



ORDINARY COUNCIL MEETING

NOTICE OF MEETING

To: Mayor Jan-Claire Wisdom

Councillor Ian Bailey
Councillor Kirrilee Boyd
Councillor Nathan Daniell
Councillor Pauline Gill
Councillor Chris Grant
Councillor Linda Green
Councillor Malcolm Herrmann
Councillor John Kemp
Councillor Leith Mudge
Councillor Mark Osterstock
Councillor Kirsty Parkin
Councillor Andrew Stratford

Notice is given pursuant to the provisions under Section 83 of the *Local Government Act 1999* that the next meeting of the Council will be held on:

Tuesday 23 March 2021
6.30pm
63 Mt Barker Road Stirling

A copy of the Agenda for this meeting is supplied under Section 83 of the Act.

Meetings of the Council are open to the public and members of the community are welcome to attend. Public notice of the Agenda for this meeting is supplied under Section 84 of the Act.

Andrew Aitken
Chief Executive Officer



ORDINARY COUNCIL MEETING

**AGENDA FOR MEETING
Tuesday 23 March 2021
6.30pm
63 Mt Barker Road Stirling**

ORDER OF BUSINESS

1. COMMENCEMENT

2. OPENING STATEMENT

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kaurna people. They are Custodians of this ancient and beautiful land and so we pay our respects to Elders past, present and emerging. We will care for this country together by ensuring the decisions we make will be guided by the principle that we should never decrease our children's ability to live on this land.

3. APOLOGIES/LEAVE OF ABSENCE

- 3.1. Apology
Apologies were received from
- 3.2. Leave of Absence
- 3.3. Absent

4. MINUTES OF PREVIOUS MEETINGS

Council Meeting – 23 February 2021
That the minutes of the ordinary meeting held on 23 February 2021 as supplied, be confirmed as an accurate record of the proceedings of that meeting.

5. DECLARATION OF CONFLICT OF INTEREST BY MEMBERS OF COUNCIL

6. MAYOR'S OPENING REMARKS

7. QUESTIONS ADJOURNED/LYING ON THE TABLE

- 7.1. Questions Adjourned
Nil
- 7.2. Questions Lying on the Table
Nil

8. PETITIONS / DEPUTATIONS / PUBLIC FORUM

- 8.1. Petitions
Nil
- 8.2. Deputations
 - 8.2.1. Lynton Vonow re Lobethal Bushland Park Masterplan
- 8.3. Public Forum

9. PRESENTATIONS (by exception)

Nil

10. QUESTIONS ON NOTICE

Nil

11. MOTIONS ON NOTICE

- 11.1. Bushfire Safer Places (Cr Parkin)
Council engages with the South Australian Country Fire Service (CFS) to produce a report for the information of the Elected body on designated Bushfire Safer Places, both in the Adelaide Hills and across South Australia. This report should be presented to Council at the May 2021 meeting.
- 11.2. Single-use Plastics (Cr Grant)
 - 1. *A report be provided to the Council before the 31 October 2021 on the feasibility and cost implications for reducing and or eliminating the use of single-use plastics in Council operations, being replaced with compostable or reusable alternatives as necessary. The report need not address those plastics already banned by State Legislation in March 2021, those proposed to be banned under the same legislation in March 2022, nor single use-plastics required for medical or disability uses. The report should consider but not be limited to:*
 - i. Council ceasing to purchase single use plastics;*
 - ii. Council stipulating to contractors, event organisers, sponsorship seekers, caterers, food vans and so on, that single-use plastics are not supported by Council and alternatives such as compostable or reusable alternatives be utilised as necessary;*
 - iii. As leases expire, update leases to include a clause that single use plastics are not supported by Council and alternatives such as compostable or reusable alternatives be utilised as necessary;*

- iv. The CEO, Directors, Senior Officers and Staff be trained and educated to support and implement appropriate processes to ensure operation and compliance of associated procedures.*
- v. Green bins be made available at Council run events for the collection of compostable waste to ensure compostable materials are diverted from landfill.*
- vi. A program of community education and promotion, including approaching business owners and operators throughout the AHC area, in order to encourage a change from single-use plastics to alternatives such as compostable or reusable alternatives as necessary.*

12. ADMINISTRATION REPORTS – DECISION ITEMS

12.1. Lobethal Bushland Park Draft Masterplan

- 1. That the report be received and noted.*
- 2. To receive and accept the Lobethal Bushland Park Draft Masterplan and Playspace Design Brief Consultation Outcomes Report.*
- 3. To adopt the Draft Masterplan and implement Stage 2 of Engagement.*
- 4. That the results of Stage 2 Engagement and the final draft Masterplan be presented to Council for its consideration in June 2021.*
- 5. That the CEO be authorised to:*
 - a. Make any formatting, nomenclature or other minor changes to the Draft Masterplan prior to being released for public consultation and*
 - b. Determine the consultation timings, media and processes while ensuring consistency and compliance with the provisions of applicable legislation and Council's Public Consultation Policy.*

12.2. Local Heritage Grant Fund Project 2020 – 2021

- 1. That the report be received and noted*
- 2. To approve the eight shortlisted projects to receive grant funding as detailed in the body of this report to contribute to the works as detailed in Appendix 1 of this report and listed below:*
 - *Our Lady of the Rosary Church – Aldgate*
 - *Old Post Office – Crafers*
 - *Crataegus Cottage – Crafers*
 - *Circa 1850's Cottage – Mount George*
 - *Shop – Stirling*
 - *Stone Cottage – Stirling*
 - *Former Aldgate Valley Church of Christ – Aldgate*
 - *Cudlee Creek Uniting Church – Cudlee Creek*

12.3. Public Place & Road Naming Policy Review

1. *That the report be received and noted.*
2. *With an effective date of 6 April 2021, to revoke the 23 May 2017 Public Place and Road Naming Policy and to adopt the revised Public Place and Road Naming Policy in Appendix 1.*
3. *That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the 23 March 2021 Public Place and Road Naming Policy prior to the effective date of adoption.*

12.4. Supplementary Deed 20a Radbone Road Mt George

1. *That the report be received and noted*
2. *To enter into the Supplementary Deed between Adelaide Hills Council and Professor Khurana attached in Appendix 1 of this report for Certificate of Title Volume 6231 Folio 681, known as 20A Radbone Road Mount George.*
3. *That the CEO is authorised to execute the Supplementary Deed for 20A Radbone Road Mount George and the Application to Note the Supplementary Deed.*
4. *That the costs associated with the preparation of the Supplementary Deed by Council's lawyers and registration of Deed shall be borne by the owners.*

12.5. Crown Land Revocation

1. *That the report be received and noted*
2. *That the consultation report (Appendix 1) be received and noted*
3. *To apply to the Minister for Planning to revoke the the Community Land classification of the following parcels of land:-*
 - i. *CR 5752/186, Lot 32 Fullgrave Road, Crafers*
 - ii. *CR 5753/725, Section 1609 Illert Road, Mylor*
 - iii. *CR 5753/729, Section 1657 Scott Creek Road, Scott Creek*
 - iv. *CR 5753/741, Sections 53 and 54 Sandy Waterhole Road, Woodside*
 - v. *CR 5753/742, Section 547 Schuberts Road, Lobethal*
 - vi. *CR 5753/744, Section 553 Pedare Park Road, Woodside*
 - vii. *CR 5753/745, Section 556 Tiers Road, Woodside*
 - viii. *CR 5753/746, Section 565 Old Carey Gully Road, Stirling*
 - ix. *CR 5753/754, Section 511 North East Road, Inglewood*
 - x. *CR 5753/758, Section 262 Reserve Road, Forreston*
 - xi. *CR 5763/631, Section 1591 Silver Road, Bridgewater*
 - xii. *CR 5763/634, Section 71 Magarey Road, Mount Torrens*
 - xiii. *CR 5763/635, Section 72 Magarey Road, Mount Torrens*
 - xiv. *CR 5763/636, Section 84 Forreston Road, Forreston*
 - xv. *CR 6142/329, Lot 501 Greenhill Road, Balhannah*
 - xvi. *CR 5926/487, Lot 20 Bell Springs Road Charleston (for rededication to the Department of Environment & Water)*
 - xvii. *CR 5753/718, Section 1544 Reserve Terrace Aldgate (for rededication to Meals on Wheels)*

- xviii. *CR 5753/753, Section 495 off Kersbrook Road Kersbrook (for rededication to Forestry SA)*
4. *That a further report be presented to Council once a response from the Minister for Planning is received.*

12.6. Local Roads and Community Infrastructure Program Projects Phase 2

1. *That the report be received and noted.*
2. *To authorise the applications for the following projects to be submitted as the Adelaide Hills Council Local Roads and Infrastructure Program Phase 2 Projects for delivery in 2021-22 and the estimated associated expenditure to undertake those works:*
 - a) *Mill Road, Lobethal – School Crossing*
 - b) *Heathfield Waste and Resource Recovery Centre Upgrades*
 - c) *Public Toilet Upgrades - Stirling, Aldgate and Bridgewater*
 - d) *Crafers Village Mainstreet – Traffic Calming & Amenity upgrade*
 - e) *Birdwood Footpath – Kindergarten to Playground*
 - f) *Lobethal Avenue of Trees – Woodside Road*
 - g) *Lobethal Bushland Park Lookout Tower*
 - h) *Merchants Rd, Slip Repair*
 - i) *Mylor Pump Track*
 - j) *Bus Shelter Replacement (Stirling Main Street)*
 - k) *Mount Lofty Gardens - Lampert Road safety upgrade*
 - l) *Mount Barker Road, Aldgate ‘Park and Ride’*
 - m) *Aldgate Main Street amenity upgrade*
 - n) *Upper Sturt Road walking path*
 - o) *Bridgewater Court Resurfacing*
 - p) *Strathalbyn Road - Service Road Sealing*
 - q) *Hunters Road – Amenity Upgrade Concrete Blocks*
3. *Subject to approval, and in line with the above estimated costs, that the CEO or his delegate be authorised to enter into a necessary grant agreement with the Department for Infrastructure, Transport and Regional Development, commit expenditure to undertake the above works with any adjustments to income and expenditure be incorporated in an upcoming budget review.*
4. *That should any projects be unsuccessful, or significant savings achieved, alternative projects will be recommended to Council for consideration.*
5. *That the CEO be authorised to write a letter of acknowledgement to the Hon Michael McCormack MP, Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development thanking the Federal Government for this additional phase of the funding program.*

12.7. Delegations Review
Refer to Agenda Item

12.8. Status Report – Council Resolutions Update
Refer to Agenda Item

13. ADMINISTRATION REPORTS – INFORMATION ITEMS

- 13.1. Regional Public Health Plan Progress Report
- 13.2. Recovery Update
- 13.3. Policy Register Review

14. QUESTIONS WITHOUT NOTICE

15. MOTIONS WITHOUT NOTICE

16. REPORTS

- 16.1. Council Member Function or Activity on the Business of Council
- 16.2. Reports of Members/Officers as Council Representatives on External Organisations
- 16.3. CEO Report

17. REPORTS OF COMMITTEES

- 17.1. Council Assessment Panel – 10 March 2021
That the minutes of the CAP meeting held on 10 March 2021 as supplied, be received and noted.
- 17.2. Audit Committee
Nil
- 17.3. CEO Performance Review Panel
Nil

18. CONFIDENTIAL ITEMS

- 18.1. Sale of Land for Recovery of Debt – Lenswood

19. NEXT MEETING

Tuesday 27 April 2021, 6.30pm, 63 Mt Barker Road, Stirling

20. CLOSE MEETING

Council Meeting/Workshop Venues 2021

DATE	TYPE	LOCATION	MINUTE TAKER
APRIL 2021			
Tues 13 April	Workshop	Woodside	N/A
Wed 14 April	CAP	TBA	Karen Savage
Mon 19 April	Audit Committee	Stirling	TBA
Tues 20 April	Professional Development	Stirling	N/A
Tues 27 April	Council	Stirling	Pam Williams
MAY 2021			
Tues 11 May	Workshop	Woodside	N/A
Wed 12 May	CAP	TBA	Karen Savage
Tues 18 May	Professional Development	Stirling	N/A
Mon 24 May	Audit Committee	Stirling	TBA
Tues 25 May	Council	Stirling	Pam Williams
JUNE 2021			
Thurs 3 June	CEOPRP	Stirling	TBA
Tues 8 June	Workshop	Woodside	N/A
Wed 9 June	CAP	TBA	Karen Savage
Tues 15 June	Professional Development	Stirling	N/A
Tues 22 June	Council	Stirling	Pam Williams

Meetings are subject to change, please check agendas for times and venues. All meetings (except Council Member Professional Development) are open to the public.

Community Forums 2021

6.00 for 6.30pm

(dates and venues to be confirmed)

Mylor Community Hall	Tues 30 March	6.00 – 8.30pm
Basket Range	Tues 31 August	6.00 – 8.30pm
Birdwood	Tues 30 November	6.00 – 8.30pm

Conflict of Interest Disclosure Form

CONFLICTS MUST BE DECLARED VERBALLY DURING MEETINGS

Councillor:

Date:

Meeting name:

Agenda item no:

1. I have identified a conflict of interest as:

MATERIAL ☐ ACTUAL ☐ PERCEIVED ☐

MATERIAL: Conflict arises when a council member or a nominated person will gain a benefit or suffer a loss (whether directly or indirectly and whether pecuniary or personal) if the matter is decided in a particular manner. If declaring a material conflict of interest, Councillors must declare the conflict and leave the meeting at any time the item is discussed.

ACTUAL: Conflict arises when there is a conflict between a council member's interests (whether direct or indirect, personal or pecuniary) and the public interest, which might lead to decision that, is contrary to the public interest.

PERCEIVED: Conflict arises in relation to a matter to be discussed at a meeting of council, if a council member could reasonably be taken, from the perspective of an impartial, fair-minded person, to have a conflict of interest in the matter – whether or not this is in fact the case.

2. The nature of my conflict of interest is as follows:

(Describe the nature of the interest, including whether the interest is direct or indirect and personal or pecuniary)

3. I intend to deal with my conflict of interest in the following transparent and accountable way:

☐ I intend to **leave** the meeting *(mandatory if you intend to declare a Material conflict of interest)*

OR

☐ I intend to **stay** in the meeting *(complete part 4) (only applicable if you intend to declare a Perceived (Actual conflict of interest)*

4. The reason I intend to stay in the meeting and consider this matter is as follows:

(This section must be filled in. Ensure sufficient detail is recorded of the specific circumstances of your interest.)

and that I will receive no benefit or detriment direct or indirect, personal or pecuniary from considering and voting on this matter.

CONFLICTS MUST ALSO BE DECLARED VERBALLY DURING MEETINGS

Governance use only: Member voted FOR/AGAINST the motion.



Ordinary Business Matters

A **material**, **actual** or **perceived** Conflict of Interest does not apply to a matter of ordinary business of the council of a kind prescribed by regulation.

The following ordinary business matters are prescribed under Regulation 8AAA of the Local Government (General) Regulations 2013.

- (a) the preparation, discussion, conduct, consideration or determination of a review under section 12 of the Act
- (b) the preparation, discussion, adoption or revision of a policy relating to allowances and benefits payable to members if the policy relates to allowances and benefits payable equally to each member (rather than allowances and benefits payable to particular members or particular office holders)
- (c) the preparation, discussion, adoption or alteration of a training and development policy under section 80A of the Act
- (d) the preparation, discussion, adoption or amendment of a strategic management plan under section 122 of the Act
- (e) the adoption or revision of an annual business plan
- (f) the adoption or revision of a budget
- (g) the declaration of rates (other than a separate rate) or a charge with the character of a rate, and any preparation or discussion in relation to such a declaration
- (h) a discussion or decision of a matter at a meeting of a council if the matter—
 - (i) relates to a matter that was discussed before a meeting of a subsidiary or committee of the council
 - (ii) the relevant interest in the matter is the interest of the council that established the committee or which appointed, or nominated for appointment, a member of the board of management of the council subsidiary or regional subsidiary.
- (2) For the purposes of section 75(3)(b) of the Act, a member of a council who is a member, officer or employee of an agency or instrumentality of the Crown (within the meaning of section 73(4) of the Act) will not be regarded as having an interest in a matter before the council by virtue of being a member, officer or employee.

Engagement and membership with groups and organisations exemption

A member will not be regarded as having a conflict of interest **actual** or **perceived** in a matter to be discussed at a meeting of council by reason only of:

- an engagement with a community group, sporting club or similar organisation undertaken by the member in his or her capacity as a member; or membership of a political party
- membership of a community group, sporting club or similar organisation (as long as the member **is not** an office holder for the group, club or organisation)
- the member having been a student of a particular school or his or her involvement with a school as parent of a student at the school
- a nomination or appointment as a member of a board of a corporation or other association, if the member was nominated for appointment by a Council.

However, the member will still be required to give careful consideration to the nature of their association with the above bodies. Refer Conflict of Interest Guidelines.

For example: If your **only** involvement with a group is in your role as a Council appointed liaison as outlined in the Council appointed liaison policy, you will not be regarded as having a conflict of interest actual or perceived in a matter, and are NOT required to declare your interest.

8. DEPUTATIONS

For full details, see Code of Practice for Meeting Procedures on www.ahc.sa.gov.au

1. A request to make a deputation should be made by submitting a Deputation Request Form, (available on Council's website and at Service and Community Centres) to the CEO seven clear days prior to the Council meeting for inclusion in the agenda.
2. Each deputation is to be no longer than ten (10) minutes, excluding questions from Members.
3. Deputations will be limited to a maximum of two per meeting.
4. In determining whether a deputation is allowed, the following considerations will be taken into account:
 - the number of deputations that have already been granted for the meeting
 - the subject matter of the proposed deputation
 - relevance to the Council agenda nominated – and if not, relevance to the Council's powers or purposethe integrity of the request (i.e. whether it is considered to be frivolous and/or vexatious)
 - the size and extent of the agenda for the particular meeting and
 - the number of times the depute has addressed Council (either in a deputation or public forum) on the subject matter or a similar subject matter.

8.3 PUBLIC FORUM

For full details, see Code of Practice for Meeting Procedures on www.ahc.sa.gov.au

1. The public may be permitted to address or ask questions of the Council on a relevant and/or timely topic.
2. The Presiding Member will determine if an answer is to be provided.
3. People wishing to speak in the public forum must advise the Presiding Member of their intention at the beginning of this section of the meeting.
4. Each presentation in the Public Forum is to be no longer than five (5) minutes (including questions), except with leave from the Council.
5. The total time allocation for the Public Forum will be ten (10) minutes, except with leave from the Council.
6. If a large number of presentations have been requested, with leave from the Council, the time allocation of five (5) minutes may be reduced.
7. Any comments that may amount to a criticism of individual Council Members or staff must not be made. As identified in the Deputation Conduct section above, the normal laws of defamation will apply to statements made during the Public Forum.
8. Members may ask questions of all persons appearing relating to the subject of their presentation.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item: 11.1 Motion on Notice

Originating from: Cr Kirsty Parkin

Subject: Bushfire Safer Places

1. MOTION

I move that:

Council engages with the South Australian Country Fire Service (CFS) to produce a report for the information of the Elected body on designated Bushfire Safer Places, both in the Adelaide Hills and across South Australia. This report should be presented to Council at the May 2021 meeting.

2. BACKGROUND

The report should specifically focus on how Bushfire Safer Places are designed to be used on Catastrophic Days or other high risk days when there is not (or not yet) any reports of a bushfire, both in the Adelaide Hills and across the State.

As the climate continues to warm over the coming years, we should expect to experience a greater number of Catastrophic Risk days each summer. Clarity of communication around suggested best practice on these days will become increasingly crucial to community safety. The report should provide information that clearly states:

1. The definition of a Bushfire Safer Place and its purpose on a Catastrophic or similar risk fire day.
2. The reason some towns and cities across South Australia have been designated Bushfire Safer Places, both generally and with specific reference to the sites selected in the Adelaide Hills: Stirling, Uraidla, Woodside, Lobethal, Balhannah and Oakbank.
3. How Bushfire Safer Places should be used as “Places of First Resort” within the context of recommended Bushfire Plans, as per the CFS website, on a Catastrophic Risk fire day.
4. If there are any differences in recommendations around individual Bushfire Safer Places. That is, are some Bushfire Safer Places safer than other Bushfire Safer Places and, if so, should this alter the CFS’ direction on its website?

3. OFFICER'S RESPONSE – John McArthur, Manager Sustainability Waste & Emergency Management

➤ **Strategic Management Plan/Functional Strategy/Council Policy Alignment**

Strategic Plan 2020-24 – A brighter future

Goal Community Wellbeing

Objective C4 An active, healthy, thriving and resilient community

Priority C4.5 Take an all hazards approach to emergency management so we can support the emergency services and the community before, during and after disaster events

Bushfire Safer Places need to be considered by the community when preparing for bushfire emergencies as part of their bushfire planning process.

➤ **Legal Implications**

Not applicable.

➤ **Risk Management Implications**

Engaging with the CFS regarding Safer Places will assist in mitigating the risk of:

Insufficient information leading to poor decision making.

Inherent Risk	Residual Risk	Target Risk
Medium 1A	Low IE	Low IE

A new risk mitigation action of engaging with the CFS will be created.

➤ **Financial and Resource Implications**

There are no financial implications relating to the Motion on Notice. Resource implications are subject to the final motion adopted by Council Members. Once information is obtained from the SACFS a report will need to be prepared for consideration by Council Members. Whilst further planning regarding resource implications is required it is envisaged that a minimum of 80 hours of staff time will be spent delivering the MON.

➤ **Customer Service and Community/Cultural Implications**

Not applicable.

➤ **Sustainability Implications**

Not applicable.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: 14 December 2020 - Bushfire Safety and WH&S Obligations. The workshop provided information from the CFS on matters related to bushfire safety, bushfire safer places and from the Administration on obligations and responsibilities under the *Work Health & Safety Act 2012* in relation to officers, workers and others.

At the Council Workshop the senior members of the CFS present offered to return post bushfire season to discuss with Council Members and senior staff Bushfire Safer Places in general and, more specifically, Stirling as a Bushfire Safer Place.

Advisory Groups: Not Applicable

Administration: Acting Director Infrastructure and Operations

External Agencies: Not Applicable

Community: Not Applicable

4. ANALYSIS

Responses to each of the points raised in the Motion on Notice are provided below.

1 *The definition of a Bushfire Safer Place and its purpose on a Catastrophic or similar risk fire day.*

The following information is available on the SACFS website:

“A Bushfire Safer Place is a place of relative safety. It may be used as a first resort for people who have planned to leave high risk locations early on a bad fire day”.

The above text provides a high level definition and purpose of a Bushfire Safer Place. Engagement with the SACFS may provide more detail.

2 *The reason some towns and cities across South Australia have been designated Bushfire Safer Places, both generally and with specific reference to the sites selected in the Adelaide Hills: Stirling, Uraidla, Woodside, Lobethal, Balhannah and Oakbank.*

This information will need to be sourced from the SACFS.

3 *How Bushfire Safer Places should be used as “Places of First Resort” within the context of recommended Bushfire Plans, as per the CFS website, on a Catastrophic Risk fire day.*

The following information is available on the SACFS website:

“There are no guarantees for your safety if you choose to stay in a Bushfire Safer Place, or if you relocate to one. It is unlikely that you will be exposed to direct flame or radiant heat, but you may be exposed to sparks, embers and smoke. If you intend to relocate to a Bushfire Safer Place you should do so early in the day or the night before a high risk fire day. Last minute decisions to relocate in the face of fire are extremely dangerous.”

“If your Bushfire Survival Plan includes relocating to a Bushfire Safer Place you should:

- Identify where your nearest Bushfire Safer Place is, decide what your triggers will be to relocate and what you will take with you*
- Work out how you will get there or if there are any alternative routes*
- Consider the challenges you may face getting there, including smoke, additional traffic, fallen trees*

The above text provides a high level outline of the use and purpose of a Bushfire Safer Place. Engagement with the SACFS may provide more detail.

4 *If there are any differences in recommendations around individual Bushfire Safer Places. That is, are some Bushfire Safer Places safer than other Bushfire Safer Places, and if so, should this alter the CFS’ direction on its website?*

This information will need to be sourced from the SACFS.

It is recommended that the CEO write to the Chief Officer of the SACFS requesting their input and assistance to provide the information sought relating to Bushfire Safer Places.

5. APPENDIX

Nil

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item: 11.2 Motion on Notice

Originating from: Cr Chris Grant

Subject: Single-use Plastics

1. MOTION

I move that:

- 1. A report be provided to the Council before the 31 October 2021 on the feasibility and cost implications for reducing and or eliminating the use of single-use plastics in Council operations, being replaced with compostable or reusable alternatives as necessary. The report need not address those plastics already banned by State Legislation in March 2021, those proposed to be banned under the same legislation in March 2022, nor single use-plastics required for medical or disability uses. The report should consider but not be limited to:**
 - i. Council ceasing to purchase single use plastics;**
 - ii. Council stipulating to contractors, event organisers, sponsorship seekers, caterers, food vans and so on, that single-use plastics are not supported by Council and alternatives such as compostable or reusable alternatives be utilised as necessary;**
 - iii. As leases expire, update leases to include a clause that single use plastics are not supported by Council and alternatives such as compostable or reusable alternatives be utilised as necessary;**
 - iv. The CEO, Directors, Senior Officers and Staff be trained and educated to support and implement appropriate processes to ensure operation and compliance of associated procedures.**
 - v. Green bins be made available at Council run events for the collection of compostable waste to ensure compostable materials are diverted from landfill.**
 - vi. A program of community education and promotion, including approaching business owners and operators throughout the AHC area, in order to encourage a change from single-use plastics to alternatives such as compostable or reusable alternatives as necessary.**

2. BACKGROUND

Plastic pollution is both an enormous environmental problem with dire consequences for marine and other ecosystems and a significant financial burden on AHC. Plastics add to the cost of landfill as many plastics are difficult, expensive or impossible to recycle due to contamination or other reasons. There are already many alternatives available to single-use plastics. While recent State Government legislation has banned some single use plastics including plastic straws, stirrers and cutlery from March 1, 2021 more needs to be done to reduce the plastic burden on the environment or even noticeably reduce landfill. This motion will send a signal to the community and the State Government that plastics are an expensive and environmentally destructive issue that can and should be addressed.

This initiative will work in-sync with our sustainable procurement goals, along with economic, environmental and social initiatives within the AHC area. It potentially is cost neutral or beneficial, but regardless of this it is important for AHC to take a leadership role through the use of compostable or reusable packaging and demonstrate a way from the current plastic-dependent economy which burdens both the environment and waste-disposal services.

3. OFFICER'S RESPONSE – John McArthur, Manager Sustainability, Waste & Emergency Management

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal	A valued Natural Environment
Objective N5	Assist our community to reduce the impact of waste to landfill on the environment
Priority N5.1	Support and assist the community to help minimise the generation of household waste by advocating the principles of the Waste Management Hierarchy to avoid, reduce and reuse.

Exploring Council's use of single use plastics demonstrates to the community the importance of reducing the generation of waste. Further, reviewing Council's use of single use plastics aligns with the outcomes of Council's Resource Recovery and Recycling Strategy.

➤ Legal Implications

As of 1 March 2021 the use of single use plastic straws, beverage stirrers and cutlery was banned pursuant with requirements of the *Single-use and Other Plastic Products (Waste Avoidance) Act 2020*.

On March 1 2022 expanded polystyrene cups, bowls, plates and clamshell containers will also be prohibited along with oxo-degradable plastic products (those that break down into micro plastics).

➤ **Risk Management Implications**

Exploring Council's use of single use plastics will assist in mitigating the risk of:

Not exploring Council's use of single use plastics leading to forgoing of an opportunity to lead by example.

Inherent Risk	Residual Risk	Target Risk
High (2B)	High (2B)	Low (1E)

If adopted, the Motion on Notice will provide a risk mitigation measure to explore the use of Council's use of single use plastics.

➤ **Financial and Resource Implications**

Fulfilling the requirements of the Motion on Notice (MON) will require resources to undertake the necessary investigation, review and development of a recommendation for presentation to Council by 31 October 2021. As there is not a dedicated budget for this work it will be undertaken with existing resources leading to a need to reprioritise tasks within the waste, sustainability and emergency management area.

➤ **Customer Service and Community/Cultural Implications**

Exploring the feasibility and cost implications for reducing and or eliminating the use of single-use plastics as proposed in the MON demonstrates leadership in reducing waste material. When considering reducing and or eliminating the use of single-use plastics the impact to stakeholders will need to be identified and considered.

➤ **Sustainability Implications**

Reducing the volume of single use plastics will have beneficial sustainability outcomes through reduced waste to landfill and other waste and recycling benefits.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Acting Director Infrastructure and Operations
Manager Communications, Engagement & Event
Sustainability Officer
Waste Management Coordinator

External Agencies: Not Applicable

Community: Not Applicable

4. ANALYSIS

The MON will require an assessment to be made on the type and volume of use of single use plastics encompassed by the MON. This assessment would include Council's operations and relevant stakeholders such as community groups and sporting clubs leasing council premises. Once the usage of single use plastic has been determined the impact to Council and stakeholders from reducing, eliminating or substituting these plastics can be determined.

Exclusion in the MON of plastics banned from 1 March 2021 and those to be prohibited from 1 March 2022 is supported as it ensures resources are focused on those plastics that are not included in the March 2021 and 2022 bans. Aside from the March 2021 and forthcoming March 2022 plastic bans, the *Single-use and Other Plastic Products (Waste Avoidance) Act 2020* includes provision for the following items to fall within the ambit of the legislation:

- Single-use plastic cups (including coffee cups)
- Single-use plastic food containers
- Single-use plastic bowls
- Single-use plastic plates
- Plastic lids of single-use coffee cups
- Plastic balloon sticks
- Plastic balloon ties
- Plastic-stemmed cotton buds
- Plastic bags (including barrier bag for fruit and vegetables)

Currently, no timelines have been provided by the State Government as to when the above items will be considered (including consultation) for inclusion as prohibited plastic products. Accordingly, there may be some merit in reviewing the use of the aforementioned plastics plus any others identified through the assessment process.

5. APPENDIX

Nil

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item:	12.1
Responsible Officer:	Renee O'Connor Sport & Recreation Coordinator Infrastructure & Operations
Subject:	Lobethal Bushland Park Draft Masterplan and Draft Playspace Brief
For:	Decision

SUMMARY

Through various Council planning and Cudlee Creek Bushfire recovery processes, a masterplan of the fire impacted Bushland Park at Lobethal has commenced.

Additionally, as a direct action from the *Bushfire Recovery Action Plan*, Council has been successful in receiving grant funding for the replacement and redevelopment of the Playspace which was considerably damaged by the Bushfire. Along with Council's contribution of \$150,000, Council has received a State Emergency Relief Fund Grant of \$150,000 and a Local Economic Recovery Program Grant of \$150,000, bringing the total project budget for the Playspace to \$450,000.

When considering the close alignment of both the masterplan and Playspace upgrade at the Bushland Park site, it was viewed as an opportunity to engage with the community on both projects at the same time. The engagement of this project has been split into two stages:

- Stage 1 – general engagement through our online tools (Engagement HQ) and in person at a drop in session at the site informing the development of the draft Masterplan and Design Brief for the Playspace.
- Stage 2 - additional engagement, seeking feedback from the community and targeted stakeholders on the draft Masterplan and the draft Playspace.

The purpose of this report is to present the findings from Stage 1 of consultation, the *Lobethal Bushland Park Draft Masterplan and Playspace Design Brief Consultation Outcomes Report (Appendix 1)* and the *Lobethal Bushland Park Draft Masterplan (Appendix 2)*. A decision is being sought to put the draft Masterplan out for public consultation (Stage 2). Additionally, an update will be provided on the *Lobethal Bushland Park Playspace Design Brief* and project.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
2. To receive and accept the Lobethal Bushland Park Draft Masterplan and Playspace Design Brief Consultation Outcomes Report.
3. To adopt the Draft Masterplan and implement Stage 2 of Engagement.
4. That the results of Stage 2 Engagement and the final draft Masterplan be presented to Council for its consideration in June 2021.
5. That the CEO be authorised to:
 - a. Make any formatting, nomenclature or other minor changes to the Draft Masterplan prior to being released for public consultation and
 - b. Determine the consultation timings, media and processes while ensuring consistency and compliance with the provisions of applicable legislation and Council's *Public Consultation Policy*.

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal 3 A prosperous Economy

Objective E3.3 Work with our local communities and businesses to create active, attractive and vibrant places.

Goal 4 A valued Natural Environment.

Objective N1 Conserve and enhance the regional natural landscape character and amenity values of our region.

Priority N1.2 Manage reserves and open space to support the community, whilst balancing biodiversity conservation, resource use and environmental impacts.

Objective N3 Nurture valuable partnerships and collaborations and engage the local community in the management of our natural environment.

Priority N3.2 Collaborate and engage with public and private organisations, schools and community members (including the Aboriginal community as the first nation peoples), to improve biodiversity outcomes and land management practices.

In addition, the Masterplan and Playspace development align with principles of Council's *Sport and Recreation Strategy* and the *Bushfire Recovery Action Plan*.

Council's *Future Resilience and Recovery Survey*, conducted in March – May 2020, identified Lobethal Bushland Park as a strong environmental location that would contribute to the community's recovery process.

➤ **Legal Implications**

Not applicable.

➤ **Risk Management Implications**

By developing a Masterplan for Lobethal Bushland Park and applying principles from Council's *Sport and Recreation Strategy*, Council will ensure that Lobethal Bushland Park is adequately planned for, meeting the needs of the current and future users of the Park.

Additionally, the replacement of the Playspace and improvement of the recreation area through the Playspace design, meets the communities expectation that the impacts to community assets damaged by the 2019 Cudlee Creek Bushfire will be addressed.

The development of a Masterplan for Lobethal Bushland Park will assist in mitigating the risk of:

Inadequately planned and managed open space reserve that does not meet user needs, or require significant, unplanned asset management, leading to a lack of public confidence.

Not developing a Masterplan for Lobethal Bushland Park leading to limited short term impact on community confidence.

Inherent Risk	Residual Risk	Target Risk
High (3B)	Medium (3C)	Low(2D)

The delivery of this report and subsequent delivery of the Masterplan to the community through engagement processes will considerably mitigate the risk of impact to community confidence in Council.

➤ **Financial and Resource Implications**

As per the 15 December 2020 Council meeting, \$30,000 from Council's Bushfire Recovery funding has been allocated towards the development of the Lobethal Bushland Park masterplan.

Additionally, Council has matched the successful State Emergency Relief Fund grant of \$150,000 for the replacement of the Playspace, and was successful in securing further funding through the Local Economic Recovery Fund of \$150,000. This equates to total of \$450,000 towards the Playspace project.

➤ **Customer Service and Community/Cultural Implications**

The community is expecting to receive a copy of the Draft Masterplan for consultation in the near future. Additionally, there is a community expectation that the Playspace will be replaced and the site improved.

Council has, and will continue to reach out to the local Aboriginal community to contribute to the development of the Masterplan.

Council has also reviewed and considered responses from the *Future Resilience and Recovery Survey* (March – May 2020), and considers the Masterplan and Playspace Project to contribute positively to the *Recovery and Evaluation Plan 2020 -2022*.

➤ **Sustainability Implications**

The development of a Masterplan document for Lobethal Bushland Park will achieve many sustainable outcomes for the Council and community alike.

Economic

By developing a single Masterplan document for Lobethal Bushland Park, Council will be able to better plan and budget for the future management of Lobethal Bushland Park. Additional funding opportunities will become more easily accessible and greater transparency of costs will be understood in the longer term. The Masterplan will help to identify short and long term projects as well as rule out projects that do not fit within the guiding principles of the Park. The Masterplan will ensure greater budget and long term financial planning leading to economic efficiencies.

Social

The social benefits of the Masterplan document for Lobethal Bushland Park are more long term than short, but will include a greater improvement to the public profile of the park, resulting in greater stewardship and community ownership over the park. With greater community buy-in comes greater relations with the Council and other stakeholders of the Park and an improvement in social capacity. The benefits of this are vast, and can include easier negotiations, discussions and development of ideas with stakeholder groups.

Environmental

The development of a Masterplan for Lobethal Bushland Park will significantly improve the open space and natural environment of the Park. By understanding the existing vegetation management plans, works programs and other projects that occur on site, the Masterplan will be able to support these efforts and find gaps to improve the environmental management of the site.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Bushfire Advisory Group

Administration: Executive Leadership Team
Manager Open Space
Manager Communications, Engagement & Events
Manager Finance
Manager Property Services

Manager Economic Development
Community Engagement Coordinator
Sport and Recreation Coordinator
Sport and Recreation Officer
Coordinator Open Space Operations
Coordinator Civil Operations
Project Officer, Civil Services
Biodiversity Officer

Community & Cultural Development Officer
Procurement Officer
Senior Strategic & Policy Planner
Arts & Heritage Hub Director
Community & Social Planning Officer

Community Recovery Officer

External Agencies: Not Applicable

Community: Friends of Lobethal Bushland Park Group
Lobethal Bushland Park Community Reference Group
General Community Members

2. BACKGROUND

At its meeting on 15 December 2020, Council received information regarding the *Bushfire Recovery Action Plan*, of which the Lobethal Bushland Park Masterplan project, and replacement of the Lobethal Bushland Park Playspace was included. Project planning for both components had already commenced, and a staff working group appointed.

When considering the close alignment of both the masterplan and Playspace upgrade at the Bushland Park site, it was viewed as an opportunity to engage with the community on both projects at the same time.

The community engagement of this project has been split into two stages, with Stage 1 occurring in December and January 2020-21. Stage 1 included general engagement through our online tools and a community drop in session at the site on Sunday 13 December 2020, to provide an opportunity for the community to speak directly with staff.

Data gathered has been collated and a detailed *Community Engagement Outcomes Report* is contained within **Appendix 1**.

3. ANALYSIS

The project has included the following consultation and project milestones thus far:

- Listening Phase: December 2020 – January 2021
- Draft Playspace Concept Design Phase: February 2021
- Draft Masterplan Phase: March 2021

The opportunity to participate in the Listening Phase of consultation was promoted through a number of channels including:

- The Courier
- Hills Voice eNewsletter
- AHC social medial
- Direct emails to key stakeholder and community
- On –site signage to promote the drop-in session

All feedback tools and accompanying background information was made available on our engagement portal.

Masterplan Feedback

The following table illustrates the themes presented to the stakeholders through various media, and a summary of answers against those themes: (Further details can be found in the Summary Report in **Appendix 1.**)

Themes	Answer Summary
Biodiversity	Continue with flora projects (weed management etc.) and consider additional fauna projects (pest management and protection of native species). Careful consideration of balance between environmental protection and visitor numbers and types of use.
Recreation, Leisure and Play	Consider camping opportunities, nature play, inclusive play, landscaping in southern area for better use, dogs in the park (on lead), gathering sites (sheltered and open), seating throughout the park, kids on bikes but generally no bikes in park.
Educational Opportunities	Education through environment opportunities throughout the park, need for some sheltered areas, more signage to assist educating about flora, fauna, indigenous culture and European heritage.
Trails and Connectivity	Inclusive trail design as well as more challenging options, upgrades to remove uneven and poor drainage surfaces, trails need regular management, signage improvements required, seating along trails, potential for dogs on leads to use.
Cultural Heritage	Local cultural knowledge to be shared through signage, including flora and fauna.
European Heritage	European heritage of the site shared through signage.
Building Use – Current and Future	Physical upgrade of building and facility to improve the friends of facilities, its versatility to hire for private functions, workshops, etc. more covered outdoor areas, improved toilets. Consider private tourism, education or other operator to use building, exclusively or other.
Bushfire Management	Continuing ‘cool’ burns and existing fire management through fire breaks and considering indigenous fire management methods.

2019 Bushfire Impacts and Acknowledgement	Signage or other promotional material developed to remind and remember the impact of bushfires in the region. Consider education through promotion also.
Reservoirs – Use and Opportunities	Kayaking, fishing (re-stocking with natives) and other use of reservoirs need to be investigated.
Park Entrances, Parking and Access	Connectivity with the Park and main street of Lobethal, parking upgraded to include disability access and parking, improved entrance statement, directional signage, inclusive access from car park to building and to the rest of the park and Playspace.
Other Suggestions	Camping, RV parking, RV Dump site, signage strategy.

All of the feedback from the first phase of engagement, including comments from respondents who attended the 13 December 2020 Drop-in Session, has been collated and is found within **Appendix 1**. Additionally, the Playspace feedback is also presented in **Appendix 1**.

Playspace Feedback

The following table is a summary of the feedback provided online and through other formats for the Playspace design. Council has been deliberate in asking broad questions and using various tools to seek feedback. This has allowed quantitative and qualitative responses to be presented, and provides a 'big picture' idea on what the Community is seeking for a replacement Playspace at Lobethal Bushland Park.

Themes	Responses
Most requested aspect of the Bushland Park Playspace	Natural play elements (boulders, logs, sand) followed closely by shade, somewhere to sit, and something to do with friends.
Ideal Playspace descriptors	Nature/natural play that complements the natural amenity of the park. Suitable for all ages, whilst challenging with swings, things to climb, interaction with natural environment, open play.
Other Ideas	BBQ facilities, need to consider phytophthora infected soils and potential contaminants spreading. Connectivity from car park, flying fox, open space for ball games, potential for parties. Water play. Viewing platform/pontoon, interpretative nature trail, kids on bikes in recreation area, ropes course.

Draft Masterplan

Council has engaged Clover Designs to assist with engagement and development of both the Draft Masterplan and Playspace Design Brief. After considering the Consultation Summary report, Clover Designs worked with staff to develop the Draft Masterplan (**Appendix 2**).

The draft Masterplan is an overarching Masterplan document which generally identifies opportunities for projects and programs which may be considered in the future management of Lobethal Bushland Park.

Of consideration during the development of the Masterplan was the need to identify key principles which could inform all future tasks, projects or programs for the park. The following guiding principles were developed to summarise the feedback from the community engagement process:

1. Environmental protection, restoration and enhancement.
2. Promote community health, wellbeing and education.
3. Maintain the 'local' feel of Bushland Park, whilst improving its public profile.

Presenting the Masterplan to the community and other stakeholders will help to further define the Masterplan and ensure an accurate representation of stakeholders ideas are considered in the future development of Lobethal Bushland Park.

Subject to the endorsement of Council, we will begin Stage 2 of engagement, targeting those that responded in Stage 1, the general community and key stakeholders including business and community groups in the local area. A draft copy of the Masterplan will be made available on Council's website for comment. See **Appendix 2**.

Stage 2 is proposed to include the following project milestones:

- Masterplan, Stage 2 Engagement: April - May 2021. This will include direct discussions with the Bushland Park Community Reference Group, targeted business engagement, further online promotion seeking feedback from the wider community and additional staff engagement.
- Masterplan, Endorsement: May 2021.
- Playspace Design, final phase: March – May 2021. This will include a tender process, contractor appointment, etc.
- Playspace construction is due to commence by the end of 2021.

4. OPTIONS

Council has the following options:

- I. Receive the Lobethal Bushland Park Masterplan and Playspace Consultation Outcomes Summary Report and endorse the draft Masterplan to go out for final consultation (Recommended)
- II. Do not receive the Lobethal Bushland Park Masterplan and Playspace Consultation Outcomes Report, nor the draft Masterplan, and seek further engagement with stakeholders (Not Recommended).

5. APPENDICES

- (1) Lobethal Bushland Park Masterplan and Playspace Design Brief Consultation Outcomes Report
- (2) Draft Lobethal Bushland Park Masterplan

Appendix 1

Lobethal Bushland Park Masterplan and Playspace Design Brief Consultation Outcomes Report

2021

Adelaide Hills Council

www.engage.ahc.sa.gov.au



[STAGE 1: CONSULTATION OUTCOMES REPORT LOBETHAL BUSHLAND PARK MASTERPLAN AND PLAY SPACE DESIGN BRIEF PROJECT]

Lobethal Bushland Park Masterplan and Play Space Detailed Design Consultation Outcomes Report

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1. Summary

Purpose of this report

This report contains a summary of feedback received as part of the Stage 1 Lobethal Bushland Park Consultation undertaken between 1 December 2020 – 17 January 2021. The intention is for this report to be made available to anyone who participated in the consultation as well as on the engagement page for anyone to view.

Site background

Lobethal Bushland Park is an Adelaide Hills Council reserve situated approximately 40 kilometres east of Adelaide and two kilometres north of the Lobethal Township. Lobethal Bushland Park contained 118 hectares of significant remnant vegetation with a 9 kilometre network of public walking trails, a play space, picnic area and other community amenity.

The majority of the reserve is under Heritage Agreement and has been managed for conservation, as well as an area for passive recreation. The ongoing management is fostered by a strong collaboration between the committed Lobethal Bushland Park Friends group, State Government (AMLR Natural Resources), Trees for Life and Adelaide Hills Council.

The reserve was heavily impacted by the 2019 Cudlee Creek Bushfire, with 95% of all vegetation burnt. All playground, picnic and trail infrastructure was either heavily damaged or completely lost.



Photo credit: Friends of Lobethal Bushlands Park

Details of the project

The Lobethal Bushland Park Master Plan & Play Space Detailed Design Project consists of two main tasks.

1. The development of a draft Master Plan for the whole of the Lobethal Bushland Park site. This is an overarching plan for the site which will identify the main tasks that will require future funding planning and other investigations. This will **not** include detailed management plans, vegetation plans, or the specific details pertaining to proposed fauna projects, fencing works, signage strategies or trail maintenance works.
2. The development of a Play Space Design Brief for a regional scale neighbourhood play space to be used for the tender process of the Play Space Project. A Project Officer will continue with the selection, development and construction phases of the Play Space project.

Participation

Feedback could be provided in a number of ways and yielded the following results:

Type of feedback channel	Number of responses
Online feedback (survey + mapping tool + social media)	26
Emails	5
Drop in session attendees	20
Total	51

2. Consultation approach

Trails destination, family outing venue, vision of recovery and biodiversity hotspot, Lobethal Bushland Park is many things to many people.

As part of Stage 1 consultation we wanted to engage the community with a broad list of themes and ideas for a Masterplan for Bushland Park at Lobethal and seek their input on the design of the play space area. We also wanted to know what play aspects they want and don't want.

This was done through an on-site community meeting, a self-guided walking tour, direct engagement with stakeholders, online survey, social media, e-newsletter, Courier headlines, roadside signs and direct emails to those who had previously expressed interest in Lobethal Bushland Park.

The overarching consultation phases are:

1. **Listening Phase:** December 2020 – February 2021
2. **Draft Play Space Concept Design Phase:** February 2021
3. **Draft Master Plan Phase:** March/April 2021
4. **Masterplan Final Phase:** April/May 2021
5. **Final Play Space Design Phase:** March – May 2021 (*Tender Process, final design selection*)
6. **Play Space Construction commences:** End of 2021

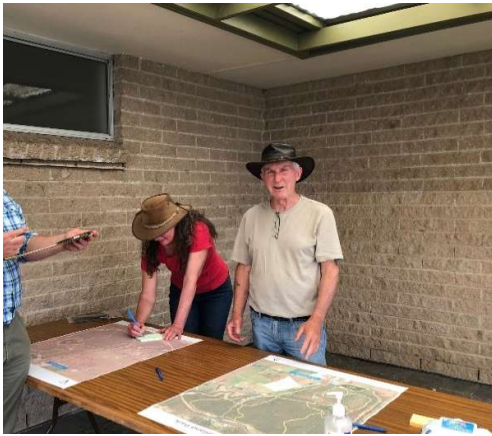
3. Feedback options

Drop-in information session

On the 13 December 2020 the community was invited to come and find out more about the project and chat directly with project staff. There were approximately 20 people in attendance.

