with the Minister.			
38. Land Management Agreements			
38.1 The power pursuant to Sections 57(2) and 57(2a) of the Act to enter into an agreement relating to the development, management, preservation or conservation of land within the area of the Council with the owner of the land.	CEO/CAP	1. Waiver of agreement terms for agreements previously resolved by Council may be agreed by planning staff in relation to trees that are not protected by legislation any longer 2. Not to be sub-delegated below Manager level	Director Strategy & Development Manager Development Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
38.2	The duty pursuant to and in accordance with Section 57(2c) of the Act and Regulation 98A of the Regulations to establish and keep a register available for public inspection (without charge).	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning
38.3	The duty pursuant to Section 57(2e) of the Act, in relation to the granting of development plan consent with respect to a Category 2A, Category 2 or Category 3 development, to note the existence of the agreement (or the proposal to enter the agreement), and the availability of copies of the agreement for public inspection on the notice of the relevant authority's decision.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
38.4	The power pursuant to Section 57(3) of the Act to carry out on private land any work for which provision is made by agreement under Section 57 of the Act.	CEO	NIL	Director Strategy & Development, Manager Development Services
38.5	The power pursuant to Section 57(5) of the Act, to apply to the Registrar-General to note the agreement against the relevant instrument of title or, in the case of land not under the provisions of the Real Property Act 1886, against the land.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
38.6	The power pursuant to Section 57(8) of the Act to apply to the Registrar-General where an agreement in relation to which a note has been made under Section 57 of the Act has been rescinded or amended, to enter a note of the rescission or amendment made against the instrument of title or against the land.	CEO	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
38.7	The power pursuant to Section 57(11) of the Act to consent to the remission of rates payable to the Council provided for in an agreement entered into by the Minister.	CEO	NIL	

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
39. Land Management Agreements – Development Applications			
39.1 The power pursuant to and subject to Section 57A(1) of the Act to enter into an agreement under Section 57A of the Act with a person who is applying for a development authorisation under the Act.	CEO/CAP	Waiver of agreement terms for agreements previously resolved by Council may be agreed by planning staff in relation to trees that are not protected by legislation any longer	Director Strategy & Development Manager Development Services
39.2 The duty pursuant to Section 57A(3) of the Act to have regard to:			
39.2.1 the provisions of the appropriate Development Plan.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
39.2.2 the principle that the entering into of an agreement under Section 57A by the Council should not be used as a substitute to proceeding with an amendment to a Development Plan under the Act.	CEO/CAP	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Senior Strategic & Policy Planner Statutory Planner
39.3 The duty pursuant to Section 57A(5) of the Act to register agreements entered into under Section 57A in accordance with the Regulations.	CEO	NIL	Director Strategy & Development Manager Development

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
39.4	The duty pursuant to Section 57A(6) of the Act to keep a register available for public inspection (without charge) in accordance with the Regulations.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning
39.5	The power pursuant to Section 57A(7) of the Act to provide a person, on payment of the prescribed fee, a copy of an agreement registered under Section 57A(5) of the Act.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer
39.6	The duty, pursuant to Section 57A(8) of the Act, where an agreement is entered into under Section 57A of the Act, in connection with an application for a development authorisation with respect to a Category 2A, Category 2 or Category 3 development, to include a note of the existence of the agreement on the notice of the relevant authority's decision under the Act.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
39.7	The power pursuant to Section 57A(14) of the Act to apply to the Registrar-General to note the agreement against the relevant instrument of title, or in the case of land not under the provisions of the Real	CEO	NIL	Director Strategy & Development Manager Development

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	Property Act 1886, against the land.			Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
39.8	The power pursuant to Section 57A(16) of the Act to apply to the Registrar-General where an agreement under Section 57A has been rescinded or amended to enter a note of the rescission or amendment against the instrument of title, or against the land.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
39.9	The power pursuant to Section 57A (18) of the Act where an agreement under Section 57A does not have effect under Section 57A within the prescribed period, to, by notice given in accordance with the regulations, lapse the relevant development approval (and the agreement will then be rescinded by force of Section 57A(18) of the Act).	CEO/CAP	NIL	Director Strategy & Development Manager Development Services
40. Notification During Building				
40.1	The power pursuant to Section 59(3) of the Act to direct that building work stop when a mandatory notification stage has been reached.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
41. Classification of Buildings				
41.1	The power pursuant to Section 66(2) of the Act to assign to any building a classification that conforms with the Regulations and the duty pursuant to Section 66(4) of the Act to give notice in writing to the owner of the building to which the classification has been assigned.	CEO	NIL	Team Leader Building Services Building Officer
42. Certificates of Occupancy				
42.1	The duty pursuant to and in accordance with the requirements of Sections 67(2), (3), (4), (5) and (6) of the Act to give a certificate of occupancy.	CEO	NIL	Team Leader Building Services
42.2	The power pursuant to Section 67(3)(a) of the Act to require information from an applicant for a certificate of occupancy.	CEO	NIL	Director Strategy & Development

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Manager Development Services Team Leader Building Services Building Compliance Officer
42.3	The duty pursuant to Section 67(10) of the Act to give written notice to an applicant of the refusal of the certificate of occupancy.	CEO	Delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services prior to the notice being issued	Director Strategy & Development Manager Development Services Team Leader Building Service
42.4	The power pursuant to Section 67(13) of the Act to revoke a certificate of occupancy in prescribed circumstances.	CEO	Delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services prior to the revocation of the certificate	Director Strategy & Development Manager Development Services Team Leader Building Services
43.	Temporary Occupation			
43.1	The power pursuant to Sections 68(1) and (2) of the Act to approve the occupation of a building on a temporary basis without a certificate of occupancy and subject to such conditions as the Delegate thinks fit to impose.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Building Officer
43.2 The duty pursuant to and in accordance with Section 68(3) of the Act to give written notice to an applicant of the refusal of approval for temporary occupation of a building.	CEO	Delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services prior to the notice being issued	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
44. Emergency Orders			
44.1 Where an owner of land fails to comply with the requirements of an emergency order issued under Section 69(1) of the Act:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services
44.1.1 the power pursuant to Section 69(4) of the Act to cause the required work to be carried out; and			
44.1.2 the power pursuant to and in accordance with Sections 69(5) and 69(6) of the Act to recover the reasonable costs and expense of that work from the owner as a debt.			
44A Fire Safety			
44A.1 The power pursuant to Sections 71(18) and (19) of the Act to establish and designate a body as an appropriate authority.	CEO	NIL	
44A.2 The power pursuant to Section 71(19)(a)(i) of the Act to appoint a person who holds prescribed qualifications in building surveying to the appropriate authority.	CEO	NIL	
44A.3 The power pursuant to Section 71(19)(a)(ii) of the Act to determine if a person is to be nominated to the appropriate authority by the Chief Officer of the South Australian Metropolitan Fire Service or the Chief	CEO	NIL	

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
Officer of the South Australian Country Fire Service (after taking into account the nature of the Council or Council's area(s)).			
44A.4 The power pursuant to Section 71(19)(a)(iii) of the Act to appoint a person with expertise in the area of fire safety to the appropriate authority.	CEO	NIL	
44A.5 The power pursuant to Section 71(19)(a)(iv) of the Act to determine and select a person to be appointed to the appropriate authority.	CEO	NIL	
44A.6 The power pursuant to Section 71(19)(b) of the Act to determine the term of the office not exceeding three years of a member of the appropriate authority.	CEO	NIL	
44A.7 The power pursuant to Section 71(19)(d) of the Act to appoint deputy members to the appropriate authority.	CEO	NIL	
44A.8 The power pursuant to Section 71(19)(e) of the Act to determine the procedures of an appropriate authority.	CEO	NIL	
45. Building Inspection Policies			
45.1 The duty pursuant to and in accordance with Section 71A of the Act to prepare and from time to time alter a building inspection policy.	CEO	Subject to Council endorsement except where a change is of a minor nature	Director Strategy & Development Manager Development Services Team Leader Building Services
46. Advertisements			
46.1 The power pursuant to and in accordance with Section 74(1) of the Act to:	CEO	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Development Compliance Officer