There were a number of feedback stations available including maps, “dot democracy” activity and listening posts. Feedback gathered from this day has been collated in Section 6 & 8.

Figure 1 Attendees at Drop-in session 13 December 2020



Self-guided walking tour

Two maps were developed for participants to either pick-up at the information shelter at the Southern Reservoir or download from the engagement page (engage.ahc.sa.gov.au). Copies of the maps are included in Appendix A.

Online and hard copy survey

Two survey were developed one for the whole site masterplan and one for the play space. Anyone could participate in the surveys – it contained images to assist with completing the questions.

The Masterplan survey asked:

- What your ideas are around biodiversity protection and management at Lobethal Bushland Park.
- Your ideas for recreation, leisure and play. This might include suggestions for seating, BBQ areas, experiences for different ages and play spaces.
- What educational opportunities you see at Lobethal Bushland Park. It could be ideas for children, for locals or for visitors.
- How you want to get around Lobethal Bushland Park, what sort of trail experiences are you looking for?
- How you would like Aboriginal and other cultural heritage recognised at Lobethal Bushland Park, what would you like to see, hear or experience?
- How you would like European heritage recognised at Lobethal Bushland Park, what would you like to see, hear or experience?

- What can you see here in the future? What should the purpose be? Who should be able to use the space? When should it be open? Tell us we'd love to hear your ideas.
- Bushfire Management is an important part of the future of Lobethal Bushland Park. What key considerations should we make in the masterplan for this?
- The 2019 Cudlee Creek Bushfires had a major impact on our community, what do you see as important ways to acknowledge what
- Happened, create hope for the future and record this history for future generations?
- How do you see reservoirs being used in the future? What opportunities are there for recreation or biodiversity?
- Thinking about the entrance to Lobethal Bushland Park what would you like to see in the future? How can we improve parking? And how can future plans make sure there is access for people of all abilities?
- Any other suggestions? All ideas welcome. Tell us anything else you would like considered in the masterplan for the site?

The play space survey asked:

- What year were you born?
- How do you get to Lobethal Bushland Park?
- Describe your ideal play space
- Please rank from 1-10 (1 is the most important) with what would you like to see most when the new Play Space is built?
- Please provide any other ideas that you feel we should consider in the design of the new Play Space
- If you've seen an idea you want us to consider upload a photo.

Ideas and mapping tool

The online ideas tool was made available along with the places tool which allowed people to map their feedback on an interactive map of Lobethal Bushland Park.

4. Distribution and promotion

The opportunity to participate in Stage 1 of this consultation was promoted through a number of channels including:

- Hills Voice: headlines, Courier
- Hills Voice: your Adelaide Hills eNewsletter
- AHC social medial (Facebook, Twitter, LinkedIn)
- Direct emails to key stakeholder and community list (those who had previously expressed interest)
- On –site signage to promote the drop-in session

All feedback tools and accompanying background information was made available on our engagement portal Hills Voice: *your say* (engage.ahc.sa.gov.au)

Figure 2 Social and digital media promotion

Facebook 30/11/20 Join the conversation about the future of LBP 2,623 people reached 143 engagements 15 reactions (14 likes, 1 caring)	Twitter 30/11/20 Join the conversation about the future of LBP 268 impressions 6 engagements
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9 shares 1 comment	
Instagram 30/11/20 What do you see for the future of LBP? 39 likes	LinkedIn 30/11/20 Join the conversation about the future of LBP 802 impressions 12 likes 17 click throughs to EHQ page (2.12%) 1 comment
Hills Voice: headlines (Courier) 2/12/20 Planning the future of Lobethal Bushland Park	Hills Voice: your Adelaide Hills (eNews) Be an active citizen; have your say > Discuss the future of this popular space 1,706 unique opens (46.2%) 17 unique click throughs to EHQ page
Facebook 12/12/20 Come and see us at LBP tomorrow 910 people reached 21 engagements 7 likes 4 shares	Twitter 12/12/20 Come and see us at LBP tomorrow 234 impressions 7 engagements
Facebook 13/12/20 Live video introducing set up at LBP 548 people reached 207 engagements 7 likes	Facebook 13/12/20 We're open to hear your thoughts 1,312 people reached 78 engagements 23 likes 2 shares
Facebook 8/1/21 Looking for something to do this weekend? Go to LBP and tell us your thoughts 929 people reached 38 engagements 10 likes 3 shares	Twitter 8/1/21 Looking for something to do this weekend? Go to LBP and tell us your thoughts 243 impressions 9 engagements
Instagram 8/1/21 Looking for something to do this weekend? Go to LBP and tell us your thoughts 24 likes	

5. Feedback analysis

All responses received during the consultation period were analysed (including meetings, emails, social media, online survey responses, drop-in session comments and map comments).

Feedback from all sources has been divided into the following sections:

- a. Masterplan
- b. Play Space

There were 24 online survey feedback responses as part of the consultation (13 in the masterplan survey and 11 in the play spaces survey). Each section recaps the number of responses received and then looks at responses to questions as well as other feedback provided.

Where data has been deleted for anonymity reasons this is marked by [...].

6. Masterplan Feedback

Feedback type	Number
Online survey	13
Email	5
Mapping tool	1
Drop-in session	7
Total	26

Overarching themes from all feedback

Themes and comments collated from online, hard copy and other methods of engagement. Also includes additional Bushfire Recovery Survey 2020.

Biodiversity	
Biodiversity – continue protection of native vegetation through weed management.	Dogs – opportunity to walk dogs in fire break up to Kenton Valley Road entrance, Dog park? Off Leash area? Dogs in the water, leash or no leash. Designated dog walking in the Heritage area?
New feral proof Fencing – keeping fauna safe and pests out & reintroduction of digging marsupials, alternative argument - site is too small for fauna populations. Pest animals need to be removed and prevented from entering.	Re-vegetation of fire affected areas with indigenous species. Re-vegetation using endemic shady species.
Volunteer group is well managed.	Great opportunity for education through signage about the environment.
Careful balance between promotion and protection	
Recreation and Leisure	
Reservoir Use – recreation opportunities (fishing (native species), yabbying, swimming, kayaking) boardwalk, jetty, pier, separate splash area. Seating. Fishing needs to be regulated	Lookout tower – upgrade, Lew’s Memorial. Another one or a canopy walk.
Fire Break – potential for greater use, nature play, orienteering, other infrastructure (shelters and toilets)	Bikes – no bikes in park, kids on bikes in recreation area only. BMX facility
Picnic areas – need to keep bbq’s, include pergola and area to host parties. Include bins	Camping/Caravans and RVs – dumps site, overnight camping, Mawson Trail riders, school groups. Waste management concern. Building will need showers.
Dogs – on leads should be allowed throughout the park	Path around lake – please retain.
	Hygiene Stations – more of them in appropriate locations, make it impossible for people to avoid. And deter dogs.
Developing the Recreation area – concern raised that it would invite greater capacity than the park could handle.	Playground – replace with nature play space, shade, bbq’s and see play space feedback.
Educational Opportunities	
Signage – whole of site, entrances, educational & informative (indigenous and European), flora, fauna, photos	Local schools use the site for environmental learning, invite them to plantings
Smart Phone App potential.	More shelters throughout the park to promote outdoor classrooms (Big enough for whole classes).
Employ someone to take groups on walks during certain times of the year	Heritage Agreement – Greater education, delineation and information.

Trails and Connectivity	
Trails – need improved ecological sustainability, improved signage, drainage and alignments.	Seating should be dotted throughout the park. Top dam should include seating, encouraging contemplative behaviours and resting.
New trail around southern reservoir safe for all	Needs diversity of trails to accommodate for all
If camping is allowed, then vehicles access.	Improved signage (maps, distances, grading etc)
Greater access for dogs (on leash)	Should allow bmx and mountain bike
Occasional two person width trails	Linkages to other places – nearby reserves and Lobethal Township
Better connectivity between car park and the rest of the park.	Boardwalks in boggy areas
Opening hours should be wide.	Lower dam boardwalk trail all the way around
Cultural Heritage	
Engage elders to help inform of indigenous heritage of the site	Information about indigenous heritage through signage
Meeting area – for groups (Fire pit, yarning circle, performance space, ceremonies etc)	Indigenous Recognition – the park should recognise first nations.
Indigenous land management techniques should be promoted through signage	Information about Indigenous resources and their uses should be made available
European Heritage	
Information about the dams use. Interpretative signs, signs to be for all ages with ability to link to further information	Similar to Adelaide City Council signs at the Weir (on rocks)
History of ownership	Other – dog poo bags, international peace pole.
Building	
Building – Upgrades required and use for private functions. It is ugly – general facelift required	Upgrade access from Car park.
Toilets are good (capacity). Hours of operation should be wide, could be upgraded.	Flat grass area great for games
Schools, kindy's, retreats and nature based activities, craft, storytelling, games for old and young. Seating and tables outside also.	More covered outdoor space – use for parties and private functions
Outside fire pit area	Space for the Friends of group to use
Commercial use of building within small scale and sensitive to the natural bushland setting and focus of the park. Café, education provider.	More bins
Have it open during day light hours.	
Bushfire Management & Acknowledgement of 2019/20 Bushfire	
Signage to help understand impact of bushfires on land (positive and negative affects)	Signage to help understand how it is currently managed
Planned, controlled, seasonal "cool" burnings should occur	Manage undergrowth better
Maintain fire breaks	Art piece to recognise fire and rebuild
Recovery story needs to be told – video, audio, photographic (flora, fauna and people)	Pro-active burns.
Bushland Parks importance in healing for locals	Celebrate resilience
Reservoirs	
See Recreation	Concerns raised about boating and fishing in reservoirs
Entrances Parking and Access	
Car Park – needs linkages with the rest of the park. Could be used for camping, rv's etc. Access to be upgraded (Signage etc)	Linkages between main street and other locations to the park.

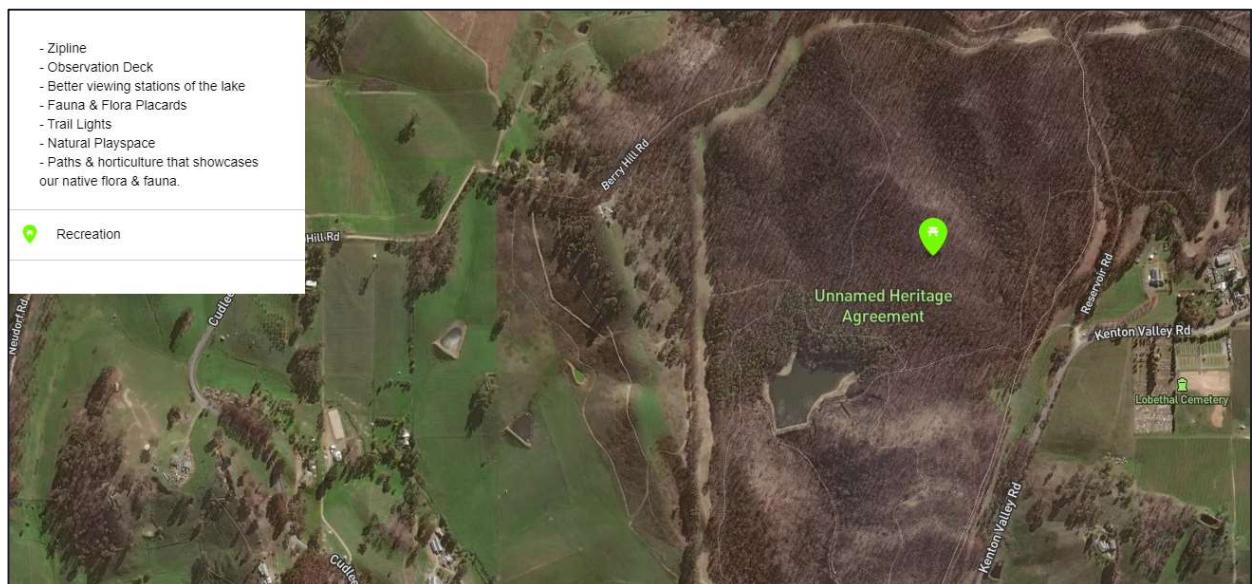
Car park needs improvements, larger and better, surface upgrades	Remove non-native plants and revegetate with native species
Entrance statement – stone, art, sculptures	Improve steps with accessible ramp.
Toilet signs needed.	Beautify the substation with plantings
Car park closed at sunset, walk in access 24/7	Small example of parks biodiversity at the entrance of the park.
Disability parking and ramp	
Other comments	
Safe drinking water required	Needs to be maintained more often in spring and summer
Carefully consider signage – prohibited signs send a negative message.	Purpose of Park – local, regional or State? Day tripping, overnight use??
Park needs to be accessible for all not just walkers	Ski Lift

Mapping tool feedback

One person participated in the online mapping tool and left a marker (see Figure 3) and the following comments:

- Zipline
- Observation Deck
- Better viewing stations of the lake
- Fauna & Flora Placards
- Trail Lights
- Natural Playspace
- Paths & horticulture that showcases our native flora & fauna

Figure 3 Mapping tool feedback



Master plan survey responses

Of the 14 respondents to the survey 5 were from Lobethal. The other suburbs listed were: Kenton Valley, Gumeracha, Gympie (Qld), Cudlee Creek, West Croydon, Macclesfield and Stirling.

The next section captures comments made on each master plan theme:

Biodiversity - Flora and Fauna protection and management.

We want to know what your ideas are around biodiversity protection and management at Lobethal Bushland Park.

1. Well managed by the volunteer group.
2. Aim to rehabilitate as much of the lost Bushland and wildlife as possible.
3. Dogs should be allowed on leads.
4. Revegetation of fire effected areas with indigenous species to encourage and attract native Fauna back to the park. Continue removal of invasive species that threaten the recovery of native species
5. Friends of LBP do a great job in trying to maintain biodiversity by reducing weeds which can compete with the native flora. It is vital that the support of the Council to continue weed management is maintained.
6. Continue to manage the park similarly to how it has been managed previously. Obviously weed management is a priority. Consider planting endemic species in the area where with pines were before the fire. These could be set out in a more landscaped/garden like setting with signage with plant names and information. This could be a great educational opportunity for kids and adults alike.
7. This is important.
8. Keep up weed control and phytophthora control. Catch and kill foxes, cats (yes cats) and rabbits.
9. Planning for effective use of this large area of council managed land will be fraught between the obvious attraction of potentially widening recreational use in this previously underutilised space (there are still Lobethal residents unaware of it or have not visited) thereby making it more attractive and increase usage, balanced against the significant area of Heritage Agreement protected land set aside for biodiversity protection. Human development that is not biodiversity focussed alongside of biodiversity protection outcomes are mutually exclusive, particularly where the area involved is small. Pre-fire, the Heritage area was looking the best it has for years with the increased interest and involvement of the AHC, Natural Resources AMLR (now LandscapesSA) and the commitment of the Friends of BP group.

Post-fire, plant diversity appears to be making a reasonable recovery, however animal diversity will take longer as the habitat is not at a sustainable capacity to support all prior species. Reestablishment will be further impacted if the number of park visitors increases with proposed human activity spaces to be included within the Heritage area, reducing the quiet, non-invasive areas available for habitation by species previously endemic to the park.

Without a clear public understanding of what a Heritage area is, there will be a need to clearly delineate the Heritage area from the current recreational area with multiple signs required to guide park users what it means to enter the Heritage area. Dog proof fencing and signage are a minimum (still ignored by many current users). The proposed inclusion of specific recreational areas within the Heritage zone will also require equally specific boundary delineation and signage of these potential zones.

Post-fire, the availability of money means AHC now has the opportunity/quandary to make this quiet and underutilised space into something exceptional for human use. If not done with a clearly defined long term vision, and with sensitivity, the biodiversity outcomes will always be the first to suffer before human intervention/remediation occurs. Many residents and potential users will be none the wiser regarding their impact .

Recreation, Leisure & Play

Tell us your ideas for recreation, leisure and play. This might include suggestions for seating, BBQ areas, and experiences for different ages and play spaces.

1. A nature play area would be awesome located in the space of the old play space. disability inclusion of course. could the lake be available for kayaks? fishing is a must. loved using the bbq space previously.
2. Attributes which would enhance the park:
 - An elevated lookout/canopy walk
 - A 'jetty' or pier out over one of the reservoirs.
 - A camping area (for walk-in tent camping only)
 - Further development of the landscaping and hard scaping around the function building to allow for greater utility
 - A fire pit area to accommodate community get togethers
3. Please let dogs on leads accompany owners while walking in the park.
4. Have the two dams stocked with native fish species such as Golden Perch, Silver Perch and Murray Cod for a family fishing experience. Look at opportunities to include a camping area for families to enjoy an overnight stay
5. I have included some ideas in the play are feedback survey. My main hope is that there will not be too many structures. Instead I would like to see play activities that focus on encouraging children to explore the natural bush as it is and discover its wonder and beauty.
6. Nature playground for all ages of child. With seating areas bbq and pergola to host parties at. More bins provided
7. Bushland Park is one of our family's favourite spaces for family time; alone time and birthday parties. BBQs and seating areas are great. A Nature Play space would be amazing. Kids love swings. I'd love to see the path around the lower lake retained, as it's an easy, safe walk for young families. The mown flat area next to the building is great for games. My only concern with developing the recreational area of the park is that if we make it too amazing it might attract hordes of visitors from other areas, which I think would detract from the feel of the park and impact on the plants and animals that call it home. So make it wonderful, but not so amazing that everyone from everywhere wants to come and check it out.
8. Have walking paths in the park with seating dotted along the paths and throughout the park.
9. Build a BMX facility, I have seen The Trail Collective's ones and they are great!
10. BBQs and Building for hire are great and I've used both before. Keep playground too.
11. Pre fire the park has a small and committed user group. The very young visiting for part of each year of their Kindergarten term. Parents/carers who came to visit the playground and walk around the lake before enticing their children into exploring more and more of the park's trails, aiming to give the children an natural experience. The local, mobile young adults keen on fitness in a wellness setting, older adults with more time on their hands who could visit during the day and fully appreciate this valuable space. Those who value BP enough to commit to physically caring for it or who see value and challenge in 'landscape scale gardening'. Each set of users learn respect for this space over time. Then there are users knowingly breaking usage rules, bringing their dogs at less frequented times to allow them to run free.

Generally missing from common users have been bike riders. Independent but non- driving aged people using the area to hang out with friends. This lack of attention has reduced the amount of wilful damage made to infrastructure, reducing the need for AHC to repair or make right again.

The introduction of bike trails may not be easily contained to specific areas with riders seeking to discover what other thrilling geographic features can further challenge riding skills. If permitted in the

Heritage area this further reduces the quieter, non-invaded areas available for animal habitation and has the potential to challenge trail walkers as well.

By attempting to be more inclusive to all age levels, the real possibility of vandalism is disheartening to those who care, discouraging to respectful users and has the potential to range from minor graffiti to fires that get out of control. Encouraging respectful usage is hard in resistant audiences and may require the placement of surveillance cameras and police involvement to contain damage. It is right and correct to consider all people in any upgrade of human use potential but it must include an understanding of the consequences and factor in strategies to intervene rapidly if it becomes a problem or we will all lose out. (the more you provide, the more you must maintain, the more risks you must manage, the more you need to educate).

Never the less, human use is to be encouraged or we never learn that our existence is based on natural systems. The provision of more rest/contemplation sites or appreciation of natural views is always a plus. This can be easily in the form of logs or large rocks, low cost, long lasting and in keeping with the natural environment. BBQ areas are satisfactory as they currently exist in terms of location and amount of use. The provision of a larger shelter area as per Quest. 6 is a further suggestion (Local schools/kindies may apply for small grants and combine to help fund such a structure).

Educational Opportunities

Tell us about what educational opportunities you see at Lobethal Bushland Park. It could be ideas for children, for locals or for visitors

1. Local schools and kindys should have input as a part of their learning and what a great nature based activity for them to be available to help with planting signs to help us understand the effect of the bushfire and what we are seeing in regrowth a great opportunity to include indigenous land management techniques
2. A number of different 'outdoor school shelters' around the park to facilitate outdoor learning for the local schools.
3. New/ more interactive signage highlighting native plant species. Focus on plants important to indigenous people and what they were used for
4. There could be more signage with the names of significant species and their role in the ecology of the environment. Money could be set aside to employ a ranger to offer free guided walks at certain times of the year eg during spring. This could be a great attraction for Lobethal, with non-locals encouraged to come to the park for the tours.
5. Group walking trails
6. Interpretive signs with photos
7. Signs about flora and fauna are good.
8. Having run a school camp at BP it was a magnificent opportunity to provide 'hands on' experiences in Aboriginal history and use, as well as Aboriginal technology and resources used.
As a focus for arts and craft activities and real time understandings in Science (Biological and Earth and Space Sciences) it is a superb space. Fitness and inspirational activities and team work opportunities exist in abundance, including water safety skills.
To support the educational aspect of BP a separate larger gathering area/shelter where teachers can manage the activities of students away from the distraction of playgrounds and other park users would be of great benefit but would still need to be near toilets and water access. Such a space could include the suggestions made for Question 8. This space would serve as an information and gathering hub for weekend picnic use by visitors, groups and families.

Trails and Connectivity

Tell us about how you want to get around Lobethal Bushland Park, what sort of trail experiences are you looking for?

1. Established trails to enable all people to get around not forgetting those with a disability some tough trails too
2. A 4x4 fire trail track would be really good.
3. Potential for vehicle access into new camping area
4. I find that many of the trails are narrow, uneven and have poor drainage. In the summer this means I worry about snakes in the overgrown grass of the narrow tracks, and in winter I find the trails slippery and muddy. This really limits the times of year that I feel comfortable using the trails.
5. A variety of well sign posted loop trails with a range of levels of difficulty with approximate times given for the various loops.
6. Walking, more clearer designated paths and signs, top dam seating area needed
7. We love them just the way they are.
8. It would be great if it was also open to dogs (on leash) and potentially horse riders. I would be more keen to come more often if that was available
9. Walking, but have accessible areas too so people with limited mobility, people in wheelchairs, people with pushers and prams can access it too.
10. Bmx and Mountain Biking
11. Existing trails are good. Maybe boardwalks/raised path in boggy areas.
12. Walking. Trails occasionally wide enough for 2 people. Surface that requires walking shoes but is not slippery (rubble or mud slippery). Not mixing bikes or horses with walkers. Strategically placed logs or stones for natural rest spots with a focus on views, features and associated information panels (Aboriginal history/life, early European history/use, before/after fire history).

Cultural Heritage

Tell us about how you would like Aboriginal and other cultural heritage recognised at Lobethal Bushland Park, what would you like to see, hear or experience?

1. Engage indigenous elders to help us learn more about the local indigenous heritage of the area
2. Information around tribes local to Lobethal and surrounding area, and information about indigenous plants and their use
3. I would like there to be signage with indigenous info e.g. explaining how various plants were used.
4. Interpretive signs in significant places like the birthing tree would be great.
5. Have interpretive signs with photos
6. Maybe list bush food, shelter, medicine species that grow in the park.
7. Everyday life of the Peramangk people eg. birth and home trees, movement between different areas for different food sources in different seasons. ('The Ochre Warriors' by Richard Coles and Richard Hunter) ('Aboriginal Tribes of Australia' by N.B. Tindale Chapter 4 'Tribal Boundaries') This information, presented in panels could be presented as per Quest. 7 or as a semi circle of sheltering panels associated with the seating / meeting area as per Quest. 6 'Education'

European Heritage

Tell us about how you would like European heritage recognised at Lobethal Bushland Park, what would you like to see, hear or experience?

1. I think there are other parts of the community in which European heritage can be recognised
2. What the dams were used for

3. Perhaps there could be some old photos on display using some sort of weather-proof material e.g. like what was used in the display on rocks near the 3 par golf course at the weir, River Torrens, that has photos of the first German school for indigenous children.
4. Interpretive signs are great.
5. Have interpretive signs with photos
6. Signs detailing historical use/ownership of the park
7. Past land use including timber, water for the woollen mill, to current custodian AHC. Panels depicting basic information and old photos. Simple enough for Primary age children to utilise with links to more comprehensive information for those who need/desire more information

Lobethal Bushland Park Building Uses - current and future

What can you see here in the future? What should the purpose be? Who should be able to use the space? When should it be open? Tell us we'd love to hear your ideas.

1. Retreats and nature based activities. A place to bring the schools and kindys. Ensure it is redeveloped to include areas for gathering comfortably and also to make mess! Tours for older Australians are becoming more popular - this would be an awesome place for them to spend a day or an afternoon enjoying craft/stories/games
2. The park building is an incredible asset for the park and community. It has fantastic utility in its current form but to enhance it would be brilliant. More covered outdoor areas (shade as well as shelter). A nice big fire pit. Some landscapes native gardens. A jetty or pier out on to the lake. A 'bunk house' close by for accommodation. Maybe even a multi-use area separate to the current building for community groups to use as a hub (RSL, rotary, youth groups etc)
3. New facilities for friends of bush land park
4. I wouldn't like Lobethal Bushland Park to become too much of a commercial facility. The focus should still be that it is a natural bushland park for active small group, activities that focus on appreciation of the natural environment. The walking trails should have wide open hours including the toilets.
5. We used the under cover area for a party was great area to entertain adding lend too to extend the space would be great. Maybe an upgrade of the indoor area and toilets more bins provided.
6. Having it available for the local schools and kindy to use is amazing. Has council considered leasing it out to be run as a cafe on the weekends? This could help fund weeding and other programs in other areas of the park. The building is solid and practical as it is, ugly. A paint job with more modern colours could make a world of difference!
7. I think just having it open during daylight hours is suitable
8. Nice, inviting, sheltered seating, tables, and areas where groups can gather, eg school and other groups.
9. Currently enjoy little restrictions (no big, ugly unwelcoming signs saying you can't do this and that blah blah blah, like Wittunga botanic park has. No big ugly disgusting signs listing a dozen things you can't do with red circles with a red line through the middle) and want to keep it that way. Obviously you can't swim there and access to the building is through booking only but that's ok.
10. Potential base for an outdoor education provider to run primary level activities in kayaking, building structures from natural materials, nature based arts activities, team building, mindfulness etc.
Potential for a part time food/tourism based business
Room to extend the building in conjunction with a private operator (In conjunction with or similar to Lobethal Mill buildings)

Bushfire Management is an important part of the future of Lobethal Bushland Park.

What key considerations should we make in the masterplan for this?

1. Essential! I would be interested in hearing more about indigenous fire management in this area
2. Controlled seasonal 'cool' burning through areas of the park
3. There should be a plan for a pattern of cool burns across the years.
4. The difference the cold burn of a couple of years ago made is very obviously since the bushfire. Continuing this approach would be wise I think.
5. Ensure undergrowth is managed appropriately
6. Have fire breaks
7. Maintenance
8. Controlled low intensity burning when safe.
9. Asset/infrastructure insurance. Managing fire breaks, small patch controlled burns with before and after biodiversity surveys to monitor impact, sprinkler system to protect building. Vegetate and manage vegetation to mitigate impact of fire where development occurs.

2019 Bushfire Impacts and Acknowledgement

The 2019 Cudlee Creek Bushfires had a major impact on our community, what do you see as important ways to acknowledge what happened, create hope for the future and record this history for future generations?

1. A great location for us to teach generations of people about what happens in nature during and after a fire. Fire resistant plants and patterns of planting. An art piece or mosaic bench that recognises the rebuild after the fire
2. Unfortunately I think we will be reminded of bushfire impact every summer
3. Hopefully there are many photos that have been taken and will continue to be taken to show the recovery. I would like to eventually see those photos used to make a video of the restoration of the park and perhaps also a booklet for sale. I would hope also that surveys of birds and animals that have come back to the park are being carried out. If not perhaps Birds SA could be approached to assist with bird surveys.
4. Maybe have a couple of displays detailing the impact of the fire. This will be of benefit for future generations
5. Best to ask the people who were involved.
6. Signage and support for the volunteers. Remembrance days and celebrations of what we have.
7. Sign describing the fire and its impacts as well as fires role in this kind of ecosystem.
8. Strategic before and after photo panels at rest/seating points around the recreation and heritage areas. Photo point images? Celebrate resilience!

Reservoirs

How do you see reservoirs being used in the future? What opportunities are there for recreation or biodiversity?

1. Kayaking or non-motorised activities please! Fishing of course
2. Stocking with native fish species (and maybe even trout) for recreational fishing
3. I do not want the reservoirs used for recreation ie boating or fishing!!!! This is really important. They should be left for the wildlife to use undisturbed.
4. I'd love to see the lower lake opened up to kayaking/boating.
5. I don't agree with boating in reservoirs. Keep them a tranquil place.
6. Please do not ban fishing in either of the dams. Fishing does not inconvenience or prevent the enjoyment of anyone else who uses the park. This location is a marvellous place to go fishing when there's precious little other fishing venues available in the area. My children caught their first fish here and i want to continue going there with them to enjoy such a pastime. There is no conservational value in banning fishing here. The species targeted here is redfin. All angling species of fish in the Adelaide Hills are introduced. I.e. There are no native species of fish that are subject to fishing

pressure in the Adelaide Hills. Please keep this in mind when you receive submissions from extremists who wish to ban fishing here in the name of conservation. You will get submissions to ban but please dismiss them for the distorted and misinformed (and rather miserable) requests that they are.

7. Native fish and yabbies if feral species are removed.
More likely 'pond studies' associated with education opportunities. People have been known to fish and yabby there, removing species they should not as well as deposit outgrown water pets from home aquariums.
Kayaking under supervision.

Park Entrances, Parking and Access

Thinking about the entrance to Lobethal Bushland Park what would you like to see in the future? How can we improve parking? And how can future plans make sure there is access for people of all abilities?

1. A connection/path with the main street somehow so people can walk to the park
clear signage so those visiting Lobethal are aware of what an amazing space this is for people of all ages and abilities
2. The Park certainly needs an improvement of the parking area as well as the access from the car park up to the building area. A larger car park area should also be considered during the redevelopment
3. Culling of introduced plant species and revegetate with native species
4. I would like to see a more stated entrance eg in stone with perhaps some art work or the name attractively featured. The steps from the car park up to the building are unsafe and need to be repaired. The car parking area could be improved to cater for more parks. There needs to be designated disabled parking at a suitable location eg with gently slope up. At the moment there is not good access from the car park to the park for disabled.
5. Large signs at entrance
Signs in car park pointing where toilets, walking trails and playground is for people to follow. Better stairs or access for older people to walk to get to the top. More than 1 way of getting from the car park to top. Gravel and rocks are very slippery bit of a hazard.
6. I don't have any issues with how it is currently. It would be nice to beautify the substation, maybe with some sort of mural around the outside?
7. Maybe bigger parking space
8. Make the entrance inviting, eg low shrubs and bushes along the driveway. Install some sculptures and art work. Have accessible paths from the carpark to the park and paths. Avoid having steps
9. Wheelchair access to the building and maybe playground. Car parks are ok. If you close the car park at sunset that's ok but walk in access should be 24/7.
10. Inviting photo signage (angled and both sides), plant, mulch and maintain entry area until established (mini woodland) to reflect the plant diversity found in the park area.
Maintain the entry roadway (rain damage occurs)
Minimum of one paved parking site for disability parking with ramp style footpath to the building area and on to main lower lake side feature areas where possible. Formed pathways with ramp access and handrails would make entry for many a safer option.

Any other suggestions?


All ideas welcome. Tell us anything else you would like considered in the masterplan for the site?

1. Bushland park has always been a favourite of mine but very underutilized as a community asset
Lets 'build back better' and make it great again
2. Consider a jetty type boardwalk running over/around the lower dam.

3. RV Park would be wonderful for the area, so much to see in Lobethal and the history alone is a big drawcard if promoted in the correct way. Charge a small fee per night and provide coin operated showers and dump point the local businesses would benefit greatly and the surrounding area also as visitors could use Lobethal as a base to explore the region
4. Safe drinking water near seating. Perhaps a sign with images and names of birds and flowers of interest to be seen in the park. A map of trails and other park info, including images and names of birds and flowers of interest to be seen in the park, on Council website. This would encourage walkers and birders from outside the local area, to come to the park, which would be good for Lobethal business. WalkingSA and BirdsSA could be approached to include a link to the trail MAP on their Websites. If the park becomes more popular, there will need to be more regular attention to rubbish collection etc
5. More regular up keep mowing weeds etc in the spring and summer months not only for snakes but fires. General face lift of the building the tanks and rubbish bins at the front etc
6. Really want to reinforce the idea of allowing dogs on leash around more of the park. Walking dogs is a great way to improve physical and mental health. I would go here more often instead of travelling to forests at Williamstown or Mt Pleasant if that was available
7. It's hilly, but try to make some areas flat. Remember to have bushes to attract birds.
8. Don't plaster the area with signs listing a dozen things you can't do. It gives a mean and nasty vibe but is unfortunately quite common in SA. We need a cultural change to stop this miserable restrictive atmosphere (again see Wittunga Botanic Park entrance sign) The more things people are allowed to do the better. Please don't be restrictive. Let everyone enjoy it for a range of activities. I want to be able to go there after work with a long neck and do some fishing. I want to be able to take my kids there fishing as well as the dog on a leash and bring a ball if the kids get bored. Don't let miserable people add more restrictions.
9. Surprisingly the word has not gone out to more itinerant travellers and fruit pickers using the carpark as an overnight stop as occurs at the Summertown Tennis Courts carpark. Some current use noted and post Covid future use may need to be planned for/deterred?

Social media feedback

One comment was made via Facebook messenger:


Comment	AHC Response
Hope it stays Bushland  Response: What a happy message and wonderful news. Thank-you for the personal approach - much appreciated. I am one of your Rostrevor residents desperately working to remain with lovely AHC rather than being taken over by CCC....Every best wish and apologies that I can't be there (still working). Warm regards [...]	Hi [...] Lobethal Bushland Park will definitely remain a lovely green space 😊 We're hoping to improve the accessibility, trails, and recreation options for visitors, but we agree - the bushland is the real attraction!

Email feedback

Number	Key themes	Comment
1.	<ul style="list-style-type: none"> Language use regarding vegetation in history of site (impacted rather than destroyed) 	<p>I was just having a look at your page and will be making some comment regarding this park.</p> <p>However it would be prudent to modify some of the language especially regarding the vegetation.</p> <p>The statement "The Parks recent history is still evident some 12 months after the December 2019 Cudlee Creek Bushfire. Much of the parks vegetation and some of its infrastructure was destroyed in the fire with the building to its south remaining untouched. Suggest the vegetation was destroyed, but this is not factually correct at all. Whilst the area was burnt it is far too early to determine if it has been destroyed and in any case it is showing the usual signs of recovery that any bushland area exhibits after fire, suggesting it is destroyed implies it has no value and is a little misleading. The Parks vegetation has been burnt and is modified in comparison to what occurred pre fire, it most certainly hasn't been destroyed. Can this please be changed to ensure this is not the insinuation that people get from this</p>
2.	<ul style="list-style-type: none"> Peramangk Acknowledgements Feral proof fence dog walking idea Fire pit and yarning area camping ground idea Carpark use for RVs History signage Reintroduction of native fish 	<p>Hi Friends of Lobethal Bushland Park (and Staff/Crs from AHC),</p> <p>I've had several thoughts about possibilities for our wonderful Park, which I'd like to share with you in preparation for the upcoming Masterplan Community Forum on Dec 13. I would appreciate hearing anyone else's ideas too if you'd like to share beforehand, to give time to mull them over, think how they might fit together etc. I'll list them first then below go into some of the detail.</p> <ol style="list-style-type: none"> 1. A recognition of the Peramangk people and their traditional ownership of the land. 2. A feral-proof fence around the Heritage Agreement area (approx. 100 hectares), to keep out foxes and cats and allow for the presence of digging marsupials. Cost to Council would be approx. \$250,000, plus an ongoing part time job to manage feral animal removal, reintroduction of the small native animals that were once here (eg. bettongs, bandicoots, numbats), manage enforcement regarding dogs, potentially be an education officer for school groups etc. There are several matters to consider with an innovative project of this nature, below. https://www.bushheritage.org.au/species/bettongs 3. A dog walking track/boardwalk, outside of a vermin proof fence, along the creek line alongside Kenton Valley Rd, basically as a way to keep dogs out of the main part of the park, and keep dog owners on side. It could go to the Reservoir Rd gate, or perhaps link with the part of Bushland Park across Reservoir Rd, if we were willing to vary the terms of the Heritage Agreement so as to allow dogs on leash only in that part of the park. 4. A permanent fire pit and yarning space - this sort of cemented seating and fire pit is sometimes seen in National Parks, probably so people don't have too many of their own fires. Lobethal Kindergarten likes to have a fire as part of their days there. People would need to bring their own wood, which is also commonly accepted practice in National Parks. A 'yarning space' could also be a great contribution towards wellbeing and community recovery following the bushfire. It could be painted/mosaicked - and be a link to the Mosaic Couch Trail that developed after the Sampson Flat Fire.

Number	Key themes	Comment
		<p>5. A camping ground - near the buildings. Scout groups etc have used this area for camping before. It would be a great spot to be able to have a camp out, when camping is not allowed in the Park nor anywhere else in Lobethal. Maybe even several up-market glamping type safari tents could be permanently built there and available for hire?</p> <p>6. The carpark could be allowed to be an RV site, for campervans etc. This might require a toilet emptying facility. I suspect this proposal would, however, be viewed rather negatively by the likes of Cudlee Creek and Mt Pleasant Caravan Parks. On the other hand it is good to increase the accommodation offerings here in the Hills. It would also be great for people with RVs to have a communal fire place.</p> <p>7. A history board/sign - to record the dates of significant events eg. when it stopped being used as the town water supply, the controlled burn, the Cudlee Creek Fire etc.</p> <p>8. Reintroduction of native fish into the lakes. This could be as simple as releasing some in there, or more complex if there was going to be an effort made to remove existing feral fish first.</p> <p>-----</p> <p>Back to the feral proof fence concept. There would be several significant benefits to having native digging marsupials in the Park. To explain a little - marsupials like kangaroos and wallabies graze, sometimes too heavily. Marsupials like numbats break apart rotting logs in their search for termites. Brush-tailed bettongs and Southern brown bandicoots, amongst others, dig for their food, looking for native lily bulbs, moth larvae and fungi/native truffles. In doing this they turn over soil, and bury leaf litter, broken apart timber and sticks. This greatly increases the moisture retention of bushland soil, effectively adding compost to the soil (which could also be described in a carbon storage way, which is much better than it all being burnt in a bushfire), and assists native plants to be more bushfire resilient. Their spreading of fungal spores and seeds assists bushland health too.</p> <p>The other significant advantage of having digging marsupials in bushland is that they reduce the fuel load on the forest floor. Effectively they create lots of mini fire-breaks across the landscape, in this sense they are sometimes referred to as "eco-system engineers". Several houses near Bushland Park burnt down in this fire. I think they would be rather pleased with this initiative, to know that the animals in there will in future be reducing the fire risk to life and property. It would be great to also use this method to reduce the intensity of damage to the bushland from future fires.</p> <p>Some articles are attached. The third one is a photo of a young Brush-tailed bettong in my Conservation Park at Birdwood High School, which was gifted us from Urrbrae High School. I have built a feral proof fence, removed rabbits, controlled weeds and been reintroducing native marsupials at BHS for some years now.</p> <p>-----</p> <p>Some questions that you have asked, and some others that I've wondered about myself:</p>

Number	Key themes	Comment
		<p>- could there be any negative impacts from having these animals in there eg. if they breed up too much, turn over too much soil? Numbers of animals would eventually need to be managed, but this would take quite a number of years for numbers to be too many. There is a lot of expertise in doing so in the likes of Australian Wildlife Conservancy, whereby animals are shared around and distributed to new sanctuaries around the country, as well as private local sanctuaries. Numbats presently have their last remaining wild stronghold in the forests of S-W Western Australia, yet were previously living right across southern Australia, and are now being bred up in Yookamurra and Murray Cliffs National Park's new fenced area. We (an employee and/or volunteers, a Volunteer Ranger program is a possibility too) would need to manage this, learning from the scientific level monitoring that AWC do, measuring impacts on ecosystems etc.</p> <p>- animals that can't get in, or out - kangaroos, echidnas, these are already present in the wild, and not endangered. I'm not sure that it matters particularly if we don't have kangaroos coming in, in fact we would get less intense damage from grazing pressure by kangaroos, as we were seeing in the last couple of very dry years. Some echidnas would be permanent residents, and we could release some new friends for them in there from time to time to add to the genetic diversity.</p> <p>- kangaroo numbers - some concern has been expressed that we might have to reduce the kangaroo numbers, so that there is not an increasing grazing pressure as they breed and can't move out. An initial cull is a possibility, but might not even be necessary. There are people around (I personally know a couple) who remove kangaroos with tranquilizers, nets etc. Another possibility is to provide contraceptive food to them. Even if, however, we needed to do an initial cull, this is no different from how management needs to operate in some of our other local Conservation Parks, with minimal opposition. In fact we would need to do less over time than Conservation Parks, as there would not be new kangaroos moving in. Adelaide Hills Council is very good at managing community consultation. Community consultation can be done really well, and the best consultation ultimately results in keeping people onside and comes up with great solutions to problems.</p> <p>- phytophthora - would this be spread further by these digging marsupials? Possibly, but it is also steadily spreading anyway. Also, however, by having these animals and increasing the health and resilience of the bushland in general, the long term damage caused by phytophthora may be lessened. We could also consider fencing off the phytophthora patches permanently from all animals, much like the new kangaroo enclosures now. This could also be the basis of some useful scientific research.</p> <p>- are there other species that could be reintroduced? Quolls, pygmy possums, and many others are all possible, and would all have a safe sanctuary from cats and foxes.</p> <p>- is this what Council should be doing? I think that this is a logical and innovative next step in both bushfire intensity reduction and environmental restoration, is a natural extension of the park management that Council already does (weed removal etc), and is particularly relevant if Council is going to manage a reserve such as Bushland Park well. This includes reducing bushfire risk to surrounding properties.</p> <p>- the cost - personally I think a cost of \$250,000 (\$50,000 per km plus gates and signage), plus an ongoing part-time position, is very reasonable. For less than the cost of a house we get all of the above benefits to this popular park, a tourism and educational boost to Lobethal, and scientific credibility as bushfire</p>

Number	Key themes	Comment
		<p>amelioration methods are explored across the country. A sanctuary company eg. AWC, may also be very interested in co-managing this project, particularly when there is a high chance of people being able to see rare native marsupials close to a capital city.</p> <p>- what timeline is involved? Obtaining funding, tendering for the fence, building it etc would likely take a year or so (although AWC had a multi hectare fence erected within weeks, to prevent feral cats impacting the Kangaroo Island dunnart - Australia's most endangered mammal - after the bushfire there in January). Removal of feral animals inside would likely take several months. At the same time negotiations with other sanctuaries can be taking place, for native animals to be released shortly after that.</p> <p>- how cute are these native animals? Answer: very. See 4th attachment.</p> <p>Do you have any other questions or concerns? Please just ask, it's good to be able to consider these well.</p> 
3.	<ul style="list-style-type: none"> Heritage agreement should be more forefront of mind when engaging with the community on all aspects of the Masterplan and anything else done at the site. 	<p>[...]</p> <p>Our conversations on Sunday have provided me with some food for thought and I learnt a lot from talking with you and other staff – it made me reconsider some of my previous opinions – so, thanks!</p> <p>One such thing that I have been thinking more about is the Heritage Agreement...</p> <p>I was wondering if you could provide me with a copy of the Heritage Agreement document for Lobethal Bushland Park please?</p> <p>It occurs to me that Friends of Lobethal Bushland Park undertake activities in the park without any knowledge of the objectives and constraints imposed by the contractually binding Heritage Agreement that defines the use and purpose of the park – how remiss of us is that?!!!</p> <p>I feel that this issue also applies to the community consultation process. The community has been invited to re-imagine the future of LBP, but is not aware of the objectives and constraints of the HA – surely, regular consultation to this</p>

Number	Key themes	Comment
		<p>document is required in order to ensure that its terms and conditions continue to be complied with? I imagine that the HA should be the primary document that drives and directs the masterplan for the park, including activities in the non-HA area which will impact upon the neighbouring HA area.</p> <p>Since Sunday I have registered online to participate in the Master Plan Community Project Group.</p> <p>I look forward to seeing the Heritage Agreement document, I hope that it will be informative!</p>
4.	<ul style="list-style-type: none"> Permit fishing in the reservoir. 	<p>Please do not ban fishing in either of the dams. Fishing does not inconvenience or prevent the enjoyment of anyone else who uses the park. This location is a marvelous place to go fishing when there's precious little other fishing venues available in the area. My children caught their first fish here and I want to continue going there with them to enjoy such a pastime.</p> <p>There is no conservational value in banning fishing here. The species targeted here is redfin. All angling species of fish in the Adelaide Hills are introduced. i.e. there are no native species of fish that are subject to fishing pressure in the Adelaide Hills. Please keep this in mind when you receive submissions from extremists who wish to ban fishing here in the name of conservation. You will get submissions to ban but please dismiss them for the distorted and misinformed (and rather miserable) requests that they are.</p> <p>Thank you [...]</p>

Drop-in session feedback

There was an opportunity to speak with the project team and also leave feedback post it notes, below is a summary of the comments provided:

- Heritage Agreement
- Fencing (feral proof)
- Trails
- Camping & Caravan/RV's
- Reservoir Use
- Fire Break use
- Dogs
- Signage
- Building
- Native Vegetation and Weed Control
- Other - International Peace Pole
- More Plants/trees near building
- More seating near bbq, another shelter near bbq, larger group spaces
- Native fish in reservoir, numbats and other digging animals
- Fire bit
- Bushfire commemorative acknowledgement
- Welcoming and secure fencing
- Toilets good - keep close to junior/nature play
- Building should be used for private hire
- Groups you can manage like tourism and school groups.
- Use of the water - fishing, canoeing. Some don't want this.
- Animal sanctuary

- Redesign building - modernise to accommodate private functions.
- Trail upgrades
- No bikes (they should stay at Fox Creek) Bikes increase risk of damage to environment
- Signage - strong definition, entries, cleaning stations and hygiene management, interpretive
- Lookout reinstatement - make it bigger and more trails, ski lift
- Camping - how could it be managed?
- Local, regional or state promoted location?
- Dog walking - yes in Recreation area, not in HA. Others think it should be allowed everywhere only on leads. Confusion and room for people to push the rules.
- Size of site is too small for faunal populations (in response to feral proof fencing)
- There aren't any dog poo bags
- Hygiene stations very important into HA
- Wetland building improvements
- Off-road track linkage to town
- Grass trees declining
- Fire Break use along Kenton Valley Road
- Refuge island in reservoir for birds
- Aquatic native fauna protected
- No Canoeing in water
- Controlled boardwalk
- Linkage between carpark and rest of the park
- Southern reservoir family jetty, improve utility
- North reservoir reflective

7. Play Space Feedback

Feedback type	Number
Online survey	11
Drop-in session (dot democracy activity)	8
Emails	1
Total	20

Overarching play space themes from all feedback

These include drop-in session, online survey and emails.

Summary of play space feedback	
Theme	Comments
Suitable for all ages	Suitable for younger children and older children.
Not overbearing/ negatively impact on natural environment	Not an enormous "adventure playground" with large built structures/concrete dominating the landscape such as St Kilda, Morialta with all of the damaging foot traffic & erosion that they cause
Natural feeling, trees for shade	It should feel natural, with LOTS of trees & bushes for shade to immerse families in the wildlife it attracts, rather than shade sails and pergolas.
Natural feeling, fencing	A nature play-ground would be wonderful with fencing to fence off the water to make it safe for little ones.
Shelter and BBQ facilities that fit into natural landscape	An ideal play space would be an area that has a shelter and bbq facilities made to tailor the natural environment.
Climbing, slide, swings, spaces to hide in	It would then have a large space for children to play which would have things for them to climb eg - climbing frame and some rope ladders to climb: a slide and swings is a must for younger children. Things u can ride and hide in like a teepee.
Flying fox	I think a flying fox would also be a great idea cause this suitable for anyone even the adults.
Natural feeling (including amenities)	I feel like all of the play equipment and the environment like bbq and bench area all needs to be natural focused (thinking like Morialta conservation park made from timber Ect)
Timber play equipment	Also any timber playground ideas from the new victor harbour nature playground which is also another great playground.
No metal equipment	This is a natural area full of wildlife and I think normal playground metal equipment would not suit the area. It needs to be kept as natural as possible.
Natural feeling - in keeping with surrounds	Large natural play area suitable for the environment as it's a bushland park. Not something that's looks unnatural in the area.
Natural feeling	Think like para wirra conservation park and play area and Morialta conservation nature play area. Also think like the new Victor harbour nature play area on the waterfront.
Climbing, sliding, flying fox, stepping stones	It would have a large wooden frame to climb with ropes ect and a Slide. swings for kids and a flying fox, stepping stones
BBQ and shelter	A large bbq area and shelter
Celebrate natural environment, minimal built structures, learning opportunities, trails, natural materials	Opportunity for young people to freely explore and enjoy the natural environment. There should be a minimum of built structures. There should be lots of ways children can discover and learn about the natural environment through interesting and sometimes challenging walking/play

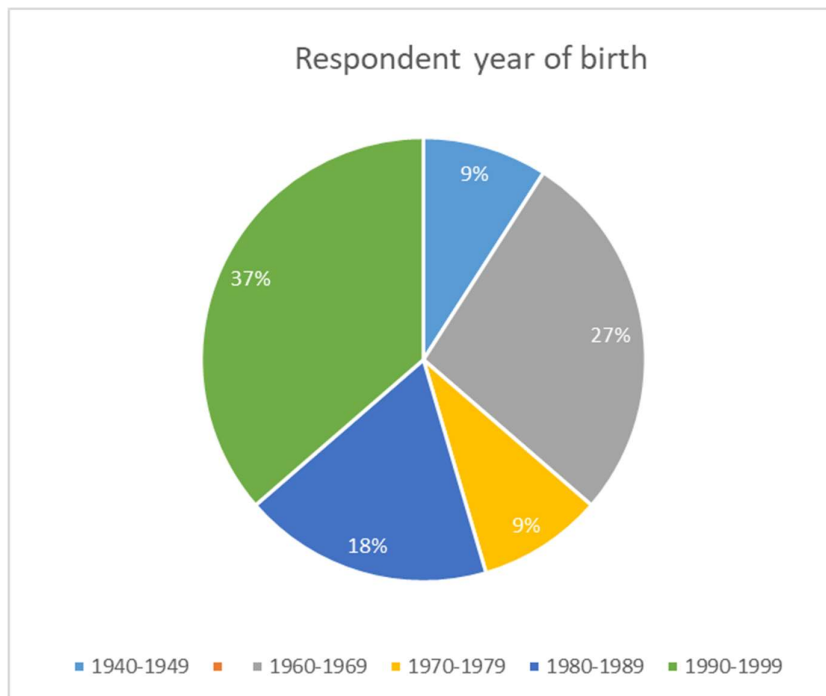
Summary of play space feedback	
	trails, interacting with different natural materials that lead children to experience the joy of the natural environment.
Seating	There should be places where adults to sit nearby so they can supervise the children whilst the children can explore independently.
Natural feeling - logs, stepping stones	Nature play-space, with large logs to climb on, swing area, seating areas, log stepping stones anything nature wise to fit in the nature feel of bushland Park
Deck around reservoir	A small deck around near the lake area
Natural play space, age play segregation	Nature play type space that challenges children of all ages and abilities that is generally segregated into age group areas so younger children are not mixing with older children.
No plastic	Somewhere that isn't just plastic moulded equipment.
Suitable for older teenagers and adults, swings for older children and adults	Don't limit it to up to 14 year olds. Older teenagers and adults need equipment. Have swings, and not just baby swings.
Nature play for exploration	Have natural equipment too, where people can explore.
Slide	Have slippery dips.
Accessibility for all people	Have accessible play spaces so children and teenagers can access it, including people who are blind and people with vision impairments and people with autism.
Pump track and or BMX facility	Pump track and or BMX facility

Play space survey responses

Of the 11 respondents to the survey 6 were from Lobethal. The other suburbs listed were: Forreston, West Croydon, Macclesfield, Kenton Valley and Mount Torrens.

Of those who responded to the play space survey 37% were aged 22-31 while 27% were aged 32-41. Further details are provided in Figure 4.

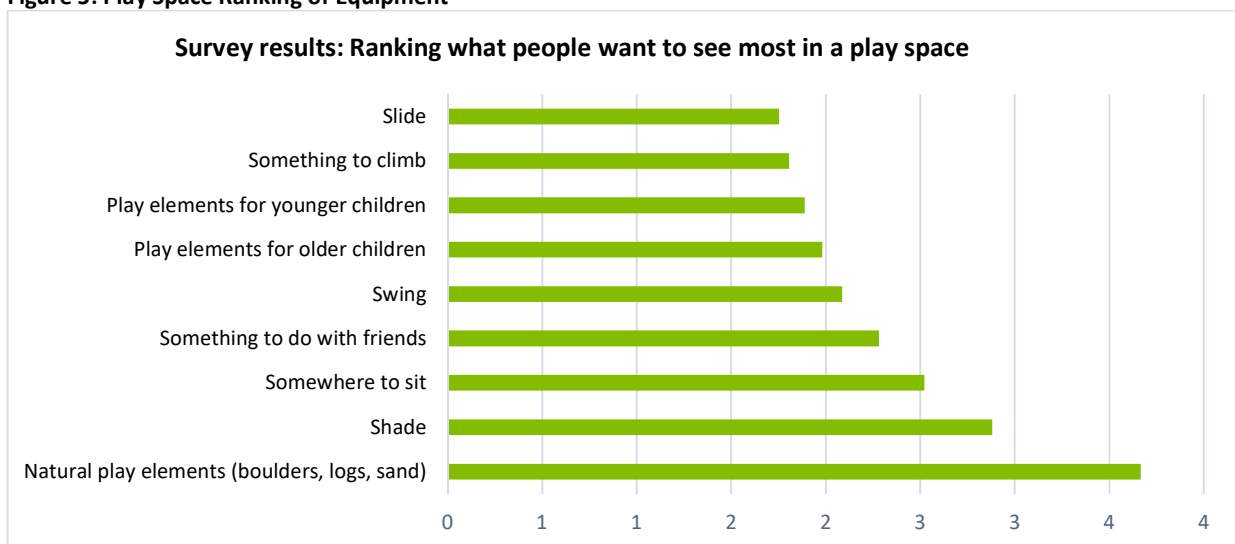
Figure 4: Respondent year of birth



When asked: How do you get to the Lobethal Bushland Park? Seven respondents said they drive and three respondents said they walk while one said they bike/ scooter.

Respondents were asked to rank from 1-10 with what they would like to see most when the new Play Space is built and results are shown in **Figure 5**.

Figure 5: Play Space Ranking of Equipment



When asked to describe their ideal play space respondents provided the following information:

Number	Ideal play space comments
1.	Suitable for younger children and older children. But not an enormous "adventure playground" with large built structures/concrete dominating the landscape such as St Kilda, Morialta with all of the damaging foot traffic & erosion that they cause. It should feel natural, with LOTS of trees & bushes for shade to immerse families in the wildlife it attracts, rather than shade sails and pergolas.
2.	For Bushlands park connected to nature- limited plastic- nature-explore
3.	A nature play ground would be wonderful with fencing to fence off the water to make it safe for little ones.
4.	An ideal play space would be an area that has a shelter and bbq facilities made to tailor the natural environment. it would then have a large space for children to play which would have things for them to climb eg - climbing frame and some rope ladders to climb.: a slide and swings is a must for younger children. Things u can ride and hide in like a teepee. I think a flying fox would also b a great idea cause this suitable for anyone even the adults. I feel like all of the play equipment and the environment like bbq and bench area all needs to be natural focused (thinking like Morialta conservation park made from timber Ect). Also any timber playground ideas from the new victor harbour nature playground which is also another great playground. This is a natural area full of wildlife and I think normal playground metal equipment would not suit the area. It needs to be kept as natural as possible.
5.	Large natural play area suitable for the environment as it's a bushland park.. not something that's looks unnatural in the area.. Think like para wirra conservation park an play area and Morialta conservation nature play area.. also think like the new Victor harbour nature play area on the waterfront. It would have a large wooden frame to climb with ropes ect and a Slide. swings for kids and a flying fox, stepping stones. A large bbq area and shelter
6.	Opportunity for young people to freely explore and enjoy the natural environment. There should be a minimum of built structures. There should be lots of ways children can discover and learn about the natural environment through interesting and sometimes challenging walking/play trails, interacting with different natural materials that lead children to experience the joy of the natural environment. There should be places where adults to sit nearby so they can supervise the children whilst the children can explore independently.
7.	Nature play space, with large logs to climb on, swing area, seating areas, log stepping stones anything nature wise to fit in the nature feel of bushland Park. A small deck around near the lake area
8.	A place that has lots of opportunities for open ended play experiences. Lots of loose parts (sticks, twigs, rocks, stones, mud, gum nuts etc.) The ideal play space would have lots of opportunities for children to risk assess, climb trees, create structures, have access to mud, water, large moveable sticks that can be used to create structures like cubbies, forts and hides holes. This space will also teach the users of the space about the need for sustainable practices and highlight and teach the importance of preservation of indigenous species of flora and fauna. I also love the idea of there being a hill so children can see things from different perspectives and can watch and play in the seasons and see the impact of their play and sustainable practices for above.
9.	Nature play type space that challenges children of all ages and abilities that is generally segregated into age group areas so younger children are not mixing with older children.
10.	Somewhere that isn't just plastic moulded equipment. Also, don't limit it to up to 14 year olds. Older teenagers and adults need equipment. Have swings, and not just baby swings. Have natural equipment too, where people can explore. Play spaces are too sanitised not. Have slippery dips. Have accessible play spaces so children and teenagers can access it, including people who are blind and people with vision impairments and people with autism.
11.	Pump track and or BMX facility

Any other ideas that you feel we should consider in the design of the new Play Space

Number	Other play space ideas
1.	<p>I have no idea what "Something to do with friends" would mean in question 7!</p> <p>BBQ facilities are important (as something to do with friends?!! :) Frankly, I felt that the pre-fire playspace was a good size, but sadly, when it was last renovated it was ridiculously "dumbed down" and catered only for very little children. The pines trees (despite being an unwanted species) were a much loved playspace for children, providing shade and play immersed in nature - I attended many school & kindy events there, and the kids loved being among those trees. I think that a tall, native forest planting to replace the pines would be perfect.</p> <p>I would not like to see any built play structures erected beyond the existing playground footprint.</p> <p>Please bear in mind that the park definitely has Phytophthora infection adjacent/uphill to the play ground; NRM took soils samples in 2019 and confirmed this. Playground structures that promote excessive scuffing of the soil (such as flying foxes, roundabouts) will certainly result in infected soil movement on footwear further around the park and possibly worsen the extreme tree die-off that was consuming large areas of the park before the fire (particularly in the lower southern section of the park, in the playground area and north of the south lake - there were extreme numbers tree deaths in the last 3/4 years). There used to be MANY large Manna Gums in the play ground area until approx 5/6 years ago when they all suddenly died. Please seek professional advice about the Phytophthora risks as a priority in the planning of the play space. If you attract a lot more people to the park to use the playground, it will result in Phytophthora spread throughout the park.</p>
2.	Connectivity to the Park- playground to lead you into the park
3.	A bigger play ground than previous one would be ideal
4.	A flying fox
5.	Flying fox
6.	I am not sure the area is big enough or suitable for kicking a ball around. That activity is more suited to an oval.
7.	Make it large enough room to host children's party and room for kids to run, climb and move BBQ area with large pergola area
8.	I think it's really important to consult and listen to children. Perhaps engage in an inquiry with the local kindy and schools around the major elements that they would like included. Their voice is vital and needs to be heard and considered as they will be the future careers and custodians of this beautiful space. Also, we as a kindy have done an incredible amount of work and internationally recognised research around children's voice (ideas) and their strong and genuine connections with Bushland park. We'd be more than happy to share our knowledge and insights with planners and designers.
9.	Maximise use of sustainable, natural long lasting and durable materials such as hardwood timber and logs; large rock and stone where ever practical and galvanised/corten steel. Minimise use of plastics and rubber. Use bark/gravel on ground as opposed to rubber soft-fall and strictly no astro-turf. Incorporate planting of indigenous planting for shade and reduce heat island effect. Exceptions to the above for potential DDA/disability access area.
10.	Putting in alternative additional features such as a BMX Facility and or pump track

Participants were able to upload photos of an idea they would like us to consider in the play space design and two submissions were made.



New Morialta Conservation Park N...
playandgo.com.au



New Morialta Conservation Park N...
playandgo.com.au



Morialta Conservation Park Nature...
busycitykids.com.au



at Morialta Conservation Park ...
environment.sa.gov.au



New Morialta Conservation Park N...
playandgo.com.au



GT Fisher Nature Playground | Kids...
kidsinadelaide.com.au



GT Fisher Nature Playground Victo...
playandgo.com.au



GT Fisher Nature Playground | Kids...
kidsinadelaide.com.au



Victor Harbor GT Fisher Playgroun...
playandgo.com.au

Drop-in session

Play space “dot democracy” results from drop-in session

Options	Votes			Other Notes
	Adults	Kids	Total	
Something to Climb	3	3	6	Ropes course tree climbing
Something to crawl through	1	2	3	
Something Springy	1	1	2	
Somewhere to sit	2	0	2	
Something to slide down	0	2	2	
Something for the little ones	2	2	4	
Something to balance on	1	3	4	
Something to swing on	0	2	2	
Something to hang from	1	1	2	
Something interesting to touch	4	2	6	
Something adventurous	4	4	8	
Something for many people	3	2	5	
Something Else	<ul style="list-style-type: none"> • That it remains outside of the heritage area • That it is appropriate for teenagers (someone put a dot next to this) • Adventure Nature Play – rocks, sticks, logs (sticker put next to this) • Climbing • View platform • Make it big • Nature trail – intrepid /interactive trail with stations • Kids bike trail in appropriate area <p><i>*(4 adults and 4 children provided dot feedback, numbers of people providing other comments is unclear)</i></p>			

Feedback received at drop-in session

There was an opportunity to speak with the project team and also leave feedback post it notes, below is a summary of the comments provided:

- Nature Play/Adventure - twigs, animals, sand, mud, paddling, dirt, leaves
- Kayaking on the water
- Swimming pontoon
- Paddling, watching tadpoles, catching yabbies
- To remain separate of HA
- Teenager use
- Viewing platform
- Climbing
- Make it Big
- Nature Trail – interpretive /interactive trail with Stations
- Kids bike trail in appropriate area
- Rope course tree climbing

Email feedback

Number	Key themes	Comment
1.	Observations around a nature play space/outdoor learning environment	<p>Observations are based on my limited experience with nature play based spaces, principally at [...]. In 2014 a decision was made to commit to introducing playing in a more natural environment in a school of 900 students. This involved reconfiguring one oval space entirely to incorporate natural features and adding features to the boundary area around a second oval, with work beginning in Dec, 2014. I was allocated 2 hours per week to oversee contractors, liaise with the landscape architect (Evette Sunset who has worked with re-landscaping several areas in Lobethal, post-fire 2019) and with contractors, record meeting data, review plan changes, assess risks and keep a photo record of progress. These changes were completed and the spaces opened to students by May, 2015. My role and time then reverted to ensuring the most effective survival of these spaces to ensure it could become the 'forest' that students had clearly asked for during consultation across 2014 and to ensure value from the \$214000 cost was maximised.</p> <p>The priority was to keep as many of the 2500 plants alive as was possible with the heavy use from active student engagement in these areas both during play and learning time. It was a true outdoor classroom and the play benefits that emanated from this setting were amazing. <u>It also doesn't play out as well intentioned adults plan.</u> Children are <u>consumers</u> of opportunities provided, but not always in ways that were intended. The following are random observations of the 4 years that I oversaw the care of this natural play space to Feb 2020.</p> <ul style="list-style-type: none"> • The evening of the day of completion of works a small group of teenagers walked through both oval areas and ripped out many specimen trees and their tall stakes or kicked/smashed tree guards and broke or pulled out seedlings. Their pathway of destruction was simply a 'bit of fun' on their way through the school grounds to the bus stop. It set back the opening of the play spaces and took a week and additional money to restore damage. • Keeping tree guards and stakes in place was the biggest challenge – stakes make excellent swords. Planting in heavily mulched patches with simple rope boundary markers was just as effective over time if maintained. • Concentrating on trees and their survival in a first stage planting was the priority. After 3 years I switched from dripper irrigation that was initially installed and ensured survival across the first 2 summers to long duration sprinkler watering (added another element of fun for the students aiming to get wet!) • Over time the ground became heavily compacted by student play, mulch was dispersed, water could not penetrate the ground so well and smaller plants struggled to compete with the vigorously growing trees. Roping off an area for regeneration also benefitted from forking over the ground, mulching heavily and providing additional water. • The original water features were constantly targeted by night time visitors (the vandals!) and hand pumps were quickly replaced by shutoff taps and then switched to intermittent use only when jammed on by night time users of the space. • Same night time users left needles, bongs, tablet packets, soda fountain capsules, cigarette butts and empty alcohol bottles after meeting up with mates. Those that came by bike added to plant damage. I was just glad that the disposable cigarette lighters left when empty weren't used to light fires. Security staff generally didn't visit the further, more secluded areas and their routine was known. (Best deterrent came when 2 were caught, after midnight, on the Kindergarten roof and the parents fined heavily!) • If a rock could be moved by 2 or 3 students it was – but the large flat half tonne rocks I added later were a success for perching and small group chats or grinding up smaller rocks to make paints and fairy dust (or stone tools). Some rocks

Number	Key themes	Comment
		<p>placed in a gully feature were tunnelled under and had to be back filled with cement mix.</p> <ul style="list-style-type: none"> • The 3 ponds were a hit, but severely misused, necessitating the need for replacement covers in stronger steel and eventually the class overseeing their care deciding to lock the entry gate to this area to ensure tadpole survival and protect their projects. • Long poles from salvaged timber and tree prunings were great for cubby building but also attracted firewood collectors. When the trees and acacias reached 2-5 metres in height cubby building switched from the rock wall area to within the forested area resulting in broken branches, snapped off trees and shrubs stripped of branches to create walls. Often this type of use began on weekends when a parent would bring their children to play 'freely' in this wonderful space while they chatted to other parents. • Students were happy to dig in the sandpits and quarry provided but they also dug <u>everywhere</u> else including the cement rubble mix pathways. • Teaching them about the food plants now available in the school grounds was fantastic, managing breakages as they harvested and tried what was on offer was a challenge, deterring them from using green fruit to throw at each when they got older other took a long time to change behaviours. • Mud brick features built by students lasted several years before eventually needing removal. A brick 'ruin' was quickly re-ruined to the point it needed to be rebuilt as a ruin again. • [...] in 2020 we were successful in achieving a federal grant which now allows for the protection of large areas for regeneration purposes using fencing panels and droppers to exclude students (other than the classes caring for and replanting this area) across several years before reopening it to students then moving the panels to another area to regenerate, and so on. • Inviting interested parents/carers of students to volunteer their time to help care for the nature play areas. (As appears to be happening in the bike track, community garden area of Woodside) • Providing masses of loose parts (many sourced from the Woodside Lions shed). • Long branches for building, multiple hundreds of cherry tree poles (most durable), sawmill off cuts, soft rocks for grinding/building, wooden bowls, cane baskets, pottery in natural colours, coloured glass beads (tossed widely and hunted as treasure), shells etc. all quickly dispersed over the natural play spaces, where, when they broke were incorporated into the soil. Heavy duty metal pots were also put out and then removed when too bent and broken, used to collect water from wherever they could find it and mix ground up rocks, clay and plants/flowers into all sorts of brews. • Play in these natural areas increased social interaction and negotiation, reduced conflict, reduced injuries reported to teachers, initiated discussion about plants and animals observed, increased awareness and concern if damage was observed and stimulated imagination. • Learning in the natural areas provided challenge and problem solving opportunities of immense value, resulting in added engagement with parents/carers and improved health and wellbeing of students.

9. Conclusion and next steps

After analysing all feedback some strong themes emerged.

Play space	Masterplan
Nature Play design concepts Environmentally sensitive Natural feeling Suitable for all ages including adults Universal design Integration with picnic areas Trails and linkages with car park and building Trail around southern reservoir – wheelchair, pram and young children on bikes Shade/Shelter Seating	Biodiversity – continue vegetation, weed and flora management. Investigate fauna protection & introduction programs Recreation & Leisure – reservoir use, overnight camping, RV and Caravan use, Nature Play in the park, and upgrade of former play space to nature play area, Dogs in the Park - leash and/or dog park, maintain use of recreation area for picnicking, play. Education – use park for education, introduce new facilities throughout the park to support education, improve communities understanding of HA. Trails & Connectivity – investigate park connectivity with township, accessible trails for all, signage improvements, general upgrades, and linkage from carpark to park. Cultural Heritage – education through signage, indigenous recognition, meeting/yarning/performance area. Building – Improve amenity and function for use by schools, community groups and investigate commercial opportunities Bushfire Management & Acknowledgement – Proactive burning, acknowledgement and education through signage. Other – Managing user impacts through design and improvements, careful balance and consideration of biodiversity strategies and the impact of visitors.

The next step is for this report to be presented at the March 2021 Council Meeting, along with a draft Masterplan document for consideration for further public consultation (Stage 2).

Meanwhile, a draft design brief for the Play Space will be developed. This will involve further consultation with internal and external stakeholders prior to the Design and Construction Tender selection occurring in late April/May 2021. The wider community will be engaged for comment on the final design (Stage 2 Engagement).

The intention is for this report to be shared with the wider community and anyone who participated in the consultation.

10. Appendix A

Play space self-guided walking tour map

LOBETHAL BUSHLAND PARK YOUR SAY

Self-guided tour Play space and Recreation Area

Use this map to explore the landscape adjacent to the southern reservoir and contemplate the potential for recreation and play in this natural setting.

Jot down your thoughts as you go and return to Council for consideration in the redevelopment of this important regional space.



Complete online at
engage.ahc.sa.gov.au



- Legend**
- Reflection point
 - Existing Trail Network
 - Low lying banks
 - Existing Picnic area
 - Southern plateau
 - Old playground location
 - Existing Picnic shelters
 - Public Toilets
 - Car park
 - Information



What are your thoughts on the following items? How might they be incorporated into the future of Lobethal Bushland Park?



Entrances, Parking & Access



Recreation, Leisure & Play



Educational Opportunities



Building Use

DATE OF VISIT: _____

Biodiversity; flora and fauna
protection and management

Trails and Connectivity

Cultural Heritage

European Heritage

Bushfire Management

2019 Bushfire Impacts and
Acknowledgment

Reservoirs

Anything else?

Masterplan self-guided walking tour map

LOBETHAL BUSHLAND PARK --- YOUR SAY

Self-guided tour Masterplanning for trails and land management

Use this map to explore the landscape of Lobethal Bushland Park and discover its many vantage points and opportunities.

Jot down your thoughts as you go and return to Council for consideration in the redevelopment of this important regional space.



Complete online at
engage.ahc.sa.gov.au



What are your thoughts on the following items?
How might they be incorporated into the future of Lobethal Bushland Park?



Biodiversity, flora & fauna protection & management



Trails & Connectivity

AND



Reservoirs



Cultural Heritage

AND



European Heritage



Bushfire Management & 2019 Bushfire Acknowledgements

Entrances, Parking and Access

Building Use

Recreation, Leisure and Play

Anything else?

Educational Opportunities

DATE OF VISIT:

Appendix 2

Draft Lobethal Bushland Park Masterplan



Adelaide Hills
COUNCIL

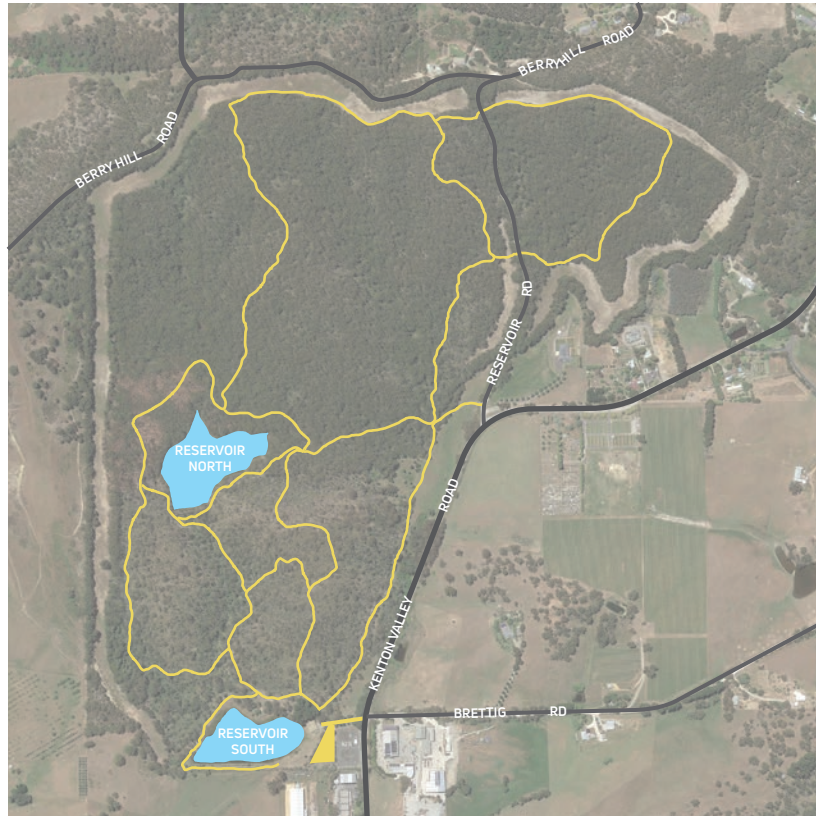
BUSHLAND PARK
LOBETHAL

MASTER PLAN

26.02.2021 rev A



DRAFT



INTRODUCTION

Lobethal Bushland Park is located 1.3km north of the township with main access via Kenton Valley Road. The park comprises 118 hectares of varied terrain of gentle slopes dissected by several north-south running drainage lines. The Park is geographically split into two parts consisting of a conservation area, containing over 80 hectares of Heritage protected vegetation, located in the northern majority of the site and a smaller southern section including Reservoir South, car park, building and previous play space is identified as the Recreation area. The park is renowned for its diverse native vegetation, regional views, recreation and picnic areas and natural features. There is a network of marked walking trails throughout the park which are enjoyed by many visitors each year.

MASTERPLAN

As part of the bushfire recovery process, Adelaide Hills Council has been preparing a masterplan for Lobethal Bushland Park to review and analyse the impacts of the fire and establish a series of strategies and objectives for the future management of the park.

These strategies and objectives are grouped in themes of trails and circulation, biodiversity (flora and fauna), reservoirs, education, bushfire management, cultural heritage, firebreaks, play and recreation, activation, community hut use and park entrances and parking considerations.

This process has included consultation with the local community and stakeholders and the formation of a working group to guide and inform the creation of the masterplan.

GUIDING PRINCIPLES

The following guiding principles have been developed to summarise the feedback from the community engagement process:

- *Environmental protection, restoration and enhancement*
- *Promote community health, wellbeing and education*
- *Maintain the 'local' feel of bushland park, whilst improving its public profile*

BUSHLAND PARK

LOBETHAL

MASTER PLAN THEMES

WHOLE OF SITE

26.02.2021 rev A

1. GOVERNANCE

1.1 Establish Reference Group

- Include Community members, Stakeholders, Working Group representatives, State bodies and Council representatives

2. TRAILS/ CIRCULATION

2.1 Existing Walking Trails

- Maintain and upgrade to minimum standards
- Improve grades and surface treatments
- Consider recommendations from Trails & Cycling Audit Report 2020
- Establish clear Trail hierarchy to inform types and access (No dogs within Heritage area)

2.2 Trail remediation works

- Resurfacing/ regrading at key locations
- Route re-alignment investigations and detailed design to improve grades and surface treatments
- Remove unsustainable trail sections & rehabilitate

2.3 Complete Signage Strategy for trails and broader park

- Recognise Aboriginal and Torres Strait Islander People
- Increase signage locations; including additional cultural, historical and environmental interpretive information
- Posts can support dog poo bag dispensers

2.4 Consider boardwalks around both Reservoirs to permit equitable access

2.5 'Value add' to trails with nodal seating

2.6 Investigate new low level platform at Lookout 'Lew's Memorial'

2.7 Consider walkable connections with greater township of Lobethal

3. BIODIVERSITY

3.1 Continue erosion control measures

3.2 Continue regeneration programs

3.3 Develop Dog Management Plan for park; include in signage strategy (Dogs on lead and No Dogs within Heritage Area)

3.4 Environmental education through signage

3.5 Establish Control Points at entry to Heritage Areas including cleaning stations & signage

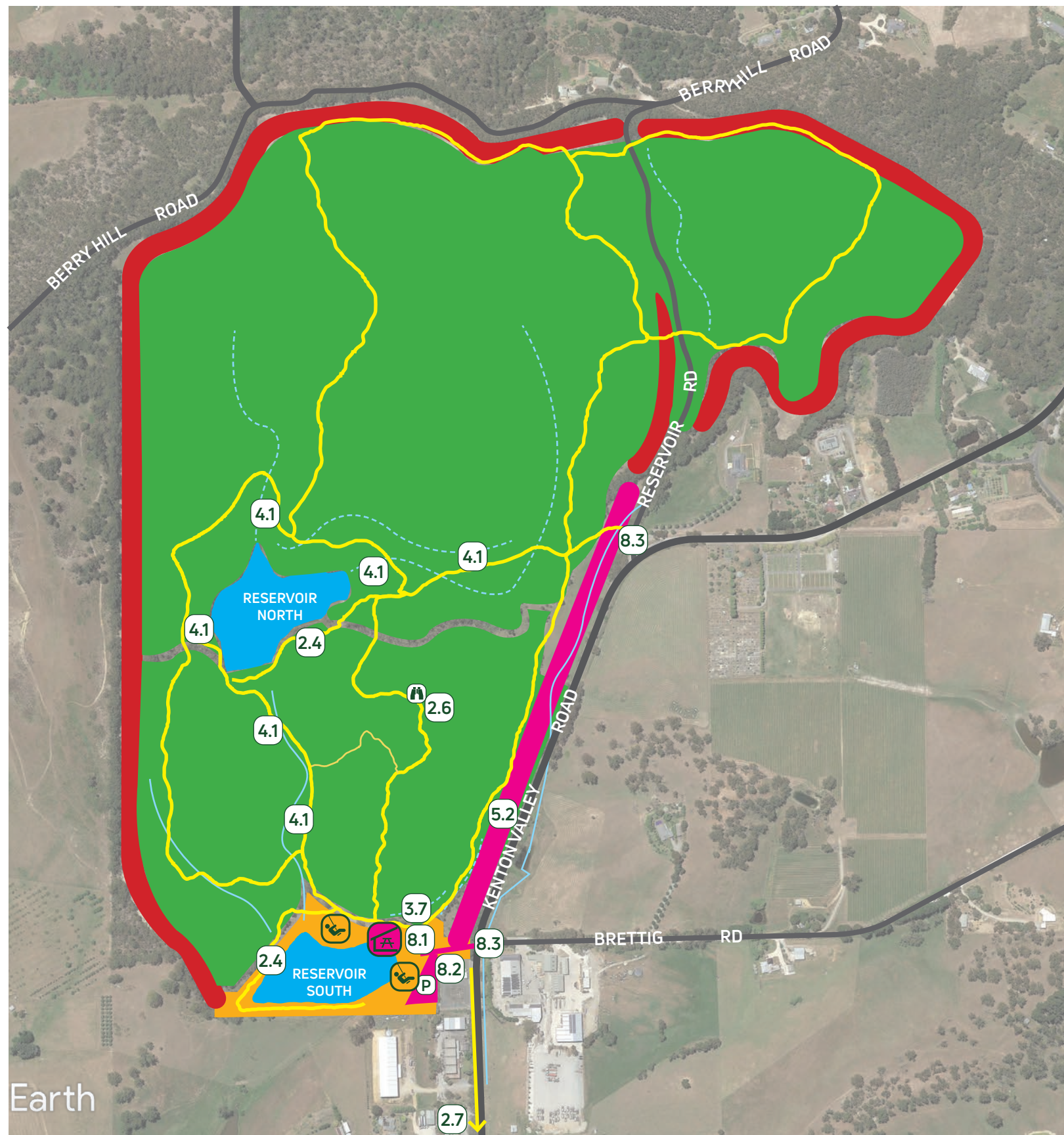
3.6 Roosting boxes to assist fauna

3.7 Remove remnant concrete slabs

3.8 Continue collaboration with Landscapes SA Board

3.9 Support Friends Group

3.10 Consider boundary management options to improve flora & fauna protection



- | | | |
|--------------------------|----------------|-----------------------|
| 1 Item reference | P Carpark | 2 Trails/ Circulation |
| Prescribed Watercourse | Picnic Shelter | 3. Biodiversity |
| Indicative drainage line | Public Toilets | 4. Reservoirs |
| | Lookout | 5. Fire Breaks |
| | | 6. Play |

4. RESERVOIRS

4.1 Silt traps

4.2 Consider water quality and ecology monitoring

4.3 Consider addition of aquatic and semi-aquatic planting

4.4 Consider refuge island within reservoirs

4.5 Investigate recreation opportunities

- fishing / yabbying (to be regulated)
- kayaking
- boardwalk / jetty / pier
- separate splash area.
- Seating

5. FIRE BREAKS

5.1 Continue fire break management and consider additional burn management techniques and frequency

5.2 Investigate potential future uses

- Trails for dog walking, orienteering and cycling (potential along Kanton Valley Rd portion)
- Native grass establishment (erosion control on steeper grades)

6. RECREATION AND PLAY

6.1 Ensure Inclusive Play and Equitable access in play space areas

6.2 Investigate Nature Playspace (size / extent)

6.3 Consider location of Neighbourhood level playspace

6.4 Additional furniture to support larger group sizes, including drink fountain

6.5 Flat grass area great for games

6.6 Consider Recognition Project for bushfire

6.7 Investigate accommodation options for site (camping, RV, overnight etc)

7. ACTIVATION

7.1 Review Accessibility across entire park

7.2 Enhance Picnic facilities including large shelters

7.3 Enhance education potential for park

7.4 Inclusion education group on planting activities

7.5 Access to reservoir to permit water play

7.6 Investigate Building upgrade/s to permit private functions or Community events

8. ENTRY / ARRIVAL

8.1 Investigate carpark upgrades including overnight RV stays

8.2 Investigate Accessible connectivity from carpark, and the rest of the park.

8.3 Enhance Entrance statements

BUSHLAND PARK

LOBETHAL

RESERVOIR SOUTH - CONCEPT PLAN
26.02.2021 rev A

DESIGN INTENT

To establish a new recreational destination with play experiences for juniors to young teens integrated into the natural setting around Reservoir South. Create linkages to the wider trail networks within Bushland Park to promote greater use and enjoyment.

Accessible paths will link the open space area, junior and teen playspace to maximise inclusion and participation for users of all abilities.



2.1 Establish clear Trail hierarchy to inform types and access



2.4 Consider boardwalks around both Reservoirs to permit equitable access



6.2 Investigate Nature Playspace



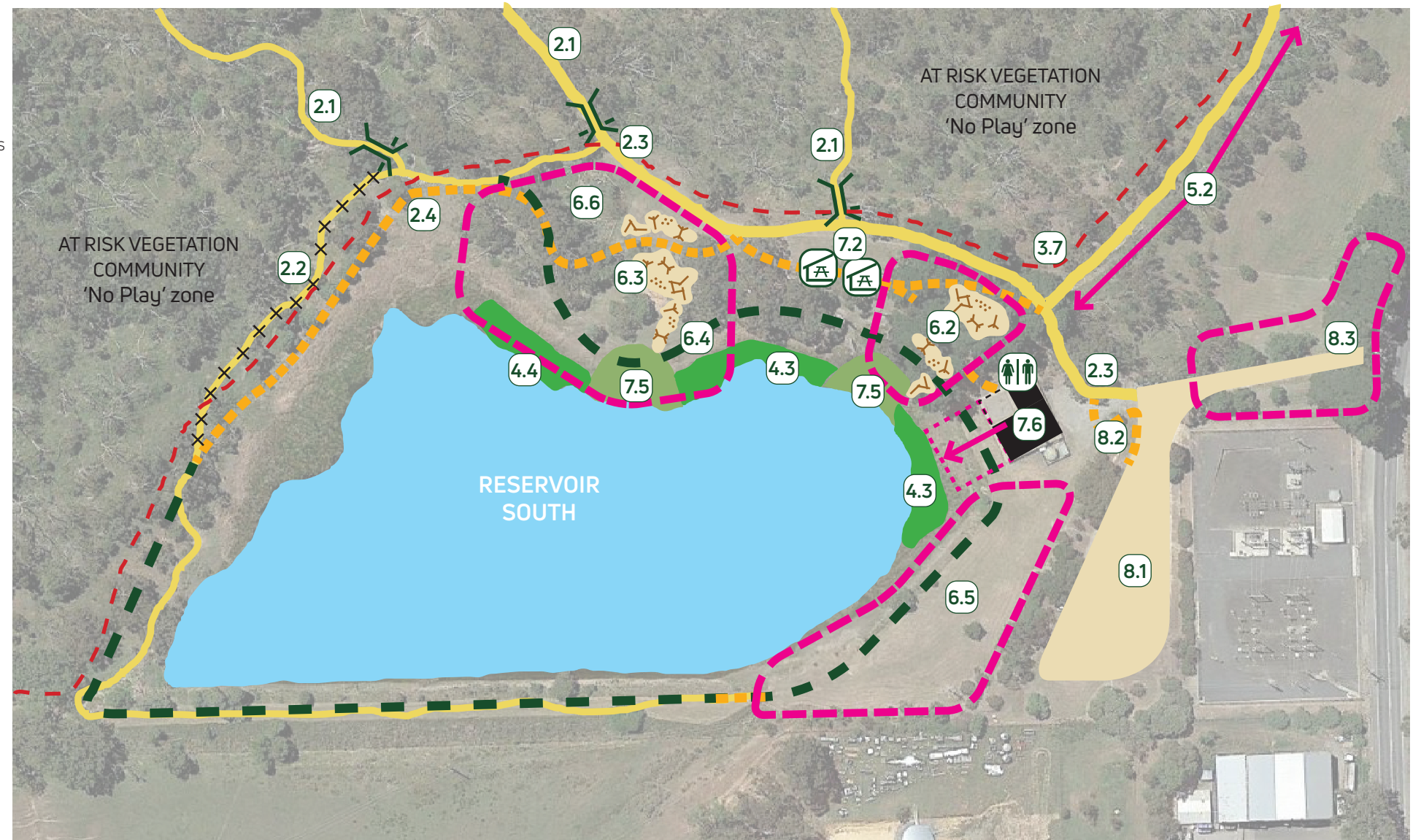
7.2 Enhance Picnic facilities, including large shelters



7.3 Enhance education potential for park



7.5 Investigate access to reservoir for water play



2. TRAILS/ CIRCULATION

2.1 Existing Walking Trails

- Maintain and upgrade trails to minimum standards
- Improve grades and surface treatments
- Consider recommendations from Trails and Cycling Routes Audit Report 2020
- Establish clear Trail hierarchy to inform types and access (No dogs with Heritage area)

2.2 Trail remediation works

- Resurfacing/ regrading at key locations
- Route re-alignment investigations and detailed design to improve grades and surface treatments
- Remove unsustainable trail sections & rehabilitate

2.3 Signage

- Recognise Aboriginal and Torres Strait Islander People
- Increase signage locations; including additional cultural, historical and environmental interpretive information.
- Posts can support dog poo bag dispensers

2.4 Consider boardwalks around Reservoirs to permit equitable access

3. BIODIVERSITY

3.4 Environmental education through signage

- 3.5** Establish Control Points at entry to Heritage Areas including cleaning stations & signage
- 3.7** Remove remnant concrete slabs

4. RESERVOIRS

- 4.3** Consider addition of aquatic and semi-aquatic planting
- 4.4** Investigate recreation opportunities
 - fishing / yabbying (to be regulated)
 - kayaking
 - boardwalk / jetty / pier
 - separate splash area.
 - seating

5. FIRE BREAKS

- 5.2** Investigate potential future uses
 - Trails for dog walking, orienteering and cycling (potential along Kenton Valley Rd portion)
 - Native grass establishment (erosion control on steeper grades)

6. RECREATION AND PLAY

- 6.1** Ensure Inclusive Play and Equitable access in play space areas
- 6.2** Investigate Junior Nature Playspace
- 6.3** Consider Neighbourhood level playspace
- 6.4** Additional furniture to support larger group sizes (I.E. large shelters, gathering spaces etc), including drink fountain
- 6.5** Flat grass area great for games
- 6.6** Consider Recognition Project for bushfire

7. ACTIVATION

- 7.2** Enhance Picnic facilities including large shelters
- 7.3** Enhance education potential for park
- 7.5** Investigate access to reservoir for water play
- 7.6** Investigate Building upgrade/s to permit private functions or Community events -potential to expand undercover area to connect with reservoir

8. ENTRY / ARRIVAL

- 8.1** Investigate carpark upgrades including overnight RV stays
- 8.2** Investigate Accessible connectivity from carpark, and the rest of the park.
- 8.3** Enhance Entrance statements

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item:	12.2
Responsible Officer:	James Szabo Senior Strategic and Policy Planner Development and Regulatory Services
Subject:	Local Heritage Grant Fund Project Approvals – Round of 2020-21
For:	Decision

SUMMARY

The purpose of this report is to present eight applications for approval to receive a grant contribution toward works that repair, restore and/or protect Local Heritage Places within the Council area. Funding for this grant is awarded through Council's 2020-21 Local Heritage Grant Fund Program (the Program).

In total, nine applications were received for this round and each one has been reviewed against the Local Heritage Grant Fund Guidelines (the Guidelines) in collaboration between Administration and Council's Local Heritage Advisor. All nine applications were deemed eligible under the Program. However, due to an oversubscription of applications only eight are being recommended for approval. In total, \$18,917 (up to \$2500 per project) out of a possible \$20,000 is proposed to be awarded.

The individual projects are detailed in **Appendix 1**. Administration is recommending that the Council approves the eight shortlisted projects.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted**
 - 2. To approve the eight shortlisted projects to receive grant funding as detailed in the body of this report to contribute to the works as detailed in *Appendix 1* of this report and listed below:**
 - **Our Lady of the Rosary Church – Aldgate**
 - **Old Post Office – Crafers**
 - **Crataegus Cottage – Crafers**
 - **Circa 1850's Cottage – Mount George**
 - **Shop – Stirling**
 - **Stone Cottage – Stirling**
 - **Former Aldgate Valley Church of Christ – Aldgate**
 - **Cudlee Creek Uniting Church – Cudlee Creek**
-

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal 1	A Functional Built Environment
Objective B2	Preserve and enhance the unique character of the Hills for current and future generations
Priority B2.4	Ensure our planning framework, council policies and guidelines support privately owned local heritage places.

The *Management of Built Heritage Policy DEV-09* (the Policy) outlines Council's commitment to the preservation and ongoing management of the built heritage within the Adelaide Hills Council. The Policy also acknowledges the significant and positive contribution that heritage buildings and places make to the character and appeal of our townships and rural areas.

Council's strategic objectives in relation to the management of built heritage within the Adelaide Hills district is articulated through the following objectives taken from the above Policy. These objectives help to ensure Council's goal of a functional built environment that supports local heritage places is achieved:

- Heritage places conserved for present and future generations
- Heritage places managed so that they contribute strongly to the District's attractiveness as a place to live, work, visit and do business
- Heritage places conserved and maintained and adaptively re-used while retaining heritage value
- Effective partnerships forged with owners of heritage places that contribute to the ongoing management and maintenance of heritage buildings
- High quality of workmanship and authenticity in all works to heritage places, and
- Awareness of, and support for, heritage conservation and management among the Adelaide Hills Community.

➤ Legal Implications

Local heritage is managed at the local government level and new development involving a local heritage place prior to 19 March 2021 is administered under the *Development Act 1993* (the Act). Following the said date local heritage will be managed under the *Planning Development and Infrastructure Act 2016*.

Currently within the *Adelaide Hills Council Development Plan* there are 242 listed local heritage places, these listings will transfer to the *Planning and Design Code*.

It is noted that both Acts do not prescribe that a Local Government Authority must have a heritage grant scheme. Across various Local Government areas such a scheme has been established on a discretionary basis.

➤ Risk Management Implications

The cost to undertake works to upgrade or preserve heritage items/buildings may be a barrier for their continued maintenance. As such, if an asset was to fall into a state of disrepair, this may jeopardise the heritage listing value and integrity into the future. Providing grant funds towards the maintenance, restoration and repair of Local Heritage Places will assist in mitigating the risk of:

Not providing grant funding to assist with upgrading of Local Heritage places resulting in the possibility of Local Heritage places falling into a state of disrepair leading to a loss of their heritage significance and listing attributes

Inherent Risk	Residual Risk	Target Risk
Medium (2C)	Low (1E)	Low

Approving the funding for the recommended projects would reduce this risk by providing financial assistance for the upgrading of Local Heritage places.

➤ **Financial and Resource Implications**

The Program has been approved for the 2020-21 financial year with a budget allocation of \$20,000. The Program is administered within the Development and Regulatory Services Directorate, with input from a specialist Heritage Advisor (already contracted by Council) where necessary.

➤ **Customer Service and Community/Cultural Implications**

The online application platform Smarty Grants was used to enable applicants to lodge their application electronically. For those not confident with the online process hard copy application forms were sent out at the request of the applicant.

Community awareness of the Program was achieved via Council's website and other social media platforms, the Hills Voice newsletter and direct email to owners of Local Heritage places.