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
46.1.1	form the opinion that an advertisement or advertising hoarding disfigures the natural beauty of a locality or otherwise detracts from the amenity of a locality or is contrary to a character desired for a locality under the relevant Development Plan; and			
46.1.2	serve notice in writing requiring the removal or obliteration of the advertisement or the removal of the advertising hoarding (or both).			
46.2	The power pursuant to Section 74(3) of the Act where a person has failed to comply with a notice under Section 74(1) of the Act, to enter on land, carry out the terms of the notice and recover the costs of doing so as a debt from the person on whom the notice was served.	CEO	NIL	Director Strategy & Development, Manager Development Services
47. Enforcement Notices				
47.1	The power pursuant to and in accordance with Section 84(2) of the Act to issue an enforcement notice where the Delegate has reason to believe on reasonable grounds that a person has breached the Act or a repealed Act.	CEO	Delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services Team Leader Statutory Planning Team Leader Building Development Compliance Officer	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Team Leader Building Senior Statutory Planner Development Compliance Officer
47.2	The power pursuant to Section 84(3) of the Act to determine that a direction under Section 84(2) of the Act is urgently required and can be orally given by an authorised officer.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Statutory Planner Team Leader Building Services Building Officer Development Compliance Officer
47.3 Where a person has failed to comply with a direction contained in a notice issued pursuant to Section 84(2)(b) of the Act:	CEO	NIL	Director Strategy & Development, Manager Development Services
47.3.1 the power pursuant to Section 84(6) of the Act to cause the necessary action to be undertaken; and			
47.3.2 pursuant to and in accordance with Sections 84(7) and 84(8) of the Act to recover the costs of doing so as a debt from the person whose failure gave rise to the action.			
48. Applications to Court			
48.1 The power pursuant to Section 85(1) of the Act to apply to the Court for an order to remedy or restrain a breach of the Act, or a repealed Act.	CEO	NIL	Director Strategy & Development, Manager Development Services
48.2 Where the Court has made an order under Section 85(6)(d) of the Act and a person has failed to comply with the order, the power pursuant to and in accordance with Section 85(12) and Section 85(13) of the Act, to cause any work contemplated by the order to be carried out and to recover the costs of doing so as a debt from the person.	CEO	NIL	Director Strategy & Development, Manager Development Services
49. General Right to Apply to Court			
49.1 Where the Council is a party to a dispute referred to in Section 86(1)(e) of the Act, the power pursuant to Section 86(1)(e) of the Act to apply to the Court for determination of the dispute.	CEO	NIL	Director Strategy & Development, Manager Development Services
50. Authority to be Advised of Certain Matters			
50.1 The power pursuant to Section 93(1)(b)(iii) of the Act to require from a private certifier who is making a decision of a prescribed kind in relation to any aspect of building work such other information or documentation as the Delegate or the Council may require.	CEO	NIL	Director Strategy & Development, Manager Development Services Team Leader Building Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Building Officer
51. Referrals				
51.1	The power pursuant to and in accordance with Section 94 of the Act to consent to the referral by a private certifier to the Council or Delegate of any function under the Act.	CEO	NIL	Director Strategy & Development, Manager Development Services Team Leader Building Services
52. Professional Advice to be Obtained in Relation to Certain Matters				
52.1	The power pursuant to Section 101(1) of the Act, in the exercise of a prescribed function, to rely on a certificate of a person with prescribed qualifications.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner, Senior Strategic & Policy Planner Statutory Planner Team Leader Building Services Building Officer
52.2	The duty pursuant to Section 101(2) of the Act to seek and consider the advice of a person with prescribed qualifications or person approved by the Minister in relation to a matter prescribed by the Regulations.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner, Senior Strategic & Policy Planner Statutory Planner Team Leader Building Services Building Officer
DELEGATIONS UNDER THE DEVELOPMENT (DEVELOPMENT PLANS) AMENDMENT ACT 2006				

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
53. Transitional Provisions			
53.1 The power pursuant to and in accordance with Clause 5(1) of Schedule 1 to the Development (Development Plans) Amendment Act 2006 ('the DPA Act'), if the Council or the Delegate has, before the commencement of Clause 5 of Schedule 1 to the DPA Act reached an agreement with the Minister on a Statement of Intent with respect to an amendment to a Development Plan, or taken steps to prepare a Plan Amendment Report on the basis of such a Statement of Intent subject to Clause 5(2) of Schedule 1 to the DPA Act, to continue with the process as set out in Section 25 of the Act (as in force immediately before the commencement of Clause 5 of Schedule 1 to the DPA Act) as if the DPA Act had not been enacted until the relevant amendment is approved (with or without alteration) or otherwise dealt with by the Minister under Section 25(15) of the Act, subject to the qualification that the relevant Plan Amendment Report may be referred to as a Development Plan Amendment.	CEO	Subject to sign-off by SPDPC	
53.2 The power pursuant to Clause 5(2) of Schedule 1 to the DPA Act to agree on a Statement of Intent that is to supersede a Statement of Intent agreed between the Council or the Delegate and the Minister before commencement of Clause 5 of Schedule 1 to the DPA Act.	CEO	Subject to sign-off by SPDPC	
DELEGATIONS UNDER THE DEVELOPMENT REGULATIONS 2008			
53A. Complying Development – Development Plan Consent			
53A.1 The power pursuant to Regulation 8A(1)(a) of the Development Regulations 2008 ('the Regulations'), for the purposes of Sections 33(1) and 35 of the Act (subject to Regulation 8A(2)) of the Regulations to:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
53A.1.1 in the case of a proposed development lodged for assessment as residential code development – assess the development as being in a form described in Schedule 4 clause 1(2) or (3), 2A, 2B or 2C (including a form specified or provided for in a relevant Development Plan referred to in Schedule 4 clause 1(2) or (3), 2A, 2B or 2C); and			
53A.1.2 in any other case – to assess the development as being in a form described in Schedule 4 Part 1 (including a form specified or provided for in a relevant Development Plan referred to in Schedule 4 Part 1).			
53A.2 The power pursuant to Regulation 8A(1)(b) of the Regulations, for the purposes of Section 35(1b) of the Act, to:	CEO	NIL	Director Strategy & Development Manager Development
53A.2.1 form the opinion that a variation from <i>complying</i> development			

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
(including <i>complying</i> development as declared under Regulation 8A(1)(a) of the Regulations) is minor; and			Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
53A.2.2 determine that 2 or more minor variations, when taken together, constitute a 'minor variation from <i>complying</i> development'.			
53B. Complying Building Work – Building Rules			
53B.1 The power pursuant to Regulation 8B(1) of the Regulations, for the purposes of Section 36(1) of the Act to, subject to Regulation 8B(2) of the Regulations, assess building work as being in a form specified in Schedule 4 Part 2 (including a form specified or provided for in the <i>Building Code</i> referred to in Schedule 4 Part 2).	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Compliance Officer
54. Infrastructure Planning			
The power pursuant to Regulation 9A(1) to, in preparing the DPA, to the extent (if any) required by the Statement of Intent, seek, in accordance with Regulation 9A(2), the advice of a Minister and any other government agency, specified by the Minister as part of the agreement on the Statement of Intent.	CEO	NIL	Director Strategy & Development, Senior Strategic & Policy Planner
55. Consultation with Government Departments or Agencies			
55.1 The duty pursuant to Regulation 10A(1) of the Regulations if the Council is subject to a requirement under Section 25(7)(a) of the Act to ensure that a copy of any written report received from a Department or agency is furnished to the Minister for the purposes of considering the matter under Section 25(7)(b) of the Act.	CEO	NIL	Director Strategy & Development, Senior Strategic & Policy Planner
56. Public Consultation – Section 25 & 26			
56.1 Subject to Regulations 11A(3) and 11A(6) of the Regulations, for the purposes of Sections 25 and 26 of the Act, the duty pursuant to Regulation 11A(1) of the Regulations to give public notice of a DPA by	CEO	NIL	Director Strategy & Development, Senior Strategic & Policy Planner

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	publication in the designated manner of a notice:			
56.1.1	advising the time and places at which the DPA is available for inspection (without charge) and purchase by the public; and			
56.1.2	inviting any interested person to make written submissions on the amendment to the council within the relevant period specified in the notice; and			
56.1.3	stating that the submissions will be available for inspection by any interested person at a place specified in the notice from the expiration of the period specified under Regulation 11A(1)(b) of the Regulations until the conclusion of any public meeting held for the purposes of Section 25(11)(b) or 26(5c)(b) of the Act (or, if no such meeting is to be held, until the decision is made not to hold the meeting); and			
56.1.4	providing information about when and where any public meeting is proposed to be held for the purposes of Sections 25(11)(b) or 26(5c)(b) of the Act (subject to a decision being made under the relevant section not to hold a meeting).			
56.2	If one or more written submissions are made in response to a notice published under Regulation 11A(1) of the Regulations, the duty pursuant to Regulation 11A(3) of the Regulations to make a copy of each submission available for inspection in accordance with the statement included under Regulation 11A(1)(c).	CEO	NIL	Director Strategy & Development, Senior Strategic & Policy Planner
56.3	For the purposes of Sections 25(9)(c) and 26(5b)(c) of the Act, the duty pursuant to Regulation 11A(4) of the Regulations to include in the written notice the same information as required for a notice under Regulation 11A(1) of the Regulations.	CEO	NIL	Director Strategy & Development, Senior Strategic & Policy Planner
56.4	The duty pursuant to Regulation 11A(5) of the Regulations, to ensure that a copy of any DPA released for public consultation under Section 25 of the Act is provided to the Minister within 2 business days after that release.	CEO	NIL	Director Strategy & Development, Senior Strategic & Policy Planner
57. Public Meeting				
57.1	The duty pursuant to and in accordance with Regulation 12 of the Regulations to hold a public meeting if an amendment has been prepared by the Council or the Delegate.	CEO	NIL	Director Strategy & Development, Senior Strategic & Policy Planner
57.2	The power pursuant to Regulation 12(4) of the Regulations to adjourn a public meeting from time to time, and place to place if necessary or appropriate.	CEO	NIL	Director Strategy & Development, Senior Strategic & Policy Planner

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
58. Application to Relevant Authority			
58.1 The power pursuant to Regulation 15(1)(c) of the Regulations to require an additional or lesser number of copies of plans, drawings, specifications and other documents and information relating to a proposed development than the number prescribed in Regulation 15(1)(c) of the Regulations.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer
58.2 The duty pursuant to and in accordance with Regulation 15(4) of the Regulations, if an application is lodged with the Council but a regional development assessment panel is the relevant authority, to retain a copy of the application and other accompanying information and to forward the application on to the appropriate person acting on behalf of the regional development assessment panel.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
58.3 The duty pursuant to and in accordance with Regulation 15(5) of the Regulations, when an application is lodged with the Council but the State Commission Assessment Panel is the relevant authority, to forward all but one copy of the application and the accompanying information, as well as a written acknowledgment that the appropriate fees have been paid, including details of each fee component paid, to the State Commission Assessment Panel.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
58.4 The power pursuant to Regulation 15(7)(b) of the Regulations to indicate, in such manner as may be determined by the State Commission Assessment Panel, that the Delegate wishes to receive written documentation instead of electronic access to the relevant documents and information via the Internet.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning
58.4A The power and duty pursuant to Regulation 15(7b) of the Regulations, to	CEO	NIL	

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	within 2 business days of receipt of a copy of an application form under Regulation 15(7a) of the Regulations, furnish to the private certifier:			
58.4A.1	the Development Assessment number assigned to the development proposed under the application; and			
58.4A.2	if the private certifier, at the time of forwarding a copy of an application under Regulation 15(7a) of the Regulations, requests advice on the matters set out in subparagraphs (i) and (ii), and if such advice is relevant:			
58.4A.2.1	advice about any site contamination that is believed to exist at the site where the development would be undertaken; and			
58.4A.2.2	advice about the likely need for approval to alter a public road under section 221 of the Local Government Act 1999 in order to establish a new access point.			
58.4A.2.3	advice about whether the relevant development plan specifies any requirements relating to finished floor levels (expressed by reference to AHD or ARI) in relation to the site where the development would be undertaken.			
58.5	The power pursuant to Regulation 15(8) of the Regulations to extend the period prescribed in Regulation 15(8) for the lodging of an application for the appropriate development authorisation as required by Section 54(2)(c).	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Team Leader Building Building Officer
58.6	<i>[City of Tea Tree Gully only]</i> If an application relates to a proposed development that involves the division of land in the Golden Grove Development Area which is complying development in respect of the Development Plan, the duty pursuant to Regulation 15(10)(c) to forward to the State Commission Assessment Panel within 5 business days after receipt of the application:	N/A	N/A	
58.6.1	a copy of the application; and	N/A	N/A	

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
58.6.2	a copy of the plans, drawings, specification and other documents or information accompanying the application.	N/A	N/A	
58.7	The power pursuant to Regulation 15(11) of the Regulations, to modify the requirements of Schedule 5 in relation to a particular application, subject to the following qualifications:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Team Leader Building Building Officer Development Services Assistant
58.7.1	in the case of an application that is lodged with the Council for assessment as <i>residential code</i> development – the requirements of Schedule 5 may not be modified in any way by the delegate assessing the application (whether so as to require more or less information), except on authority of the Minister under Section 39(1)(a) of the Act;			
58.7.2	in any other case, the delegate must not, when requiring plans, drawings, specifications and other documents in relation to the application, require the applicant to provide more information than that specified under Schedule 5 (subject to Section 39 of the Act).			
58.8	The power pursuant to Regulation 15(12) of the Regulations to, in exercising the discretion under Section 39(4)(b) of the Act, dispense with the requirements of Schedule 5 in relation to a particular application.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Team Leader Building Building Officer Development Services Assistant
59. Nature of Development				
59.1	The duty pursuant to Regulation 16(1) of the Regulations, where an application requires the assessment of a proposed development against the provisions of the Development Plan, to determine the nature of the development applied for.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Planning Senior Statutory Planner Statutory Planner Development Services Assistant
59.2	The power pursuant to Regulation 16(2) of the Regulations to form the opinion that a development is non-complying, and the duty if the Delegate is of the opinion that an application relates to a kind of development that is non-complying and the applicant has not identified the development as such, by notice in writing to inform the applicant of that fact.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
59.3	The power pursuant to Regulation 16(3) of the Regulations to, if an application in relation to a proposed development identifies the development as residential code development or designated development, form the opinion that the development is residential code development and the duty to, within 5 business days of receipt of the application, by notice in writing, inform the applicant of that fact.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Team Leader Building Building Officer Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer
59.4	The power pursuant to Regulation 16(4) of the Regulations to, if an application in relation to a proposed development identifies the development as residential code development or designated development, form the opinion that the development is not residential code development and the duty to, within 5 business days of receipt of the application, by notice in writing, inform the applicant of that fact and the reasons for the Delegate's opinion.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Statutory Planner Team Leader Building Building Officer Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer
60. Non-Complying Development			
60.1 The power pursuant to Regulation 17(3) of the Regulations, after receipt of an application which relates to a kind of development that is described as non-complying development to:			
60.1.1 refuse the application pursuant to Section 39(4)(d) of the Act and notify the applicant accordingly; or	CEO/CAP	Sign off by Director Strategy & Development Manager Development Services	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
60.1.2 resolve to proceed with an assessment of the application.	CEO/CAP	Sign off by Director Strategy & Development Manager Development Services Team Leader Statutory Planning	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
60.2 The duty pursuant to Regulation 17(4) of the Regulations, in situations where the Delegate has resolved to proceed with the assessment of an application for non-complying development, to require the applicant to provide a statement of effect.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
60.3	The power pursuant to Regulation 17(6) of the Regulations to determine that a proposed development is of a minor nature for the purposes of exemption from the requirements to provide a statement of effect.	CEO/CAP	A template delegate report note is prepared detailing reasons for sign off by Director Planning Manager Development Services Team Leader Statutory Planning	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
61.	Notification of Application for Tree-Damaging Activity to Owner of Land			
61.1	Where the owner of land to which an application for a tree-damaging activity in relation to a regulated tree relates is not a party to the application, the duty pursuant to and in accordance with Regulation 18 of the Regulations:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Senior Strategic & Policy Planner Statutory Planner Development Services Assistant
	61.1.1 to give the owner of land notice of the application; and			
	61.1.2 to give due consideration, in the assessment of the application, to any submission made by the owner within a reasonable time after the giving of notice of the application.			
62.	Amended Applications			
62.1	The power pursuant to Regulation 20(4) of the Regulations to form the opinion that variations to an application are not substantial and that	CEO/CAP	NIL	Director Strategy & Development

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
repeating of the referral process under Part 5 of the Regulations, or the giving of notice under Part 6 of the Regulations is not required.			Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
62.2 The power pursuant to Regulation 20(5) of the Regulations, where a variation to an application changes the essential nature of a proposed development to (by agreement with the applicant) proceed with the variation on the basis that the application will be treated as a new application.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
63. Withdrawing/Lapsing Application			
63.1 The duty pursuant to Regulation 22(1) of the Regulations, where an applicant withdraws an application, to notify any agency to which an application was referred under Part 5 of the Regulations and any person who made a representation in relation to the application under Part 6 of the Regulations of the withdrawal.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
63.2 Where at least two years have passed since the date on which an application for development authorisation under Part 4 of the Act was lodged with the Council the power, pursuant to Regulation 22(2) of the Regulations to lapse the said application.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Building Officer
63.3	Before taking action to lapse a development application under Regulation 22(2) of the Regulations the duty, pursuant to and in accordance with Regulation 22(3) of the Regulations to:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer
63.3.1	take reasonable steps to notify the applicant of the action under consideration; and			
63.3.2	allow the applicant a reasonable opportunity to make submissions to the Council or the Delegate about the proposed course of action, and the power to determine the manner and form of those submissions.			
64.	Contravening Development			
64.1	The power pursuant to Regulation 23(2) of the Regulations, by notice in writing to the applicant to decline to proceed with an application until proceedings under the Act have been concluded.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services
65.	Referrals			
65.1	The duty pursuant to Regulation 24(1) of the Regulations to refer an application of a prescribed kind together with a copy of any relevant information provided by the applicant to the relevant body prescribed by Schedule 8 of the Regulations and to not make a decision on the application until a response has been received from the referral body or the time period for receipt of a response has lapsed.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Statutory Planner Development Services Assistant
66. Procedure Where Concurrence Required			
66.1 The duty pursuant to Regulation 25 of the Regulations, if concurrence must be sought from another body prior to issuing a consent or approval to forward to the other body whose concurrence must be sought that information required by Regulation 25(b) of the Regulations.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
67. Additional Information or Amended Plans			
67.1 The duty pursuant to Regulation 27(1) of the Regulations, where an application has been referred to a prescribed body under Part 5 of the Regulations and additional information is received which is materially relevant to the referral, to repeat the referral process where the Delegate is of the opinion that the additional information or amendment is significant and the power to repeat the referral process in all other instances.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
68. Special Provisions – Referrals			
68.1 The duty pursuant to and in accordance with Regulation 28(3) of the Regulations to refer an application for building rules consent to the relevant fire authority for comment and report where the Delegate considers that:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
68.1.1 a proposed alternative solution within the meaning of the Building Code requires assessment against a performance requirement of the Building Code which provides for fire fighting operations of a fire authority; or			
68.1.2 the proposed development is at variance with a performance requirement of the Building Code which provides for fire fighting			