➤ **Sustainability Implications**

The grant funding will have a long-term beneficial impact on the preservation of the heritage value of the subject Local Heritage places.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Director Development & Regulatory Services
Executive Manager Governance & Performance
Local Heritage Advisor (Consultant)

External Agencies: Not Applicable

Community: Broader community and Local Heritage place owners

2. BACKGROUND

There are currently 242 Local Heritage listed places in the District, with 40 of those recently added via the Local Heritage Development Plan Amendment (DPA). When the aforementioned DPA was considered by the Strategic Planning and Development Policy Committee (SPDPC) at its meeting held in August 2018, it resolved:

Moved Cr Malcolm Herrmann
S/- Cr Linda Green

SP18/1

The Strategic Planning and Development Policy Committee resolves:

1. That the report be received and noted
2. To approve the attached Summary of Consultations and Proposed Amendments report and the draft Local Heritage – Stage 1 (Public Places) Development Plan Amendment (DPA) for submission to the Minister for Planning for approval, with the exception of those sections of the Kersbrook Hall which do not form part of the original structure. If the aforementioned condition is not possible, then the exception lapses.
3. To recommend to Council that it consider the establishment of a heritage incentive fund in its 2019/20 budgetary process.
4. That the Chief Executive Officer be authorised to make any necessary minor amendments to the DPA as directed by relevant officers of the Department of Planning, Transport and Infrastructure or by the Minister for Planning.

Carried Unanimously

In accordance with resolution 3 above, the merits of a heritage incentive scheme were investigated by Administration and a business case was put forward for consideration as part of the 2019-20 budgetary process.

The budget bid was subsequently approved as a new operating initiative with an intended period of three years. The Local Heritage Grant Fund and its supporting Guidelines were approved by Council at its meeting held on 22 October 2019 where it resolved:

Moved Cr Malcolm Herrmann
S/- Cr Chris Grant

247/19

Council resolves:

1. That the report be received and noted.
2. To approve the Local Heritage Grant Fund Guidelines Procedure as detailed in *Appendix 1* of this report subject to inclusion of the following sentence at the end of the definition of Conservation Works in Section 4.2 of the Procedure - "The Grant Funds may be used to cover some of the costs (up to \$1,000) for obtaining professional advice from a heritage architect or tradesperson for the proposed works to be undertaken as part of the grant application."
3. That the Chief Executive Officer be authorised to make minor amendments, not affecting the intent of the Guidelines or the Fund, as required from time to time.
4. That recommendations for successful grant recipients be reported to Council for consideration before any grants are awarded.
5. That any remaining grant funds in a particular financial year be rolled over to the next financial year over the intended 3 year life of the Grant Fund.

Carried Unanimously

The 2019-20 round of applications including an update of the Guidelines was approved by Council at its meeting held on 26 May 2020 where it resolved:

Moved Cr Chris Grant
S/- Cr Ian Bailey

90/20

Council resolves:

1. That the report be received and noted
2. To approve the six projects shortlisted to receive grant funding to contribute to the works as detailed in Appendix 1 of this report and listed below:
 - Kinclaven Coach House
 - Former Thorpe Coachhouse
 - Former Aldgate Valley Church of Christ
 - Stonehedge Avenue House
 - Gwynne House
 - Ironbank Uniting Church
3. To approve the proposed changes to the Local Heritage Grant Fund Guidelines as detailed in Appendix 2 of this report.

Carried Unanimously

The 2020-21 Local Heritage Grant Fund round was open from 20 October 2020 - 7 December 2020. A total of nine applications were received by the closing date. Of the applications received during the application period, all nine were determined to be eligible.

3. ANALYSIS

The nine applications deemed eligible all relate to Local Heritage Places as listed in Table ADHI/2 in the *Adelaide Hills Council Development Plan (Consolidated – 8 August 2019)*.

The following table provides reference to the nine Local Heritage places as well as the corresponding proposed works, total cost and total grant funding sought respectively (refer to **Appendix 1** for further details).

Project	Heritage Number (Development Plan REF#)	Works Proposed	Cost of Works	Total Grant Funding Sought
Our Lady of the Rosary Church - Aldgate	15046	Replacement of entrance porch	\$10,500	\$2,500
Kinclaven Coach House – Crafers West	15094	Tree Removal	\$7,500	\$2,500
Old Post Office – Crafers	15079	Repointing and stone repair of external walls	\$2,800	\$1,417

Crataegus Cottage – Crafers	15076	Repair external weatherboard walls and wooden window frames	\$6,000	\$2,500
Circa 1850's Cottage – Mount George	15192	Restoration works to stone walls and flooring and roof and gutter replacement	\$46,000	\$2,500
Shop – Stirling	15224	Replacing front timber veranda	\$5,400	\$2,500
Stone Cottage – Stirling	15123	Restore chimney and external stone wall	\$7,500	\$2,500
Former Aldgate Valley Church of Christ	15050	Replace gutters and facias	\$7,500	\$2,500
Cudlee Creek Uniting Church	27720	Roof replacement	\$25,900	\$2,500
Total			\$119,100	\$21,417

Selection Process Summary

Following receipt of the nine applications the Administration took to reviewing the eligibility of the applications against the criteria and the Guidelines. All nine applications were considered to be eligible. A joint evaluation of the eligible applications was then undertaken by members of the Administration and Council's Local Heritage Grant Advisor. Each application was scored against the grant assessment evaluation criteria which included the following considerations:

- Historical context
- Need for the building works
- Visual contribution to the public realm
- Visual contribution to the public realm
- Heritage Value of the building
- Level of past grant assessment

At the conclusion of the evaluation, the following eight of the nine projects were shortlisted:

- Our Lady of the Rosary Church – Aldgate
- Old Post Office – Crafers
- Crataegus Cottage – Crafers
- Circa 1850's Cottage – Mount George
- Shop – Stirling
- Stone Cottage – Stirling
- Former Aldgate Valley Church of Christ – Aldgate
- Cudlee Creek Uniting Church – Cudlee Creek

The Kinclaven Coach House application is not included in the recommended approval shortlist above. It is noted that this round of grant funding is oversubscribed, and one of the nine applications is unable to be funded due to budget constraints. The rationale for excluding Kinclaven Coach House was based on the application scoring the lowest of all the applications when assessed against the grant assessment evaluation criteria.

The applicants have been notified of the outcome of the shortlisting process and additional information has been sought to ensure that a sufficient level of detail is provided to progress the applications. This information will assist with associated development approval processes, if required, and provide clarity surrounding the scope of the works approved for grant funding (refer to **Appendix 1** for more details of the works proposed).

Next Steps

Pending the resolution of this item, the nine applicants will be notified of the outcome and where relevant, will be asked to begin the preparation of an associated Development Application where required, noting that not all the projects will require development approval.

Following this, the applicants will need to notify Administration when the works have been completed and provide evidence of the finished works and a copy of the payment of the invoice(s), prior to Administration issuing any grant monies to the applicants.

Administration is therefore recommending that Council approve the shortlisted eight projects to receive grant funding to contribute to the works as detailed in **Appendix 1** of this report.

4. OPTIONS

Council has the following options:

- I. To approve the eight projects shortlisted to receive grant funding to contribute to the works as detailed in **Appendix 1** (recommended)
- II. To not approve the eight projects shortlisted to receive grant funding to contribute to the works as detailed in **Appendix 1** (not recommended)

5. APPENDIX

- (1) Local Heritage Grant Fund Applications

Appendix 1

Local Heritage Grant Fund Applications

Local Heritage Grant Fund Application

Introduction

The Adelaide Hills Council is renowned for its historic architecture and cultural heritage. The conservation of our built heritage will continue to create a district of outstanding places that meets the aspirations of the community.

For this reason the Adelaide Hills Council has established the Local Heritage Grant Fund (LHGF) to promote and support the conservation of Local listed buildings by reimbursing property owners with a proportion of the costs involved in retaining, reinforcing or reinstating the heritage significance of these places.

To be eligible to apply for funding under the LHGF, the grant application must relate to a Local Heritage Place listed in the [Adelaide Hills Council Development Plan](#) (Table AdHi/2). Funding is provided for conservation works that will improve and enhance the heritage fabric of a place such as:

- those elements of the heritage place designated as of heritage value in the Adelaide Hills Council Development Plan or works that ensure the structural integrity of the building, or
- reinstatement of lost elements or fabric of the building where there is physical or archival evidence, such as historical photos or drawings, or remnant site fabric of elements (e.g. conjectural works will not generally be supported except where no evidence exists and a heritage consultant is engaged to achieve an authentic and appropriate outcome agreed with Council heritage advisors).

A grant of up to **\$2,500 or 50% of the total project cost**, whichever is the lesser amount, is available. The grant funds may be used to cover some of the costs (up to \$1,000) for obtaining professional advice from a heritage architect or tradesperson for the proposed works to be undertaken as part of the grant application. Eligible projects must have a minimum cost of \$1,000.

For a detailed summary of the eligibility criteria and the selection process please review the [Local Heritage Grant Fund Guidelines](#).

Eligibility

*** indicates a required field**

Applicants: please note

Before completing this application form, you should have read the **Local Heritage Grant Fund Guidelines**.

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to these eligibility criteria, please contact the Administration on (08) 8408 0400

Confirmation of Eligibility

Local Heritage Grant Fund (2020/21)

Local Heritage Grant Fund (2020/21)

Application LH19 From Adelaide Hills catholic Parish

Form Submitted 28 Oct 2020, 4:46pm ACDT

I confirm that the applicant ...

- has read and understands the [program guidelines](#)
- is seeking grant funds for conservation works/professional advice to a Local Heritage Place as listed in the Adelaide Hills Council Development Plan
- has sought out two written quotes for the proposed works
- understands that an authorised Development Approval may be required to be obtained (Council to advise if successful) before commencing any works

Please select below: *

☒ Yes ☐ No

You must confirm that all statements above are true and correct.

Contact Details

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

Applicant Details

Applicant

Adelaide Hills catholic Parish

Location of Local Heritage Place



Applicant Primary Phone Number

Must be an Australian phone number.

Applicant Primary Email

Must be an email address.

Applicant Postal Address



Project Details

Project title:

Restoration of Our Lady of the Rosary Church

Provide a name for your project/program/initiative. Your title should be short but descriptive

Description of Conservation Works

Please provide a short summary of the conservation works to be undertaken

We have undertaken to restore the porch of the church this year. The previous was in danger of collapse and it didn't match with the church. The new one designed by the company has added to the church historical appearance.

Be descriptive, but succinct. Include a brief summary of why the work is required (i.e. restoration, maintenance), what you will do (i.e. the works you or a contractor will undertake), and what effects you expect to result from the conservation works (outcomes).

Please detail the construction techniques to be used to undertake the conservation works (If known)

The materials are all indicated in the quote attached

If you intend to apply for Professional Advice as part of the grant fund to assist in determining the most appropriate building techniques you can leave this section blank.

Site Plan and Conservation Works detail

Please attach a site plan, photos, materials specification and elevation drawings identifying the location of the building and the proposed works on the property

Filename: OLOR recent.jpg

File size: 127.3 kB

Filename: Porch OLOR 2.jpg

File size: 101.4 kB

This information needs to be legible and to scale noting that it will be used if a development application is required.

Project Costs

*** indicates a required field**

Total Project Cost

\$10,500.00

What is the total budgeted cost (dollars) of your project?

Local Heritage Grant Fund (2020/21)
Local Heritage Grant Fund (2020/21)
Application LH19 From Adelaide Hills catholic Parish
Form Submitted 28 Oct 2020, 4:46pm ACDT

**Total Grant Amount
Required**

\$5,000.00

What is the total of the grant money you are requesting in this application? This should include the cost of professional advice (if applicable)

Categories of Funding

Is the application for conservation works only? *

☒ Yes

☐ No, it includes professional advice as well

If no, please allocate below which portion of the expenditure will be dedicated to professional advice

Project Expenditure Summary

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
\$10.500	Materials *	\$10,500.00	

Please attach two written quotes for the above expenditure (costs)

Filename: quote_137 (2).pdf

File size: 466.8 kB

Certification and Feedback

*** indicates a required field**

Certification

This section must be completed by the property owner or on behalf of the property owner for which the grant applies.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the application is approved, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree *

☒ Yes ☐ No

**Name of authorised
person ***

Alfred Farrugia

Contact phone number *

[REDACTED]

Must be an Australian phone number.

Date *

28/10/2020

Must be a date



125 Onkaparinga Valley Road
Balhannah SA 5242
Lic No BLD 184593
0417 730 296
craigmarafioti@adam.com.au
ABN: 56 918 527 365
EFT transfer please include invoice number
BSB 015 367 Account 213 786 991

Quote

Hills Home & Property

For: Father Fred
adelaidehillsp@ozemail.com.au

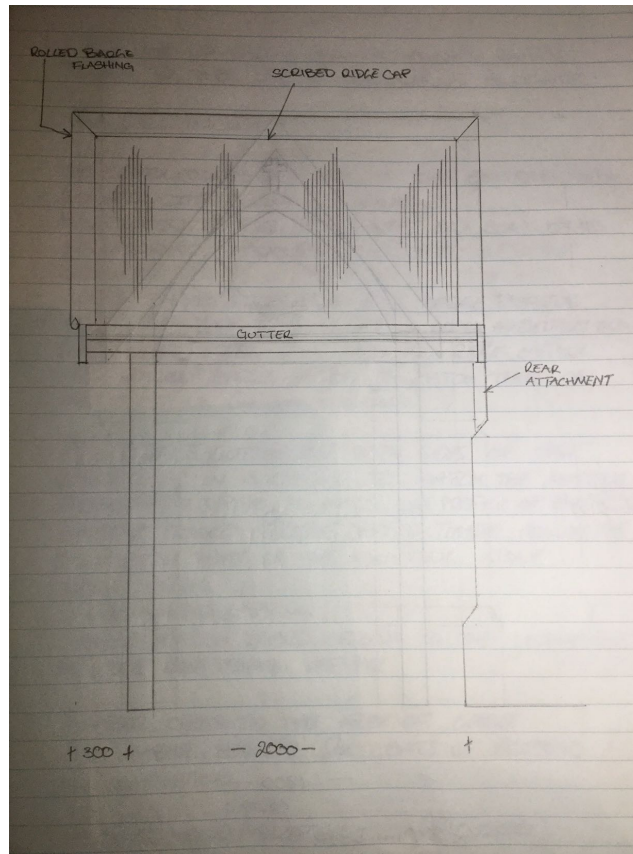
Quote No: 137
Date: 06/05/2020

Description	Quantity	Rate	Amount
<p>For the construction of a new timber entry porch to the OLOR church in Aldgate.</p> <p>This will include:</p> <ul style="list-style-type: none">-Timber constructed gable design 1.8m wide x 2.3m deep x 3.6m high as per the attached drawing.-Hardwood timber posts 140mm x 140mm-Posts set on concealed galvanised steel stirrups concreted into the ground.-Rear attachment to the stone wall.-LOSP timber roof frame and barge boards-All exposed timber will have aristed edges to create a look of authenticity and age.-Entry arch to be constructed from 65mm thick LOSP timber and match the shape of the existing stone arch.-Timber tongue and groove ceiling to the underside of roof frame rafters.-Corrugated galvanised steel roof sheets, flashings, rolled barge and ridge capping (scribed)-Colorbond gutters both sides in a profile and colour to match that of the existing Church.-Galvanised metal downpipes x2 shaped to that of the existing wall. (Downpipes to finish at ground level only)-Timber constructed Cross to the top of entry as per drawing.-All timber to be painted with 2x coats of acrylic paint on completion.-The demolition and disposal of the existing entry porch.	1	\$10,500.00	\$10,500.00
<p>For the construction of the entry porch as per your supplied drawing.</p> <p>This will include:</p> <ul style="list-style-type: none">-The timber frame will be much the same as the gable structure but will have curved rafters to accommodate the curved roof sheeting.-The infill at the front will be constructed from hardwood weather board and have a Cross shaped void cut into it.-Tongue and groove ceiling to the underside of the rafters-Curved galvanised roof sheeting, flashings and ridge capping. Barge flashing will be formed lead in a rolled profile.-Gutters will match that of the existing in colour and profile and will be on both sides and front as per your supplied drawing.-Only 1x downpipe will be required and will finish at ground level only.-Cast aluminium corner decorative lace as per your supplied drawing.-Painted with 2x coats of acrylic paint on completion. <p>Total cost of this option is the same as the gable structure price \$10,500</p>	1	\$0.00	\$0.00

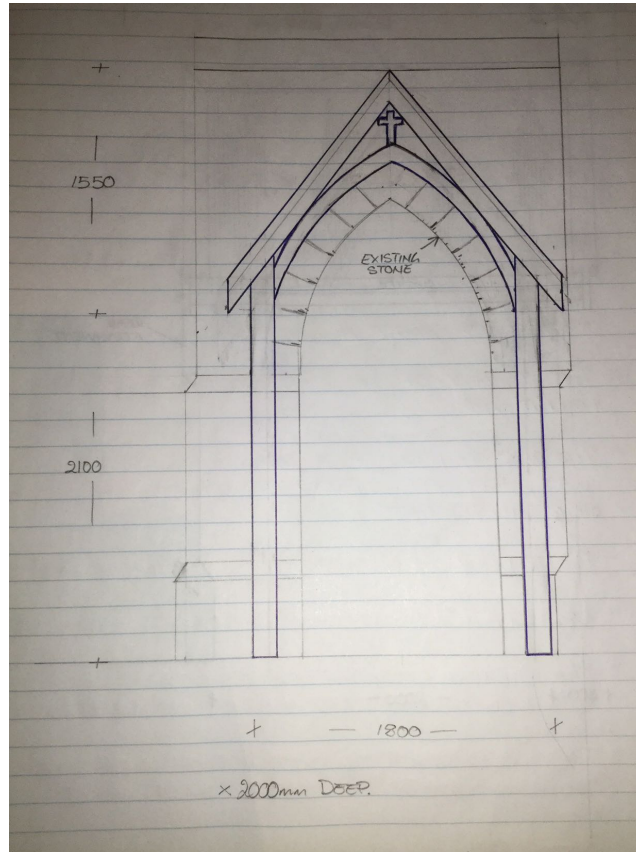
Subtotal	\$10,500.00
Includes GST 10%	\$954.55
Total	\$10,500.00

Total	\$10,500.00
--------------	--------------------

Attachment #1



Attachment #2







Local Heritage Grant Fund Application

Introduction

The Adelaide Hills Council is renowned for its historic architecture and cultural heritage. The conservation of our built heritage will continue to create a district of outstanding places that meets the aspirations of the community.

For this reason the Adelaide Hills Council has established the Local Heritage Grant Fund (LHGF) to promote and support the conservation of Local listed buildings by reimbursing property owners with a proportion of the costs involved in retaining, reinforcing or reinstating the heritage significance of these places.

To be eligible to apply for funding under the LHGF, the grant application must relate to a Local Heritage Place listed in the [Adelaide Hills Council Development Plan](#) (Table AdHi/2). Funding is provided for conservation works that will improve and enhance the heritage fabric of a place such as:

- those elements of the heritage place designated as of heritage value in the Adelaide Hills Council Development Plan or works that ensure the structural integrity of the building, or
- reinstatement of lost elements or fabric of the building where there is physical or archival evidence, such as historical photos or drawings, or remnant site fabric of elements (e.g. conjectural works will not generally be supported except where no evidence exists and a heritage consultant is engaged to achieve an authentic and appropriate outcome agreed with Council heritage advisors).

A grant of up to **\$2,500 or 50% of the total project cost**, whichever is the lesser amount, is available. The grant funds may be used to cover some of the costs (up to \$1,000) for obtaining professional advice from a heritage architect or tradesperson for the proposed works to be undertaken as part of the grant application. Eligible projects must have a minimum cost of \$1,000.

For a detailed summary of the eligibility criteria and the selection process please review the [Local Heritage Grant Fund Guidelines](#).

Eligibility

*** indicates a required field**

Applicants: please note

Before completing this application form, you should have read the **Local Heritage Grant Fund Guidelines**.

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to these eligibility criteria, please contact the Administration on (08) 8408 0400

Confirmation of Eligibility

Local Heritage Grant Fund (2020/21)
Local Heritage Grant Fund (2020/21)
Application LH21 From Ms Bethany Lawrence
Form Submitted 14 Nov 2020, 6:34pm ACDT

I confirm that the applicant ...

- has read and understands the [program guidelines](#)
- is seeking grant funds for conservation works/professional advice to a Local Heritage Place as listed in the Adelaide Hills Council Development Plan
- has sought out two written quotes for the proposed works
- understands that an authorised Development Approval may be required to be obtained (Council to advise if successful) before commencing any works

Please select below: *

☒ Yes ☐ No

You must confirm that all statements above are true and correct.

Contact Details

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

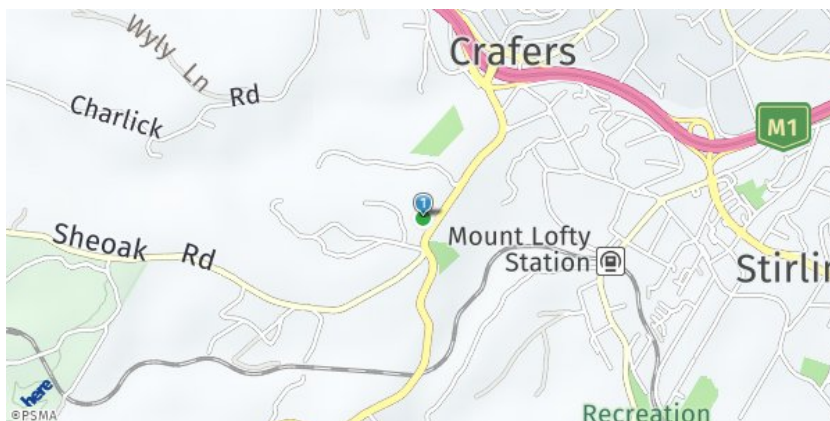
Applicant Details

Applicant

Ms Bethany Lawrence

Location of Local Heritage Place

62 Waverley Ridge Rd
Crafers West SA 5152 Australia



Applicant Primary Phone Number

Must be an Australian phone number.

Applicant Primary Email

Must be an email address.

Applicant Postal Address



Project Details

Project title:

Kinclaven Coach House 2021

Provide a name for your project/program/initiative. Your title should be short but descriptive

Description of Conservation Works

Please provide a short summary of the conservation works to be undertaken

Kinclaven Coach House was successfully granted the Local Heritage Grant Fund in 2020 to assist with the removal of a patch of significant Radiata pines which continue to threaten the underground foundations of the building as well as the entire structure, should they fall.

Given the size of the overall task, that is to remove the patch of Radiata pines, it was decided in 2020, in consultation with the neighbour (whose property they are situated within), to conduct the undertaking in stages.

Stage 1 has been completed for a total cost of \$7,700.

Stage 2 will cost \$7,700.

The entire cost of removal lies with Kinclaven Coach House as the neighbour does not wish to contribute, regardless of the fact they are situated within their property.

I understand that a second request for funding is wishful, however the overall objective is to conserve the building, and those within it.

Be descriptive, but succinct. Include a brief summary of why the work is required (i.e. restoration, maintenance), what you will do (i.e. the works you or a contractor will undertake), and what effects you expect to result from the conservation works (outcomes).

Please detail the construction techniques to be used to undertake the conservation works (If known)

The construction techniques used require an experienced climber, as the Radiata pines have extremely limited access given their location. Stage 1 was thankfully successful, to the surprise of all, given the dangerous circumstances. The same crew are to be commissioned, as they absolutely provided conservative measures required for the nature of the task.

If you intend to apply for Professional Advice as part of the grant fund to assist in determining the most appropriate building techniques you can leave this section blank.

Site Plan and Conservation Works detail

Please attach a site plan, photos, materials specification and elevation drawings identifying the location of the building and the proposed works on the property

Filename: Base of pines.jpg

File size: 6.1 MB

Filename: Proximity.jpg

File size: 5.1 MB

Local Heritage Grant Fund (2020/21)
Local Heritage Grant Fund (2020/21)
Application LH21 From Ms Bethany Lawrence
Form Submitted 14 Nov 2020, 6:34pm ACDT

Filename: Radiata pines.jpg
File size: 5.2 MB

Filename: Sheer size.jpg
File size: 5.4 MB

Filename: Stage 1 a.jpg
File size: 2.0 MB

Filename: Stage 1 b.jpg
File size: 3.9 MB

Filename: Stage 1 c.jpg
File size: 6.3 MB

This information needs to be legible and to scale noting that it will be used if a development application is required.

Project Costs

*** indicates a required field**

Total Project Cost \$7,700.00
What is the total budgeted cost (dollars) of your project?

Total Grant Amount Required \$2,500.00
What is the total of the grant money you are requesting in this application? This should include the cost of professional advice (if applicable)

Categories of Funding

Is the application for conservation works only? *

☒ Yes

☐ No, it includes professional advice as well

If no, please allocate below which portion of the expenditure will be dedicated to professional advice

Project Expenditure Summary

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
Significant tree removal	Labour *	\$7,700.00	Stage 2

Please attach two written quotes for the above expenditure (costs)

Filename: Adelaide Hills Tree Services Quote #509 for \$29,700.00.pdf
File size: 68.0 kB

Filename: Quote # QU0028.pdf
File size: 60.3 kB

Certification and Feedback

*** indicates a required field**

Certification

This section must be completed by the property owner or on behalf of the property owner for which the grant applies.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the application is approved, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree * ☒ Yes ☐ No

Name of authorised person * Ms Bethany Lawrence

Contact phone number * 
Must be an Australian phone number.

Date * 14/11/2020
Must be a date

Adelaide Hills Tree Services

38 Balhannah Rd

Hahndorf

SA 5245

Joe Kupke: Director

Mobile: 0403360259

joe@adelaidehillstreeservices.com.au

adelaidehillstreeservices.com.au

ABN: 94 975 055 319**ADELAIDE HILLS**
*Tree Services***QUOTE NUMBER: 509****DATE: 6/01/2020****QUOTE****CLIENT**62 Waverley Ridge Road
Crafrers West SA 5152**JOB ADDRESS**Bethany Lawrence
62 Waverley Ridge Road
Crafrers West SA 5152

DESCRIPTION	AMOUNT
Tree removals - 3x Pines on fenceline next to house. Trees to be cut down to gutter height. All foliage to be chipped, all hardwood to be removed from site.	\$29,700.00

This quote is valid for 30 days.			
Sign:	Name:	Date:	

Please make all payments electronically within 7 days of job completion. Any payments not paid within 7 days may attract a 5% daily late payment fee until payment is made, unless prior arrangements have been made.

If you have any questions concerning this quote, contact Joe, 0403 360 259
joe@adelaidehillstreeservices.com.au

GST:	\$2,700.00
Total Inc. GST:	\$29,700.00
Amount Applied:	\$0.00
Balance Due:	\$29,700.00

We respect your property all around us, and take care not to damage anything.
For peace of mind, in the unlikely event that something does go wrong, we have \$20m public liability insurance.



QUOTE

Bethany Lawrence
62 Wavereley Ridge Rd
CRAFERS WEST SA

Date
4 Jan 2020

Quote Number
QU-0028

ABN
92 045 487 127

Jacobs Ladder Tree
Service
21 Maroo st
MILANG SA 5256
AUSTRALIA

Quote for tree work at 62 Waverley Ridge rd Crafers West

All timber mulched or diced and left on site

Description	Quantity	Unit Price	GST	Amount AUD
Cut down 3 pine trees near bottom cnr of house	1.00	14,000.00	10%	14,000.00
Cut down Cypress pine at top of neighbors drive	1.00	13,000.00	10%	13,000.00
			Subtotal	27,000.00
			TOTAL GST 10%	2,700.00
			TOTAL AUD	29,700.00















Local Heritage Grant Fund Application

Introduction

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- reinstatement of lost elements or fabric of the building where there is physical or archival evidence, such as historical photos or drawings, or remnant site fabric of elements (e.g. conjectural works will not generally be supported except where no evidence exists and a heritage consultant is engaged to achieve an authentic and appropriate outcome agreed with Council heritage advisors).

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For a detailed summary of the eligibility criteria and the selection process please review the [Local Heritage Grant Fund Guidelines](#).

Eligibility

*** indicates a required field**

Applicants: please note

Before completing this application form, you should have read the **Local Heritage Grant Fund Guidelines**.

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This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to these eligibility criteria, please contact the Administration on (08) 8408 0400

Confirmation of Eligibility

Local Heritage Grant Fund (2020/21)

Local Heritage Grant Fund (2020/21)

Application LH22 From Mr Mick Lorenz

Form Submitted 5 Dec 2020, 7:25pm ACDT

I confirm that the applicant ...

- has read and understands the [program guidelines](#)
- is seeking grant funds for conservation works/professional advice to a Local Heritage Place as listed in the Adelaide Hills Council Development Plan
- has sought out two written quotes for the proposed works
- understands that an authorised Development Approval may be required to be obtained (Council to advise if successful) before commencing any works

Please select below: *

☒ Yes ☐ No

You must confirm that all statements above are true and correct.

Contact Details

Privacy Notice

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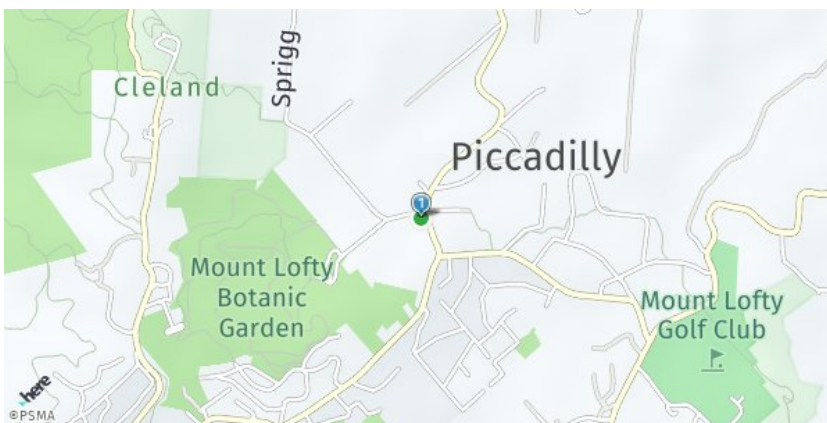
Applicant Details

Applicant

Mr Mick Lorenz

Location of Local Heritage Place

165 Piccadilly Rd
Crafers SA 5152 Australia



Phone Number

Must be an Australian phone number.

Applicant Primary Email

Must be an email address.

Applicant Postal Address



Project Details

Project title:

Repainting the Old Post Office

Provide a name for your project/program/initiative. Your title should be short but descriptive

Description of Conservation Works

Please provide a short summary of the conservation works to be undertaken

1- Remove paint and repoint south wall of house to match recently completed north side.

2- Complete repointing works around doorway after installation of new door frame and door step

Be descriptive, but succinct. Include a brief summary of why the work is required (i.e. restoration, maintenance), what you will do (i.e. the works you or a contractor will undertake), and what effects you expect to result from the conservation works (outcomes).

Please detail the construction techniques to be used to undertake the conservation works (If known)

- prepare joints (wall only)
- remove residual paint (wall only)
- remove roof vent and match stonework (wall only)
- lime point stonework to match recently completed works
- re-mark lines (door only)

If you intend to apply for Professional Advice as part of the grant fund to assist in determining the most appropriate building techniques you can leave this section blank.

Site Plan and Conservation Works detail

Please attach a site plan, photos, materials specification and elevation drawings identifying the location of the building and the proposed works on the property

Filename: Image 1.jpg
File size: 1.4 MB

Filename: Image 2.jpg
File size: 3.4 MB

Filename: Image 3.jpg
File size: 4.3 MB

Filename: Image 4.jpg
File size: 1.1 MB

Filename: Image 5.jpg
File size: 556.4 kB

Local Heritage Grant Fund (2020/21)

Local Heritage Grant Fund (2020/21)

Application LH22 From Mr Mick Lorenz

Form Submitted 5 Dec 2020, 7:25pm ACDT

Filename: Image 6.jpg

File size: 1.5 MB

Filename: Image 7.jpg

File size: 1.7 MB

Filename: Local Heritage Grant Fund Application.pdf

File size: 674.4 kB

Filename: Mick Lorenz Piccadilly Quote.docx

File size: 322.0 kB

Filename: Site Plan.pdf

File size: 220.4 kB

This information needs to be legible and to scale noting that it will be used if a development application is required.

Project Costs

*** indicates a required field**

Total Project Cost

\$2,835.00

What is the total budgeted cost (dollars) of your project?

Total Grant Amount Required

\$1,417.00

What is the total of the grant money you are requesting in this application? This should include the cost of professional advice (if applicable)

Categories of Funding

Is the application for conservation works only? *

☒ Yes

☐ No, it includes professional advice as well

If no, please allocate below which portion of the expenditure will be dedicated to professional advice

Project Expenditure Summary

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
Repointing Southern Wall	Other Expenditure *	\$1,380.00	Labour & materials
Repoint Brickwork	Other Expenditure	\$660.00	Labour & materials
Remove Paint	Other Expenditure	\$795.00	Labour & materials

Please attach two written quotes for the above expenditure (costs)

Filename: Adelaide Designer Stoneworks - Declined.pdf
File size: 180.8 kB

Filename: Heritage Stone Restorations - Declined.pdf
File size: 179.5 kB

Filename: MG Masonary - Declined.pdf
File size: 82.7 kB

Filename: Mick Lorenz Piccadilly Quote.docx
File size: 322.0 kB

Certification and Feedback

*** indicates a required field**

Certification

This section must be completed by the property owner or on behalf of the property owner for which the grant applies.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the application is approved, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree * ☒ Yes ☐ No

Name of authorised person * Mr Mick Lorenz

Contact phone number * [REDACTED]
Must be an Australian phone number.

Date * 05/12/2020
Must be a date

Local Heritage Grant Fund Application

165 Piccadilly Road, Piccadilly

Wall repointing

Our house was built in the 1860's as Sandercock's General Store and Post Office. It was extended to the north in the 1880's adding an additional room which served as the meeting place for the Crafers District Council before the Piccadilly Hall was built in the early 1900's.



The house we bought in 2011 had been substantially changed in the latter part of the 20th century. The whole house had been rendered, trapping damp in the walls and covering the second entrance at the front of the house. An attic room with dormer windows was added, the lean-to kitchen and chimney on the southern side was removed and replaced with a brick extension, carport and studio.



Over the past 6 years we have removed the dormer windows, carport and studio, repointed the north and east facing walls and reconstructed a full length verandah as well as extensive improvements inside the house.



The house external elements are now more authentic and visually much more appealing with many of the heritage elements restored to their original glory.



Local Heritage Grant Fund Application

This application is to complete works left over on exterior:

1. Repoint South Wall (4m x 3m) (image 1)
 - Prepare joints for pointing
 - Remove residual paint from stonework (image 2)
 - Remove existing roof air vent and match stonework (image 1)
 - Lime pointing as per north facing wall (image 3)
2. Repoint Brickwork around Doorway (image 4)
 - Repoint gap between bricks and door frame to match brick colour (image 5)
 - Repoint around and underneath door step (image 6)



Image 1



Image 2

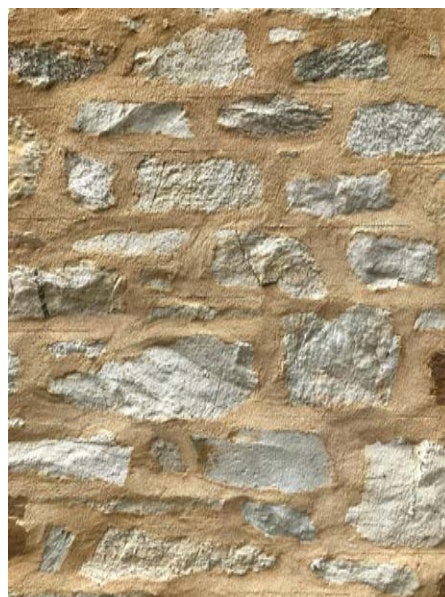


Image 3



Image 4



Image 5



Image 6

Quotes Sought and Received

Quotes were sought from the following stonemasons:

- | | |
|---------------------------------|--|
| 1. MG Masonry | Declined to quote |
| 2. Heritage Stone Restorations | Declined to quote |
| 3. Adelaide Designer Stoneworks | Declined to quote |
| 4. Fine Line Repointing | Did not respond |
| 5. Hills & Country Stonemasons | Did not respond |
| 6. Structural Stonemasonry | \$2835 – Quote attached to application |

It is a busy time for many trades people and despite approaching six different stonemasons only one provided a quote.

I have confidence in the price and quality of Structural Stonemasonry's work as they undertook the repointing works for the remainder of the house and had previously quoted this work.

I can provide copies of all six emails and the received responses as evidence that I have sought multiple quotes if necessary.

Therefore seeking grant funding of 50% of Structural Stonemasonry's quote = \$1417.

No. 165



LOCATION PLAN
NTS

HERITAGE GRANT APPLICATION

165 Piccadilly Road
Piccadilly, SA, 5151

Michael & Michelle Lorenz

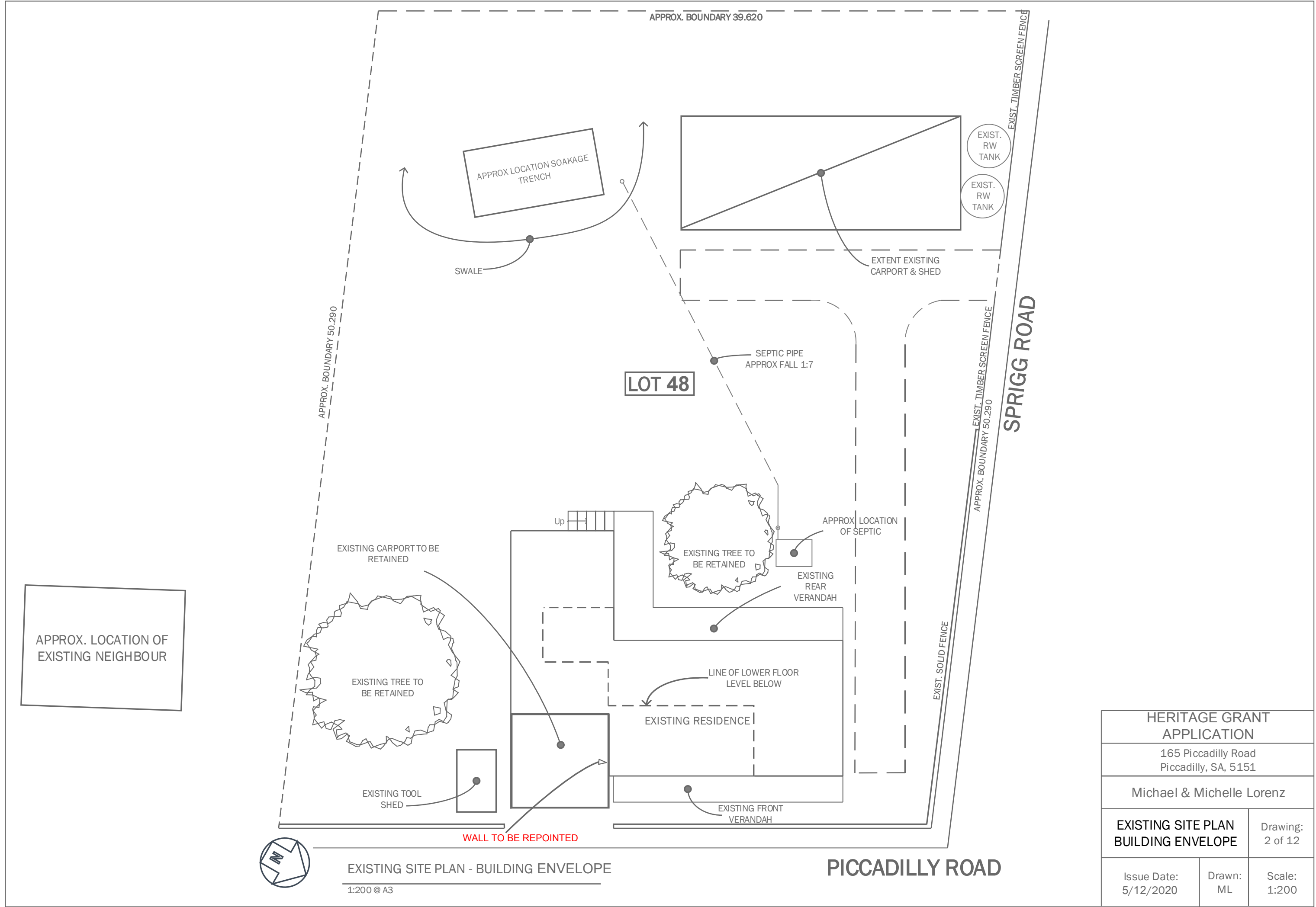
LOCATION PLAN

Drawing:
1 of 12

Issue Date:
5/12/2020

Drawn:
ML

Scale:
NTS



HERITAGE GRANT APPLICATION		
165 Piccadilly Road Piccadilly, SA, 5151		
Michael & Michelle Lorenz		
EXISTING SITE PLAN BUILDING ENVELOPE		Drawing: 2 of 12
Issue Date: 5/12/2020	Drawn: ML	Scale: 1:200

**Mathew Carneiro**

m 0404 166 969
ah 8384 6968
e matthewcarneiro@yahoo.com
p 22 Ralphs Ave, Pt Norlunda 5167
ABN 59 254 023 076

QUOTATION

Date: 22 November 2020

To: Mick Lorenz, 165 Piccadilly Road Piccadilly

Contact: mick.lorenz@gmail.com, 0409 098 801

Job description:

Repointing to southern wall (4m x 3m)

- Prepare joints for pointing
- Remove existing roof air vent and match stonework as per existing
- Lime pointing as per north facing wall
- Price including GST \$1380.00

Repoint brickwork around doorway

- Repoint gap between bricks and door frame to match brick colour
- Repoint around and underneath door step
- Price including GST \$660.00

Remove paint from western facing wall (brick wall 2.7m x 2.1m) and limewash from southern facing wall

- ~~Remove white paint from brickwork, price including GST \$750.00~~
- Remove lime wash from stone work, price including GST \$795.00

Quotation terms and conditions

Acceptance of this quotation means you have read and understood the following terms and conditions:

- Payment of a 10% deposit will be required prior to commencement of works
- Progress invoices may be issued for payment at times staged throughout the duration of works on site
- Payment terms are strictly 5 days from date of issue (stated on invoice)
- Invoices unpaid after 10 days will incur a late fee payment of \$110, unless payment arrangements have been made prior

This quote is valid for 90 days



Mick Lorenz <mick.lorenz@gmail.com>

Repointing Quote

Adelaide Designer Stoneworks <enquire@adelaidedesignerstoneworks.com>
To: Mick Lorenz <mick.lorenz@gmail.com>

26 November 2020 at 11:58

Hi Mick,

Thank you for the opportunity to quote your repointing.

Unfortunately, we are too busy to take on anymore work at this time and so will not be quoting your job.

Good luck in your heritage restoration, please ensure your stonemason is specialised in heritage restoration and repointing. Ask for specific examples of heritage restoration work they have performed.

Kind regards,

Adelaide Designer Stoneworks

From: Mick Lorenz <mick.lorenz@gmail.com>
Sent: Tuesday, November 24, 2020 6:21 AM
To: Adelaide Designer Stoneworks <enquire@adelaidedesignerstoneworks.com>
Subject: Repointing Quote

[Quoted text hidden]



Mick Lorenz <mick.lorenz@gmail.com>

Repointing Quote

Mark Whitcher <mark@hsrsa.com>
To: "mick.lorenz@gmail.com" <mick.lorenz@gmail.com>
Cc: Keith McAllister <keith@hsrsa.com>

25 November 2020 at 07:20

Hi Mick

Unfortunately due to our current and foreseeable workload HSR are unable to quote your project at this time.

Regards

Mark Whitcher | Project Manager



CONSERVATION | RESTORATION | CONSTRUCTION

P 1300 853 003 **IM** 0437 210 020 | www.hsrsa.com

Level 5, City Central, [Tower 2](#), [121 King William St](#), Adelaide, SA 5000

[Adelaide](#) | [Melbourne](#) | [Sydney](#)

This e-mail may contain confidential and/or legally privileged information. If you are not the intended recipient, any use, disclosure or copying of this document is unauthorised. **Think before you print – consider the environment**

From: Zoe <Zoe@hsrsa.com>
Sent: Tuesday, 24 November 2020 8:31 AM
To: Keith McAllister <keith@hsrsa.com>; Martyn Lambourne <martyn@hsrvic.com>; Mark Whitcher <mark@hsrsa.com>
Subject: FW: Repointing Quote



Mick Lorenz <mick.lorenz@gmail.com>

Repointing Quote

Matt Gross <matt@mgmasonry.com.au>
To: Mick Lorenz <mick.lorenz@gmail.com>

21 November 2020 at 12:14

Hi Mick,

Sorry I won't be able to assist.

Regards Matt
[Quoted text hidden]

--
Matthew Gross from MG Masonry

Local Heritage Grant Fund Application

Introduction

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- those elements of the heritage place designated as of heritage value in the Adelaide Hills Council Development Plan or works that ensure the structural integrity of the building, or
- reinstatement of lost elements or fabric of the building where there is physical or archival evidence, such as historical photos or drawings, or remnant site fabric of elements (e.g. conjectural works will not generally be supported except where no evidence exists and a heritage consultant is engaged to achieve an authentic and appropriate outcome agreed with Council heritage advisors).

A grant of up to **\$2,500 or 50% of the total project cost**, whichever is the lesser amount, is available. The grant funds may be used to cover some of the costs (up to \$1,000) for obtaining professional advice from a heritage architect or tradesperson for the proposed works to be undertaken as part of the grant application. Eligible projects must have a minimum cost of \$1,000.

For a detailed summary of the eligibility criteria and the selection process please review the [Local Heritage Grant Fund Guidelines](#).

Eligibility

*** indicates a required field**

Applicants: please note

Before completing this application form, you should have read the **Local Heritage Grant Fund Guidelines**.

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to these eligibility criteria, please contact the Administration on (08) 8408 0400

Confirmation of Eligibility

Local Heritage Grant Fund (2020/21)

Local Heritage Grant Fund (2020/21)

Application LH23 From Mr Mark Badcock

Form Submitted 6 Dec 2020, 11:58pm ACDT

I confirm that the applicant ...

- has read and understands the [program guidelines](#)
- is seeking grant funds for conservation works/professional advice to a Local Heritage Place as listed in the Adelaide Hills Council Development Plan
- has sought out two written quotes for the proposed works
- understands that an authorised Development Approval may be required to be obtained (Council to advise if successful) before commencing any works

Please select below: *

☒ Yes ☐ No

You must confirm that all statements above are true and correct.

Contact Details

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

Applicant Details

Applicant

Mr Mark Badcock

Location of Local Heritage Place

25 Piccadilly Rd
Crafers SA 5152 Australia



Applicant Primary Phone Number

[Redacted]

one number.

Applicant Primary Email

[Redacted]

Must be an email address.

Applicant Postal Address

Project Details

Project title:

Crataegus Cottage cladding repair and repaint

Provide a name for your project/program/initiative. Your title should be short but descriptive

Description of Conservation Works

Please provide a short summary of the conservation works to be undertaken

Maintenance, repair, restoration. Repair external weatherboard walls, and wooden window frames, repaint same (protect wooden weatherboard cladding and windows from further degrade/rot).

Be descriptive, but succinct. Include a brief summary of why the work is required (i.e. restoration, maintenance), what you will do (i.e. the works you or a contractor will undertake), and what effects you expect to result from the conservation works (outcomes).

Please detail the construction techniques to be used to undertake the conservation works (If known)

Carpenter to repair wooden window frames around stained glass / picture windows. Repair weatherboard cladding on walls. Paint same.

If you intend to apply for Professional Advice as part of the grant fund to assist in determining the most appropriate building techniques you can leave this section blank.