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	operations of a fire authority; or			
68.1.3	special problems for fire fighting could arise due to hazardous conditions of a kind described in Section E of the Building Code, and the duty pursuant to Regulation 28(5) of the Regulations to have regard to any report received from the fire authority under Regulation 28.			
68.2	The power pursuant to Regulation 28(4) of the Regulations, when a report from a fire authority pursuant to Regulation 28(3) is not received by the Council within 20 business days, to presume that the fire authority does not desire to make a report.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
68.3	If, in respect of an application referred to a fire authority under Regulation 28, the fire authority:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services, Building Officer
68.3.1	recommends against the granting of building rules consent; or			
68.3.2	concurs in the granting of consent on conditions specified in its report,			
	but the Delegate:			
68.3.3	proposes to grant building rules consent despite a recommendation referred to in Regulation 28(5a)(a) of the Regulations; or			
68.3.4	does not propose to impose the conditions referred to in Regulation 28(5a)(b) of the Regulations, or proposes to impose the conditions in varied form, on the grant of consent,			
	the duty pursuant to Regulation 28(5a) of the Regulations to:			
68.3.5	refer the application to the Building Rules Assessment Commission; and			
68.3.6	not grant consent unless the Building Rules Assessment Commission concurs in the granting of consent.			
68.4	The duty pursuant to Regulation 28(6) of the Regulations to provide to	CEO	NIL	Director Strategy &

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
the Building Rules Assessment Commission a copy of any report received from a fire authority under Regulation 28(1) that relates to an application referred to the Building Rules Assessment Commission under the Act.			Development Manager Development Services Team Leader Building Services Building Officer
68.5 The duty pursuant to Regulation 28(7) of the Regulations, where building work comprises or includes the construction or installation of a private bushfire shelter, not to grant a building rules consent unless the Building Rules Assessment Commission concurs in the granting of the consent.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
69. Land Division Applications			
69.1 The duty pursuant to Regulation 29(1) of the Regulations, subject to the provisions in Regulation 29(2) of the Regulations, to withhold making a decision on an application which relates to a proposed development that involves the division of land until a report has been received from the State Commission Assessment Panel.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
69.2 The power pursuant to Regulation 29(2) of the Regulations, when a report from the State Commission Assessment Panel pursuant to Regulation 29(1) of the Regulations is not received by the Council within eight weeks or within such longer period as the State Commission Assessment Panel may require by notice in writing to the Council, to presume that the State Commission Assessment Panel does not desire to make a report.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
70. Underground Mains Area			
70.1 The power pursuant to Regulation 30(1) of the Regulations to seek a report from the relevant electricity authority where the Delegate considers that an area should be declared an underground mains area.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Senior Statutory Planner Statutory Planner
70.2	The power pursuant to Regulation 30(2) of the Regulations to declare an area as an underground mains area.	CEO	NIL	Director Strategy & Development
70.3	The power pursuant to Regulation 30(4) of the Regulations, where a development includes the division of land within or partly within an underground mains area, to require, as a condition of the decision, that any electricity mains be placed underground.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
71. Preliminary Advice and Agreement - Section 37AA				
71.1	The power pursuant to Regulation 31A(6)(b) of the Regulations to determine that an application no longer accords with an agreement indicated by the prescribed body.	CEO/CAP	Subject to sign-off by Director Strategy & Development, Manager Development Services, Team Leader Statutory Planning Senior Statutory Planner,	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
71.2	The power pursuant to Regulation 31A(6) of the Regulations if:	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
71.2.1	a relevant authority permits an applicant to vary an application under Section 39(4) of the Act; and			
71.2.2	the relevant authority determines that the application no longer			

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
accords with the agreement indicated by the prescribed body, to refer the application (unless withdrawn) to the prescribed body:			
71.2.3 to obtain a variation to the agreement under Section 37AA of the Act; or			
71.2.4 to obtain a response from the prescribed body for the purposes of Section 37 of the Act.			
71.3 The power pursuant to Regulation 31A(7) of the Regulations if:	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
71.3.1 an application is withdrawn by the Applicant; and			
71.3.2 the applicant sought to rely on an agreement under Section 37AA of the Act in connection with the application,			
to notify the relevant prescribed body of the withdrawal of an application.			
71.4 The power pursuant to Regulation 31A(8) of the Regulations if:	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer
71.4.1 an application is lapsed by a relevant authority under Regulation 22 of the Regulations; and			
71.4.2 the applicant sought to rely on an agreement under Section 37AA of the Act in connection with the application,			
to notify the relevant prescribed body of the lapsing of an application.			
71.5 The power pursuant to Regulation 31A(9) of the Regulations if:	CEO/CAP	NIL	Director Strategy & Development Manager Development
71.5.1 an application seeks to rely on an agreement under Section 37AA of the Act in connection with the application; and			

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
71.5.2 a notice of decision is issued by the relevant authority under Regulation 42 of the Regulations, to send a copy of the notice to the prescribed body within 5 business days after the notice is given to the applicant under Regulation 42 of the Regulations.	CEO/CAP	NIL	Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Applications Coordinator Administrative Support Officer Administration Building Support Officer
71A. Public Notice Categories			
71A.1 The power pursuant to Regulation 32(2)(5) of the Regulations to determine that a form of development comprises 2 or more elements.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
72. Public Inspection of Certain Applications			
72.1 The duty pursuant to and in accordance with Regulation 34(1) of the Regulations, subject to Regulation 34(4) of the Regulations to ensure that copies of documents referred to in Regulation 34(1) concerning an application are reasonably available for inspection by the public (without charge).	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer
72.2 The duty pursuant to Regulation 34(2) of the Regulations, subject to Regulation 34(4) of the Regulations, where a request is made within the	CEO	NIL	Director Strategy & Development

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
time period that applies under Regulation 34(1) of the Regulations and on payment of a fee fixed by Council to provide to a member of the public a copy of any document of information available for inspection under Regulation 34(1) of the Regulations.			Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner, Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer Services Coordinator Team Leader Customer Service Senior Customer Service Officer Home Services Support Officer Customer Service Officer Home Services Support Officer Administration Support Officer Executive Assistant Planning & Development Services
72.3 The power pursuant to Regulation 34(3) of the Regulations to require that a person who has made a request under Regulation 34(2) of the Regulations verify his or her name, address and contact details in such manner as the Delegate thinks fit.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner, Development Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer Services Coordinator Team Leader Customer Service Senior Customer Service Officer Home Services Support Officer Customer Service Officer Home Services Support Officer Administration Support Officer Executive Assistant Planning & Development Services
72.4	The power pursuant to Regulation 34(4) of the Regulations to form the opinion that the present or future security of a building would be jeopardised if plans, drawings, specifications or other documents or information relating to the assessment of a proposed development against the Building Rules were to be made available for inspection.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner, Development Services Assistant
73.	Response by Applicant			
73.1	The power pursuant to Regulation 36 of the Regulations to extend the time within which an applicant may respond to any representation	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Planning Senior Statutory Planner Statutory Planner,
74. Determination of Commission as Relevant Authority			
74.1 Where the State Commission Assessment Panel is the relevant authority under Section 34(1)(b) of the Act:			
74.1.1 in a case where the Minister has made a declaration under Section 34(1)(b)(iii) or 34(1)(b)(vi) of the Act, the duty pursuant to and in accordance with Regulation 38(2)(a)(i) of the Regulations to forward to the State Commission Assessment Panel any application received by the Council under the Act and the Regulations in relation to the matter together with accompanying documentation or information and, as appropriate, fees; and	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
74.1.2 in any case, the power pursuant to and in accordance with Regulation 38(2)(b) to provide a report on matters under Section 33(1) (as relevant).	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
74.2 Where the State Commission Assessment Panel is the relevant authority under Section 34(1)(b)(iv) of the Act and the proposed development is to be undertaken within one kilometre of a boundary with the Council, the power, pursuant to Regulation 38(4) of the Regulations, to provide the State Commission Assessment Panel with comments on the proposed development.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
75. Assessment in Respect of Building Rules Referred to the Council			
75.1 The duty pursuant to and in accordance with Regulation 39 of the Regulations, where the Council is the relevant authority pursuant to Section 34(2) of the Act, not to give any decision in respect of the assessment against the Building Rules until the State Commission	CEO	NIL	Team Leader Building Services, Building Officer

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	Assessment Panel or the regional development assessment panel (as the case may be) has made its decision.			
76.	Notification of Decision to Applicant (Including Conditions)			
76.1	The duty pursuant to and in accordance with Regulation 42 of the Regulations to give notice of a decision on an application under Division 1 of Part 4 of the Act including, but not limited to, the power to endorse approved plans and documentation under Regulation 42(4).	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer
77.	Notification of Decision to a Prescribed Body			
77.1	The duty pursuant to and in accordance with Regulation 43 of the Development Regulations, to send a copy of the notice of decision issued under Regulation 42 of the Regulations to any prescribed body to which the application had been referred.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer
77.2	The duty pursuant to and in accordance with Regulation 43(3) of the Regulations to send a copy of a notice of a decision on an application, if or when a development authorisation is issued in relation to a proposed division of land, to the State Commission Assessment Panel.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Planning Senior Statutory Planner Statutory Planner Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer
78. Notification of Decision to Owner of Land				
78.1	The duty pursuant to and in accordance with Regulation 44 of the Regulations to send a copy of any notice issued under Regulation 42 of the Regulations to the owner of land to which a decision on the application relates where the owner is not a party to the application.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer
79. Scheme Description – Community Titles				
79.1	The duty pursuant to Regulation 45(2) of the Regulations to endorse a scheme description under Section 3 of the Community Titles Act 1996 in the following terms:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner
79.1.1	All the consents or approvals required under the Development Act 1993 in relation to the division of the land (and a change in the use of the land (if any)) in accordance with the scheme description and the relevant plan of community division under the Community Titles Act 1996 have been granted. OR No consent or approval is required under the Development Act			

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
<p>1993 in relation to the division of land (or a change in the use of the land) in accordance with this scheme description.</p> <p>This endorsement does not limit a relevant authority's right to refuse, or to place conditions on, development authorisation under the Development Act 1993 in relation to any other development envisaged by this scheme description.</p> <p>Signed:</p> <p>Dated:</p>			
<p>79.2 The power pursuant to Regulation 45(2) of the Regulations to include in an endorsement of a scheme description under Section 3 of the Community Titles Act 1996, notes concerning conditions on any consent or approval, and notes concerning additional approvals that may be required in the future and to sign and date the endorsement.</p>			<p>Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner</p>
80. Special Provisions Relating to Staged Consents			
<p>80.1 The duty pursuant to and in accordance with Regulation 46(1) of the Regulations, and in a case where the development is within the ambit of Schedule 1A, subject to, in accordance with Regulations 46(4) and (5) of the Regulations, any step that the Delegate, as the relevant authority considers it needs to take under Section 42 of the Act, to issue a Notice of Approval in the circumstances prescribed by Regulation 46 of the Regulations.</p>	CEO	NIL	<p>Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services Building Officer</p>
81. Endorsed Plans			
<p>81.1 The duty pursuant to Regulation 47 of the Regulations to return to a successful applicant, a copy of the plans, drawings, specifications and other documents and information lodged by the applicant duly endorsed with the building rules consent.</p>	CEO	NIL	<p>Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer</p>
81A. Minor Variation of Development Authorisation			
<p>81A.1 The power pursuant to Regulation 47A(1) of the Regulations, if a person requests the variation of a development authorisation previously given under the Act (including by seeking the variation of a condition imposed</p>	CEO	NIL	<p>Director Strategy & Development Manager Development</p>

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
with respect to the development authorisation) to form the opinion that the variation is minor in nature and, if the delegate is satisfied that the variation is minor in nature, to approve the variation.			Services Team Leader Building Services Building Officer Team Leader Statutory Planning Statutory Planner Development Services Assistant
82. Lapse of Consent or Approval			
82.1 The power pursuant to Regulation 48(2) of the Regulations to extend the time when any consent or approval under Part 4 of the Act will lapse.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Team Leader Building Services Building Officer Development Services Assistant
83. Width of Roads and Thoroughfares			
83.1 The power pursuant to Regulation 51(4) of the Regulations to dispense with the requirements of Regulation 51(1) and (3) dealing with the width of any proposed road or thoroughfare where the Delegate is of the opinion that the prescribed width is not necessary for the safe and convenient movement of vehicles or pedestrians or for underground services.	CEO/CAP	Subject to receipt of advice from Council's Engineering Department prior to the Development Plan Consent being issued	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
83.2 The power pursuant to Regulation 51(6) of the Regulations to dispense with the requirements of Regulation 51(5) dealing with the width of a road at the head of every cul-de-sac where it appears that the cul-de-sac is likely to become a through road.	CEO/CAP	Subject to receipt of advice from Council's Engineering	Director Strategy & Development Manager Development Services

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Department prior to the Development Plan Consent being issued	Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
84. Road Widening				
84.1	The power pursuant to Regulation 52(1) of the Regulations to require a road widening if land to be divided abuts an existing road.	CEO/CAP	Subject to receipt of advice from Council's Engineering Department prior to the Development Plan Consent being issued	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
85. Requirement as to Forming of Roads				
85.1	The power pursuant to Regulation 53(1) and (2) of the Regulations to specify the width of roads.	CEO/CAP	Subject to receipt of advice from Council's Engineering Department prior to the Development Plan Consent being issued	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Senior Strategic & Policy Planner Statutory Planner
85.2	The power pursuant to Regulation 53(4) of the Regulations to dispense with the requirements of Regulation 53(3) of the Regulations that adequate provision be made for the turning of vehicles at the head of a cul-de-sac where the Delegate is of the opinion that the cul-de-sac is likely to become a through road.	CEO/CAP	Subject to receipt of advice from Council's Engineering Department prior to the Development Plan Consent being issued	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
85.3	The power pursuant to Regulation 53(6) of the Regulations to dispense with the requirements of Regulation 53(5) dealing with the forming of	CEO/CAP	Subject to receipt of advice	Director Strategy & Development

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	footpaths, water-tables, kerbing, culverts and drains on proposed roads.		from Council's Engineering Department prior to the Development Plan Consent being issued	Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
86.	Construction of Roads, Bridges, Drains and Services			
86.1	The power pursuant to Regulation 54(1) of the Regulations to require the paving and sealing of the roadway of proposed roads.	CEO/CAP	Subject to receipt of advice from Council's Engineering Department prior to the Development Plan Consent being issued	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
87.	Supplementary Provisions			
87.1	The duty pursuant to Regulation 55(1) of the Regulations to consider and if appropriate approve a road location and grading plan for the forming of any proposed road, including every footpath, water-table, kerbing, culvert and drain.	CEO	Subject to receipt of advice from Council's Engineering Department prior to the Development Plan Consent being issued or work commencing.	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
87.2	The duty pursuant to Regulation 55(2) of the Regulations to consider, and if appropriate approve, detailed construction plans and specifications signed by a professional engineer or licensed surveyor for all work referred to in Regulations 53 and 54 of the Regulations.	CEO	Subject to receipt of advice from Council's Engineering Department prior to work commencing.	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
87.3	The duty pursuant to Regulation 55(4) of the Regulations to consider, and if appropriate accept, that all connections for water supply and sewerage services to any allotment delineated on a plan of division have been laid under the surface of a proposed road before the roadway is sealed.	CEO	Subject to receipt of advice from Council's Engineering Department prior to work commencing.	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
88.	General Land Division			
88.1	The power pursuant to and in accordance with Regulation 58(1) of the Regulations to enter into a binding arrangement with an applicant for land division for the satisfaction of outstanding requirements.	CEO	NIL	Director Strategy & Development, Manager Development Services
88.2	The power pursuant to and in accordance with Regulation 58(2) of the Regulations to advise the State Commission Assessment Panel that an applicant has entered into appropriate binding arrangements pursuant to Section 51(1) of the Act.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
89.	Division of Land by Strata Title			
89.1	The power pursuant to Regulation 59(1) of the Regulations to advise the State Commission Assessment Panel that an applicant has entered into a binding arrangement with the Council for the satisfaction of the requirements of Section 33(1)(d) of the Act and that the arrangement is supported by adequate security.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
90.	General Provisions			
90.1	The power pursuant to and in accordance with Regulation 60(1) of the Regulations to enter into a form of arrangement with an applicant to the satisfaction of the State Commission Assessment Panel for the purposes of Section 51(1) of the Act.	CEO/CAP	Subject to receipt of advice from the Director Engineering & Assets	Director Strategy & Development Manager Development Services Team Leader Statutory Planning

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Senior Statutory Planner Statutory Planner
90.2 The power pursuant to Regulation 60(7) of the Regulations, for the purposes of Section 51(4) of the Act, to request (in such a manner as may be determined by the State Commission Assessment Panel) that a copy of a certificate or plan (or certificates and plans) referred to in Regulation 30(4) of the Regulations be furnished to the Council by sending a written copy to the Council.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
90.3 The power pursuant to Regulation 60(9) of the Regulations to consult with the State Commission Assessment Panel before it grants an extension of the period prescribed by Regulation 60(8) of the Regulations.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
91. Declaration by The Minister - Section 46			
91.1 The duty pursuant to and in accordance with Regulation 61(2) of the Regulations, to transmit to the Minister any relevant documentation (including the application and any accompanying documentation or information lodged by the proponent with the Council under Division 1 of Part 4 of the Act) within 10 business days after the receipt of a copy of a notice required by Regulation 61(1) of the Regulations.	CEO	Subject to any covering letter being signed by the CEO	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
91.2 At the same time that documents are transmitted to the Minister under Regulation 61(2) of the Regulations, the duty pursuant to Regulation 61(3) of the Regulations to also transmit to the Minister any fees that have been paid by the proponent under Schedule 6 (less any amount that the Minister determines should be retained by the Council).	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
91.3 Where an application lodged with the Minister under Section 46 of the Act requires an assessment against the Building Rules and the assessment	CEO	NIL	Director Strategy & Development