Site Plan and Conservation Works detail

Please attach a site plan, photos, materials specification and elevation drawings identifying the location of the building and the proposed works on the property

Filename: 25 Piccadilly Rd_floor plan.gif

File size: 33.5 kB

Filename: A_25 Piccadilly rd 7.JPG

File size: 2.0 MB

Filename: B_25 Piccadilly Road picture window.JPG

File size: 1.4 MB

Filename: C_25 Piccadilly rd 15.JPG

File size: 2.0 MB

Filename: D_25 Piccadilly Rd Crafers_IMGP5608.JPG

File size: 1.2 MB

Filename: E_IMGP5686.JPG

File size: 2.0 MB

This information needs to be legible and to scale noting that it will be used if a development application is required.

Project Costs

*** indicates a required field**

Total Project Cost \$6,000.00
What is the total budgeted cost (dollars) of your project?

Total Grant Amount Required \$2,500.00
What is the total of the grant money you are requesting in this application? This should include the cost of professional advice (if applicable)

Categories of Funding

Is the application for conservation works only? *

☒ Yes

☐ No, it includes professional advice as well

If no, please allocate below which portion of the expenditure will be dedicated to professional advice

Project Expenditure Summary

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
Wood repair, repaint	Labour *	\$3,000.00	Estimated. Quote pending
wood repair, repaint	Materials	\$3,000.00	Estimated. Quote pending

Please attach two written quotes for the above expenditure (costs)

No files have been uploaded

Certification and Feedback

*** indicates a required field**

Certification

This section must be completed by the property owner or on behalf of the property owner for which the grant applies.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the application is approved, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

Local Heritage Grant Fund (2020/21)
Local Heritage Grant Fund (2020/21)
Application LH23 From Mr Mark Badcock
Form Submitted 6 Dec 2020, 11:58pm ACDT

I agree *

☒ Yes ☐ No

**Name of authorised
person ***

Mr Mark Badcock

Contact phone number *

[REDACTED]

Must be an Australian phone number.

Date *

06/12/2020

Must be a date











Local Heritage Grant Fund Application

Introduction

The Adelaide Hills Council is renowned for its historic architecture and cultural heritage. The conservation of our built heritage will continue to create a district of outstanding places that meets the aspirations of the community.

For this reason the Adelaide Hills Council has established the Local Heritage Grant Fund (LHGF) to promote and support the conservation of Local listed buildings by reimbursing property owners with a proportion of the costs involved in retaining, reinforcing or reinstating the heritage significance of these places.

To be eligible to apply for funding under the LHGF, the grant application must relate to a Local Heritage Place listed in the [Adelaide Hills Council Development Plan](#) (Table AdHi/2). Funding is provided for conservation works that will improve and enhance the heritage fabric of a place such as:

- those elements of the heritage place designated as of heritage value in the Adelaide Hills Council Development Plan or works that ensure the structural integrity of the building, or
- reinstatement of lost elements or fabric of the building where there is physical or archival evidence, such as historical photos or drawings, or remnant site fabric of elements (e.g. conjectural works will not generally be supported except where no evidence exists and a heritage consultant is engaged to achieve an authentic and appropriate outcome agreed with Council heritage advisors).

A grant of up to **\$2,500 or 50% of the total project cost**, whichever is the lesser amount, is available. The grant funds may be used to cover some of the costs (up to \$1,000) for obtaining professional advice from a heritage architect or tradesperson for the proposed works to be undertaken as part of the grant application. Eligible projects must have a minimum cost of \$1,000.

For a detailed summary of the eligibility criteria and the selection process please review the [Local Heritage Grant Fund Guidelines](#).

Eligibility

*** indicates a required field**

Applicants: please note

Before completing this application form, you should have read the **Local Heritage Grant Fund Guidelines**.

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to these eligibility criteria, please contact the Administration on (08) 8408 0400

Confirmation of Eligibility

Local Heritage Grant Fund (2020/21)
Local Heritage Grant Fund (2020/21)
Application LH24 From Prof Ashok Khurana
Form Submitted 7 Dec 2020, 10:32am ACDT

I confirm that the applicant ...

- has read and understands the [program guidelines](#)
- is seeking grant funds for conservation works/professional advice to a Local Heritage Place as listed in the Adelaide Hills Council Development Plan
- has sought out two written quotes for the proposed works
- understands that an authorised Development Approval may be required to be obtained (Council to advise if successful) before commencing any works

Please select below: *

☒ Yes ☐ No

You must confirm that all statements above are true and correct.

Contact Details

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

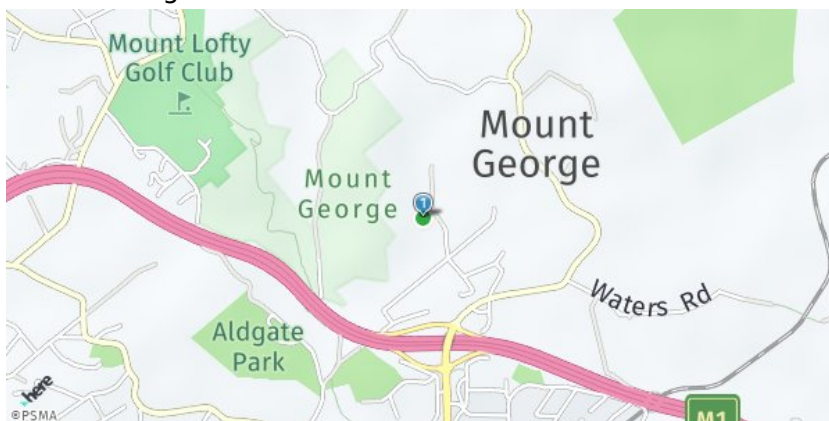
Applicant Details

Applicant

Prof Ashok Khurana

Location of Local Heritage Place

20A Radbone Rd
Mount George SA 5155 Australia



Applicant Primary Phone Number

[Redacted] e number.

Applicant Primary Email

[Redacted] Must be an email address.

Applicant Postal Address



Project Details

Project title:

Restoration of Circa 1850's Cottage

Provide a name for your project/program/initiative. Your title should be short but descriptive

Description of Conservation Works

Please provide a short summary of the conservation works to be undertaken

The conservation works will seek to restore the Local Heritage listed Cottage to its former state and to facilitate its preservation for the long term. The restoration works include the treatment of extensive salt damp in the external walls, the replacement of sections of the floor, the installation of new internal walls and the replacement of the roof, gutters and downpipes.

Be descriptive, but succinct. Include a brief summary of why the work is required (i.e. restoration, maintenance), what you will do (i.e. the works you or a contractor will undertake), and what effects you expect to result from the conservation works (outcomes).

Please detail the construction techniques to be used to undertake the conservation works (If known)

The details of the constructions techniques are specified on the attached plans prepared by Swanbury Penglase Architects.

If you intend to apply for Professional Advice as part of the grant fund to assist in determining the most appropriate building techniques you can leave this section blank.

Site Plan and Conservation Works detail

Please attach a site plan, photos, materials specification and elevation drawings identifying the location of the building and the proposed works on the property

Filename: P0235 201204 Letter to AHC re Local Heritage Grant 20a Radbone Rd Mt George.
pdf

File size: 3.4 MB

This information needs to be legible and to scale noting that it will be used if a development application is required.

Project Costs

*** indicates a required field**

Total Project Cost

\$46,218.86

What is the total budgeted cost (dollars) of your project?

Local Heritage Grant Fund (2020/21)
Local Heritage Grant Fund (2020/21)
Application LH24 From Prof Ashok Khurana
Form Submitted 7 Dec 2020, 10:32am ACDT

**Total Grant Amount
Required**

\$2,500.00

What is the total of the grant money you are requesting in this application? This should include the cost of professional advice (if applicable)

Categories of Funding

Is the application for conservation works only? *

☐ Yes

☒ No, it includes professional advice as well

If no, please allocate below which portion of the expenditure will be dedicated to professional advice

Project Expenditure Summary

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
Architectural Services	Professional Advice *	\$8,250.00	
Building work - structural integrity	Materials	\$37,968.86	Building costs

Please attach two written quotes for the above expenditure (costs)

Filename: Architectural Services Fee Proposal 20A Radbone Rd Mt George.pdf
File size: 579.5 kB

Filename: Building Work Fee Proposals 20A Radbone Rd Mt George.pdf
File size: 1.4 MB

Certification and Feedback

*** indicates a required field**

Certification

This section must be completed by the property owner or on behalf of the property owner for which the grant applies.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the application is approved, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree *

☒ Yes ☐ No

**Name of authorised
person ***

Mr Kieron Barnes

Local Heritage Grant Fund (2020/21)
Local Heritage Grant Fund (2020/21)
Application LH24 From Prof Ashok Khurana
Form Submitted 7 Dec 2020, 10:32am ACDT

Contact phone number *

[REDACTED]
Must be an Australian phone number.

Date *

07/12/2020
Must be a date

7 December 2020

Our ref: P0235

Mr James Szabo
Senior Strategic & Policy Planner
Adelaide Hills Council
PO Box 44
WOODSIDE SA 5244

Via email: jszabo@ahc.sa.gov.au

Dear James,

RE: LOCAL HERITAGE GRANT FUND – APPLICATION FOR LOCAL HERITAGE PLACE AT 20A RADBONE ROAD, MOUNT GEORGE

We write on behalf of Professor Ashok Khurana and Mrs Rosemary Khurana in relation to a Local Heritage Place owned by Professor Khurana at 20A Radbone Road, Mount George. More specifically, we write to apply for funding from the Adelaide Hills Council Local Heritage Grant Fund in relation to conservation works associated with the Local Heritage Place at 20A Radbone Road, Mount George.

1.0 Background

Professor Khurana's land currently contains two habitable buildings. One of the buildings (the 'Cottage') was built in the 1850s and is a Local Heritage Place as identified in the Adelaide Hills Council Development Plan (Table AdHi/2).

There is a Land Management Agreement (LMA) over the property which is intended to prevent the Cottage from being used as an independent dwelling or from being leased for accommodation purposes. Unfortunately, due to the restrictions imposed on its use by the LMA, the Cottage has fallen into advanced disrepair.

In order to restore the Cottage to its former state and to facilitate its preservation for the long term, the land owners sought approval from the Council for a range of substantial and costly renovations including the treatment of extensive salt damp in the external walls, the replacement of sections of the floor, the installation of new internal walls and the replacement of the roof, gutters and downpipes. These restoration works, which were approved by the Council in consultation with the Council's Heritage Advisor, are now well underway (see Figures 1 and 2 on the following page).

More recently, Professor Khurana has lodged a Development Application with the Adelaide Hills Council (DA 20/1243) which proposes to convert the Cottage into a one bedroom 'tourist accommodation' in the form of a Bed and Breakfast. In association with the Development Application, a formal request has been submitted to the Council seeking a number of changes to the Land Management Agreement to ensure that it remains consistent with the proposed use of the Cottage as a Bed and Breakfast.

We note that the proposed change in use to Bed and Breakfast is specifically encouraged by the Development Plan as it involves the adaptive reuse of a Local Heritage Place thereby ensuring that the building will be conserved and appreciated for future generations.

Figure 1: Local Heritage listed Cottage (note salt damp treatment currently underway)



Figure 2: Local Heritage listed Cottage (Radbone Road elevation)





2.0 Grant Funding Criteria

We note that the Local Heritage Grant Fund provides funding for conservation works that will improve and enhance the heritage fabric of a Local Heritage Place including works that ensure the structural integrity of the building. We further note that applications seeking funding via the Local Heritage Grant Fund must be assessed against the following criteria:

Need for the building works to address one or more of the following:

- *Restoration of original heritage fabric of the place;*
- *The stability of the building (can include tree removal where it threatens to undermine or cause damage to a Local Heritage Place);*
- *Emergency work;*
- *Useability and economic viability of the building (i.e. adaptive reuse); and*
- *Conservation works to be undertaken to an appropriate standard*

Visual contribution to the public realm including:

- *Conservation work that contributes to the public realm or is accessible to the general public*

Heritage value of the building including works that address the following:

- *Retaining, reinforcing and reinstating the heritage significance of the building*
- *Projects that directly support the building's elements of heritage value, identified in the Adelaide Hills Council Development Plan*

In response to the criteria listed above, we note that the works which are currently being undertaken will involve:

- The restoration of the original fabric of the Local Heritage Place;
- The protection of the stability of the building by addressing salt damp issues within the walls and replacing the roof, downpipes and verandah; and
- Proposing an adaptive reuse of the building by seeking approval for a Bed and Breakfast which will also improve the economic viability of the Local Heritage Place.

We also note that the works have been approved by the Adelaide Hills Council and are being undertaken under the supervision of an Architect (Swanbury Penglase) as well as a Licensed Builder (Martin Reynolds). Both the Architect and the Builder have significant experience in the restoration of heritage places.

3.0 Plans and Fee Proposals

In support of this application, we have enclosed plans prepared by Swanbury Penglase Architects which illustrate the restoration works that are being undertaken. In addition, we have enclosed Fee Proposals from Swanbury Penglase and Martin Reynolds which directly relate to the restoration of the Local Heritage Place. The fee proposals indicate that Professor Khurana has committed \$46,218.86 specifically to the restoration of the structural elements of the building. A further \$200,000 (approximately) has been committed for a range of other works to make the building habitable which will help to ensure its long-term survival. These include internal modifications, new amenities and landscaping amongst other items.



A breakdown of the fee proposals which directly relate to the structural integrity of the Local Heritage Place follows:

- Architectural Services - \$8,250.00
- Damp proofing - \$8,767
- Roofing - \$7,786.62
- Front porch - \$7,780.24
- Painting - \$13,635.00

4.0 Conclusion

Professor and Mrs Khurana have recently committed substantial resources to restore a Local Heritage Place on their land at 20A Radbone Road, Mount George which had fallen into an advanced state of disrepair.

Given that the works are entirely consistent with the objectives of the Local Heritage Grant Fund and will ensure that the Local Heritage Place will be restored for future generations to enjoy, it is respectfully requested that the Council gives favourable consideration to the approval of grant funding of \$2,500 which will go some way to off-set some of the significant expenses that Professor and Mrs Khurana have incurred.

Thank you for your consideration of this request. We would be pleased to provide any further information that may be required to assist the Council with this process.

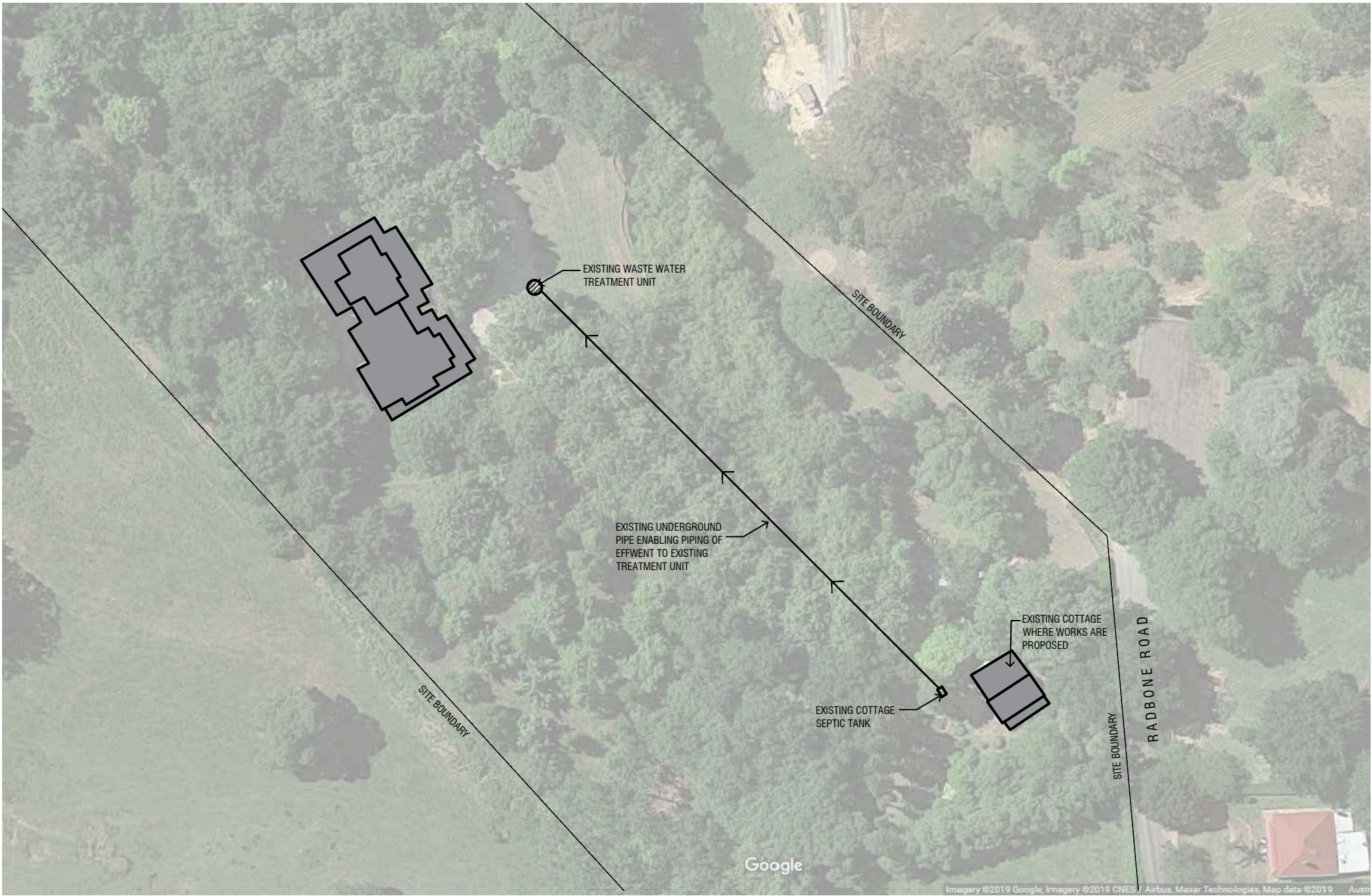
Should you wish to discuss any aspect of this request further, please do not hesitate to contact the undersigned on [REDACTED] or kieron@planningstudio.com.au.

Yours sincerely

Kieron Barnes | RPIA | Director

Appendix A

Architectural Plans




NORTH

SITE PLAN
SCALE 1:500



FOR APPROVAL ONLY		
NOT FOR CONSTRUCTION		
FOR APPROVAL	24.09.2020	G
FOR APPROVAL	21.09.2020	F
FOR CONSTRUCTION	10.06.2020	D
FOR APPROVAL	31.01.2020	C
FOR APPROVAL	10.12.2019	B
FOR APPROVAL	11.11.2019	A
Revision	Date	Issue



MOUNT GEORGE
TOURIST ACCOMMODATION

20A RADBONE ROAD
MOUNT GEORGE, SA 5155

SITE PLAN

Scale	Drawn	Approved	Date
AS NOTED	AF	AK	SEP 20

VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING ANY WORK OR MAKING SHOP DRAWINGS

© SWANBURY PENGGLASE ARCHITECTS ACN 008 202 775
244 GILBERT ST ADELAIDE SA 5000
PH (08) 8212 2679 FAX (08) 8212 3162
mail@swanburypenglase.com
www.swanburypenglase.com

19099 - WD01 G

REPOINT LOWER PORTION OF EXISTING STONE WALL WITH NEW NHL 2 LIME MORTAR USING CAREFULLY GRADED SAND TO MATCH EXISTING MORTAR COLOUR

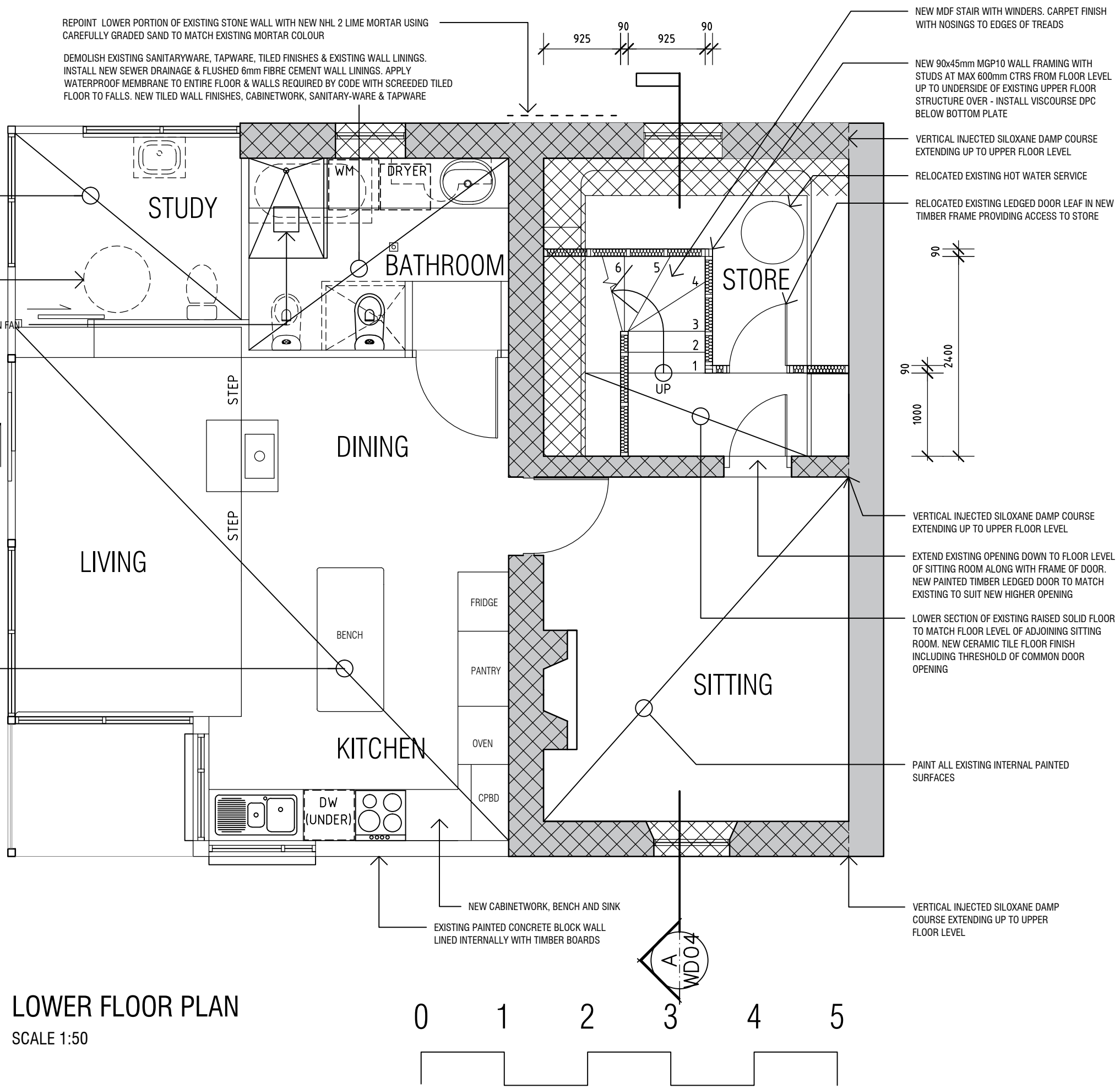
DEMOLISH EXISTING SANITARYWARE, TAPWARE, TILED FINISHES & EXISTING WALL LININGS. INSTALL NEW SEWER DRAINAGE & FLUSHED 6mm FIBRE CEMENT WALL LININGS. APPLY WATERPROOF MEMBRANE TO ENTIRE FLOOR & WALLS REQUIRED BY CODE WITH SCREEDED TILED FLOOR TO FALLS. NEW TILED WALL FINISHES, CABINETWORK, SANITARY-WARE & TAPWARE

DEMOLISH EXISTING PAN & TROUGH FOR FORMER LAUNDRY AND INFILL EXISTING FLOOR WASTE. REMOVE EXISTING WALL LININGS & INSTALL NEW FLUSHED PLASTERBOARD. PAINT WALLS, CEILING, WINDOWS & DOOR


REMOVE EXISTING HOT WATER SERVICE AND RELOCATED TO STORE

CEILING MOUNTED EXTRACTION FAN EXHAUSTING THROUGH ROOF MOUNTED COWL.

NEW FLOOR COVERINGS AND PAINT FINISH TO EXISTING CLEAR FINISH TIMBER WALLS, CEILING AND CABINET WORK



LEGEND

 NEW GRAVITY FILLED SILOXANE INJECTED DAMPCOURSE ADDED THROUGH FULL THICKNESS OF WALL AT INTERNAL FLOOR LEVEL OR AT GROUND LEVEL WHERE WALL BUILT ON ROCK. REPAIR DRILL HOLES & REPLACE DETERIORATED INTERNAL PLASTER ON COMPLETION OF WORK

FOR APPROVAL ONLY		
NOT FOR CONSTRUCTION		
FOR APPROVAL	24.09.2020	G
FOR APPROVAL	21.09.2020	F
FOR CONSTRUCTION	10.06.2020	E
FOR APPROVAL	12.05.2020	D
FOR APPROVAL	31.01.2020	C
FOR APPROVAL	10.12.2019	B
FOR APPROVAL	11.11.2019	A
Revision	Date	Issue



MOUNT GEORGE
TOURIST ACCOMMODATION

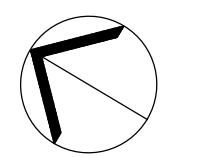
20A RADBONE ROAD
MOUNT GEORGE, SA 5155

LOWER LEVEL PLAN

Scale	Drawn	Approved	Date
1:50	AF	AK	SEP 20

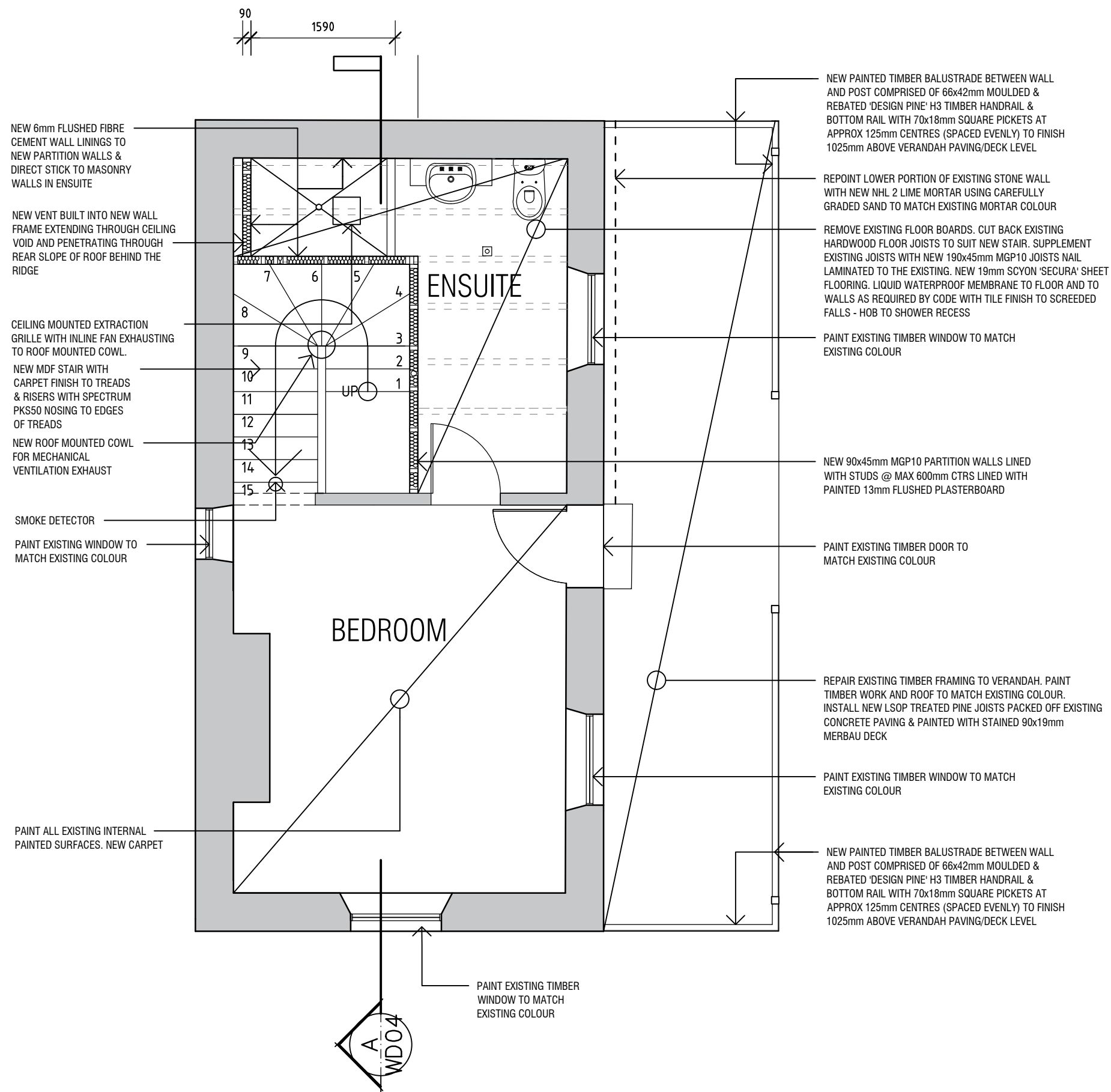
VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING ANY WORK OR MAKING SHOP DRAWINGS

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PH (08) 8212 2679 FAX (08) 8212 3162
mail@swanburypenglase.com
www.swanburypenglase.com



NORTH

LOWER FLOOR PLAN
SCALE 1:50



NEW 6mm FLUSHED FIBRE CEMENT WALL LININGS TO NEW PARTITION WALLS & DIRECT STICK TO MASONRY WALLS IN ENSUITE

NEW VENT BUILT INTO NEW WALL FRAME EXTENDING THROUGH CEILING VOID AND PENETRATING THROUGH REAR SLOPE OF ROOF BEHIND THE RIDGE

CEILING MOUNTED EXTRACTION GRILLE WITH INLINE FAN EXHAUSTING TO ROOF MOUNTED COWL.

NEW MDF STAIR WITH CARPET FINISH TO TREADS & RISERS WITH SPECTRUM PKS50 NOSING TO EDGES OF TREADS

NEW ROOF MOUNTED COWL FOR MECHANICAL VENTILATION EXHAUST

SMOKE DETECTOR

PAINT EXISTING WINDOW TO MATCH EXISTING COLOUR

PAINT ALL EXISTING INTERNAL PAINTED SURFACES. NEW CARPET

NEW PAINTED TIMBER BALUSTRADE BETWEEN WALL AND POST COMPRISED OF 66x42mm MOULDED & REBATED 'DESIGN PINE' H3 TIMBER HANDRAIL & BOTTOM RAIL WITH 70x18mm SQUARE PICKETS AT APPROX 125mm CENTRES (SPACED EVENLY) TO FINISH 1025mm ABOVE VERANDAH PAVING/DECK LEVEL

REPOINT LOWER PORTION OF EXISTING STONE WALL WITH NEW NHL 2 LIME MORTAR USING CAREFULLY GRADED SAND TO MATCH EXISTING MORTAR COLOUR

REMOVE EXISTING FLOOR BOARDS. CUT BACK EXISTING HARDWOOD FLOOR JOISTS TO SUIT NEW STAIR. SUPPLEMENT EXISTING JOISTS WITH NEW 190x45mm MGP10 JOISTS NAIL LAMINATED TO THE EXISTING. NEW 19mm SCYON 'SECURA' SHEET FLOORING. LIQUID WATERPROOF MEMBRANE TO FLOOR AND TO WALLS AS REQUIRED BY CODE WITH TILE FINISH TO SCREEDED FALLS - HOB TO SHOWER RECESS

PAINT EXISTING TIMBER WINDOW TO MATCH EXISTING COLOUR

NEW 90x45mm MGP10 PARTITION WALLS LINED WITH STUDS @ MAX 600mm CTRS LINED WITH PAINTED 13mm FLUSHED PLASTERBOARD

PAINT EXISTING TIMBER DOOR TO MATCH EXISTING COLOUR

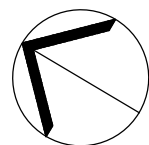
REPAIR EXISTING TIMBER FRAMING TO VERANDAH. PAINT TIMBER WORK AND ROOF TO MATCH EXISTING COLOUR. INSTALL NEW LSOP TREATED PINE JOISTS PACKED OFF EXISTING CONCRETE PAVING & PAINTED WITH STAINED 90x19mm MERBAU DECK

PAINT EXISTING TIMBER WINDOW TO MATCH EXISTING COLOUR

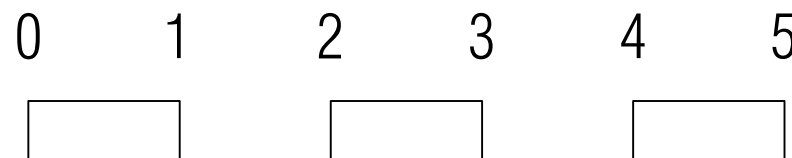
NEW PAINTED TIMBER BALUSTRADE BETWEEN WALL AND POST COMPRISED OF 66x42mm MOULDED & REBATED 'DESIGN PINE' H3 TIMBER HANDRAIL & BOTTOM RAIL WITH 70x18mm SQUARE PICKETS AT APPROX 125mm CENTRES (SPACED EVENLY) TO FINISH 1025mm ABOVE VERANDAH PAVING/DECK LEVEL

PAINT EXISTING TIMBER WINDOW TO MATCH EXISTING COLOUR

UPPER FLOOR PLAN
SCALE 1:50



NORTH



FOR APPROVAL ONLY		
NOT FOR CONSTRUCTION		
FOR APPROVAL	24.09.2020	G
FOR APPROVAL	21.09.2020	F
FOR CONSTRUCTION	10.06.2020	D
FOR APPROVAL	31.01.2020	C
FOR APPROVAL	10.12.2019	B
FOR APPROVAL	11.11.2019	A
Revision	Date	Issue



swanbury
penglase

MOUNT GEORGE
TOURIST ACCOMMODATION

20A RADBONE ROAD
MOUNT GEORGE, SA 5155

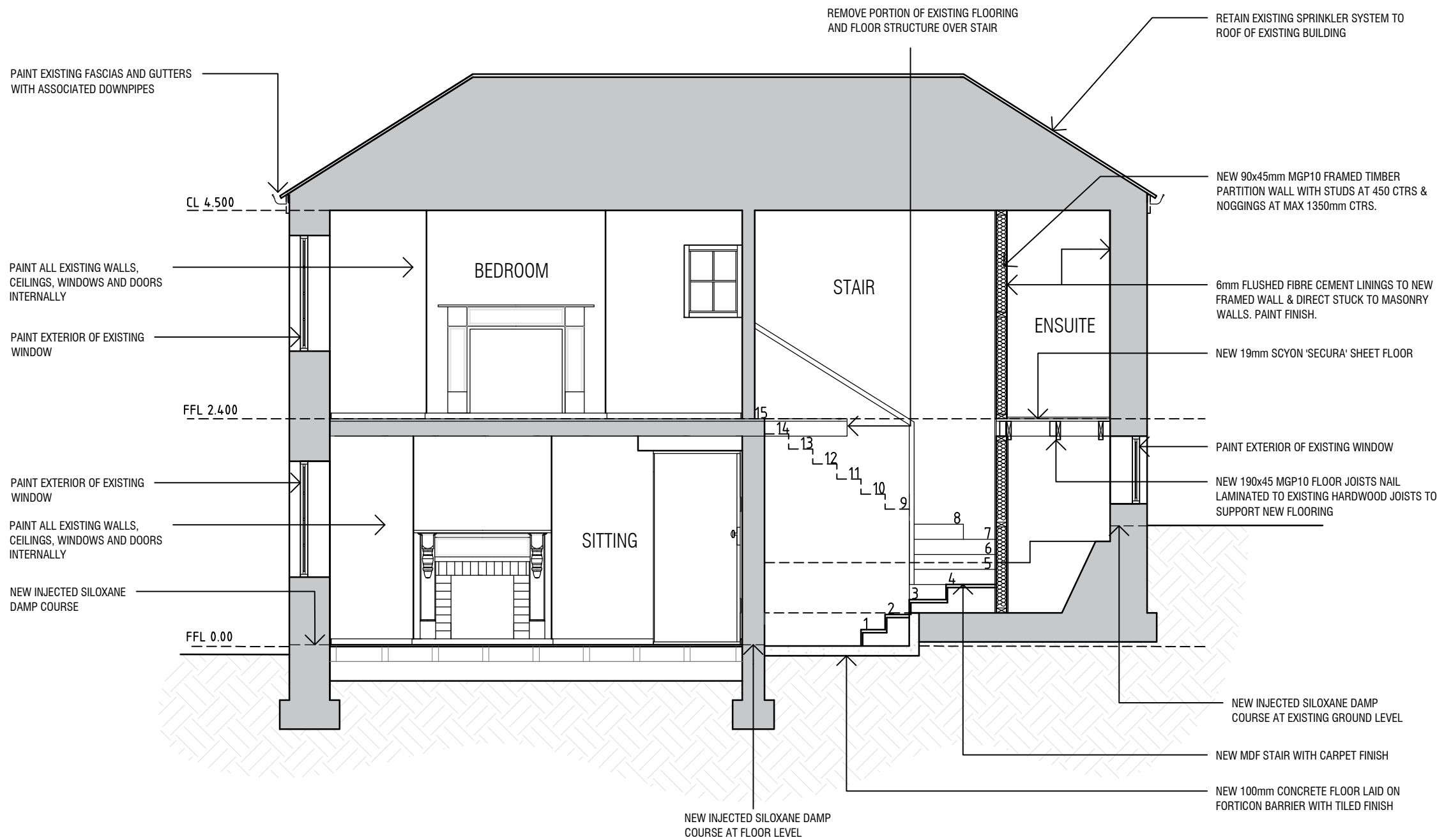
UPPER LEVEL PLAN

Scale	Drawn	Approved	Date
1:50	AF	AK	SEP 20

VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING ANY WORK OR MAKING SHOP DRAWINGS

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PH (08) 8212 2679 FAX (08) 8212 3162
mail@swanburypenglase.com
www.swanburypenglase.com

19099 - WD03 G



EAST-WEST SECTION
SCALE 1:50

NEW STAIR
TOTAL RISE COMPRISED OF 15 RISERS
@ 160mm EACH = 2400mm
GOING = 250mm

FOR APPROVAL ONLY		
NOT FOR CONSTRUCTION		
FOR APPROVAL	24.09.2020	G
FOR APPROVAL	21.09.2020	F
FOR CONSTRUCTION	10.06.2020	D
FOR APPROVAL	31.01.2020	C
FOR APPROVAL	10.12.2019	B
FOR APPROVAL	11.11.2019	A
Revision	Date	Issue



MOUNT GEORGE COTTAGE
TOURIST ACCOMMODATION

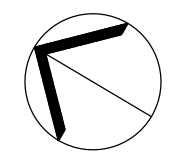
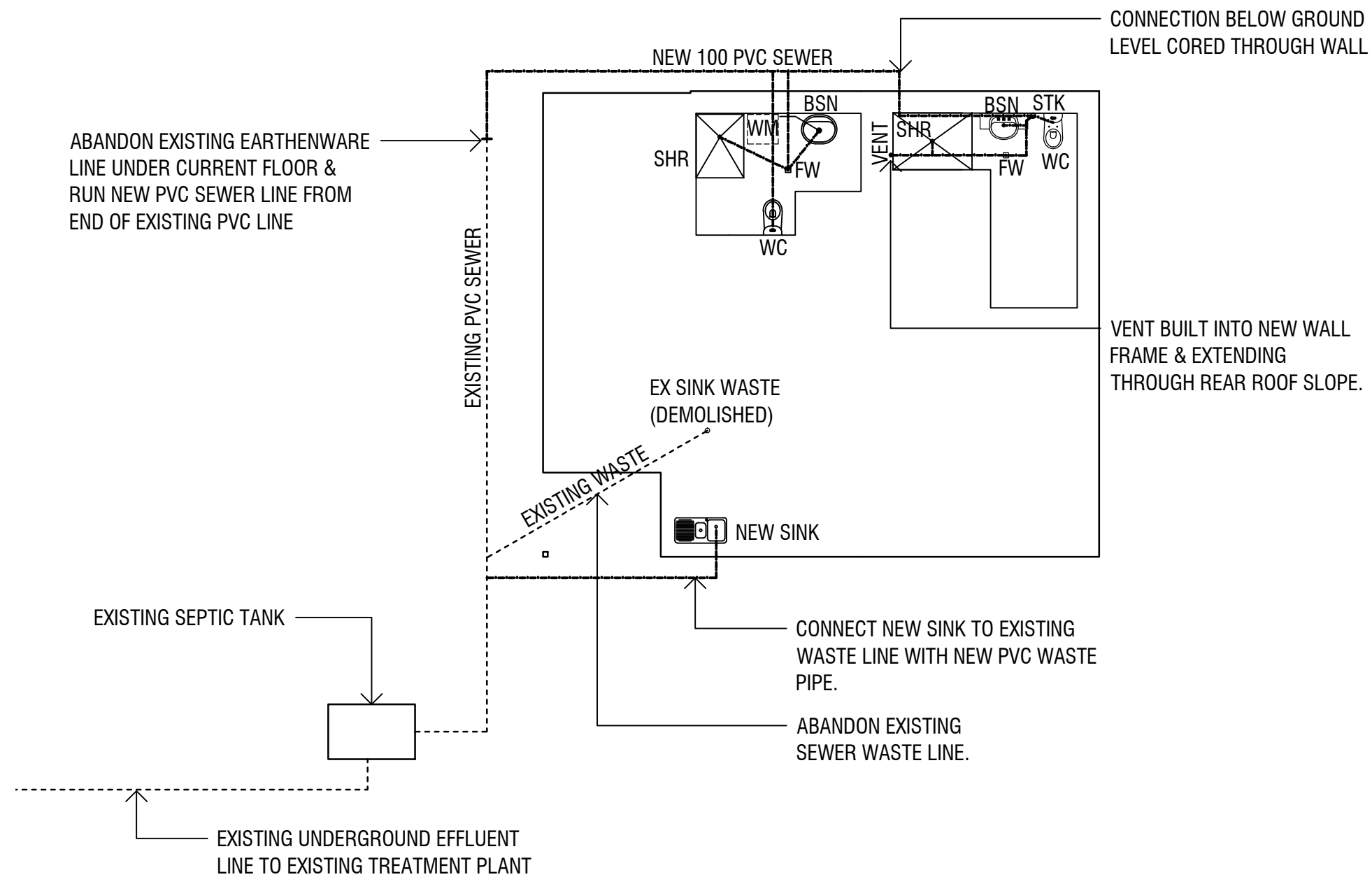
20A RADBONE ROAD
MOUNT GEORGE, SA 5155

SECTION

Scale	Drawn	Approved	Date
1:50	AF	AK	SEP 20

VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING ANY WORK OR MAKING SHOP DRAWINGS

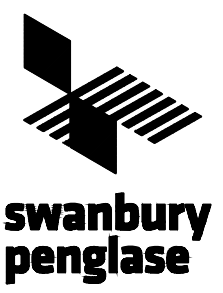
© SWANBURY PENGLASE ARCHITECTS ACN 008 202 775
244 GILBERT ST ADELAIDE SA 5000
PH (08) 8212 2679 FAX (08) 8212 3162
mail@swanburypenglase.com
www.swanburypenglase.com



N O R T H

DRAINAGE PLAN SCALE 1:100

FOR APPROVAL ONLY		
NOT FOR CONSTRUCTION		
FOR APPROVAL	24.09.2020	G
FOR APPROVAL	21.09.2020	F
FOR CONSTRUCTION	10.06.2020	D
FOR APPROVAL	31.01.2020	C
FOR APPROVAL	10.12.2019	B
FOR APPROVAL	11.11.2019	A
Revision	Date	Issue



MOUNT GEORGE
TOURIST ACCOMMODATION

20A RADBONE ROAD
MOUNT GEORGE, SA 5155

DRAINAGE PLAN

Scale	Drawn	Approved	Date
1:100	AF	AK	SEP 20

VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING ANY WORK OR MAKING SHOP DRAWINGS

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www.swanburypenglase.com

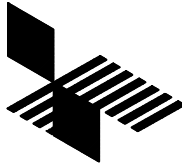


FOR
APPROVAL
ONLY

NOT FOR CONSTRUCTION

FOR APPROVAL	24.09.2020	G
FOR APPROVAL	21.09.2020	F
FOR CONSTRUCTION	10.06.2020	D
FOR APPROVAL	30.03.2020	C
FOR APPROVAL	10.12.2019	B
FOR APPROVAL	11.11.2019	A

Revision	Date	Issue
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swanbury
penglase

MOUNT GEORGE
TOURIST ACCOMMODATION

20A RADBONE ROAD
MOUNT GEORGE, SA 5155

FIRE WATER TANK &
ACCESS PLAN

Scale	Drawn	Approved	Date
1:100	SC	AK	SEP 20

VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING
ANY WORK OR MAKING SHOP DRAWINGS

© SWANBURY PENGLASE ARCHITECTS ACN 008 202 775
244 GILBERT ST ADELAIDE SA 5000
PH (08) 8212 2679 FAX (08) 8212 3162
mail@swanburypenglase.com
www.swanburypenglase.com

19099 - WD06 G

Appendix B

Fee Proposals

13 June 2019
Ref: 19099



Ashok & Rosemary Khurana
ashok.khurana@bigpond.com

Dear Ashok & Rosemary

RE: Mt George Cottage, Radbone Road, Bridgewater – Fee Proposal

Thank you for the opportunity to submit a fee for architectural and heritage services associate the local heritage listed cottage and associated outbuildings ('Tilt' and Dairy) at your property at Mt George.

Scope of service

Based on discussions on site and the information you have provided, we propose the following scope of service:

- Visit the site to take measurements for the preparation of measured drawings, to review the condition of the existing structures and further discuss options for the design direction.
- Discussions with Adelaide Hills Council planning staff to resolve any possible planning issues regarding two dwellings being located on a single property.
- Preparation of measured drawings of the existing buildings and the development of a design for the proposed resolution of the issues with the existing cottage and associated buildings as per the list of issues you have provided.
- Presentation of the concept on site, discussing your thoughts and feedback, and making modifications as necessary to integrate these into the design.
- Upon resolution of the design, carry out discussions with Adelaide Hills Council local heritage advisor to resolve any heritage concerns to ensure the proposal will be accepted should the work proceed to the lodgement of a development application.
- Engagement and briefing of a cost manager (Chris Sale Consulting) to prepare a budget cost estimate based on the concept design to provide you comfort about the likely cost of the work and hence assist with making a decision about whether to proceed with particular components.

On receipt of the budget cost estimate, if you decide to proceed with a particular combination of the work, we will happily prepare a separate fee proposal to document and provide contract administration services based on the amount of work you decided to undertake and the level of involvement you would like from us.

For your information for example, the typical architectural fee for a full service (design development, documentation, contractor procurement and administration of the contract) is 12% of the cost of the building work.