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
against the Building Rules is to be referred to the Council, the power pursuant to Regulation 61(5)(d) of the Regulations, to require from the applicant additional copies of the plans, drawings, specifications and other documents and information required by Regulation 61(4) of the Regulations.			Manager Development Services Team Leader Building Services Building Officer
92. Referral of Assessment of Building Work			
92.1 Where a development application which is subject to the operation of Section 48 of the Act is referred to the Council for assessment in respect of the Building Rules the duty pursuant to and in accordance with Regulation 64(2) of the Regulations, to ensure that the assessment is consistent with any development plan consent previously given under Section 48 of the Act.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Team Leader Building Services, Building Officer
92.2 Where the Council acting under Regulation 64(1) of the Regulations determines that it is appropriate to give a certification with respect to the development complying with the Building Rules (and if the assessment of the Council is consistent with any development plan consent) the duty, pursuant to Regulation 64(3) of the Regulations to:			
92.2.1 provide the certification in the form set out in Schedule 12A; and	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
92.2.2 to the extent that may be relevant and appropriate:	CEO	NIL	
92.2.2.1 issue a schedule of essential safety provisions under Division 4 of Part 12 of the Act; and	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
92.2.2.2	assign a classification to the building under the Regulations; and	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
92.2.2.3	ensure that the appropriate levy has been paid under the <i>Construction Industry Training Fund Act 1993</i> .	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant, Applications Coordinator Administrative Support Officer Administration Building Support Officer Team Leader Building Services, Building Officer
92.3	Where the Council issues a certificate in the form set out in Schedule 12A of the Regulations as required by Regulation 64(3)(a) of the Regulations, the duty pursuant to Regulation 64(4) of the Regulations to furnish to the Minister a copy of the certificate together with a copy of any schedule of essential safety provisions.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
93. Notifications During Building Work				
93.1	The power pursuant to Regulation 74(1)(b) to specify by notice in writing to the building owner, on or before development approval is granted in respect of the work, any stage of the building work, for the purposes of the notification requirements in Section 59(1) of the Act.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
				Services Building Officer
93.2	The power pursuant to Regulation 74(1)(c) to specify by notice in writing to the building owner, on or before development approval is granted in respect of the work, any stage of the building work, for the purposes of the notification requirements in Section 59(1) of the Act.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
93.3	The duty pursuant to Regulation 74(4) of the Regulations to make a note on the relevant building file of any notice given in accordance with Regulation 74(3)(d) by a person by telephone.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer
94.	Essential Safety Provisions			
94.1	The duty pursuant to Regulation 76(4) of the Regulations, on either the granting of a building rules consent or on application by the owner of a building, to issue a schedule in the form set out in Schedule 16 specifying the essential safety provisions for buildings and the standards and requirements for maintenance and testing in respect of those provisions.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
94.2	The power pursuant to Regulation 76(10) of the Regulations to require compliance with Regulation 76(7) despite Regulation 76(9) of the	CEO	NIL	Director Strategy & Development

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
Regulations if the essential safety provisions were installed under a modification of the Building Rules under Section 36(2) of the Act or the building has been the subject of a notice under Section 71 of the Act.			Manager Development Services Team Leader Building Services Building Officer
94A Swimming Pool Safety			
94A.1 The power pursuant to Regulation 76D(4a) of the Regulations to, for the purposes of Section 71AA(7) of the Act, subject to Regulation 76(D)(4b) of the Regulations, establish a swimming pool inspection policy.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services
95. Building Rules: Bushfire Prone Areas			
95.1 Where:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services
95.1.1 application is made for building rules consent for building work in the nature of an alteration to a class 1, 2 or 3 building under the Building Code; and			
95.1.2 the building is in a bushfire prone area under Regulation 78(1) of the Regulations; and			
95.1.3 the total floor area of the building would, after the completion of the proposed building work, have increased by at least 50% when compared to the total floor area of the building as it existed 3 years before the date of the application (or, in the case of a building constructed since that time, as it existed at the date of completion of original construction),			
the power, pursuant to Regulation 78(2) of the Regulations, to require, as a condition of consent, that the entire building be brought into conformity with the relevant requirements of the Building Rules for bushfire protection.			
96. Construction Industry Training Fund			
96.1 The duty pursuant to Regulation 79(2) of the Regulations to withhold issuing a building rules consent until satisfied that the appropriate levy has been paid under the Construction Industry Training Fund Act 1993 or that no such levy is payable.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Building Officer
96.2 The power pursuant to Regulation 79(4) of the Regulations to form an opinion whether the appropriate levy under the Construction Industry Training Fund Act 1993 has or has not been paid, or is or is not payable, and notify the applicant that a building rules consent cannot be issued until the Delegate is satisfied that the levy has been paid or is not payable.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services Building Officer
96.3 The power pursuant to and in accordance with Regulation 79(5)(b) of the Regulations to determine that the application has lapsed.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services Building Officer
96A Requirement to Up-grade Building in Certain Cases			
96A.1 The power pursuant to Regulation 80(1a) of the Regulations, if an application for a building rules consent relates to building work in the nature of an alteration to a class 2 to class 9 building constructed before 1 January 2002, to form the opinion that the building is unsafe, structurally unsound or in an unhealthy condition, and to require, as a condition of consent:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Compliance Officer
96A.1.1 that building work that conforms with the requirements of the Building Rules be carried out to the extent reasonably necessary to ensure that the building is safe and conforms to proper structural and health standards; or	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services
96A.1.2 that the building work comply with Minister's Specification SA: Upgrading health and safety in existing buildings (to the extent reasonably applicable to the building and its condition).	CEO	NIL	Director Strategy & Development Manager Development

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Services Team Leader Building Services
97. Classification of Buildings			
97.1 The power pursuant to Regulation 82(3)(b)(i) of the Regulations to require such details, particulars, plans, drawings, specifications, certificates and other documents as may reasonably be required to determine a building's classification upon application by an owner of a building under Regulation 82(1) or (2) of the Regulations.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
97.2 The power pursuant to Regulation 82(4) of the Regulations and subject to Regulation 82(4a) of the Regulations, to assign the appropriate classification under the Building Code to a building upon being satisfied on the basis of the owner's application and accompanying documents that the building, in respect of the classification applied for, possesses the attributes appropriate to its present or intended use.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
97.2A The power pursuant to Regulation 82(4a) of the Regulations, if an application under Regulation 82 of the Regulations is made in respect of an existing class 2 to class 9 building, to require the applicant to satisfy the delegate that Minister's Specification SA: Upgrading health and safety in existing buildings has been complied with (to the extent reasonably applicable to the building and its present or intended use).	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services
97.3 The power pursuant to Regulation 82(5) of the Regulations, on assigning a classification to a building (or part of a building), to, if relevant, determine and specify in the notice to the owner under Section 66(4) of the Act – 97.3.1 the maximum number of persons who may occupy the building (or part of the building); and 97.3.2 If the building has more than one classification – the part or parts of the building to which each classification relates and the classification currently assigned to the other parts of the building.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
98. Certificates of Occupancy			
98.1 The power pursuant to Regulation 83(2)(c) of the Regulations to require from an applicant for a certificate of occupancy reasonable evidence that	CEO	NIL	Director Strategy & Development

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	conditions attached to a development approval have been satisfied.			Manager Development Services Team Leader Building Services Building Officer
98.2	The power pursuant to Regulation 83(2)(d) of the Regulations where an application relates to the construction or alteration of part of a building and further building work is envisaged in respect of the remainder of the building, to require from an applicant for a certificate of occupancy reasonable evidence that in the case of a building of more than 1 storey, the requirements of Minister's Specification SA 83 have been complied with, or in any other case the building is suitable for occupation.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
98.3	The power pursuant to Regulation 83(3) of the Regulations to, other than in relation to a designated building on which building work involving the use of a designated building product is carried out after the commencement of the Development (Building Cladding) Variation Regulations 2018, dispense with the requirement to provide a Statement of Compliance under Regulation 83(2)(a) if the Delegate is satisfied that a person required to complete 1 or both parts of the Statement has refused or failed to complete that part and that the person seeking the issuing of the certificate of occupancy has taken reasonable steps to obtain the relevant certification(s) and it appears to the Delegate that the relevant building is suitable for occupation.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
98.4	Where:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
	98.4.1 a building is required by the Building Rules:			
	98.4.1.1 to be equipped with a booster assembly for use by a fire authority; or			
	98.4.1.2 to have installed a fire alarm that transmits a signal to a fire station; and			
	98.4.2 facilities for fire detection, fire fighting or the control of smoke must be installed in the building pursuant to an approval under			

		Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
	the Act,			
	the duty pursuant to Regulation 83(4) of the Regulations to not grant a certificate of occupancy unless or until a report has been sought from the fire authority as to whether those facilities have been installed and operate satisfactorily.			
98.5	The power pursuant to Regulation 83(5) of the Regulations, when a report from the fire authority pursuant to Regulation 83(4) is not received within 15 business days, to presume that the fire authority does not desire to make a report.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
98.6	The duty pursuant to Regulation 83(6) of the Regulations to have regard to any report received from a fire authority under Regulation 83(4) before issuing a certificate of occupancy.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer
98.7	The power pursuant to Regulation 83(9) of the Regulations to revoke a certificate of occupancy.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services
99.	Certificate of Independent Technical Expert in Certain Case			
99.1	The power pursuant to Regulation 88(3) of the Regulations, in circumstances where Regulation 88 of the Regulations applies, to rely on the certificate of an independent technical expert.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Services Building Officer
100. Fees			
100.1 The power pursuant to Regulation 95(2) of the Regulations to require an applicant to provide such information as the Delegate may reasonably require to calculate any fee payable under Schedule 6 and the power to make any other determination for the purposes of Schedule 6.	CEO	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner, Development Services Assistant Team Leader Building Services Building Officer
100.2 The power pursuant to the provisions of Regulation 95(3) of the Regulations to calculate any fee on the basis of estimates made by the Delegate where the Delegate believes that any information provided by an applicant is incomplete or inaccurate.	CEO	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant Team Leader Building Services Building Officer Applications Coordinator Administrative Support Officer Administration Building Support Officer
100.3 The power pursuant to Regulation 95(4) of the Regulations to, at any time, and despite any earlier acceptance of an amount in respect of the	CEO	NIL	Director Strategy & Development,

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
fee, reassess a fee payable under the Regulations.			Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner, Development Services Assistant Team Leader Building Services Building Officer Applications Coordinator Administrative Support Officer Administration Building Support Officer
100.4 The duty pursuant to Regulation 95(5) of the Regulations, on a reassessment under Regulation 95(4) of the Regulations:			
100.4.1 if it appears that an overpayment has occurred, to refund any amount due in accordance with the reassessment; and	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Building Services Building Officer Senior Statutory Planner Statutory Planner Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer
100.4.2 if it appears that an underpayment has occurred, to charge any further amount payable in accordance with the reassessment.	CEO	NIL	Director Strategy & Development,

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner, Development Services Assistant Team Leader Building Services Building Officer Applications Coordinator Administrative Support Officer Administration Building Support Officer
101. Register Of Applications			
101.1 The duty pursuant to Regulation 98 of the Regulations to keep available for public inspection a register of applications for consent, approval, or the assignment of building classifications under the Act.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services Manager Information Systems Team Leader Information Management Information Management Officer Technical Records Applications Coordinator Administrative Support Officer Administration Building Support Officer

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
101.2 The power pursuant to Regulation 98(3) to fix a fee and upon payment of that fee, make available to a member of the public a copy of any part of a register or document kept for the purposes of Regulation 98(1).	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner, Statutory Planner Development Services Assistant Applications Coordinator Administrative Support Officer Administration Building Support Officer Team Leader Building Services Building Compliance Officer Services Coordinator Senior Customer Service Officer Customer Service Officer Home Services Support Officer Administration Support Officer Executive Assistant Planning & Development Services
102. Registration of Land Management Agreements			
102.1 The duty pursuant to and in accordance with Regulation 99(2) of the Regulations to establish a register of agreements entered into by the Council under Section 57(2) of the Act.	CEO	NIL	Director Strategy & Development Manager Development Services Manager Information

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Systems Team Leader Statutory Planning Team Leader Information Management Information Management Officer Technical Records Applications Coordinator Administrative Support Officer Administration Building Support Officer
102.2 The power pursuant to Regulation 99(3) of the Regulations to determine what other information may be contained in the Register.	CEO	NIL	Director Strategy & Development Manager Development Service Team Leader Statutory Planning
103. Land Management Agreements - Development Applications			
103.1 The duty pursuant to Regulation 100(2) of the Regulations to establish a register of agreements entered into by the Council under Section 57A of the Act.	CEO	NIL	Director Strategy & Development Manager Development Services Manager Information Systems Team Leader Statutory Planning Team Leader Information Management Information Management Officer Technical Records Applications Coordinator Administrative Support Officer Administration Building Support Officer
103.2 The duty pursuant to Regulation 100(3) of the Regulations to include in	CEO	NIL	Director Strategy &

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
the register a copy of each agreement entered into by the Council under Section 57A of the Act and other information the Delegate considers appropriate.			Development Manager Development Services Manager Information Systems Team Leader Statutory Planning Team Leader Information Management Applications Coordinator Administrative Support Officer Administration Building Support Officer
103.3 The duty pursuant to Regulation 100(5) of the Regulations to keep the register at the principal office of the Council.	CEO	NIL	Director Strategy & Development Manager Development Services Manager Information Systems Team Leader Statutory Planning Team Leader Information Management Applications Coordinator Administrative Support Officer Administration Building Support Officer
103.4 The duty pursuant to Regulation 100(6) of the Regulations to keep the register available for public inspection during normal office hours for the office where the register is situated.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Information Management

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Applications Coordinator Administrative Support Officer Administration Building Support Officer
103.5 The duty pursuant to Regulation 100(9) to give a copy of a notice under Regulation 100(8) to any owner of the land who is not a party to the agreement.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
104. Documents to be Preserved by a Council			
104.0 The power and duty pursuant to Regulation 101(a1) of the Regulations to retain a copy of each document provided to the Council by a private certifier in relation to any application for a development plan consent assessed by the private certifier.	CEO	NIL	
104.1 The duty pursuant to Regulation 101(1) of the Regulations to retain a copy of the documents listed in Regulation 101 of the Regulations in relation to any building work approved under the Act.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services Manager Information Systems Team Leader Information Management
104.1A The power and duty pursuant to Regulation 101(1a) of the Regulations to preserve any document referred to in Regulation 101(a1) for a period of at least 10 years.	CEO	NIL	
104.2 The duty pursuant to Regulation 101(2) of the Regulations to preserve any document referred to in Regulation 101(1) of the Regulations until	CEO	NIL	Director Strategy & Development

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
the building to which the document relates is demolished or removed.			Manager Development Services Team Leader Statutory Planning Team Leader Building Services Team Leader Information Management
104.3 The power pursuant to and in accordance with Regulation 101(3) of the Regulations to offer to give plans and specifications in the Council's possession to a building owner and if the building owner declines the offer, the power to destroy the documents.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services Manager Information Systems Team Leader Information Management Information Management Officer Technical Records Technical Information Management Officer Information Management Administration Officer
104.4 The power pursuant to and in accordance with Regulation 101(4) of the Regulations to make available for inspection at the offices of the Council during normal office hours any document retained by the Council under Regulation 101(a1) or (1) of the Regulations (without charge) and to fix a reasonable fee for a copy of any document retained by the Council under Regulation 101(a1) or (1) of the Regulations.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services Manager Information Systems Team Leader Information

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Management Information Management Officer Technical Records Technical Information Management Officer Information Management Administration Officer
104.5 The power pursuant to Regulation 101(5) of the Regulations to not make available of any plans, drawings specifications or other documents or information:	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services Manager Information Systems Team Leader Information Management Information Management Officer Technical Records Technical Information Management Officer Information Management Administration Officer
104.5.1 for inspection under Regulation 101(4)(a) if to do so would:			
104.5.1.1 in the opinion of the Delegate, unreasonably jeopardise the present or future security of a building; or			
104.5.1.2 constitute a breach of any other law; or			
104.5.2 for copying under Regulation 101(4)(b) if to do so would:			
104.5.2.1 in the opinion of the Delegate, unreasonably jeopardise the present or future security of a building; or			
104.5.2.2 involve an infringement of copyright in matter contained in a document; or			
104.5.2.3 constitute a breach of any other law.			