Adelaide
244 Gilbert Street
Adelaide SA 5000
Australia
T + 618 8212 2679

Melbourne
11/1-5 Martin Street
St Kilda VIC 3004
Australia
T + 613 9510 0581

Postal
PO Box 10168
Adelaide BC SA 5000
ABN 36 008 202 775

Email
space@swanburypenglase.com

Architecture
Heritage
Interior Design
Landscape Architecture

Fee offer

Swanbury Penglase:

- Site visit & measured drawing preparation	\$	3,000.00
- Preparation and presentation of design concept	\$	2,400.00
- Council consultations	\$	600.00

Chris Sale Consulting (Cost Manager):

- Budget cost estimate	\$	1,500.00
------------------------	----	----------

Sub Total	\$	7,500.00
-----------	----	----------

GST	\$	750.00
-----	----	--------

TOTAL	\$	8,250.00
-------	----	----------

Please note the above fee is based on the following assumptions:

- We have made no allowance for the preparation or lodging of the design for development approval or the payment of the associated statutory fees. We assume this process will form part of the subsequent stage once a decision is made to proceed.

We trust this submission provides the information required.

If you have any queries or would like to discuss any of the above, please do not hesitate to contact us.

Yours faithfully



Andrew Klenke
Associate Director
SWANBURY PENGLASE

Final Basis A Contract
As of 26/6/20 Included in Quote# 211 (119)

Quote

Martin Reynolds
ABN: 78 760 584 711
PO Box 1280
MOUNT BARKER SA 5251
Mobile: 0418 828066
Email: mfr068@hotmail.com
BLD Number: 275721

Date: 11/09/2019
Quote No.: 202

Bill To:

Ashok and Rosemary Khurana
20A Radbone Road
MOUNT GEORGE SA 5155

Ship To:

20A Radbone Road
MOUNT GEORGE SA 5155

Qty	Item	Description	Unit Price	Tax	Total
1	DAMP PROOFING	<p>To undertake damp proof works as per diagram supplied. A Platon membrane will be placed against the side wall once excavation is undertaken for the bathroom. The property will need a six month drying time following damp proofing. The damaged wall will be replastered. PLEASE NOTE: No painting has been allowed for in this quote.</p> <p>NOTE: As the property has sat for another nine months since this quote was initially submitted, damage to the walls has increased and additional costs will apply for the rendering once damaged areas are removed.</p> <p>CHECKED</p>	\$8,767.00	GST	\$8,767.00

Subtotal \$7,970.00

GST \$797.00

Total \$8,767.00

This quote is valid for a period of 30 days.

Final Brois d Contract
As of 26/6/20 Should cutters be replaced too?
(5)

Quote

Martin Reynolds
ABN: 78 760 584 711
PO Box 1280
MOUNT BARKER SA 5251
Mobile: 0418 828066
Email: mfr068@hotmail.com
BLD Number: 275721

Date: 24/06/2020
Quote No.: 234

Bill To:

Ashok and Rosemary Khurana
20A Radbone Road
MOUNT GEORGE SA 5155

Ship To:

20A Radbone Road
MOUNT GEORGE SA 5155

Qty	Item	Description	Unit Price	Tax	Total
1	ROOFING	To replace the main roof and front bullnose verandah including 60mm roof blanket under the iron of the main roof. Gutter to be cleaned and minor repairs undertaken.	\$7,786.62	GST	\$7,786.62

Subtotal \$7,078.75
GST \$707.87
Total \$7,786.62

This quote is valid for a period of 30 days.

Final Review of Contract
As of 26/6/20



Quote

Martin Reynolds
ABN: 78 760 584 711
PO Box 1280
MOUNT BARKER SA 5251
Mobile: 0418 828066
Email: mfr068@hotmail.com
BLD Number: 275721

Date: 11/09/2019
Quote No.: 201

Bill To:

Ashok and Rosemary Khurana
20A Radbone Road
MOUNT GEORGE SA 5155

Ship To:

20A Radbone Road
MOUNT GEORGE SA 5155

Qty	Item	Description	Unit Price	Tax	Total
1	FRONT PORCH	To construct a new deck over the existing concrete porch including a new balustrade at the high end of the porch. Decking is to be constructed out of Merbau with a treated pine substructure. The roof will have repairs to the frame including new fascia beams, barge boards and new gutter. PLEASE NOTE: No allowance has been made for painting as the whole house may need repainting. Decking is sealed with three coats of oil-based sealer. CHECKED	\$7,780.24	GST	\$7,780.24

Subtotal \$7,072.95
GST \$707.29
Total \$7,780.24

This quote is valid for a period of 30 days.

(B)

This quote is valid for a period of 30 days.

13 June 2019
Ref: 19099



Ashok & Rosemary Khurana
ashok.khurana@bigpond.com

Dear Ashok & Rosemary

RE: Mt George Cottage, Radbone Road, Bridgewater – Fee Proposal

Thank you for the opportunity to submit a fee for architectural and heritage services associate the local heritage listed cottage and associated outbuildings ('Tilt' and Dairy) at your property at Mt George.

Scope of service

Based on discussions on site and the information you have provided, we propose the following scope of service:

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Adelaide BC SA 5000
ABN 36 008 202 775

Email
space@swanburypenglase.com

Architecture
Heritage
Interior Design
Landscape Architecture

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Andrew Klenke
Associate Director
SWANBURY PENGLASE

Final Basis A Contract
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PO Box 1280
MOUNT BARKER SA 5251
Mobile: 0418 828066
Email: mfr068@hotmail.com
BLD Number: 275721

Date: 11/09/2019
Quote No.: 202

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Ashok and Rosemary Khurana
20A Radbone Road
MOUNT GEORGE SA 5155

Ship To:

20A Radbone Road
MOUNT GEORGE SA 5155

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Subtotal \$7,970.00

GST \$797.00

Total \$8,767.00

This quote is valid for a period of 30 days.

Final Brois d Contract
As of 26/6/20 Should cutters be replaced too?
(5)

Quote

Martin Reynolds
ABN: 78 760 584 711
PO Box 1280
MOUNT BARKER SA 5251
Mobile: 0418 828066
Email: mfr068@hotmail.com
BLD Number: 275721

Date: 24/06/2020
Quote No.: 234

Bill To:

Ashok and Rosemary Khurana
20A Radbone Road
MOUNT GEORGE SA 5155

Ship To:

20A Radbone Road
MOUNT GEORGE SA 5155

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Subtotal \$7,078.75

GST \$707.87

Total \$7,786.62

This quote is valid for a period of 30 days.

Final Review of Contract
As of 26/6/20



Quote

Martin Reynolds
ABN: 78 760 584 711
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Ashok and Rosemary Khurana
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MOUNT GEORGE SA 5155

Ship To:

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MOUNT GEORGE SA 5155

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Subtotal \$7,072.95
GST \$707.29
Total \$7,780.24

This quote is valid for a period of 30 days.

(B)

This quote is valid for a period of 30 days.

Local Heritage Grant Fund Application

Introduction

The Adelaide Hills Council is renowned for its historic architecture and cultural heritage. The conservation of our built heritage will continue to create a district of outstanding places that meets the aspirations of the community.

For this reason the Adelaide Hills Council has established the Local Heritage Grant Fund (LHGF) to promote and support the conservation of Local listed buildings by reimbursing property owners with a proportion of the costs involved in retaining, reinforcing or reinstating the heritage significance of these places.

To be eligible to apply for funding under the LHGF, the grant application must relate to a Local Heritage Place listed in the [Adelaide Hills Council Development Plan](#) (Table AdHi/2). Funding is provided for conservation works that will improve and enhance the heritage fabric of a place such as:

- those elements of the heritage place designated as of heritage value in the Adelaide Hills Council Development Plan or works that ensure the structural integrity of the building, or
- reinstatement of lost elements or fabric of the building where there is physical or archival evidence, such as historical photos or drawings, or remnant site fabric of elements (e.g. conjectural works will not generally be supported except where no evidence exists and a heritage consultant is engaged to achieve an authentic and appropriate outcome agreed with Council heritage advisors).

A grant of up to **\$2,500 or 50% of the total project cost**, whichever is the lesser amount, is available. The grant funds may be used to cover some of the costs (up to \$1,000) for obtaining professional advice from a heritage architect or tradesperson for the proposed works to be undertaken as part of the grant application. Eligible projects must have a minimum cost of \$1,000.

For a detailed summary of the eligibility criteria and the selection process please review the [Local Heritage Grant Fund Guidelines](#).

Eligibility

*** indicates a required field**

Applicants: please note

Before completing this application form, you should have read the **Local Heritage Grant Fund Guidelines**.

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

If you have any questions in regards to these eligibility criteria, please contact the Administration on (08) 8408 0400

Confirmation of Eligibility

Local Heritage Grant Fund (2020/21)

Local Heritage Grant Fund (2020/21)

Application LH25 From Mr Silvano Rotellini

Form Submitted 7 Dec 2020, 9:02pm ACDT

I confirm that the applicant ...

- has read and understands the [program guidelines](#)
- is seeking grant funds for conservation works/professional advice to a Local Heritage Place as listed in the Adelaide Hills Council Development Plan
- has sought out two written quotes for the proposed works
- understands that an authorised Development Approval may be required to be obtained (Council to advise if successful) before commencing any works

Please select below: *

☒ Yes ☐ No

You must confirm that all statements above are true and correct.

Contact Details

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

Applicant Details

Applicant

Mr Silvano Rotellini

Location of Local Heritage Place

4-6 Mt Barker Road

Stirling

Stirling SA 5152 Australia



Applicant Primary Phone Number

Must be an Australian phone number.

Applicant Primary Email

[Redacted]
Must be an email address.

Applicant Postal Address

Project Details

Project title:

Replacing timber verandah with similar materials

Provide a name for your project/program/initiative. Your title should be short but descriptive

Description of Conservation Works

Please provide a short summary of the conservation works to be undertaken

In order to maintain the heritage appearance of the premises the verandah requires the posts to be replaced and also certain sections of the railings. The works to be carried out will use materials of the same nature (like for like).

Be descriptive, but succinct. Include a brief summary of why the work is required (i.e. restoration, maintenance), what you will do (i.e. the works you or a contractor will undertake), and what effects you expect to result from the conservation works (outcomes).

Please detail the construction techniques to be used to undertake the conservation works (If known)

Employ a professional tradesperson to carry out the works. Replace with new materials of similar type. Advice has been sought from the tradesperson and quotes have been attached. The work is basically of a carpentry nature and painting which the tradesman are prepared to undertake.

If you intend to apply for Professional Advice as part of the grant fund to assist in determining the most appropriate building techniques you can leave this section blank.

Site Plan and Conservation Works detail

Please attach a site plan, photos, materials specification and elevation drawings identifying the location of the building and the proposed works on the property

Filename: LTO plan of 4-6 Mt Barker Road Stirling.docx
File size: 201.8 kB

Filename: photos of frontage of shops.docx
File size: 261.8 kB

Filename: posts and rails.docx
File size: 1.6 MB

This information needs to be legible and to scale noting that it will be used if a development application is required.

Project Costs

*** indicates a required field**

Total Project Cost \$5,400.00
What is the total budgeted cost (dollars) of your project?

Total Grant Amount Required \$5,400.00
What is the total of the grant money you are requesting in this application? This should include the cost of professional advice (if applicable)

Categories of Funding

Is the application for conservation works only? *

☒ Yes

☐ No, it includes professional advice as well

If no, please allocate below which portion of the expenditure will be dedicated to professional advice

Project Expenditure Summary

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
Timber posts	Materials *	\$4,990.00	This figure does not include GST
Timber posts and painting	Materials	\$5,400.00	This figure includes labour and materials.

Please attach two written quotes for the above expenditure (costs)

Filename: hillbilly carpentry (1).docx
File size: 13.5 kB

Filename: ostyn dawes quote.docx
File size: 12.6 kB

Certification and Feedback

*** indicates a required field**

Certification

This section must be completed by the property owner or on behalf of the property owner for which the grant applies.

Local Heritage Grant Fund (2020/21)
Local Heritage Grant Fund (2020/21)
Application LH25 From Mr Silvano Rotellini
Form Submitted 7 Dec 2020, 9:02pm ACDT

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the application is approved, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree *

☒ Yes ☐ No

Name of authorised person *

Mr Silvano and Emilia Rotellini

Contact phone number *

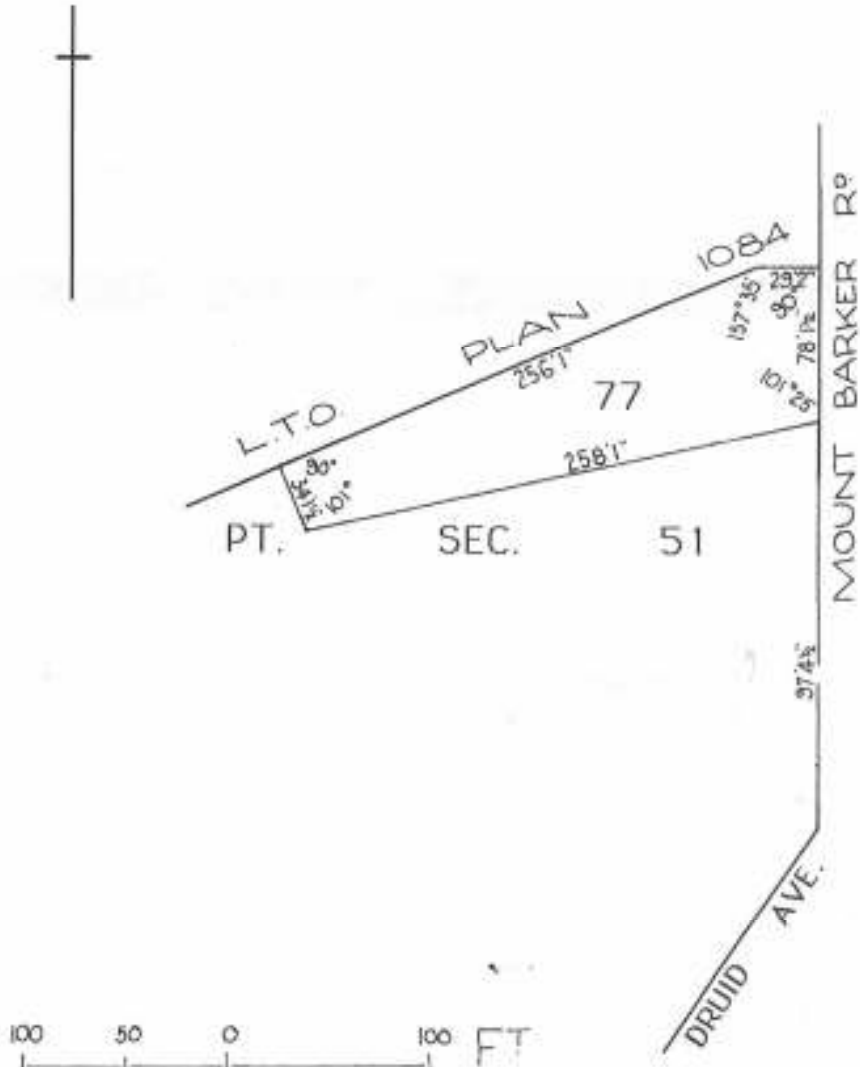
[REDACTED]

Must be an Australian phone number.

Date *

07/12/2020

Must be a date



DISTANCES ARE IN FEET AND INCHES
FOR METRIC CONVERSION
1 FOOT = 0.3048 METRES
1 INCH = 0.0254 METRES

NOTE: SUBJECT TO ALL LAWFULLY EXISTING PLANS OF DIVISION

From: Daniel Gingell [mailto:danielgingell@icloud.com]
Sent: Thursday, 26 November 2020 7:07 AM
To: leithdawes@adam.com.au
Subject: Hillbilly Carpentry

Hillbilly Carpentry

Quotation

Leith Dawes

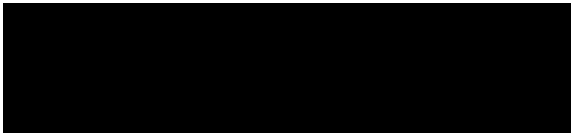
Ref Timber repairs at Stirling

Quote for the removal and repair of all timber where required to posts , balustrades scotia and handrails. Where the electric cables are present repairs are the only option this quote includes the painting of repaired or replaced timber only . Any posts will have to be custom made due to the style and size

\$5400.00 plus gst

Regards Daniel

Hillbilly Carpentry



Regards

Daniel Gingell

Hillbilly Carpentry

From: Ostyn Dawes [mailto:o.dawesconstruction@gmail.com]
Sent: Monday, 7 December 2020 7:58 PM
To: leithdawes@adam.com.au
Subject: Rotten Posts

Dawes Building & Construction

Quotation

Leith Dawes

Rotting timber at Stirling

Regarding the rotting timber posts and structures, I will be removing and repairing.

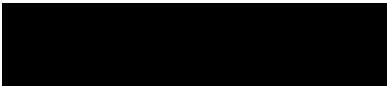
The quote only includes the removal and repairing of all rotten and broken timber and filling holes where need be.

Posts will be custom made due to size and style of post.

\$4990 plus GST

--

Ostyn Dawes
Dawes Building & Construction







Local Heritage Grant Fund - 2020/2021

Application
from

Elizabeth Hansman.
(Re: 129 Mt. Barker Rd, Stirling.)

Please forward this application to:

Mr. James Szabo.

Elizabeth Hansman will email
pictures to your address to
support application.



Local Heritage Grant Fund (2020/21)

Form Preview

Local Heritage Grant Fund Application

Introduction

The Adelaide Hills Council is renowned for its historic architecture and cultural heritage. The conservation of our built heritage will continue to create a district of outstanding places that meets the aspirations of the community.

For this reason the Adelaide Hills Council has established the Local Heritage Grant Fund (LHGF) to promote and support the conservation of Local listed buildings by reimbursing property owners with a proportion of the costs involved in retaining, reinforcing or reinstating the heritage significance of these places.

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Eligibility

* indicates a required field

Applicants: please note



Before completing this application form, you should have read the **Local Heritage Grant Fund Guidelines**.

Incomplete applications and/or applications received after the closing date will not be considered.

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Local Heritage Grant Fund (2020/21)

Form Preview

If you have any questions in regards to these eligibility criteria, please contact the Administration on (08) 8408 0400

Confirmation of Eligibility

I confirm that the applicant ...

- has read and understands the program guidelines
- is seeking grant funds for conservation works/professional advice to a Local Heritage Place as listed in the Adelaide Hills Council Development Plan
- has sought out two written quotes for the proposed works
- understands that an authorised Development Approval may be required to be obtained (Council to advise if successful) before commencing any works

Please select below: *

☒ Yes

☐ No

You must confirm that all statements above are true and correct.

Contact Details

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Applicant Details

Applicant

☒ Individual

☐ Organisation

Organisation Name

MRS Elizabeth Hansman

Title

First Name

Last Name

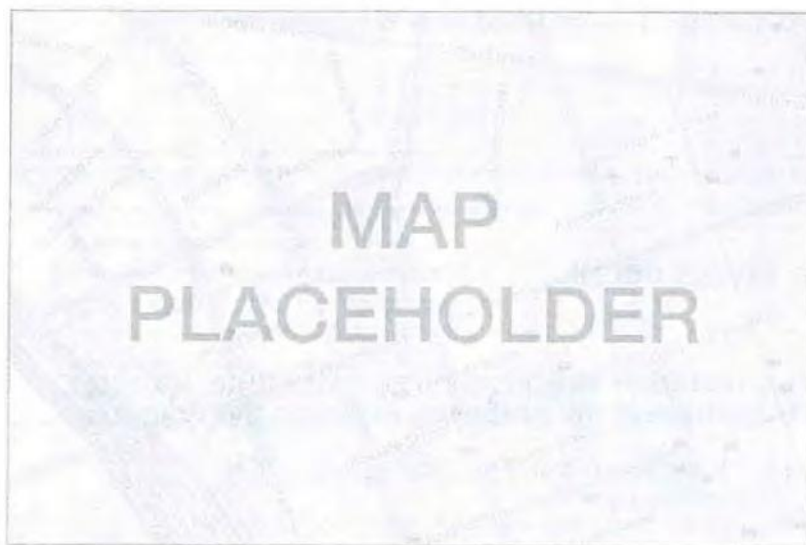
Location of Local Heritage Place

Address

129 Mt Barker Rd
Stirling

Local Heritage Grant Fund (2020/21)

Form Preview



Applicant Primary Phone Number

Must be an Australian phone number.

Applicant Primary Email

Applicant Postal Address

Address



Project Details

Project title:

“Conserving Stirling House-Chimneys & Walls”

Provide a name for your project/program/initiative. Your title should be short but descriptive

Description of Conservation Works

Please provide a short summary of the conservation works to be undertaken

1. Restoration of the East Chimney – top bricks + some deteriorated bricks in the chimney face. Adding a cowl to help prevent rain deteriorating the inside of chimneys during stormy weather.
Be descriptive, but succinct. Include a brief summary of why the work is required (i.e. restoration, maintenance), what you will do (i.e. the works you or a contractor will undertake), and what effects you expect to result from the conservation works (outcomes).
2. Painting a silicone coat over the stone walls on East & West sides of the main house – preventing damage, weathering due to rain, dampness entering the porous mortar around the stone.
Contractors will be doing all the restoration/preventative work

Local Heritage Grant Fund (2020/21)

Form Preview

Please detail the construction techniques to be used to undertake the conservation works (if known)

If you intend to apply for Professional Advice as part of the grant fund to assist in determining the most appropriate building techniques you can leave this section blank.

Site Plan and Conservation Works detail

Please attach a site plan, photos, materials specification and elevation drawings identifying the location of the building and the proposed works on the property

Attach a file:

photos via email of house/stone cottage at 129 Mt Barker Rd, Stirling.

This information needs to be legible and to scale noting that it will be used if a development application is required.

Project Costs

* Indicates a required field

Total Project Cost

(In order to keep costs down I suggested the mason use a cherry picker to access the chimney. However, the mason was not keen on that idea)

At present a very rough estimate is about \$7,500 to restore the chimneys.

What is the total budgeted cost (dollars) of your project?
\$ Much of the cost comes from requiring a scaffold being erected on both East & West sides of the cottage.

Total Grant Amount Required

\$2,500.00

What is the total of the grant money you are requesting in this application? This should include the cost of professional advice (if applicable)

Categories of Funding

Is the application for conservation works only? *

☒ Yes

☐ No, it includes professional advice as well

If no, please allocate below which portion of the expenditure will be dedicated to professional advice

Project Expenditure Summary

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
-------------------------	------------------	-------------------------	-------

		\$	
--	--	----	--

Please attach two written quotes for the above expenditure (costs)

Attach a file:

I intend to ask 3 other masons/builders for quotes.

Local Heritage Grant Fund ApplicationConservation Work to the Stone Cottage:To ensure the structural integrity of the building:

On Sunday, 6th December, 2020, a qualified mason inspected the house with me. (Sam Foster - "Adelaide Masonry") He could not commit to a written quote or appraisal as it was raining heavily and he was unable to access the roof to inspect the 3 chimneys more closely. However, he thought:-

1. The red brick chimney on Eastern side required
 - the top bricks around the rim to be re-grouted.
 - Several bricks on the eastern face to be replaced. (the other face could not be seen clearly)
 - more discussion re a suitable cowl/chimney pots is needed.
2. The red brick chimney on the Western side could be completely re grouted if money allowed. Bricks on the rim to be restored, regouted.
3. Third chimney on the Nth side of house is a double flue chimney. Seems sound. It needs closer inspection.
4. The parapet wall atop the lower section of the house has a metal covering to prevent damp from rain. However, mould stains have appeared and are moving down the face of the stone wall underneath. This should be addressed.
5. A crack has appeared in the ^{West} face of the house. This is a relatively minor repair to the stone and mortar.

Conservation work - continued.

When I restored this cottage in 1993, it had been made very damp throughout from the effects of weather on the stone walls, East & West sides.

I was advised to paint the stone and mortar with a clear silicone to keep rain effects to a minimum. This was done at the end of the year.

This seems to have worked well, despite the storms often experienced in Stirling and the walls being quite open to weather.

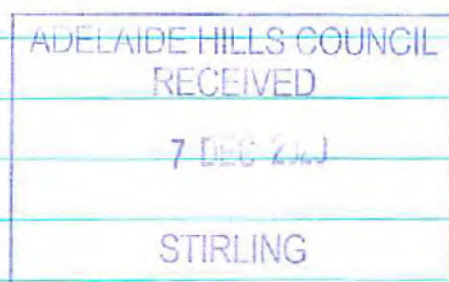
Therefore I would like to seek advice from the Architect I believe is available, on this point, as a mason has suggested this is not necessary, or a good practice.

I would also be glad of this advice on any other structural points, eg, chimneys.

Thank you for the opportunity to apply for this Heritage Grant.

Yours Sincerely

Elizabeth Hansman.
7/12/2020.



Local Heritage Grant Fund (2020/21)

Form Preview

Certification and Feedback

* indicates a required field

Certification

This section must be completed by the property owner or on behalf of the property owner for which the grant applies.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the application is approved, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree *

☒ Yes

☐ No

Name of authorised person *

Title

First Name

Last Name

MRS

Elizabeth

Hansman.

Contact phone number *

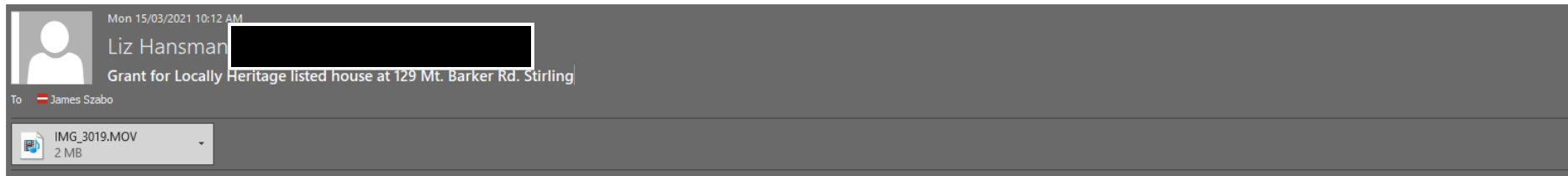
Must be an Australian phone number.

Date *

7/12/2020

Must be a date





Dear James,

Last Friday I met with Mark Bott, the gentleman you kindly suggested might be a help to me in matters relating to the above grant application, etc.

Mark was very kind to spend some time with me walking around the house and noting what may be relevant areas for using the grant money.

On viewing the chimneys he thought they were in quite sound condition.

As I have limited funds and the access, mainly via required scaffolding, to attend to the chimneys would be quite expensive, he wondered if I could ask you re altering some of my reasons for applying for the grant.

Mark pointed out some areas of the house where more urgent action seemed sensible in order to maintain the integrity of the building.

Most of these areas have been affected by ingress of water and, although at relatively early stages of disrepair, if left longer, they will only become worse and more expensive to fix later.

I had noticed these areas but had not thought to put them down as reasons for the grant, but I can see now, that if approved, the repairs will be more easily done and keep the house sound.

Also, money will be spent mostly directly on the house, rather than on scaffolding in order to do a quite inexpensive repair.

I include some photographs taken on Friday, James.

1. The timber post and the two joining timbers on the north/west corner are beginning to show signs of water damage from the gutter overflow.
2. The south/eastern corner of the front verandah has been undermined I think by Water damage. You can see there are two downpipes nearby and perhaps I should ask that they be checked for leaks, or discover where the water is taken.

Anyway, this corner has a huge crack, as the opposite corner has had in the past.

Both ends of the verandah should be re pointed and shored up as water ingress seems to have washed away support there.

(The North West corner of the verandah was in my original application to be Repointed and repaired)

3. Damp and black mould marks above the Eastern facing Dining room window, over the whole window and below the window. Also in several places along this Eastern facing wall, there is evidence of water seeping down the stones from under the metal ridge capping I had put there during my original repairs to the house in 1994.
The parapet wall was almost totally black from damp and mould at the time. It looks as though more water has been getting in somewhere over time.
4. Eastern facing stone wall - on closer inspection this wall could be repaired with some careful grouting between some of the stones which seem to have also been affected by water seepage or the elements.

I wonder what you think about these changes James?

I also wonder if you would like to meet me at the house to have a look around, and give me your advice?

Certainly, if these areas of the house were attended to, it would uphold the integrity and soundness of the building and present it in a much more pristine condition.

I think I would also be better able to manage the possible amount to fix these items with the assistance of the grant.

If the basic stonework was secured, then I could later attend to the painting of the timber windows and verandah posts to keep them preserved, and also the coins around the doors, windows and corners of the building, which are not in disrepair, but painting them would also freshen and enhance the whole facade and street “look”!

Thank you for your care and attention to my grant application, James.

I will look forward to hearing from you and what you think about these new points for consideration.

Sincerely,
Elizabeth Hansman.

















Elizabeth Hansman
Sent from my iPad

Mark Bott

4 Shanks Road,
Aldgate. S.A. 5154

Adelaide Hills Council,
63 Mount Barker Road,
Stirling. S.A. 5152

Attention: James Szabo
Elizabeth Little

Dear James,

**Re: AHC Local Heritage Grant Fund (2020/21) Application LH 2020/21
Request for Update and Further Information**

Repairs to Exterior Gutters and timber fascia of Former Church of Christ
4 Shanks Road, Aldgate, SA, 5154
I have attached two quotes from building companies

1. Photos Showing Gutters and timber that require replacing (South view)





2. Photo showing gutters and timber that require replacing (West view)



3. Photo showing gutters and timber that require replacing (North view)

Yours sincerely,

Mark Bott



RenoBuild Adelaide Hills

Stephen Gasson

Steve Gasson Lic No. BLD 278425

Quote

LIC NO. BLD 278425

A.B.N 19 811 743 970

A.C.

Invoice No.: 00000565

Date: 7/12/2020

Ship Via:

Bill To:

Mark Bott
4 Shanks Rd
Aldgate SA 5153

DESCRIPTION	AMOUNT	CODE
QUOTE: REPLACE FASCIA AND GUTTERS ON OLD CHURCH AS PER PHOTO'S. Replace approx. 521m of gutters and fascia. Fascia material 185mm x 42 LOSP treated timber Ball nosed machined to match existing. Gutters to match existing. 125 D mould with brackets. External bracket or std bracket Powder coated to external brackets extra cost if required.	\$250.00	GST
EXCLUSIONS. White ant damage repairs. Scaffold hire. Labour and materials	\$7,330.00	GST

Your Order No:
Shipping Date:

Customer ABN:
Terms 7 DAYS

EFT PAYMENT

S.GASSON
BSB.017042 ACC.
206663053

Code	Rate	GST	Sale Amount
GST	10%	\$689.09	\$6,890.91

Freight: \$0.00 GST

GST: \$689.09

Total Inc GST: \$7,580.00

Amount Applied: \$0.00

Balance Due: \$7,580.00

MACRO ONE PTY LTD

Australia

A.C.N. 069 343 175
A.B.N. 23 069 343 175

Date 4/12/2020

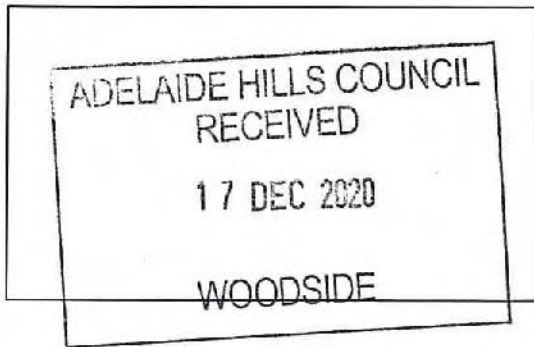
Quotation for Mr M Bott
Address : 4 Shanks Road Aldgate
South Australia 5154

Repairs to Gutters and Fascia as required on the old church
Replace approx. 53meters of gutter and Fascia
Labour and materials \$5,500 inc gst
Scaffold not included
Terms 7 days

Incoming Correspondence - Cover Sheet



* Date Stamp



* Fields marked with an asterisk are mandatory

*File ref / /

or

*Department.....

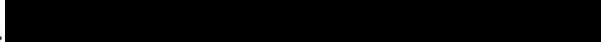
or

*Addressee James Szabo

Complete details below if information is *not included on correspondence*

Author's Name Joe Disario

Author's Address

Contact Ph No 

Additional information

Attach form to Correspondence and forward to relevant Department



* CS Officer name

Local Heritage Grant Fund (2020/21)

Form Preview

17 DEC 2020

RECEIVED

ADELAIDE HILLS COUNCIL

Local Heritage Grant Fund Application

17 DEC 2020

Introduction

SCANNED

The Adelaide Hills Council is renowned for its historic architecture and cultural heritage. The conservation of our built heritage will continue to create a district of outstanding places that meets the aspirations of the community.

For this reason the Adelaide Hills Council has established the Local Heritage Grant Fund (LHGF) to promote and support the conservation of Local listed buildings by reimbursing property owners with a proportion of the costs involved in retaining, reinforcing or reinstating the heritage significance of these places.

To be eligible to apply for funding under the LHGF, the grant application must relate to a Local Heritage Place listed in the [Adelaide Hills Council Development Plan](#) (Table AdHi/2). Funding is provided for conservation works that will improve and enhance the heritage fabric of a place such as:

- those elements of the heritage place designated as of heritage value in the Adelaide Hills Council Development Plan or works that ensure the structural integrity of the building, or
- reinstatement of lost elements or fabric of the building where there is physical or archival evidence, such as historical photos or drawings, or remnant site fabric of elements (e.g. conjectural works will not generally be supported except where no evidence exists and a heritage consultant is engaged to achieve an authentic and appropriate outcome agreed with Council heritage advisors).

A grant of up to **\$2,500 or 50% of the total project cost**, whichever is the lesser amount, is available. The grant funds may be used to cover some of the costs (up to \$1,000) for obtaining professional advice from a heritage architect or tradesperson for the proposed works to be undertaken as part of the grant application. Eligible projects must have a minimum cost of \$1,000.

For a detailed summary of the eligibility criteria and the selection process please review the [Local Heritage Grant Fund Guidelines](#).

Eligibility

* indicates a required field

Applicants: please note

Before completing this application form, you should have read the **Local Heritage Grant Fund Guidelines**.

Incomplete applications and/or applications received after the closing date will not be considered.

This section of the application form is designed to help you, and us, understand if you are eligible for this grant. It's crucial that you complete these questions before any others to ensure you do not waste your time applying for an unsuitable grant.

Local Heritage Grant Fund (2020/21)

Form Preview

If you have any questions in regards to these eligibility criteria, please contact the Administration on (08) 8408 0400

Confirmation of Eligibility

I confirm that the applicant ...

- has read and understands the [program guidelines](#)
- is seeking grant funds for conservation works/professional advice to a Local Heritage Place as listed in the Adelaide Hills Council Development Plan
- has sought out two written quotes for the proposed works
- understands that an authorised Development Approval may be required to be obtained (Council to advise if successful) before commencing any works

Please select below: *

☒ Yes

☐ No

You must confirm that all statements above are true and correct.

Contact Details

Privacy Notice

We pledge to respect and uphold your rights to privacy protection under the [Australian Privacy Principles](#) (APPs) as established under the *Privacy Act 1988* and amended by the *Privacy Amendment (Enhancing Privacy Protection) Act 2012*.

Applicant Details

Applicant

☐ Individual

☒ Organisation

Organisation Name

CUDLEE CREEK UNITING CHURCH

Title First Name Last Name

MR JOE DISARIO

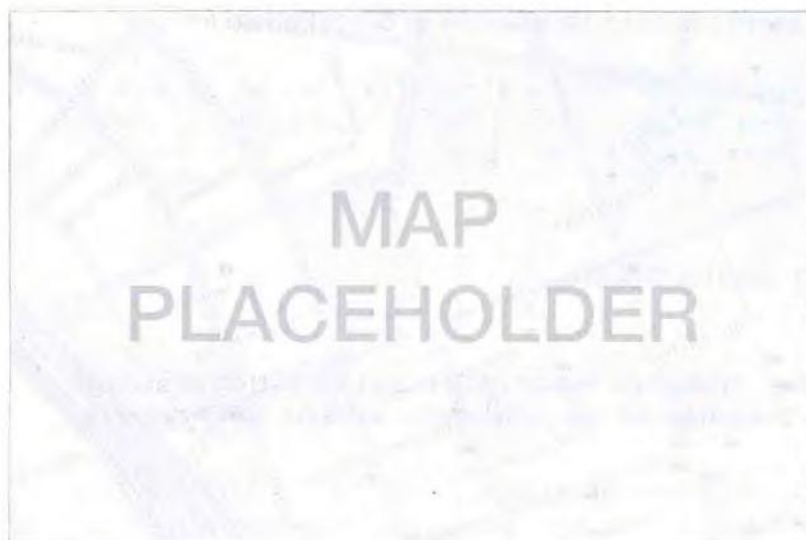
Location of Local Heritage Place

Address

GOULD PLACE
CUDLEE CREEK SA. 5232.

Local Heritage Grant Fund (2020/21)

Form Preview



Applicant Primary Email

Applicant Postal Address

Address

Project Details

Project title:

CUDLEE CREEK UNITING CHURCH ROOF REPLACEMENT

Provide a name for your project/program/initiative. Your title should be short but descriptive

Description of Conservation Works

Please provide a short summary of the conservation works to be undertaken

REPLACEMENT OF ORIGINAL GALVANISED
IRON CORRUGATED ROOF AS THE ROOF SHEETS ARE SEVERELY

Be descriptive, but succinct. Include a brief summary of why the work is required (i.e. restoration, maintenance), what you will do (i.e. the works you or a contractor will undertake), and what effects you expect to result from the conservation works (outcomes).

CORRODED AND LIFTING IN NUMEROUS LOCATIONS ACROSS
THE ENTIRE PITCHED ROOF. THE WORK IS TO BE UNDERTAKEN
BY A LICENSED ROOFING CONTRACTOR. THE RESULTANT WORK
WILL BREATHE NEW LIFE INTO OUR PRECIOUS CHURCH.

Local Heritage Grant Fund (2020/21)

Form Preview

Please detail the construction techniques to be used to undertake the conservation works (if known)

THE ROOFING CONTRACTOR WILL SUPPLY + INSTALL NEW ROOFING AND ASSOCIATED MATERIALS TO THE MAIN CHURCH ROOF AND ENTRY. SEE ATTACHED QUOTE.

If you intend to apply for Professional Advice as part of the grant fund to assist in determining the most appropriate building techniques you can leave this section blank.

Site Plan and Conservation Works detail

Please attach a site plan, photos, materials specification and elevation drawings identifying the location of the building and the proposed works on the property

Attach a file:

NO PLAN OR DRAWINGS ARE AVAILABLE. PHOTOS HAVE BEEN EMAILED

This information needs to be legible and to scale noting that it will be used if a development application is required.

TO MR JAMES SZABO, SENIOR STRATEGIC + POLICY PLANNER AT THE ADELAIDE HILLS COUNCIL.

Project Costs

* Indicates a required field

Total Project Cost

\$ 28,490.00

What is the total budgeted cost (dollars) of your project?

Total Grant Amount Required

\$ 2,500.00

What is the total of the grant money you are requesting in this application? This should include the cost of professional advice (if applicable)

Categories of Funding

Is the application for conservation works only? *

☒ Yes

☐ No, it includes professional advice as well

If no, please allocate below which portion of the expenditure will be dedicated to professional advice

Project Expenditure Summary

Expenditure Description	Expenditure Type	Expenditure Amount (\$)	Notes
Roofing Works		\$ 28,490.00	

Please attach two written quotes for the above expenditure (costs)

Attach a file:

ONLY ONE QUOTE ATTACHED. THREE ROOFING CONTRACTORS APPROACHED HOWEVER TWO ARE YET TO SUPPLY A WRITTEN QUOTE.

Local Heritage Grant Fund (2020/21)

Form Preview

Certification and Feedback

* indicates a required field

Certification

This section must be completed by the property owner or on behalf of the property owner for which the grant applies.

I certify that to the best of my knowledge the statements made within this application are true and correct, and I understand that if the application is approved, we will be required to accept the terms and conditions of the grant as outlined in the letter of approval.

I agree *

☒ Yes

☐ No

Name of authorised person *

Title

First Name

Last Name

MR

JOE

DISARDO

Contact phone number *

Must be an Australian phone number.

Date *

16 DEC 2020

Must be a date

QUOTE

Cudlee Creek Uniting Church

Date
16 Dec 2020

Wake Roofing Pty Ltd
C/- Post Office
KERSBROOK SA 5231

Expiry
31 Mar 2021

Account Number

Quote Number
QU-0034

Reference

ABN
60 636 099 164

Description	Quantity	Unit Price	GST	Amount AUD
Supply and install roofing works on main church roof and entry.				
Includes				
Fascia cover flashings				
Gutters				
Downpipes	1.00	25,900.00	10%	25,900.00
Barge caps				
Ridge caps				
Corrugated iron				
Scaffold				
All materials allowed in colourbond and or galvanised				
			Subtotal	25,900.00
			Total GST 10%	2,590.00
			TOTAL AUD	28,490.00

Terms











**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item: 12.3

Responsible Officer: David Collins
Manager Strategic Assets
Infrastructure & Operations

Subject: Policy Review – Public Place and Road Naming

For: Decision

SUMMARY

The purpose of this report is to allow Council to consider a review of the *Public Place and Road Naming Policy* (the Policy).

The Policy guides management and staff in the selection of appropriate names for public places and roads across the Council area.

The Policy has been reviewed (**Appendix 1**) and is recommended to be adopted with minor changes.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.
 2. With an effective date of 6 April 2021, to revoke the 23 May 2017 Public Place and Road Naming Policy and to adopt the revised Public Place and Road Naming Policy in Appendix 1.
 3. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the 23 March 2021 Public Place and Road Naming Policy prior to the effective date of adoption.
-

1. GOVERNANCE

➤ **Strategic Management Plan/Functional Strategy/Council Policy Alignment**

Strategic Plan 2020-24 – A brighter future

Goal 5 A Progressive Organisation

Objective 05 We are accountable, informed, and make decisions in the best interests of the whole community

Priority O5.1 Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations

The Council is committed to open, participative and transparent decision making and administrative processes. We diligently adhere to legislative requirements to ensure public accountability and exceed these requirements where possible.

➤ **Legal Implications**

Section 219 of the *Local Government Act 1999*, requires Council to have a policy relating to the assigning or changing the name of a road or public place. The relevant section of the legislation is shown below.

219—Power to assign a name, or change the name, of a road or public place

- (1) A council may assign a name to a public or private road, or to a public place, or change the name of a public or private road, or of a public place.
- (1a) The council must assign a name to a public road created after the commencement of this subsection by land division.
- (2) If a council proposes to change the name of a public road that runs into the area of an adjoining council, the council must—
 - (a) give the adjoining council at least two months notice of the proposed change; and
 - (b) consider any representations made by the adjoining council in response to the notice.
- (3) A council—
 - (a) must immediately notify the Registrar-General, the Surveyor-General and the Valuer-General of the assignment of a name, or the change of a name, under this section; and
 - (b) must, on request by the Registrar-General, the Surveyor-General or the Valuer-General, provide information about the names of roads and public places in the council's area.
- (4) Public notice must be given of the assigning or changing of a name under subsection (1).
- (5) A council must prepare and adopt a policy relating to the assigning of names under this section.
- (6) A council may at any time alter its policy, or substitute a new policy.
- (7) Notice of the adopting or altering of a policy under this section must be published—
 - (a) in the Gazette; and
 - (b) in a newspaper circulating within the area of the council; and
 - (c) on a website determined by the chief executive officer.
- (8) A reference in this section to land division is a reference to the division of an allotment under the *Development Act 1993* or to the dealing with land under the *Roads (Opening and Closing) Act 1991* so as to open a road.

The policy responds to this legislative requirements.

➤ **Risk Management Implications**

The adoption of the *Public Place and Road Naming Policy* will assist in mitigating the risk of:

Poor governance practices occurring which lead to loss of stakeholder (i.e. customer and regulator) confidence and/or legislative breaches.

Inherent Risk	Residual Risk	Target Risk
Extreme (5C)	Low (3E)	Low

➤ **Financial and Resource Implications**

Not applicable.

➤ **Customer Service and Community/Cultural Implications**

The Policy considers cultural significance as an important element in the recommendation of road names and public places.

➤ **Sustainability Implications**

Not applicable.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Executive Manager Governance & Performance
Manager, Development Services
Manager Communications, Engagement & Events
Team Leader Statutory Planning
Senior Statutory Planner
GIS and Assets Officer
Community and Cultural Development Officer

External Agencies: Not Applicable

Community: Not Applicable

2. BACKGROUND

The Council through its Strategic Planning and Development Policy Committee previously adopted a *Public Place and Road Naming Policy* in May 2017.

12.4. Place & Road Naming Policy Review

Moved Cr Ian Bailey
S/- Cr Ron Nelson

SP15/17

The Strategic Planning and Development Policy Committee resolves:

1. That the report be received and noted
2. With an effective date of 23 May 2017, to revoke the 13 May 2014 Place and Road Naming Policy and to adopt the Public Place and Road Naming Policy in Appendix 1.
3. That the Chief Executive Officer, or delegate, be authorised to make any formatting, nomenclature or other minor changes to the Policy during the period of its currency.

Carried Unanimously

3. ANALYSIS

The current Policy has ensured that, as necessary, Council has provided appropriate names to public place and roads.

The internal consultation has suggested some minor alterations the Policy. The Policy has also been updated to the new template and the numbering has changed.

Section 2. Objectives

That the following sentence that excluded naming of specific public spaces be removed from the Policy.

The Policy does not apply to alleys, laneways, walkways and rights of way, although this does not preclude any one of them being named if it is deemed appropriate by Council in consultation with the relevant landowner(s).

It is considered that there is no reason why these types of public spaces would not be considered for naming. Modern high density land developments have many of these types of spaces that benefit from having names.

Section 4.2. Community Engagement on Naming Proposal

The following sentence in the current policy

For a proposal to assign an Aboriginal name to a public place or reserve, the local Aboriginal community will be consulted.

has been amended to as below

For a proposal to assign an Aboriginal name to a public place, reserve or road, appropriate Aboriginal stakeholders will be consulted and advice shall be sought from Traditional Custodians and/or cultural advisory groups regarding the appropriate use and spelling of language.

4. OPTIONS

Council has the following options:

- I. Adopt the Policy as per **Appendix 1** (Recommended)
- II. Not adopt the Policy as attached in its in its current form (Not Recommended)

Should the Council identify the need for substantial amendments to the revised Policy, it is recommended that they be referred to staff for review to allow for analysis of the implications of the amendments, prior to the matter being brought back to the Council for further consideration.


5. APPENDIX

- (1) Public Place and Road Naming Policy – March 2021

Appendix 1

Public Place and Road Naming Policy – March 2021

COUNCIL POLICY

	Public Place and Road Naming
---	-------------------------------------

Policy Number:	The Governance Team will allocate the policy number.
Responsible Department(s):	Strategic Assets
Relevant Delegations:	As per the Delegations Register and as detailed in this Policy
Other Relevant Policies:	Public Notification and Consultation Policy
Relevant Procedure(s):	None
Relevant Legislation:	Local Government Act 1999 Geographical Names Act 1991
Policies and Procedures Superseded by this policy on its Adoption:	Place and Road Naming Policy – 23 May 2017
Adoption Authority:	Council
Date of Adoption:	<i>To be entered administratively</i>
Effective From:	<i>To be entered administratively</i>
Minute Reference for Adoption:	<i>To be entered administratively</i>
Next Review:	No later than April 2024 or as required by legislation or changed circumstances

Version Control

[illegible]

PUBLIC PLACE AND ROAD NAMING POLICY

1. INTRODUCTION

Council has a legislated responsibility under Section 219 of the *Local Government Act 1999* to adopt a Place and Road Naming Policy. In addition, Council must assign a name to each public road created by land division.