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
104A Documents to be Provided by Private Certifier			
104A.1 The power pursuant to Regulation 102(2) of the Regulations to request a private certifier to produce to the Council within a reasonable period, a copy of any document that has been submitted to the private certifier for the purposes of an application for development plan consent (and that it is not already held by the Council under the Regulations) so that the Council can respond to a request from a member of the public for access to such document.	CEO	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Team Leader Building Services Manager Information Systems Team Leader Information Management Information Management Officer Technical Records Technical Information Management Officer Information Management Administration Officer
105. Transfer of Development Potential			
105.1 The duty pursuant to Regulation 104 of the Regulations, wherever the provisions of the Development Plan provide for the transfer of development potential, to maintain a register of development rights containing the information prescribed in Regulation 104(1) and to make the said register available for public inspection on payment of the appropriate fee.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Manager Information Systems Team Leader Statutory Planning Team Leader Information Management Applications Coordinator Administrative Support Officer Administration Building Support Officer
106. System Indicators			
106.1 The duty pursuant to Section 115(1)(a) of the Regulations to keep and	CEO	NIL	Director Strategy &

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
collate the information specified in the system indicators document on a quarterly basis.			Development, Manager Development Services Team Leader Statutory Planning Applications Coordinator Administrative Support Officer Administration Building Support Officer
106.2 The duty pursuant to Section 115(1)(b) of the Regulations to provide the information for each quarter to the Minister in a manner and form determined by the Minister, within 21 days after the end of the quarter.	CEO	NIL	Director Strategy & Development, Manager Development Services Team Leader Statutory Planning Applications Coordinator Administrative Support Officer Administration Building Support Officer
106.3 The power pursuant to Regulation 115(2) of the Regulations to apply to the Minister to exempt the Council from a requirement in the system indicators document.	CEO	NIL	Director Strategy & Development
107. Schedule 1A – Demolition			
107.1 The power, pursuant to Clause 12(3) of Schedule 1A of the Regulations, to make an application to the Minister for an area to be declared by the Minister to be a designated area.	CEO	NIL	Director Strategy & Development
107.2 The power pursuant to Clause 12(9) of Schedule 1A of the Regulations, before the Minister takes action to vary or revoke a declaration under Clause 12(3) of Schedule 1A of the Regulations or a condition under Clause 12(7) of Schedule 1A of the Regulations, to in response to a notice in writing from the Minister, show, within the specified time, why the proposed course of action should not be taken.	CEO	NIL	Director Strategy & Development
108. Schedule 4 – New Dwellings			
108.1 The power pursuant to Clause 2B(4)(b) of Schedule 4 of the Regulations to form the belief that the allotment is, or may have been, subject to site contamination as a result of a previous use of the land or a previous activity on the land or in the vicinity of the land other than a previous use	CEO	NIL	Director Strategy & Development Manager Development Services

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
or activity for residential purposes.			Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
109. Schedule 6 - Fees			
109.1 The power pursuant to Clause 1(7) of Schedule 6 to the Regulations to determine the amount of the fee to be charged to an applicant to cover the Council's reasonable costs in giving public notice of the application under Section 38(5) of the Act.	CEO	Subject to Council approval	
110. Schedule 8 – Development Near The Coast			
110.1 The power pursuant to Item 1(b) of Clause 2 of Schedule 8 of the Regulations, where development is on coastal land, to form the opinion that the development is of a minor nature only, and comprises the alteration of an existing building or the construction of a building to facilitate the use of an existing building.	N/A	N/A	
111. Schedule 8 - Development Adjacent To Main Roads			
111.1 The power pursuant to Item 3 of Clause 2 of Schedule 8 of the Regulations to form the opinion that development is likely to:	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
111.1.1 alter an existing access; or			
111.1.2 change the nature of movement through an existing access; or			
111.1.3 create a new access; or			
111.1.4 encroach within a road widening setback under the Metropolitan Adelaide Road Widening Plan Act 1972,			

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
in relation to an existing or proposed arterial road, primary road, primary arterial road or secondary arterial road, or within 25 metres of a junction with an existing or proposed arterial road, primary road, primary arterial road or secondary arterial road (as delineated in the relevant Development Plan).			
112. Schedule 8 - State Heritage Places			
112.1 The power pursuant to Item 5(1) of Clause 2 of Schedule 8 of the Regulations to form the opinion that a development materially affects the context within which a State Heritage place is situated	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
113. Schedule 8 – Mining – General			
113.1 The power pursuant to and in accordance with Item 7 of Clause 2 of Schedule 8 of the Regulations to form the opinion that development is of a minor nature only.	CEO/CAP	Delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services prior to the decision being made	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
114. Schedule 8 - Activity of Environmental Significance			
114.1 The power pursuant to Item 10(b) of Clause 2 of Schedule 8 of the Regulations, where development involves, or is for the purposes of an activity specified in Schedule 21 of the Regulations (including, where an activity is only relevant when a threshold level of capacity is reached, development with the capacity or potential to operate above the threshold level, and an alteration or expansion of an existing development (or existing use) where the alteration or expansion will have the effect of producing a total capacity exceeding the relevant threshold level), other than development which comprises the alteration of, or addition to, an	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
existing building, to form the opinion that the development does not change the use of the building, and is of a minor nature only, and does not have any adverse effect on the environment.			
115. Schedule 8 – Aquaculture Development			
115.1 The power pursuant to and in accordance with Item 15 of Clause 2 of Schedule 8 of the Regulations to form the opinion that development involves a minor alteration to an existing or approved development.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
116. Schedule 8 – Development Within the River Murray Floodplain Area			
116.1 The power pursuant to and in accordance with Item 19(b) of Clause 2 of Schedule 8 of the Regulations to form the opinion that development materially affects the context within which a State Heritage place is situated.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
117. Schedule 8 – Development Within the River Murray Tributaries Area			
117.1 The power pursuant to and in accordance with Item 20(a) of Clause 2 of Schedule 8 of the Regulations to form the opinion that development materially affects the context within which a State Heritage place is situated.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development			
118.1 The power pursuant to Clause 1 of Part 1 to Schedule 9 of the Regulations in circumstances where a development would be a complying development under the Regulations or the relevant Development Plan but for the fact that it fails to meet the conditions associated with the classification, to form the opinion that the failure to	CEO/CAP	Delegate report to be countersigned by other statutory	Director Strategy & Development Manager Development Services Team Leader Statutory

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
meet those conditions is of a minor nature only.		planner prior to the decision being made	Planning Senior Statutory Planner Statutory Planner
118.2 The power pursuant to Clause 2(1)(g) of Part 1 to Schedule 9 of the Regulations to form the opinion that a development is of a kind which is of a minor nature only and will not unreasonably impact on the owners or occupiers of land in the locality of the site of the development.	CEO/CAP	Delegate report to be countersigned by other statutory planner prior to the decision being made	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
118.3 The power pursuant to the following designated sub-paragraphs of Clause 3 of Part 1 to Schedule 9 of the Regulations, where a development is classified as non complying under the relevant Development Plan, to form the opinion that:	CEO/CAP	Delegate report to be countersigned by either the Director Strategy & Development or Manager Development Services or Team Leader Statutory Planning Prior To The Decision Being Made	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
118.3.1 the alteration of, or addition to, a building is of a minor nature only, pursuant to sub-paragraph (a);			
118.3.2 the construction of a building to be used as ancillary to or in association with an existing building and which will facilitate the better enjoyment of the purpose for which the existing building is being used constitutes development of a minor nature only pursuant to sub-paragraph (b).			
118.4 The power pursuant to Clause 5 of Part 1 to Schedule 9 of the	CEO/CAP	NIL	Director Strategy &

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
Regulations to form the opinion:			Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
118.4.1 that the division of land (including for the construction of a road or thoroughfare) is for a proposed use which is consistent with the objective of the zone or area under the Development Plan; and			
118.4.2 whether the division will change the nature or function of an existing road.			
118.5 The power pursuant to Clause 11 of Part 1 to Schedule 9 of the Regulations, in circumstances where development comprises a special event and the special event will not be held over more than 3 consecutive days, to form the opinion that an event of a similar or greater size or of a similar or greater impact on surrounding areas, has not been held on the same site (or substantially the same site) within 6 months immediately preceding the day or days on which the special event is proposed to occur.	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner
118.6 Pursuant to Clause 17 of Part 1 of Schedule 9 to the Regulations for the purpose of determining whether a development should be considered to be of a minor nature only:	CEO/CAP	Delegate report to be countersigned by another Statutory Planning prior to the decision being made	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
118.6.1 the duty to not take into account what is included within Schedule 3 of the Regulations; and	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
			Senior Statutory Planner Statutory Planner Development Services Assistant
118.6.2 the power to take into account the size of the site of the development, the location of the development within that site, and the manner in which the development relates to the locality of the site; and	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
118.6.3 the power to conclude, if relevant, that the development is of a minor nature only despite the fact that it satisfies some, but not all, of the criteria set out in item 2(d) of Part 1 of Schedule 9 to the Regulations.	CEO/CAP	Delegate report to be countersigned by either the Director Strategy & Development Manager Development Services or Team Leader Statutory Planning prior to the decision being made	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner Development Services Assistant
118.7 The power pursuant to Clause 21 of Part 2 to Schedule 9 of the Regulations, except where development is classified as non complying development under the relevant Development Plan, to form the opinion:	CEO/CAP	NIL	Director Strategy & Development Manager Development Services Team Leader Statutory Planning Senior Statutory Planner Statutory Planner

	Direct Delegation from Council	Conditions/ Limitations	Sub-Delegation from CEO
118.7.1 that in respect of a proposed division of land that the applicant's proposed use of the land, is for a purpose which is consistent with the zone or area under the Development Plan; and			
118.7.2 whether the proposed division will change the nature or function of an existing road.			