The contents of, and the commitments that Council makes in this Policy are not intended to be and should not be interpreted to be any more than a statement of the Council's general position in relation to those matters, and to facilitate its aspirations wherever it is reasonable to do so.

It is Council's policy that all sealed public roads and all formed public roads within the Council area that are regularly accessed will be assigned a name. This does not include "unmade" road reserves.

All formed private roads (excluding driveways, rights of way and laneways) that are accessible to the public will also be assigned a name.

All roads that can be used as part of an address for an address site will be assigned a name.

2. OBJECTIVES

A Council has the power under Section 219 of the *Local Government Act 1999* (the Act) to assign a name to, or change the name of:

- A public road.
- A private road.
- A public place (parks, reserves, ovals).

The *Geographical Names Act 1991* governs the naming of places in South Australia and provides the guidelines for the selection of names and boundaries of places assigned or recorded under the *Geographical Names Act 1991*

3. DEFINITIONS

The *Local Government Act 1999*, Section 4 defines the following:

"Private Road" means a road in private ownership

"Public Place" means a place (including a place on private land) to which the public has access, but does not include any part of a community parcel divided by plan of community division under the *Community Titles Act 1996*.

“Public Road” means:

- (a) any road or land that was, immediately before the commencement of this Act, a public street or road under the repealed Act (the *Local Government Act 1934*); or
- (b) any road -
 - (i) that is vested in a council under this or another Act; or
 - (ii) that is placed under council’s care, control and management as a public road after the commencement of this Act, but not including an alley, laneway, walkway or other similar thoroughfare vested in a council; or
- (c) any road or land owned by a council, or transferred or surrendered to a council, and which, subject to this Act, is declared by the council to be a public road; or
- (d) any land shown as a street or road on a plan of division deposited in the Lands Titles Registration Office or the General Registry Office and which is declared by the council to be a public road; or
- (e) any land transferred or surrendered to the Crown for use as a public road that was, immediately before the transfer, held by a person in fee simple or under a lease granted by the Crown, (and includes any such road that is within the boundaries of a public square)

4. POLICY STATEMENT

Council commits to the naming of all public roads and public places to:

- Enable safe response by emergency services when attending urgent call outs.
- Assist the public in moving around the Council area.

Council acknowledges that road names that are unique within the Council area and that are easy to read, spell and pronounce, will improve the capacity for all people to carry out their activities and day-to-day lives in an efficient and effective manner.

The selected name for a public place or road should relate to:

- The Cultural history.
- The heritage of the locality or place.
- The topography of physical attributes of the locality or place to be named.

Initiating the Private/ Public Road and Public Place Naming Process

A road or public place naming process may be initiated if:

- A request is received by Council from an affected landowner or their agent.

- Council resolves that a name change be investigated (e.g. a road or public place name is no longer deemed appropriate).
- Council staff determine it is in the public interest to investigate a change in road or public place name.
- Council opens or forms a road.
- Council receives an application for a land division which involves the creation of new internal roads.

Uniqueness of Names

Most public places and roads will have only one name (except when it is resolved that dual naming is appropriate – refer to Section 4.4. below for more details) A place name will be unique within an official suburb or rural locality.

Similar sounding names (eg Hale, Hayel or Hail) shall be avoided within a suburb or locality where possible.

If possible, duplication of names in proximity to adjacent suburb or locality will also be avoided. However, public places crossing council boundaries or suburbs/ rural localities should have a single and unique name.

Name Sources

Sources for public place and, road names may include:

- Aboriginal names taken from the local Aboriginal language.
- Early explorers, pioneers, and settlers.
- Eminent persons.
- Local history.
- Thematic names such as flora, fauna.
- War/casualty honour boards.
- Commemorative names.
- A person who has made a significant community contribution.
- Those that reflect the historical, social, cultural and geographical significance.
- Cultural diversity of the Adelaide Hills Council.

Names selected will be appropriate to the physical, historical or cultural character of the area concerned.

The origin of each name will be clearly stated and recorded as part of the Council's records.

Dual Naming

Dual geographical names may be assigned to a public place where there is a geographical and topographical feature that has both a traditional Aboriginal name and a European or non-Aboriginal name.

When assigning or recording a name to a previously unrecorded natural feature that has an unrecorded European name in local usage, every effort will be made to determine if an Aboriginal name exists for that feature and a dual name will be assigned or recorded. If there is no recorded or unrecorded European name in local usage then it is preferred that only a traditional Aboriginal name is assigned to that particular public place.

Propriety of Names

Names, which are characterised as follows, will not be used:

- Offensive or likely to give offence.
- Out of place, absurd, unsuitable, inharmonious, conflicting, contradictory.
- Commercial or company.

An Application Form for the naming of Public Places is included in this policy (**Appendix 1**).

Legibility of Names

Names will be reasonably easy to read, spell and pronounce in order to assist service providers, emergency services and the travelling public.

Unduly long names and names composed of two or more words should be avoided except where:

- A given name will only be included with a family name where it is essential to identify an individual or where it is necessary to avoid ambiguity.
- Whilst street and cul-de-sac names should have only one word, it is recognised that it may be appropriate to name a major road with a two word name due to its geographic relationship or to properly acknowledge the person for whom the road is named.
- Roads with double destination names shall not be used (such as Adelaide-Mannum Road).

Spelling

Where it is intended that a public place have the same name as a road or feature with an approved geographical name, particular care will be taken to ensure that the correct spelling of the official place name is adopted as shown in the Government Gazette.

Where the spelling of names has been changed by long established local usage, unless there is a particular request by the local community to retain the original name, the spelling that is sanctioned by general usage will be adopted.

Generally public place and road names proposed or approved shall not contain abbreviations. For example the "Creek" in "Scott Creek Reserve" must not be abbreviated to "Ck". There are, however, two exceptions, "St" will always be used in place of "Saint" and it is acceptable to use "Mt" for "Mount".

Road Type

Road names will include an appropriate road type suffix conforming to the following:

- The suffix chosen will be compatible with the class and type of road. Assistance to both the motorists and pedestrians is a major consideration in choosing the suffix.
- When a suffix with a geometric or geographic connotation is chosen, it will generally reflect the form of the road, such as Crescent (a crescent or half-moon, re-joining the road from which it starts).
- For a cul-de-sac, Place, Close, or Court a suffix of similar connotation will be used.
- Highway (HWY) will not be used unless direction has been provided by the Department of Planning, Transport and Infrastructure (DPTI) of the suitability of this suffix. This suffix is reserved for roads associated with the state arterial road network that are roads of strategic importance constructed to a high standard.

The following table of suitable road type suffixes (sourced from *Australian Standards AS 1742.5-1986* and *AS 4212-1994*) is included as examples. Further suffixes and acceptable abbreviations can be sourced from *AS 4590:2006*. Only road types shown in the standards documents will be used.

Alley	Avenue	Boulevard	Bypass
Circle	Circuit	Circus	Close
Court	Crescent	Drive	Arcade
Grove	Lane	Mews	Parade
Parkway	Place	Plaza	Promenade
Road	Row	Square	Street
Terrace	Walk	Way	

No Prefix or Additional Suffix

The use of a compass point prefix/suffix, or an additional suffix such as “north” or “extension” will be avoided, particularly where new roads are to be named. Where an existing road is subsequently bisected as a result of traffic management planning or some other reason, it may be appropriate to delineate each half of the road by the addition of a compass point suffix for the purposes of assisting the community and the emergency services to locate the appropriate part of the road.

Form

The apostrophe mark (') will be omitted in the possessive case e.g. “Brown’s Reserve” will be “Browns Reserve”.

The use of hyphens will be avoided, except when naming a public place or, road after a person with a hyphenated name.

4.1 NAMING OF PRIVATE ROADS

This policy covers all formed roads that are regularly accessed and therefore includes private roads. There is a public interest in encouraging private landowners and developers to select suitable names, preferably in accordance with this Policy, and to seek Council's comments before it has been determined.

Where an owner names a private road, they will notify Council of the road name selected and signage will then be erected by Council at the owner's cost.

The owner of the road is responsible for maintenance of the signage; this may be carried out by Council but will be at the owner's cost.

4.2 COMMUNITY ENGAGEMENT ON NAMING PROPOSAL

Community engagement will be undertaken in relation to proposed place and road names as follows:

- Notification to ward councillors in relation to the proposal.
- Notification to residents/property owners within a defined catchment of the reserve or public place, or where a name change affects a local road or place which is often given as a reference for access.
- Notification in the local press and via social media, inviting public comment on the proposal will occur.

For a proposal to assign an Aboriginal name to a public place, reserve or road, appropriate Aboriginal stakeholders will be consulted and advice shall be sought from Traditional Custodians and/or cultural advisory groups regarding the appropriate use and spelling of language.

In the event of a proposal to assign a deceased person's name to a public place or road, the closest living relatives/family of the deceased persons will be consulted. Local resident consultation will also take place.

Consultation should be undertaken in reference to Council's Community Engagement Policy and Community Engagement Framework.

4.3 CONSULTATION WITH ADJOINING COUNCILS

Any proposal by Council to change the name of a public road that continues into another Council area must conform with Section 219 (2) of the *Local Government Act 1999* with regard to giving appropriate notice of the proposed change and considering representations made by another Council.

4.4 PUBLIC NOTICE OF NAME ASSIGNMENT OR CHANGE

Council will give public notice of approved assigning or changing of a public place or reserve name. This will be by notice in a newspaper circulating within the area of Council and on Council's website.

Public notice will include the date on which the new name takes effect.

Advise Relevant Parties of New Name or Name Change

Council will provide written notice (by email or letter) of Council's decision on a new place or reserve name or name change to all relevant parties, including:

- The Registrar-General (obligation under *section 219 (3)a, Local Government Act*).
- The Surveyor-General (obligation under *section 219 (3)a, Local Government Act*).
- The Valuer-General (obligation under *section 219 (3)a, Local Government Act*).
- The Geographic Names Unit.
- Relevant directories services (e.g. Sensis).
- The applicant(s) who requested the place or reserve name or name change (where the process was prompted by a community request).

Date of Effect for New Name or Name Changes

The date of effect of the new or changed public place or reserve name will be determined at the time the decision to assign the name is made to allow sufficient time for all stakeholders to arrange a smooth transition.

The date of effect will be determined after considering:

- In respect of renaming an existing public place or reserve, the impact (if any) on surrounding property owners, residents, tenants and occupiers.
- Potential confusion for people using maps and street directories that effectively become out of date.
- Given the desire of some developers to sell property 'off the plan' the time required to advise relevant parties/developers to update advertising references.
- Council will update the Register of Community Land (as required by section 207 of the *Local Government Act 1999*).
- Council will update the Register of Public Roads (as required by section 231 of the *Local Government Act 1999*).

4.5 PUBLIC PLACE OR ROAD NAME SIGNAGE

Council will ensure that the public place or road naming signage is in accordance with the relevant Australian Standards. Signage denoting the approved name will be erected within 30 days following the implementation date of the naming proposal.

Signage may be erected on the land during construction of a sub-division if the land title has been issued in the name of the Council.

4.6 ROLE STATEMENT

Council's role as a direct service provider is to provide and approve names for public places, roads, reserves and ovals in a number of circumstances including:

- The naming of new reserves that vest in the council's ownership as a result of new land divisions (sub-divisions).
- The naming of public places and reserves that were previously unnamed.
- Renaming of public places and reserves upon request and subsequent investigation.
- The naming of public and private roads.

5. DELEGATION

5.1 The Chief Executive Officer has the delegation to:

- Approve, amend and review any procedures that shall be consistent with this Policy; and
- Make any formatting, nomenclature or other minor changes to the Policy during the period of its currency.

6. AVAILABILITY OF THE POLICY

6.1 This Policy will be available for inspection at the Council's Offices during ordinary business hours and via the Council's website www.ahc.sa.gov.au. Copies will also be provided to the public upon request, and upon payment of a fee in accordance with the Council's Schedule of Fees and Charges.

Appendix 2

Place and Road Name Application Form

Place and Road Name Application Form

Your Name:

Your Address:

Location and details of Place or Road to be named:

This Application is for the naming of a (please tick relevant box):

<input type="checkbox"/> Private Road	<input type="checkbox"/> Park	<input type="checkbox"/> Monument
<input type="checkbox"/> Public Road	<input type="checkbox"/> Reserve	<input type="checkbox"/> Natural Feature
<input type="checkbox"/> Relates to a Land Division Application Number 473/____/____		
<input type="checkbox"/> Other (Please give details):		

Name to be assigned to the Road(s) or Place(s):

Does the name relate to a living or deceased person? Yes/No

Has that person or their nearest living relative been consulted in the use of their name? Yes/No

If yes, please provide a copy of their written consent.

If no, please obtain their written consent and provide a copy.

Justification/motivation for the use of this particular name (if this space is insufficient, please attach additional documentation as necessary in support of your application)

Is the proposed name an Aboriginal name? Yes/No

If yes, please provide written consent of the respective Aboriginal representatives for use of the name.

Please review Council's Place and Road Naming Policy to ensure the proposed name complies with the requirements of the policy.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item:	12.4
Responsible Officer:	Deryn Atkinson Assessment Manager & Manager Development Services Development & Regulatory Services
Subject:	Supplementary Deed for 20A Radbone Road Mount George – Development Application 20/1243
For:	Decision

SUMMARY

This report seeks the agreement of Council to amend a Land Management Agreement (LMA) established in 1993 under the former *Planning Act 1982* between the District Council of Stirling and the previous owners of 20A Radbone Road Mount George.

The current owners, Professor and Mrs Khurana purchased the property in 2000 and now seek to change the use of a heritage listed cottage on the property to bed and breakfast style tourist accommodation in association with the existing dwelling on the land. A decision on the development proposal 20/1243 is pending the amendment to the LMA which currently prevents the use of the cottage for tourist accommodation. Administration have reviewed the request and consider that the heritage listed cottage should be permitted to be used for tourist accommodation given that in the intervening 27 years since the LMA was entered into, Council has had a number of Development Plan Amendments resulting in changes to zoning provisions, including permitting tourist accommodation in certain instances. Administration are therefore recommending that the Supplementary Deed as contained in **Appendix 1** of this report be entered into to enable the reuse of the cottage for tourist accommodation subject to Development Approval being obtained.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted**
 - 2. To enter into the Supplementary Deed between Adelaide Hills Council and Professor Khurana attached in Appendix 1 of this report for Certificate of Title Volume 6231 Folio 681, known as 20A Radbone Road Mount George.**
 - 3. That the CEO is authorised to execute the Supplementary Deed for 20A Radbone Road Mount George and the Application to Note the Supplementary Deed.**
 - 4. That the costs associated with the preparation of the Supplementary Deed by Council's lawyers and registration of Deed shall be borne by the owners.**
-

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal Built Environment

Objective B2 Preserve and enhance the unique character of the Hills for current and future generations

The owners of the land at 20A Radbone Road Mount George seek to amend the existing Land Management Agreement (LMA) obligations in order to permit the heritage listed former cottage to be used for tourist accommodation.

➤ Legal Implications

The *Planning, Development and Infrastructure Act 2016* (PDI Act) and *Development Act 1993* have provisions to permit the Council to enter into Land Management Agreements in relation to development. The subject LMA 7541391 (LMA) was entered into under the provisions of the *Planning Act 1982*, and it has some limitations. Namely, LMA 7541391 can only be varied by deed, which requires the affixation of the common seal of the Council pursuant to a specific resolution of the Council. This resolution is to reflect the fact that the Council has turned its mind to the specific variation being sought. This is true for any deed, except when there is an express provision in the relevant deed that the deed may be amended mutual agreement.

Where the deed specifies it may be amended by agreement, which is not the case for this LMA, the Council may rely upon general delegations by the Council to the CEO to enter into binding contracts pursuant to section 36(1)(a)(i) of the *Local Government Act 1999*.

➤ Risk Management Implications

Entering into a supplementary deed to amend the existing LMA will assist in mitigating the risk of:

The owner being in breach of the existing LMA by enacting any consent granted to Development Application 20/1243

Inherent Risk	Residual Risk	Target Risk
Medium (3C)	Low (1C)	Low (1C)

➤ Financial and Resource Implications

The costs associated with the preparation and registration of the Supplementary Deed as a variation to the original Land Management Agreement are to be borne by the applicant. The applicant has agreed in writing to meet these costs.

➤ Customer Service and Community/Cultural Implications

A *Land Management Agreement* and Supplementary Deed are public documents which can be accessed by anyone for a fee. There are community expectations that the terms of LMAs are adhered to in order to provide certainty of future development.

➤ **Sustainability Implications**

The re-use of existing buildings is encouraged as a sustainable practice.

➤ **Engagement/Consultation conducted in the development of the report**

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Director Development & Regulatory Services and Directorate staff
Executive Manager Governance & Performance

External Agencies: Not Applicable

Community: Public consultation on the land use was undertaken as part of the assessment of Development Application 20/1243

2. BACKGROUND

The original LMA was prepared as part of a non-complying development application in 1993 at 20A Radbone Road Mount George. At the time the former *Planning Act 1982* was the relevant legislation. Development Application 330/190/93 sought to change the use of the heritage listed cottage to an ancillary building to facilitate the construction of the main dwelling. As part of the approval process, the owners at the time entered into an LMA with the District Council of Stirling which restricted the use of the building for the purposes of tourist accommodation, as a multiple dwelling or dwelling and forbid the installation of a kitchen or laundry in the building. Despite the approval of the application and establishment of the LMA the previous owners never decommissioned the dwelling and since this time the cottage has been used as a rumpus room.

The current owners Professor and Mrs Khurana purchased the property in 2000.

A further development application (19/936) was lodged in 2019 by Professor Khurana to undertake works to the local heritage listed building involving internal works to upgrade the stairwell, convert an existing bedroom to ensuite, injection of damp course for maintenance of masonry, timber repairs and repointing. A referral to Council's local heritage advisor was undertaken who was in support of the proposed works as it would improve and preserve the heritage building. During the assessment process the LMA was noted and discussions were undertaken with the owner in relation to the use of the building.

Professor and Mrs Khurana are seeking to amend the LMA as part of a subsequent development application 20/1243 to change the use of the building to tourist accommodation (2 guests). Background to this request is provided in **Appendix 2** and the original LMA is provided in **Appendix 3**.

3. ANALYSIS

The LMA is now 27 years old and considered to be quite onerous and juxtaposes the current policy for the Zone in the Development Plan. Both the Development Plan and the new Planning and Design Code consider and anticipate tourist accommodation in the zone.

Professor and Mrs Khurana have requested a number of changes to the LMA to ensure the LMA is aligned with their intended use of the cottage as tourist accommodation.

It is proposed to delete clause 2 (owner's obligations) of the LMA and to replace it with the following in a Supplementary Deed:

2. Amendment OF LAND MANAGEMENT AGREEMENT

The Owner and the Council agree that:

2.1 the Land Management Agreement remains in force except as varied by this deed;

2.2 as far as possible, the Land Management Agreement and this deed are to be read together, but this deed is to prevail to the extent of any inconsistency;

2.3 the Land Management Agreement is varied by:

2.3.1 deleting clause 2 in its entirety and replacing it with the following clause:

"2. The Owner's Obligations

2.1 The Owner must not cause, suffer or permit any division of the Land.

2.2 The Owner must not use, or cause suffer or permit the use of, the Ancillary Building for any purpose other than:

(i) bed and breakfast style tourist accommodation; or

(ii) ancillary dependent accommodation in association with the existing dwelling on the Land."

2.3.2 varying clause 3.1 to delete the word "The" at the beginning of the clause and insert the following phrase in its place:

"Subject to its use as tourist accommodation, the"

2.3.3 removing the Plan annexed to the Land Management Agreement and replacing it with the Plan annexed to this Deed at Annexure A.

This Supplementary Deed would permit the use of the building for bed and breakfast style tourist accommodation or as dependent accommodation (subject to the necessary planning consent), both in association with the existing dwelling on the land.

The proposal will assist in conservation of the heritage item, and tourist accommodation is now envisaged by the Development Plan policies in the Watershed (Primary Production) Zone as an appropriate reuse of local heritage items.

Development Application 20/1243 is awaiting a decision by Administration under delegation, pending the amendment of the LMA.

The Supplementary Deed in its entirety is provided in **Appendix 1**.

4. OPTIONS

Council has the following options:

- I. To agree to the Supplementary Deed and the execution under the Seal of Council (recommended)
- II. To not agree to the Supplementary Deed (not recommended)

5. APPENDICES

- (1) Supplementary Deed -20A Radbone Road Mount George
- (2) Background and Request on behalf of Applicant to amend LMA Obligations
- (3) Original Land Management Agreement Deed

Appendix 1

Supplementary Deed -20A Radbone Road Mount George

LANDS TITLES REGISTRATION OFFICE

SOUTH AUSTRALIA

**APPLICATION TO NOTE AMENDMENT
OF LAND MANAGEMENT AGREEMENT
(Pursuant to s 57(8) of the *Development
Act 1993*)**

FORM APPROVED BY THE REGISTRAR-GENERAL

PRIORITY NOTICE ID	
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STAMP DUTY DOCUMENT ID	
---------------------------	--

SERIES NO	PREFIX

AGENT CODE

LODGED BY:

Norman Waterhouse

NWAM

CORRECTION TO:

Norman Waterhouse

NWAM

JMPWM00297650F06594234

SUPPORTING DOCUMENTATION LODGED WITH INSTRUMENT
(COPIES ONLY)

1
2
3
4
5

CORRECTION	PASSED
REGISTERED	
REGISTRAR-GENERAL	

LANDS TITLES REGISTRATION OFFICE

SOUTH AUSTRALIA

**APPLICATION TO NOTE AMENDMENT
OF LAND MANAGEMENT AGREEMENT
(Pursuant to s 57(8) of the *Development
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SUPPORTING DOCUMENTATION LODGED WITH INSTRUMENT
(COPIES ONLY)

- 1
- 2
- 3
- 4
- 5

CORRECTION	PASSED
REGISTERED	
REGISTRAR-GENERAL	

TYPE OF DOCUMENT APPLICATION TO NOTE AMENDMENT OF LAND MANAGEMENT AGREEMENT

(Pursuant to s 57(8) of the *Development Act 1993*)

PRIVACY COLLECTION STATEMENT: The information in this form is collected under statutory authority and is used for maintaining publicly searchable registers and indexes. It may also be used for authorised purposes in accordance with Government legislation and policy requirements.

To the Registrar-General:

1. Land Management Agreement No 7541391 dated 9 July 1993 (**Agreement**) is noted against the whole of the land comprised in Certificate of Title Volume 6231 Folio 681 (**Land**) pursuant to s 61(2) of the *Planning Act 1982* (SA).
2. The Agreement has been amended by the attached supplementary deed dated (**Amendment**).
3. **Adelaide Hills Council** of PO Box 44 Woodside SA 5244 applies pursuant to s 57(8) of the *Development Act 1993* (SA) (or s 192(19) of the *Planning, Development and Infrastructure Act 2016* (SA), as applicable) to note the Amendment against the Land.

Date:

**The common seal of Adelaide Hills
Council was affixed in the presence of:**

.....
Signature of Mayor

.....
Signature of Chief Executive Officer/City
Manager/Town Clerk
(Please delete as applicable)

.....
Name of Mayor (print)

.....
Name of Chief Executive Officer/City Manager/Town
Clerk (print)

Supplementary Deed

Adelaide Hills Council

Ashok Kumar Khurana

DATE _____

PARTIES

Adelaide Hills Council of PO Box 44 Woodside SA 5244 (Council)

Ashok Kumar Khurana of 20A Radbone Road Mount George SA 5155 (Owner)

BACKGROUND

- A. The Council and the former owners of the Land entered into the Land Management Agreement to control the development, management, preservation and conservation of the Land pursuant to section 61(2) of the *Planning Act 1982*.
- B. The Owner is the registered proprietor of the Land.
- C. The Land Management Agreement operates to regulate the use of the Ancillary Building on the Land including by prohibiting the Ancillary Building from being rented, leased or used for financial gain, as well as prohibiting any division of the Land.
- D. By the Development Application, the Owner has sought approval from the Council to change the use of the Ancillary Building to a bed and breakfast style tourist accommodation, which use is currently prohibited by the Land Management Agreement.
- E. The Council and the Owner have agreed pursuant to Section 57(8) of the Act to amend the Land Management Agreement to facilitate the proposed change of land use.
- F. In considering whether to amend the Land Management Agreement, the Council has had regard to the relevant mandatory consideration under Section 57(2a) of the Act.
- G. The Council and the Owner have agreed to amend the Land Management Agreement and to apply to the Registrar-General to enter a note to amend the Land Management Agreement against the instrument of title to the Land pursuant to section 57(8) of the Act.

AGREED TERMS

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this deed:

Act means the *Development Act 1993 (SA)* or the *Planning, Development and Infrastructure Act 2016 (SA)*, as applicable.

Ancillary Building means the heritage listed cottage located on the Land being the subject of the Land Management Agreement as outlined in the Plan.

Development Application means development application numbered 723/1243/2020, lodged by the Owner on 19 November 2020.

Land means the whole of the land comprised in Certificate of Title Volume 6231 Folio 681 commonly known as 20A Radbone Road, Mount George and any part or parts of it.

Land Management Agreement means the registered agreement numbered 7541391 dated 9 July 1993 entered into between the Council and the former owners of the Land in respect of the Land pursuant to Section 57 of the Act.

Plan means the plan depicting the Ancillary Building and its proposed use for tourist accommodation as attached to this deed at Annexure A.

1.2 Interpretation

In this deed, unless the context otherwise requires:

- 1.2.1 headings do not affect interpretation;
- 1.2.2 singular includes plural and plural includes singular;
- 1.2.3 words of one gender include any gender;
- 1.2.4 a reference to a party includes its executors, administrators, successors and permitted assigns;
- 1.2.5 a reference to the Owner includes each person registered or entitled to be registered as a proprietor of an estate in fee simple of the Land;
- 1.2.6 a reference to a person includes a partnership, corporation, association, government body and any other entity;
- 1.2.7 an agreement, representation, warranty or indemnity by two or more parties (including where two or more persons are included in the same defined term) binds them jointly and severally;
- 1.2.8 an agreement, representation, warranty or indemnity in favour of two or more parties (including where two or more persons are included in the same defined term) is for the benefit of them jointly and severally;
- 1.2.9 a reference to legislation includes any amendment to it, any legislation substituted for it, and any subordinate legislation made under it;
- 1.2.10 a provision is not construed against a party only because that party drafted it;
- 1.2.11 an unenforceable provision or part of a provision may be severed, and the remainder of this deed continues in force, unless this would materially change the intended effect of this deed;
- 1.2.12 the meaning of general words is not limited by specific examples introduced by 'including', 'for example' or similar expressions;
- 1.2.13 an expression defined in the Act or the Regulations has the meaning given by the Act or Regulations at the date of this deed.
- 1.2.14 Expressions defined in the Background has those meanings.

1.3 Background

The Background forms part of this deed and is correct.

1.4 Legislation

The requirements of this deed are to be construed as additional to the requirements of the Act and any other legislation affecting the Land.

2. AMENDMENT OF LAND MANAGEMENT AGREEMENT

The Owner and the Council agree that:

- 2.1 the Land Management Agreement remains in force except as varied by this deed;
- 2.2 as far as possible, the Land Management Agreement and this deed are to be read together, but this deed is to prevail to the extent of any inconsistency;
- 2.3 the Land Management Agreement is varied by:
 - 2.3.1 deleting clause 2 in its entirety and replacing it with the following clause:

"2. The Owner's Obligations

 - 2.1 The Owner must not cause, suffer or permit any division of the Land.
 - 2.2 The Owner must not use, or cause suffer or permit the use of, the Ancillary Building for any purpose other than:
 - (i) bed and breakfast style tourist accommodation; or
 - (ii) ancillary dependent accommodation in association with the existing dwelling on the Land."
 - 2.3.2 varying clause 3.1 to delete the word "The" at the beginning of the clause and insert the following phrase in its place:

"Subject to its use as tourist accommodation, the"
 - 2.3.3 removing the Plan annexed to the Land Management Agreement and replacing it with the Plan annexed to this Deed at Annexure A.

3. APPLICATION

The parties agree that the amendment in clause 2.3 of this deed will only apply in the event that the Development Application receives approval under the Act and the Owner implements the approval.

4. APPLICATION TO REGISTRAR-GENERAL

The Council must lodge an Application to the Registrar-General to enter a note of amendment against the instruments of title to the Land pursuant to section 57(8) of the Act.

5. NOTATION OF THIS DEED

Each party must do and execute all acts documents and things necessary to ensure that as soon as possible after the execution of this deed by all necessary parties this deed is noted by the Registrar-General on the Certificates of Title for the Land pursuant to section 57(5) of the Act.

6. MISCELLANEOUS

6.1 Alteration

This deed may be altered only by a deed or an agreement in writing signed by each party.

6.2 Entire agreement

This deed:

6.2.1 constitutes the entire agreement between the parties about its subject matter;

6.2.2 supersedes any prior understanding, agreement, condition, warranty, indemnity or representation about its subject matter.

6.3 Governing law

6.3.1 This deed is governed by the law in South Australia.

6.3.2 The parties irrevocably submit to the non-exclusive jurisdiction of the courts in South Australia.

7. COSTS

The Owner must pay to the Council on demand the Council's costs and expenses (including legal costs and expenses) of preparing, negotiating and noting this deed.

EXECUTED as a deed

**The common seal of Adelaide Hills
Council** was affixed in the presence of:

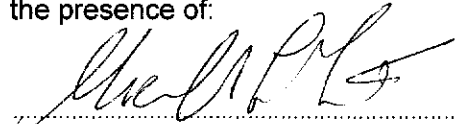
.....
Signature of Mayor

.....
Signature of Chief Executive Officer/City
Manager/Town Clerk
(Please delete as applicable)

.....
Name of Mayor (print)

.....
Name of Chief Executive Officer/City Manager/Town
Clerk (print)

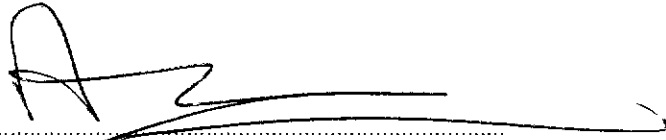
Signed by Ashok Kumar Khurana in
the presence of:

.....


Signature of witness

.....
MICHAEL FROST.

Name of witness (print)

.....


Ashok Kumar Khurana

Annexure A Plan

NEW GRAVITY FILLED SILOXANE INFECTED DAMPCOURSE ADDED THROUGHOUT THICKNESS UP WALL AT INTERNAL FLOOR LEVEL ON AT GROUND LEVEL WHERE WALL BUILT ON ROCK. REPAIR DRILL BOLTS & REPLACE INTERIORATED INTERNAL PLASTER ON COMPLETION OF WORK

NOT FOR CONSTRUCTION	
FOR APPROVAL	24.09.2020
FOR APPROVAL	21.09.2020
FOR CONSTRUCTION	10.06.2020
FOR APPROVAL	12.05.2020
FOR APPROVAL	31.03.2020
FOR APPROVAL	10.12.2019
FOR APPROVAL	15.11.2019



LOWER LEVEL PLAN

Scale	Drawn	Approved	Date
1:50	AF	AK	SEP 20

VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING ANY WORK OR MAKING SHOP DRAWINGS

100% © SWANBURY PENGAS ARCHITECTS' PLAN 008 202 775
244 GILBERT ST AFRICA TOWN, SA. 7901
PH (08) 8417 4649 FAX (08) 8471 3162

19099 - WD02





SCALE 1:50

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19099 - WD03 G

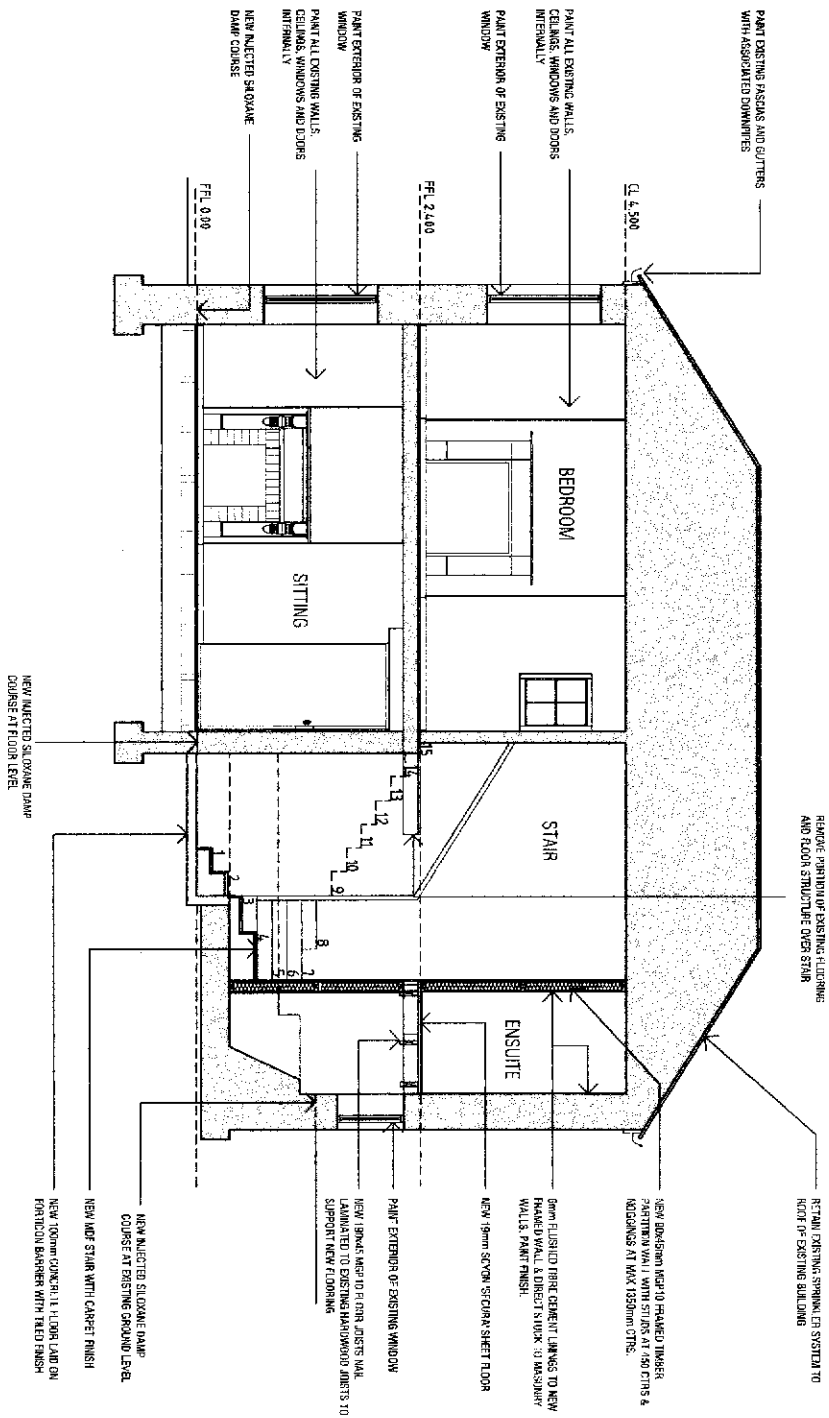
19099 - WD03 G



**MOUNT GEORGE
TOURIST ACCOMMODATION**

220A RADBONE ROAD
MOUNT GEORGE, SA 5155

UPPER LEVEL PLAN



EAST-WEST SECTION

SCALE 1:50

NEW STAIR

TOTAL RISE COMPRISED OF 15 RISERS
@ 160mm EACH = 2400mm
60MM = 250mm

FOR
APPROVAL
ONLY

NOT FOR CONSTRUCTION

Revision	Date	Issued by
FOR APPROVAL FOR CONSTRUCTION FOR APPROVAL FOR APPROVAL	26.09.2020 21.09.2020 10.06.2020 11.01.2020	G F D C
	10.12.2019	B
	11.11.2019	A

Revisions	Date	Issued by
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**Swanbury
Panglase**

**MOUNT GEORGE COTTAGE
TOURIST ACCOMMODATION**

20A RADBONE ROAD
MOUNT GEORGE, SA 5155

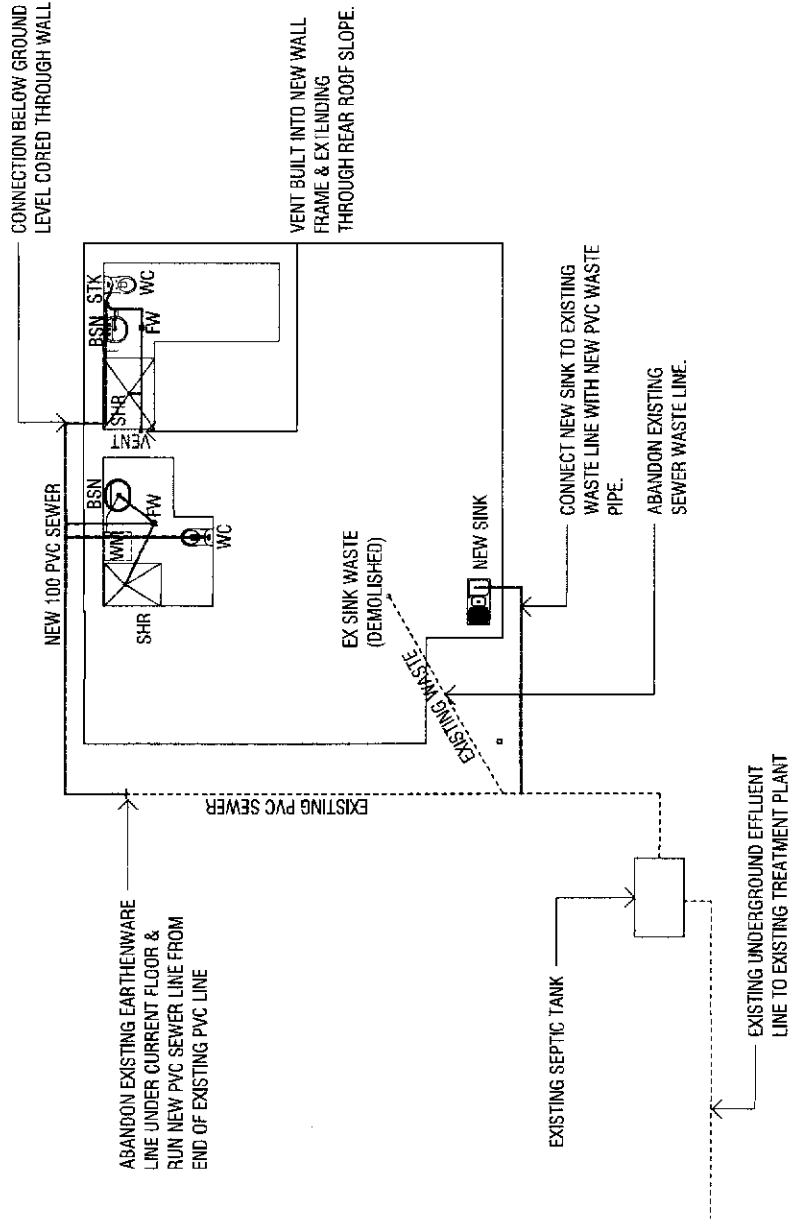
SECTION

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VERIFY ALL DIMENSIONS ON SITE BEFORE CONSTRUCTION.
ANY WORK OR HAVING SHOP DRAWINGS.

E SWANBURY PENGADSE ARCHITECTS 42N 006 202 775
24-01116T ST APOLABURE SA 500C
04-01116T 2679 FAX (0) 8212 3162
info@swanburypengadse.com
www.mhshd.com

19099 - WD04



FOR
APPROVAL
ONLY

NOT FOR CONSTRUCTION

FOR APPROVAL	24/09/2020	G
FOR APPROVAL	21/09/2020	F
FOR APPROVAL	10/12/2019	E
FOR APPROVAL	31/01/2020	C
FOR APPROVAL	10/12/2019	B
FOR APPROVAL	11/11/2019	A

Revision Date Issue



MOUNT GEORGE
TOURIST ACCOMMODATION

20A RACBONE ROAD
MOUNT GEORGE, SA 5155

DRAINAGE PLAN

Scale	Drawn	Approved	Date
1:100	AF	AK	SEP 20

VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING ANY WORK OR MAKING SHOP DRAWINGS

SWANBURY PENGGLASE ARCHITECTS AND DESIGNERS
244 GILBERT ST ADELAIDE SA 5000
PH (08) 1421 146-74 FAX (08) 8212 3162
info@swanburypenglase.com
www.swanburypenglase.com


190999 - WD05 G

DRAINAGE PLAN
SCALE 1:100



NORTH

11171400203035506624033


Ashok Khurana

Ashok Khurana

Appendix 2

*Background and Request on behalf of Applicant to amend
LMA Obligations*

PROPOSED RESTORATION AND ADAPTIVE REUSE OF LOCAL HERITAGE PLACE AT 20A RADBONE ROAD, MOUNT GEORGE

Background Information

- The existing historic cottage at 20A Radbone Road, Mount George is believed to have been built in the 1850s and was listed as Local Heritage Place in October 2000. The cottage has an inherent charm and it would be a tragedy if it were not preserved for future generations.
- The property is subject to a Land Management Agreement (LMA) entered into by the previous owners in 1993. Unfortunately, the LMA restricts a number of forms of development that are explicitly encouraged by the current Adelaide Hills Council Development Plan (such as tourist accommodation).
- The current owner, Professor Ashok Khurana, with his wife Rosemary, have cared for the cottage since purchasing the property in 2000. However, the construction techniques and materials of the 1850s have gradually caused deterioration to the fabric and structure of the building due to rising damp. A similar cottage of the same vintage on an adjoining property has not been maintained and has collapsed irretrievably.
- Development Approval to undertake much needed heritage restoration works was granted by the Council on 14th May 2020.
- Subsequently Professor Khurana has entered into a building contract with Local Heritage Builder, Martin Reynolds (Lic No 275 721) for a total sum of \$87,988.32.
- Professor and Mrs Khurana have already expended a total of \$95,870.77 (Builder, Planner, Heritage Architect, Environmental Engineer, Engineer and Council Fees).
- Significant building works needed to be carried out urgently to prevent further rapid deterioration to the property. The following works have been conducted in consultation with Council's Heritage Advisor:
 - Damp Proofing
 - Roof, gutters and downpipes replacement
 - Replacement of sections of the floor
 - First fix electrical and plumbing
 - New staircase
 - Verandah restoration
- Professor and Mrs Khurana lodged a Development Application to change the use of the cottage to Bed and Breakfast (Tourist Accommodation) to enable the ongoing use of the building and to ensure that it is conserved for future generations.



- Subject to the Council approving the application for Bed and Breakfast accommodation, Professor and Mrs Khurana plan further significant expenditure on the property to convert it to tourist accommodation. These additions will include the following and are estimated to be well in excess of the original quote:
 - An additional en-suite bathroom
 - Kitchen facilities
 - Upgraded new septic system
 - Landscaping
- The Development Application for a change in use to Bed and Breakfast is consistent with the Adelaide Hills Council Development Plan and was publicly notified as a Category 2 Development with no representations. Professor and Mrs Khurana's neighbours are familiar with their plans for the cottage and are positively excited for them to be implemented.
- In order to offset some of the substantial restoration costs, Professor and Mrs Khurana have recently submitted an application for funding under the Council's Local Heritage Grant Fund. We understand that the Council's administration is supportive of this application.
- Professor and Mrs Khurana are sincerely committed to preserving the historic cottage in recognition of its heritage value and are investing significant amount of money, time and effort to restore the Local Heritage Place. However, this investment will ultimately go to waste and the building will once again fall into disrepair if it cannot be used on a regular basis as a Bed and Breakfast.
- For the above reasons, it is respectfully requested that the Council gives favourable consideration to the proposed amendments to the LMA which will allow the historic cottage to be used as a Bed and Breakfast.

Appendix 3

Original Land Management Agreement Deed

1. The first step in the process is to identify the problem. This involves gathering information about the situation and the people involved.

2. The second step is to analyze the problem. This involves breaking the problem down into smaller parts and identifying the causes.

3. The third step is to develop a plan. This involves deciding on the best way to solve the problem and setting goals.

4. The fourth step is to implement the plan. This involves putting the plan into action and making changes as needed.

5. The fifth step is to evaluate the results. This involves checking to see if the problem has been solved and if the goals have been met.

AG

SOUTH AUSTRALIA

FORM APPROVED BY THE REGISTRAR-GENERAL

CE-71103 CORRECT FOR THE PURPOSES OF THE REAL PROCEEDINGS ACT 1991 AS AMEND

• 354321

Spalding/Lucasson Land Broker/Party Conveying Benef.

SEE IF NO

TC BE COMPLETED BY AGENT

21 JUL 1993

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POSTAGE

ADVERTISING

NEW! 21 TC ISSUE

OFFICE NOTES

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BELOW THIS LINE FOR AGENT USE ONLY

EXPLANATION

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Lodged by
Adverse.

NORWAN WATERHOUSE
EQUATIONS
115 VICTORIA SQUARE
ADELPHI 30.0

WALLS

Corrector to

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1876

059-4-11

REGISTERED ON ~~AT~~
BY ENTRY OF A MEMORIAL OF THIS INSTRUMENT IN THE
REGISTER BOOK VOL 5-66 : FOLIO 237

PLEASE ISSUE NEW CERTIFICATES IN FILE AS FOLLOWS:

1. $\frac{1}{2}$ 2. $\frac{1}{3}$ 3. $\frac{1}{4}$ 4. $\frac{1}{5}$ 5. $\frac{1}{6}$ 6. $\frac{1}{7}$ 7. $\frac{1}{8}$ 8. $\frac{1}{9}$ 9. $\frac{1}{10}$ 10. $\frac{1}{11}$ 11. $\frac{1}{12}$ 12. $\frac{1}{13}$ 13. $\frac{1}{14}$ 14. $\frac{1}{15}$ 15. $\frac{1}{16}$ 16. $\frac{1}{17}$ 17. $\frac{1}{18}$ 18. $\frac{1}{19}$ 19. $\frac{1}{20}$ 20. $\frac{1}{21}$ 21. $\frac{1}{22}$ 22. $\frac{1}{23}$ 23. $\frac{1}{24}$ 24. $\frac{1}{25}$ 25. $\frac{1}{26}$ 26. $\frac{1}{27}$ 27. $\frac{1}{28}$ 28. $\frac{1}{29}$ 29. $\frac{1}{30}$ 30. $\frac{1}{31}$ 31. $\frac{1}{32}$ 32. $\frac{1}{33}$ 33. $\frac{1}{34}$ 34. $\frac{1}{35}$ 35. $\frac{1}{36}$ 36. $\frac{1}{37}$ 37. $\frac{1}{38}$ 38. $\frac{1}{39}$ 39. $\frac{1}{40}$ 40. $\frac{1}{41}$ 41. $\frac{1}{42}$ 42. $\frac{1}{43}$ 43. $\frac{1}{44}$ 44. $\frac{1}{45}$ 45. $\frac{1}{46}$ 46. $\frac{1}{47}$ 47. $\frac{1}{48}$ 48. $\frac{1}{49}$ 49. $\frac{1}{50}$ 50. $\frac{1}{51}$ 51. $\frac{1}{52}$ 52. $\frac{1}{53}$ 53. $\frac{1}{54}$ 54. $\frac{1}{55}$ 55. $\frac{1}{56}$ 56. $\frac{1}{57}$ 57. $\frac{1}{58}$ 58. $\frac{1}{59}$ 59. $\frac{1}{60}$ 60. $\frac{1}{61}$ 61. $\frac{1}{62}$ 62. $\frac{1}{63}$ 63. $\frac{1}{64}$ 64. $\frac{1}{65}$ 65. $\frac{1}{66}$ 66. $\frac{1}{67}$ 67. $\frac{1}{68}$ 68. $\frac{1}{69}$ 69. $\frac{1}{70}$ 70. $\frac{1}{71}$ 71. $\frac{1}{72}$ 72. $\frac{1}{73}$ 73. $\frac{1}{74}$ 74. $\frac{1}{75}$ 75. $\frac{1}{76}$ 76. $\frac{1}{77}$ 77. $\frac{1}{78}$ 78. $\frac{1}{79}$ 79. $\frac{1}{80}$ 80. $\frac{1}{81}$ 81. $\frac{1}{82}$ 82. $\frac{1}{83}$ 83. $\frac{1}{84}$ 84. $\frac{1}{85}$ 85. $\frac{1}{86}$ 86. $\frac{1}{87}$ 87. $\frac{1}{88}$ 88. $\frac{1}{89}$ 89. $\frac{1}{90}$ 90. $\frac{1}{91}$ 91. $\frac{1}{92}$ 92. $\frac{1}{93}$ 93. $\frac{1}{94}$ 94. $\frac{1}{95}$ 95. $\frac{1}{96}$ 96. $\frac{1}{97}$ 97. $\frac{1}{98}$ 98. $\frac{1}{99}$ 99. $\frac{1}{100}$ 100. $\frac{1}{101}$ 101. $\frac{1}{102}$ 102. $\frac{1}{103}$ 103. $\frac{1}{104}$ 104. $\frac{1}{105}$ 105. $\frac{1}{106}$ 106. $\frac{1}{107}$ 107. $\frac{1}{108}$ 108. $\frac{1}{109}$ 109. $\frac{1}{110}$ 110. $\frac{1}{111}$ 111. $\frac{1}{112}$ 112. $\frac{1}{113}$ 113. $\frac{1}{114}$ 114. $\frac{1}{115}$ 115. $\frac{1}{116}$ 116. $\frac{1}{117}$ 117. $\frac{1}{118}$ 118. $\frac{1}{119}$ 119. $\frac{1}{120}$ 120. $\frac{1}{121}$ 121. $\frac{1}{122}$ 122. $\frac{1}{123}$ 123. $\frac{1}{124}$ 124. $\frac{1}{125}$ 125. $\frac{1}{126}$ 126. $\frac{1}{127}$ 127. $\frac{1}{128}$ 128. $\frac{1}{129}$ 129. $\frac{1}{130}$ 130. $\frac{1}{131}$ 131. $\frac{1}{132}$ 132. $\frac{1}{133}$ 133. $\frac{1}{134}$ 134. $\frac{1}{135}$ 135. $\frac{1}{136}$ 136. $\frac{1}{137}$ 137. $\frac{1}{138}$ 138. $\frac{1}{139}$ 139. $\frac{1}{140}$ 140. $\frac{1}{141}$ 141. $\frac{1}{142}$ 142. $\frac{1}{143}$ 143. $\frac{1}{144}$ 144. $\frac{1}{145}$ 145. $\frac{1}{146}$ 146. $\frac{1}{147}$ 147. $\frac{1}{148}$ 148. $\frac{1}{149}$ 149. $\frac{1}{150}$ 150. $\frac{1}{151}$ 151. $\frac{1}{152}$ 152. $\frac{1}{153}$ 153. $\frac{1}{154}$ 154. $\frac{1}{155}$ 155. $\frac{1}{156}$ 156. $\frac{1}{157}$ 157. $\frac{1}{158}$ 158. $\frac{1}{159}$ 159. $\frac{1}{160}$ 160. $\frac{1}{161}$ 161. $\frac{1}{162}$ 162. $\frac{1}{163}$ 163. $\frac{1}{164}$ 164. $\frac{1}{165}$ 165. $\frac{1}{166}$ 166. $\frac{1}{167}$ 167. $\frac{1}{168}$ 168. $\frac{1}{169}$ 169. $\frac{1}{170}$ 170. $\frac{1}{171}$ 171. $\frac{1}{172}$ 172. $\frac{1}{173}$ 173. $\frac{1}{174}$ 174. $\frac{1}{175}$ 175. $\frac{1}{176}$ 176. $\frac{1}{177}$ 177. $\frac{1}{178}$ 178. $\frac{1}{179}$ 179. $\frac{1}{180}$ 180. $\frac{1}{181}$ 181. $\frac{1}{182}$ 182. $\frac{1}{183}$ 183. $\frac{1}{184}$ 184. $\frac{1}{185}$ 185. $\frac{1}{186}$ 186. $\frac{1}{187}$ 187. $\frac{1}{188}$ 188. $\frac{1}{189}$ 189. $\frac{1}{190}$ 190. $\frac{1}{191}$ 191. $\frac{1}{192}$ 192. $\frac{1}{193}$ 193. $\frac{1}{194}$ 194. $\frac{1}{195}$ 195. $\frac{1}{196}$ 196. $\frac{1}{197}$ 197. $\frac{1}{198}$ 198. $\frac{1}{199}$ 199. $\frac{1}{200}$ 200. $\frac{1}{201}$ 201. $\frac{1}{202}$ 202. $\frac{1}{203}$ 203. $\frac{1}{204}$ 204. $\frac{1}{205}$ 205. $\frac{1}{206}$ 206. $\frac{1}{207}$ 207. $\frac{1}{208}$ 208. $\frac{1}{209}$ 209. $\frac{1}{210}$ 210. $\frac{1}{211}$ 211. $\frac{1}{212}$ 212. $\frac{1}{213}$ 213. $\frac{1}{214}$ 214. $\frac{1}{215}$ 215. $\frac{1}{216}$ 216. $\frac{1}{217}$ 217. $\frac{1}{218}$ 218. $\frac{1}{219}$ 219. $\frac{1}{220}$ 220. $\frac{1}{221}$ 221. $\frac{1}{222}$ 222. $\frac{1}{223}$ 223. $\frac{1}{224}$ 224. $\frac{1}{225}$ 225. $\frac{1}{226}$ 226. $\frac{1}{227}$ 227. $\frac{1}{228}$ 228. $\frac{1}{229}$ 229. $\frac{1}{230}$ 230. $\frac{1}{231}$ 231. $\frac{1}{232}$ 232. $\frac{1}{233}$ 233. $\frac{1}{234}$ 234. $\frac{1}{235}$ 235. $\frac{1}{236}$ 236. $\frac{1}{237}$ 237. $\frac{1}{238}$ 238. $\frac{1}{239}$ 239. $\frac{1}{240}$ 240.

ITEM(S) DELIVERED—POSTED

IN ACCORDANCE WITH DELIVERY INSTRUCTIONS

DELIVERY INSTRUCTIONS:

ALFRED H. HALL (1878-1960) (1925)

TO THE UNDERSIGNED: 40613

ITEM	AGENT/RSD BOX NO.	DELIVERY DATE	POSTAGE DATE	INITIALS	ITEM CLASS. REF.	AGENT'S NAME	REMARKS	NO. OF, AMOUNT
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AGENT'S
INITIALS

APPLICATION TO REGISTER - PLANNING ACT 1982
LAND MANAGEMENT AGREEMENT

TO: THE REGISTRAR GENERAL

DISTRICT COUNCIL OF STIRLING of 63 Mount Barker Road Stirling SA 5152 HEREBY APPLIES pursuant to the provisions of Section 61(5) of the Planning Act 1982 for the registration of the attached Deed dated the 9th day of July 1993 and made between DISTRICT COUNCIL OF STIRLING aforesaid as the Council of the one part and SUSAN LILIAN CHURCHMAN Education Officer and JOHN ROMNEY MANNERS MONTAGU MOUNTBATTEN Teacher both of 20A Radbone Road Bridgewater SA 5155 as the Owner of the other part as a Land Management Agreement pursuant to Section 61(2) of the said Act. The said Deed binds THE WHOLE OF THE LAND comprised in Certificate of Title Register Book VOLUME 5086 FOLIO 937 and operates to control the future development of the said land.

DATED the 9th day of July 1993

THE COMMON SEAL of
DISTRICT COUNCIL OF STIRLING
was hereunto affixed in
the presence of:

Anna Aspinall Chairman
Robert Aspinall District Manager

The Owner HEREBY CONSENTS to the registration of the attached Land Management Deed.

SIGNED by the said
SUSAN LILIAN CHURCHMAN and
JOHN ROMNEY MANNERS
MONTAGU MOUNTBATTEN
in the presence of:

Shank
Ron Shanks

Appeared before me at Adelaide the 23rd day of June 1993 the Owner within described, the party executing the within instrument, being a person well known to me, and did freely and voluntarily sign the same.

Shank
Ron Shanks
A JUSTICE OF THE PEACE IN AND
FOR THE STATE OF SOUTH AUSTRALIA

THIS DEED is made the 24th day of July 1993.

BETWEEN: DISTRICT COUNCIL OF STIRLING of 83 Mount Barker Road Stirling SA 5152 (hereinafter with its successors and assigns called "the Council") of the one part

AND: SUSAN ILLIAN CHURCHMAN Education Officer and JOHN ROMNEY MANNERS MONTAGU MOUNTBATTEN Teacher both of 23A Radbone Road Bridgewater SA 5155 (hereinafter with their executors administrators successors and assigns as the case may be called "the Owner") of the other part

COMMISSIONER OF STAMPS

WHEREAS:

S.S. STAMP DUTY PAID \$10.00
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DEED

- A. The Owner is the proprietor of an estate in fee simple in the whole of the land comprised in Certificate of Title Register Book VOLUME 5066 FOLIO 937 (hereinafter called "the Land");
- B. By a Development Application numbered 330:190:93 (hereinafter called "the Application") the Owner sought planning authorisation pursuant to the provisions of the Planning Act, 1982 (hereinafter called "the Act"), from the Council, to develop the Land by changing the use of an existing dwelling to an ancillary building in accordance with the requirements of the plan annexed hereto and marked "A" (hereinafter referred to as "the Plan") (hereinafter called "the proposed Development");
- C. Pursuant to the provisions of Section 61(2) of the Planning Act 1982, the Owner has agreed with the Council to enter into this Deed relating to the development of the Land subject to the terms and conditions hereinafter mentioned.

NOW THIS DEED WITNESSETH as follows:

1. Interpretation

- 1.1 The parties acknowledge that the matters hereinbefore recited are true and accurate and agree that they shall form part of the terms of this Deed.
- 1.2 In the interpretation of this Deed unless the context shall otherwise require or admit:
- 1.2.1 Words and phrases used in this Deed which are defined in the Planning Act 1982 shall have the meanings ascribed to them by that Act;
- 1.2.2 References to any statute or subordinate legislation shall include all statutes and subordinate legislation amending consolidating or replacing the statute or subordinate legislation referred to;
- 1.2.3 The term "the Owner" where the Owner is a company includes its successors, assigns and transferees and where the Owner is a person, includes his heirs, executors, administrators and transferees and where the Owner consists of more than one person or company the term includes each and every one or more of such persons or companies jointly and each of them severally and their respective successors, assigns, heirs, executors, administrators and transferees of the companies or persons being registered or entitled to be registered as the proprietor of an estate in fee simple to the Land or to each and every one of all separate allotments into which the Land may be divided after the date of this Deed subject however to such encumbrances, liens and interests as are registered and notified by memoranda endorsed on the Title thereof;

- 1.2.4 The term 'person' shall include a corporate body;
- 1.2.5 The term 'the Land' shall include any part or parts of the Land;
- 1.2.6 Words importing the singular number or plural number shall be deemed to include the plural number and the singular number respectively;
- 1.2.7 Words importing any gender shall include every gender;
- 1.2.8 Where two or more persons are bound hereunder to observe or perform any obligation or agreement whether express or implied then they shall be bound jointly and each of them severally;
- 1.2.9 Any clause headings or marginal notes are for reference purposes only and shall not be resorted to in the interpretation of this Deed.
- 1.3 If any provision of this Deed shall be found by a court of competent jurisdiction to be invalid or unenforceable in law THEN and in such case the parties hereby request and direct such court to sever such provision from this Deed.
- 1.4 The law governing the interpretation and implementation of the provisions of this Deed shall be the law of South Australia.

2. The Owner's Obligations

- 2.1 The Owner shall not commence or proceed with or cause, suffer or permit to be commenced or proceeded with any application pursuant to the Act, any Act passed in substitution for the Act, the Real Property Act 1886, any Act passed in substitution for the said Real Property Act 1886 or any other relevant Act to undertake any division of the Land.
- 2.2 The Owner shall convert the existing dwelling on the Land into an ancillary building for the Owner's use in accordance with the Plan. The said conversion shall occur within twelve months of the date of the Planning Decision Notification.
- 2.3 The Owner at all times shall not:-
 - 2.3.1 use or cause suffer or permit the ancillary building on the Land to be used as a dwelling, multiple dwelling, residential flat, building or motel as defined by the Planning Act 1982 or for any other commercial purpose whatsoever;
 - 2.3.2 rent, lease or in any other way make available or cause, suffer or permit to be rented, leased or in any other way made available the ancillary building for the purposes of any financial gain whatsoever;
 - 2.3.3 use or cause, suffer or permit all or any part of the ancillary building to be used as a kitchen or laundry or to contain any kitchen or laundry facility.
- 2.4 The Owner shall at all times ensure that the ancillary building on the land is used only for purposes ancillary to the use of the dwelling on the land and not for any other purpose whatsoever.

3. Miscellaneous Provisions

- 3.1 The Owner shall not grant any lease or licence easement or other right of any nature whatsoever which may give any person the right to possession or control or entry upon the Land upon any terms whatsoever unless such grant shall be expressed in writing and

shall contain as an essential term thereof a covenant by the grantee not to do or omit to do or suffer or permit any other person to do or omit to do any act matter or thing upon the Land which would constitute a breach of the provisions of this Deed if such act matter or thing were done or omitted to be done by the Owner.

- 3.2 The Council and any employee or agent of the Council, authorised by the Council may at any reasonable time enter the Land for the purpose of:
- 3.2.1 inspecting the Land and any building or structure thereupon;
 - 3.2.2 exercising any other powers of the Council under this Deed or pursuant to law.
- 3.3 If the Owner is in breach of any provision of this Deed, the Council may, by notice in writing served on the Owner, specify the nature of the breach and require the Owner to remedy the breach within such time as may be nominated by the Council in the notice (being not less than twenty eight (28) days from the date of service of the notice) and if the Owner fails so to remedy the breach, the Council or its servants or agents may carry out the requirements of the notice and in doing so may enter and perform any necessary works upon the Land and recover any costs thereby incurred from the Owner.
- 3.4 If in a notice referred to in Clause 3.3 hereof the Council requires the removal of the building or structure from the Land the Council and its servants or agents are hereby authorised and empowered by the Owner to enter and remove the building or structure from the Land and to dispose of it in any manner determined by the Council provided that if the building or structure shall have any monetary value then the Council shall use its best endeavours to realise that monetary value and shall after the disposal account to the Owner and pay to him the realised value less all expenses incurred.
- 3.5 This Deed may not be varied except by a Supplementary Deed signed by the Council and the Owner.
- 3.6 The Council may waive compliance by the Owner with the whole or any part of the obligations on the Owner's part herein contained provided that no such waiver shall be effective unless expressed in writing and signed by the Council.
- 3.7 This Deed contains the whole agreement between the parties in respect of the matters referred to herein.
- 3.8 Notice shall for the purposes of this Deed be properly served on the Owner if it is:
- 3.8.1 posted to the Owner's last address known to the Council; or
 - 3.8.2 affixed in a prominent position on the Land.
- 3.9 The Council may delegate any of its powers under this Deed to any person.
- 3.10 The Owner hereby indemnifies the Council and agrees to keep it forever indemnified in respect of the whole of its costs and expenses of and incidental to the negotiation preparation stamping and registration of this Deed and the implementation including the enforcement of its terms.
- 3.11 The requirements of this Deed are at all times to be construed as additional to the requirements of the Planning Act 1982 and any other legislation affecting the Land.

IN WITNESS WHEREOF the parties hereto have executed this Deed.

11

Chairman


11

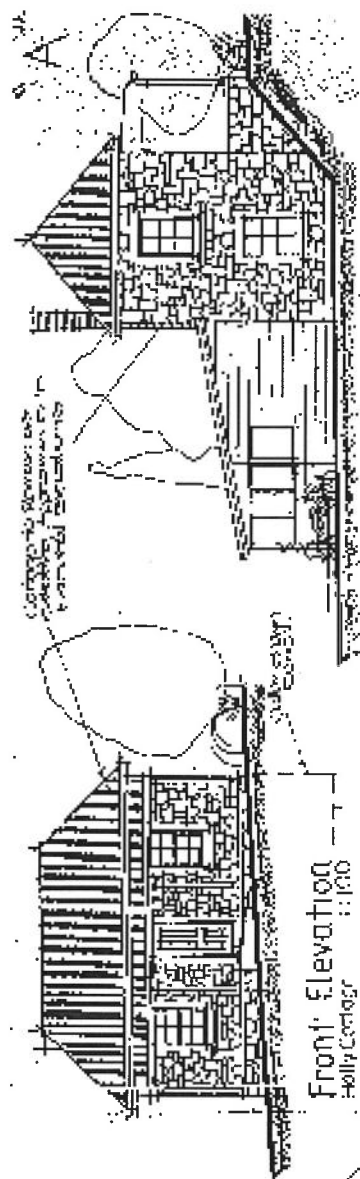
प्रस्ताव संख्या

Director _____
Secretary _____

The Owner HEREBY CERTIFIES pursuant to Section 81(4) of the Planning Act 1982 that no other person has a legal interest in the Land.

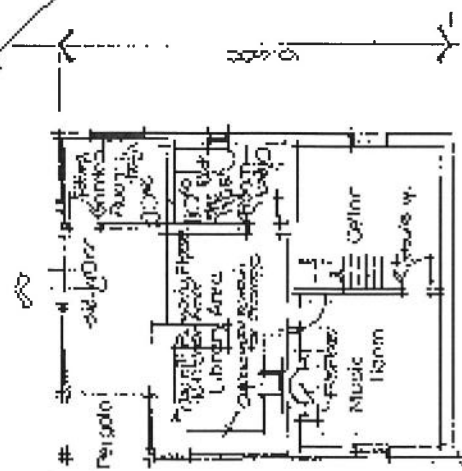

.....
S.L. CHURCHMAN


.....
J.B.M.M. MOUNTBATTEN

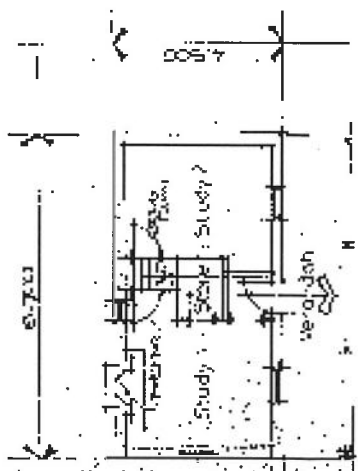


Side Elevation
1:100

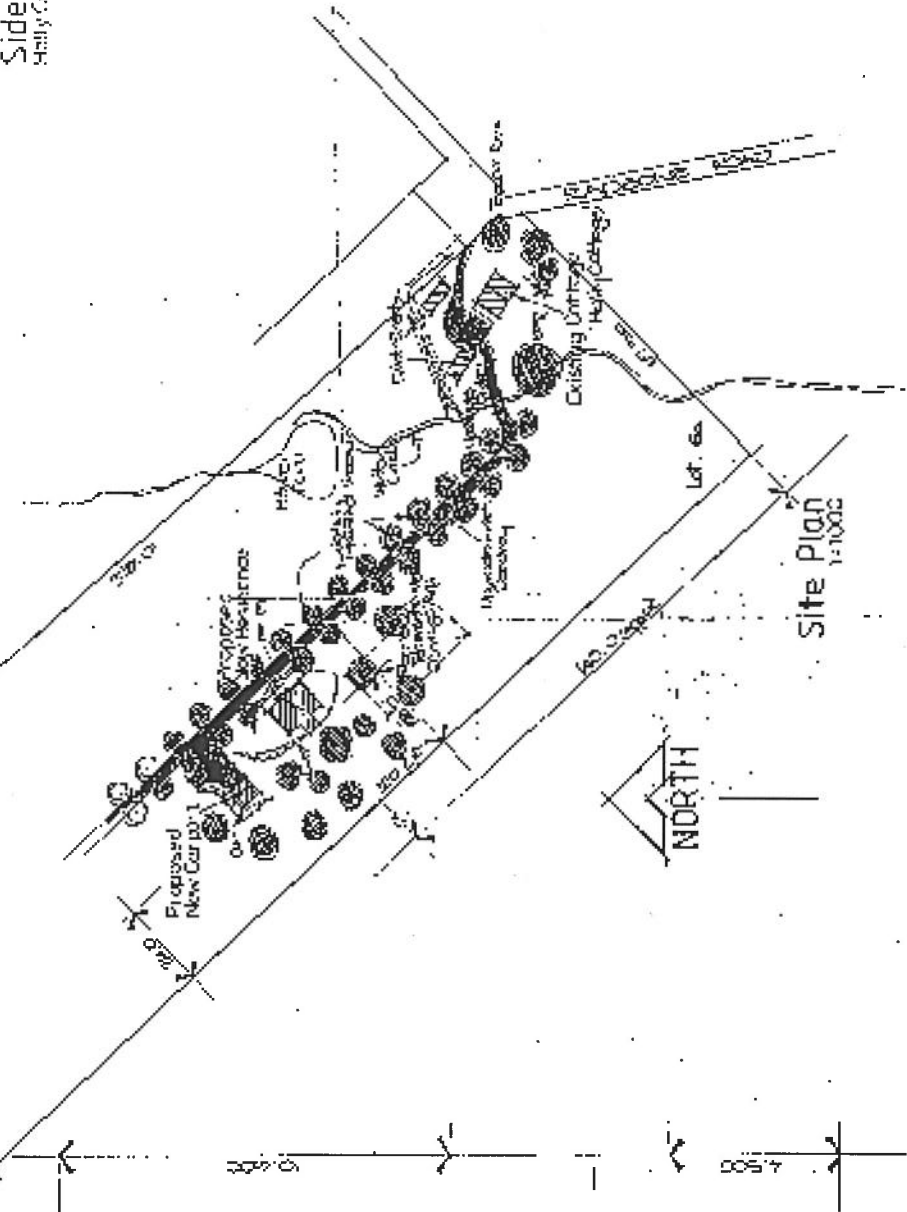
Front Elevation
1:100



Lower Floor Plan
1:100



Upper Floor Plan
1:100



Site Plan
1:100

PROMISED NEW COTTAGE
of 20m Roulouze Road,
HOLIDGE WATER

CLIENT
for S. Mountbatten &
S. Churchman

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DETAILED HOMES DESIGNS

TRADE MARK NO.
308 3100

Sheet No. 1 of 2
Drawing No. 100000
Date: 1.9.98

DATED _____ 1993

BETWEEN:

DISTRICT COUNCIL OF STIRLING

of the one part

- AND -

SUSAN LILIAN CHURCHMAN and JOHN ROMNEY
MANNERS MONTAGU MOUNTBATTEN

of the other part

**LAND MANAGEMENT AGREEMENT
BY DEED**

NORMAN WATERHOUSE
Solicitors
185 Victoria Square
ADELAIDE SA 5000

Tele: 211-7188

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item: 12.5

Originating Officer: Natalie Westover, Manager Property Services

Responsible Director: Terry Cracket, Director Corporate Services

Subject: Crown Land Consultation outcomes Report

For: Decision

SUMMARY

The purpose of this report is to present consultation feedback (**Appendix 1**) to Council and seek a resolution to progress with the Crown Land review as recommended.

Reports were presented to the meetings of Council on 28 May 2019 and 22 October 2019 following a review of all of Council's Crown reserves. As a consequence of the review, a range of recommendations were presented in relation to Crown reserves that were assessed as being surplus to the strategic requirements of Council, or could be more appropriately managed by other entities.

Following liaison with the Department for Environment and Water, consultation and direct mail contact with adjoining owners of the relevant Crown reserves, public consultation was undertaken in respect of the proposal to revoke the Community Land classification of 19 Crown Land parcels (**Appendix 2**), to enable the resumption of the land by The Crown. Consultation was undertaken in accordance with the provisions of the *Local Government Act 1999* ("Act") and Council's *Public Consultation Policy*.

As a result of the public consultation phase, it is recommended approval from the Minister for Planning be sought to revoke the community land classification of 18 of the 19 parcels of Crown land, with the land located at Section 489 Chapman Road Inglewood (CR 5753-751) to be retained by Council as community land given the significant biodiversity value of that parcel of land.

RECOMMENDATION

Council resolves:

1. That the report be received and noted
2. That the consultation report (*Appendix 1*) be received and noted
3. To apply to the Minister for Planning to revoke the the Community Land classification of the following parcels of land:-
 - i. CR 5752/186, Lot 32 Fullgrabe Road, Crafers
 - ii. CR 5753/725, Section 1609 Illert Road, Mylor
 - iii. CR 5753/729, Section 1657 Scott Creek Road, Scott Creek
 - iv. CR 5753/741, Sections 53 and 54 Sandy Waterhole Road, Woodside
 - v. CR 5753/742, Section 547 Schuberts Road, Lobethal
 - vi. CR 5753/744, Section 553 Pedare Park Road, Woodside
 - vii. CR 5753/745, Section 556 Tiers Road, Woodside
 - viii. CR 5753/746, Section 565 Old Carey Gully Road, Stirling
 - ix. CR 5753/754, Section 511 North East Road, Inglewood
 - x. CR 5753/758, Section 262 Reserve Road, Forreston
 - xi. CR 5763/631, Section 1591 Silver Road, Bridgewater
 - xii. CR 5763/634, Section 71 Magarey Road, Mount Torrens
 - xiii. CR 5763/635, Section 72 Magarey Road, Mount Torrens
 - xiv. CR 5763/636, Section 84 Forreston Road, Forreston
 - xv. CR 6142/329, Lot 501 Greenhill Road, Balhannah
 - xvi. CR 5926/487, Lot 20 Bell Springs Road Charleston (for rededication to the Department of Environment & Water)
 - xvii. CR 5753/718, Section 1544 Reserve Terrace Aldgate (for rededication to Meals on Wheels)
 - xviii. CR 5753/753, Section 495 off Kersbrook Road Kersbrook (for rededication to Forestry SA)
4. That a further report be presented to Council once a response from the Minister for Planning is received.

1. GOVERNANCE

Strategic Management Plan/Council Policy

Goal	Functional Built Environment
Strategy	B4 .1 Ensure the long term management of the built form and public spaces occurs in consideration of the relevant management matters
Goal	A valued Natural Environment
	N1.2 Manage reserves and open space to support the community, resource use and environmental impacts.
	N3.2 Collaborate and engage with public and private organisations, schools and community members (including the Aboriginal community as the first nation peoples). To improve biodiversity outcomes and land management.

Legal Implications

The land detailed in recommendation 2 above, is classified as community land under the provisions of the Act. Section 194 of the Act details the process required to revoke the community land classification of community land. The community consultation process has been undertaken to remove the land from the classification.

Whilst it wasn't a statutory requirement to revoke the community land classification of land to be resumed by The Crown, Crown Lands had advised that this is a procedural requirement prior to the submission of a formal application to the Minister for Environment and Water for resumption of the land.

Risk Management Implications

The reversion to The Crown of the land subject to this report will assist in mitigating the risk of:

Future liabilities in relation to land management.

Inherent Risk	Residual Risk	Target Risk
Extreme (4B)	Extreme (3A)	High

Future liabilities in relation to biodiversity management

Inherent Risk	Residual Risk	Target Risk
Extreme (5A)	High (3B)	High

Future liabilities in relation to public liability claims

Inherent Risk	Residual Risk	Target Risk
Extreme (4B)	Extreme (4B)	High

With the exception of Lot 20 Bell Springs Road Charleston, the land subject to this report has either no or very little management from Council. Whilst the land remains under the care, control and management of Council, Council may still face liabilities for this land relating to fire risks, declared species control and public liability risks.

The return of the land to The Crown for disposal, change of custodian or incorporation into the protected area system will permanently remove any future liabilities.

Financial and Resource Implications

Council commits minimal resources for most of the land that is the subject of this report. Some resources have been committed to Section 489 Chapman Road, Inglewood (CR5753/751) over the past three financial years for Landcare activities in the vicinity of \$12,720 per annum through the AHC / Bush for Life Partnership Agreement. This parcel of land will be retained by Council given the significant biodiversity value of the land.

Resources have previously been allocated to the land at Lot 20 Bell Springs Road Charleston (CR5926/487) in the 2019 /2020 financial year (\$1500) and Council field staff committed one day of bush care activities. Bush care activities can still be undertaken by Council in conjunction with DEW and the Friends of Charleston Conservation Park if the land is dedicated to DEW and annexed as part of the Charleston Conservation Park.

While the direct financial resource implications are minimal, the removal of the Crown land parcels from Council's care, control and management will also remove any potential future liabilities.

The cost involved to apply to revert the land to the Crown is based on the 2020 – 2021 regulated fees provided by the DEW. An application fee of \$454 and a documentation preparation fee of \$303 will be payable for each Crown Land parcel requested for resumption.

The total cost of the above will be approximately \$9,084 with all other costs managed within existing resource allocation.

Customer Service and Community/Cultural Implications

There is minimal impact on the community as the reserves are mostly inaccessible due to being used by adjoining land owners or not fit for community use purposes.

Those parcels of land with community benefit, high biodiversity levels or community use are proposed to be rededicated to the more appropriate entities.

Environmental Implications

The resumption of the Crown land parcels to The Crown will, in most cases, have limited or negligible environmental implications overall. The proposed future land management of most of the parcels will likely remain unchanged.

Some concern has been raised in relation to Section 20 Bell Springs Road Charleston that the future land management approach under an alternative State Government Department may be reduced however Council could still provide support for bush care activities on that site to DEW and the Friends of Charleston Conservation Park.

Engagement/Consultation conducted with Council Committee, Regional Subsidiary, Advisory Group, the Administration and Community

Consultation on the development of this report was as follows:

Council Committees: Not applicable

Council Workshops: Not applicable

Advisory Groups: Property Advisory Group

Administration: Biodiversity Officer

CR 5753/751 Section 489 Chapman Road, Inglewood:-
Bush for Life site. Also managed as part of the Road reserve Sensitive site. Biodiversity Team not supportive of disposal. It has biodiversity values and adjoins heritage agreement (HA1246)

CR 5753/753 Section 495 off Kersbrook Rd, Kersbrook:-
Brewers Corner Sensitive site. High value vegetation. Would support disposal to neighbouring Forestry SA only. Has biodiversity values and adjoins much larger areas of native forest dedicated to Minister for Forests.

CR 5926/487 Lot 20 Bell Spring Road, Charleston:-
This land is located 300 meters from the Charleston Conservation Park. The reserve contains permanent springs and rock pools with native aquatic flora and fauna. It is classed as a Sensitive Site by Council's Biodiversity Officer and managed accordingly. Landscapes Hills & Fleurieu are keen to invest in it as it is one of the last remaining Red Gum / Manna Gum Grassy Woodland examples within the region. The Council's Biodiversity Team are not supportive of rededication to DEW given concerns about Council's resource commitment to land not under Council's care, control and management. DEW has indicated an interest in this land as an addition to the Charleston Conservation Park and as such it is proposed to be incorporated into the protected areas system following the resumption of the land to The Crown.

Community:

An Initial community consultation was undertaken following the resolution of Council of 28 May 2019 together with a second formal public consultation as required under the Act for any proposal to revoke the community land classification of land. The public consultation included notifications in the local printed media, information on the Council's website and a direct mail out to all adjoining land owners of the Crown land the subject of this report. Refer to **Appendix 1** for the consultation report detailing feedback received from the community consultation process

2. BACKGROUND

Reports were presented to Council on 28 May 2019 regarding various options for a number of Crown reserves under Council's care, control and management and Crown condition agreements, all of which are subject to the *Crown Lands Management Act 2009*. This was presented following a comprehensive review of all of Council's Crown land holdings, both dedicated Crown reserves and Crown condition agreements.

On 28 May 2019, Council resolved the following:-

12.6 Options for Crown Reserves

Moved Cr Malcolm Herrmann
S/- Cr John Kemp

116/19

Council resolves that:

1. The report be received and noted
2. A formal approach be made to the Department for Environment and Water to seek its support for
 - a. the revocation of dedications for the following Crown Records
 - i. CR 5752/186, Lot 32 Fullgrave Road, Crafers
 - ii. CR 5753/725, Section 1609 Illert Road, Mylor
 - iii. CR 5753/729, Section 1657 Scott Creek Road, Scott Creek
 - iv. CR 5753/741, Sections 53 and 54 Sandy Waterhole Road, Woodside
 - v. CR 5753/742, Section 547 Schuberts Road, Lobethal
 - vi. CR 5753/744, Section 553 Pedare Park Road, Woodside
 - vii. CR 5753/745, Section 556 Tiers Road, Woodside
 - viii. CR 5753/746, Section 565 Old Carey Gully Road, Stirling
 - ix. CR 5753/751, Section 489 Chapman Road, Inglewood
 - x. CR 5753/754, Section 511 North East Road, Inglewood
 - xi. CR 5753/758, Section 262 Reserve Road, Forrestone
 - xii. CR 5763/631, Section 1591 Silver Road, Bridgewater
 - xiii. CR 5763/634, Section 71 Magarey Road, Mount Torrens
 - xiv. CR 5763/635, Section 72 Magarey Road, Mount Torrens
 - xv. CR 5763/636, Section 84 Forrestone Road, Forrestone
 - xvi. CR 6142/329, Lot 501 Greenhill Road, Balhannah
 - b. a change in custodian of Crown records CR 5753/718, Section 1544 Reserve Terrace Aldgate, and CR 5753/753, Section 495 off Kersbrook Road Kersbrook, subject to no objections being received from the proposed custodians of Meals on Wheels (SA) Inc and the delegate to the Minister for Forests respectively.
 - c. the revocation of dedication for Crown Record CR 5926/487, Lot 20 Bell Springs Road Charleston, to be incorporated into the protected areas system.
 - d. In principle support for division of Crown condition agreements CT 5168/474, 140 Upper Sturt Road Upper Sturt, and CT 5880/219, Section 83 Cromer Road, Birdwood, with part to revert to The Crown for incorporation into the protected area system, subject to further determination by Council as to the appropriate areas (if any).
3. Following a formal response from the Department for Environment and Water, community consultation be undertaken with the public being offered a minimum of 21 days in which to comment on the recommendations.
4. A further report be presented to Council following conclusion of the consultation period.

Carried

Following further assessment of the land parcels contained within this resolution, progression in relation to the land identified in (d) above was deferred.

On 22 October 2019, Council resolved the following:

12.5 Crown Land Review

Moved Cr Malcolm Herrmann
S/- Cr John Kemp

249/19

Council resolves:

1. That the report be received and noted
2. That Council commence a community land revocation process in relation to the following land:
 - i. CR 5752/186, Lot 32 Fullgrabe Road, Crafers
 - ii. CR 5753/725, Section 1609 Illert Road, Mylor
 - iii. CR 5753/729, Section 1657 Scott Creek Road, Scott Creek
 - iv. CR 5753/741, Sections 53 and 54 Sandy Waterhole Road, Woodside
 - v. CR 5753/742, Section 547 Schuberts Road, Lobethal
 - vi. CR 5753/744, Section 553 Pedare Park Road, Woodside
 - vii. CR 5753/745, Section 556 Tiers Road, Woodside
 - viii. CR 5753/746, Section 565 Old Carey Gully Road, Stirling
 - ix. CR 5753/751, Section 489 Chapman Road, Inglewood
 - x. CR 5753/754, Section 511 North East Road, Inglewood
 - xi. CR 5753/758, Section 262 Reserve Road, Forreston
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 - xv. CR 5763/636, Section 84 Forreston Road, Forreston
 - xvi. CR 6142/329, Lot 501 Greenhill Road, Balhannah
 - xvii. CR 5926/487, Lot 20 Bell Springs Road, Charleston
 - xviii. CR 5753/718, Section 1544 Reserve Terrace, Aldgate
 - xix. CR 5753/753, Section 495 off Kersbrook Road, Kersbrook
3. Community consultation be undertaken in accordance with the Council's Public Consultation Policy.
4. A further report be presented to Council following completion of the community consultation process.

Carried Unanimously

Public consultation was then undertaken in accordance with the Act and Councils *Public Consultation Policy*.

3. ANALYSIS

Community Consultation

Public consultation was carried out between, 1 October to 22 October 2020, for a period of 21 days. There was limited engagement on the online engagement site, with only 34 responses in total received. Of these, 21 email responses and 5 phone calls were directly received and acknowledged by the Property Officer.

Letters were also sent to the adjoining owners of all the reserves. Fourteen adjoining owners responded to these letters and a summary of the responses is included in the Public Consultation Report (**Appendix 1**). Of the 14 responses received, 12 indicated they would be interested in acquiring the land once it reverts to The Crown.

A summary of responses is as follows:

- 12 adjoining land owners indicated that they were interested in acquiring the land should it be resumed by the crown
- Of those respondents, 3 also indicated other comments for considerations as follows:-
 - to ensure that a creek running through the reserve adjacent to their property be protected
 - to ensure that access to their property would be maintained
 - One respondent opposed the return to The Crown of the reserve adjoining his property on the grounds that he and the previous owner of his property had stewardship of the Crown reserve for many years (noting that formal occupation rights with the Crown ceased in 1986). The respondent noted that the land had been fenced within their property since early 1900 and has been used as part of their property since then. They advised that the original access was by a stock route which was sold as a closed road in approximately 1912. They bought their property in 1991 and since then (under a verbal agreement with Council) they have maintained the reserve and spent many weeks removing weeds coming downstream, both by physical work and the engagement of a private contractor. They advised that if the Department for Environment and Water do not wish to accept care and control of the land, they request that they continue with the maintenance of the reserve and if necessary take on legal ownership. They reiterated their involvement with the reserve for the past 29 years.

Bush for Life submitted the following comment on the site at Section 489 Chapman Road Inglewood:

“On behalf of Trees for Life (TFL), as part of the public consultation on the revocation of Crown Land under the care and control of Adelaide Hills Council (AHC).

To start with it is very disappointing for this process to not have included the courtesy of direct consultation with TFL as an interested party that is currently working in partnership with AHC to manage one of the sections of Crown Land that is part of the public consultation. The particular property in question is Section 489 Chapman Road Inglewood, which is being managed by TFL with volunteers under TFL’s Bush for Life (BFL) program. There are currently 28 BFL sites on AHC managed land under this funded partnership agreement, together with a number of others on private land within the council area that are not funded by AHC.

It is particularly concerning that this section is not just being considered for revocation but this has been recommended by AHC Property staff, despite being advised earlier by the AHC Biodiversity Team that this is an active, funded BFL site under an agreement with AHC containing high biodiversity value.

I trust that this will not proceed any further and would appreciate confirmation of this. In addition, it is strongly recommended that any other Crown Land that the AHC Biodiversity Team manage due to their high biodiversity values also remain under AHC care and control”.

This feedback is supported by Council's Biodiversity Officer. Giving consideration to this feedback, it is proposed that CR 5753/751, Section 489 Chapman Road Inglewood be retained as community land under the care, control and management of Council as a Bush for Life site with high levels of biodiversity value.

Based on the consultation feedback, it is recommended to proceed with progressing to the next step in the revocation of community land process for 18 parcels of Crown Land, being an application to the Minister for Planning for approval to revoke the community land classification.

A further report will be presented to Council for consideration once a response from the Minister for Planning has been received.

Following the resolution of Council on 22 October 2019, there has been correspondence with the DEW, Meals on Wheels (SA) Inc. and the Minister for Forests.

DEW has advised that it will recommend that approval be given for resumption of all of the land detailed in from 2a, 2b and 2c of the meeting of 28 May 2019 on application by Council once the community land classification is revoked from the land. Note that the land located at Lot 20 Bell Springs Road Charleston will not be included in this application for the reasons detailed above.

Discussions with Meals on Wheels (SA) Inc and the delegate to the Minister for Forests in relation to resolution 2b of the meeting of 28 May 2019 have been on going, with both in support of the proposed rededication, as proposed future custodians of the land respective land parcels.

4. OPTIONS

Council has the following options:

- I. Resolve to apply to the Minister for Planning for approval to revoke the community land classification of the Land. (Recommended)
- II. Resolve not to progress any further with the community land revocation process which will result in the Crown Land parcels being retained under the care , control & management of Council. (Not Recommended)

5. APPENDICES

- (1) Crown land Reserves Consultation Report
- (2) Crown Land Parcels

Appendix 1

Crown Land Reserves Consultation Report

2020

Adelaide Hills Council

www.engage.ahc.sa.gov.au



CROWN LAND RESERVES CONSULTATION REPORT

Crown Land Reserves Consultation Outcomes Report

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2. Summary

Purpose of this report

This report contains a summary of feedback received as part of the Stage 2 Crown Land Reserves Consultation undertaken between 1 October and 22 October 2020. The intention is for this report to be made available to anyone who participated in the consultation.

Background

We carried out a review of all Crown Land Reserves under our care, control and management. Crown Land is administered by the Department for Environment and Water. It is not owned by Council but is held for a public purpose.

The first round of consultation which was undertaken from 21st August 2019 to 13th September 2019, was a proposal to determine that different options for the Crown Land Reserves, that were considered surplus to Council's strategic requirements.

These options included: return to The Crown, a change in custodian or incorporation into the protected area system through the National Parks and Wildlife Act 1972 in order to better protect their biodiversity values.

Why did we undertake this further consultation?

The Department of Environment & Water requested that Council undertake and complete a community land revocation process prior to formally assessing the request to resume the subject land. Whilst this is not a legislative requirement, we undertook this further consultation.

While most of the Crown Land Reserves under Council's care, control and management are of strategic value, 19 parcels were identified that have not been used for their dedicated public purpose for many decades, or could more appropriately be managed in other ways.

In summary we proposed to return 19 parcels of Crown Land Reserves to the Department for Environment and Water.

Should the Department for Environment and Water accept the reversion of the Crown Land they would decide how they want to manage the land going forward.

3. Participation

Feedback could be provided in a number of ways and yielded the following results:

Type of feedback channel	Number of responses
Online survey	5
Emails	21
Phone calls	5
Social media (unique comments)	3
Total	34

4. Consultation approach

Our engagement approach was targeted at adjacent landowners to the parcels of Crown Land as well as the wider community. Anyone with an interest could have their say.

This was done through a letter to each adjacent landowner and where the landowner was overseas the information was sent via email. In addition for the wider community we made information available via social media, e-newsletter and an advert in the local paper.

Feedback opportunities

Feedback could be provided in a number of ways:

- Online survey (engage.ahc.sa.gov.au)
- Email (gstewart@ahc.sa.gov.au)
- Phone (8408 0400)
- Post (PO Box 44, Woodside, SA 5244)

Distribution and promotion

The opportunity to provide feedback was promoted through a number of channels including:

- Hills Voice: your Adelaide Hills eNewsletter 7 October (1,635 unique opens)
- Advert: Courier (local paper) 30 September 2020
- AHC social medial
 - Facebook 3 October 2020 (3,259 reach, 418 engagements, 13 comments, 4 shares)
 - Twitter 3 October 2020 (328 impressions, 16 engagements)
- Direct emails and letters to landowners adjacent to the Crown Land Reserves

The survey and accompanying background information was made available on our engagement portal Hills Voice: *your say* (engage.ahc.sa.gov.au).

5. Feedback analysis

All responses received by 22 October have been analysed (including emails, social media posts, phone calls and online survey responses).

Feedback has been thematically and geographically analysed (by theme and location). We have also captured sentiment so we can understand the level of support for the proposals to return 19 parcels of Crown Land Reserves to the Department for Environment and Water.

Sentiment from all feedback received

Comment	Number of responses
Interested in purchasing	12
Leave in care and control of AHC	3
Regardless of who buys land reserve or has care and control, to leave them as natural vegetation and undeveloped.	1
Leave in care and control of AHC Biodiversity	1
Supportive of change in custodianship Varying authorities e.g. Department for Environment and Water, Minister for Forestry, Meals & Wheels, and inclusion into the protected area system through the National Parks and Wildlife Act 1972 in order to better protect their biodiversity values.	3

Of the 19 parcels of land 12 owners expressed interest in purchasing the land adjacent to their properties.

The key themes arising

- Conservation of land (weeds)
- Wellbeing and biodiversity value
- Concern for development of land
- Concern about responsibility of ongoing land maintenance
- Interest in purchasing
- Other issues: fuel loads on the land parcels, right of way for adjacent use, Council ownership of disused rubbish dump, water way management/ catchment

Theme	Comment
Conservation of land (weeds)	<ul style="list-style-type: none">• Very concerned about the land being sold and believes it should be held by a government authority for conservation purposes• <i>"DEW is already struggling to manage its current land holdings, with no funding available for weed control even in some of its best conservation parks (e.g. Mylor, Mark Oliphant, Woorabinda). Please reconsider this transfer to DEW for sites with good remnant vegetation because, in all likelihood, they will soon become weed reserves and over time will lose their native vegetation"</i>
Wellbeing and biodiversity value and	<ul style="list-style-type: none">• Request that land be kept natural and native given their high biodiversity and wellbeing value

Theme	Comment
need for natural and native spaces	<ul style="list-style-type: none"> • <i>"I would like to request that whoever ends up responsible for the Crown Land reserves in question, that they are kept as natural and native Adelaide Hills parcels of land."</i> • <i>"Having as many parcels of native vegetation as possible could help our native species survive, and also improve wellbeing of human and non-human alike. Once it is gone, it is a permanent loss. Please please consider this. I truly believe we are custodians and it is our obligation to leave our home, this planet, in a better state than we inherited it in."</i> • <i>"Given that it is unknown what the Dept will do with these parcels of land, they should be left as is. Natural, undeveloped pockets of native flora and fauna to counteract the growing development in the Adelaide Hills."</i>
Concern for development of land	<ul style="list-style-type: none"> • Concern over future land use once ownership is transfer to Department of Environment and Water • <i>"We have no objection to the application by Meals on Wheels to acquire the land that they presently occupy except that there appears to be no mention of what they might be allowed to do with the property should they choose, in the future, to move their operation. In such a case, surely the land should revert back to either the Crown or to Council. Our concern is that it could be sold off to developers unless there is some protection in the hand over."</i>
Concern about responsibility of ongoing land maintenance	<ul style="list-style-type: none"> • Any Crown Land that the AHC Biodiversity Team manage due to their high biodiversity values should remain under AHC care and control • Some adjacent landowner expressed that they have been maintaining some of the parcels (own time and money) to maintain weeds • <i>"I have spent many years working on balancing the rural nature of the property and the restoration of native habitat and the removal of significant amounts of weed growth and rubbish. Since purchasing the property I have spent a great deal of effort remediating the land, having established and maintained extensive native plantings of trees and shrubs over the extent of the property."</i>
Other issues: fuel loads on the land parcels, right of way for adjacent use, Council ownership of disused rubbish dump, water way management/ catchment	<ul style="list-style-type: none"> • Regarding the Meals on Wheels parcel in Aldgate there is <i>"concern about the fuel load on the adjoining crown land reserve"</i>. • Adjacent residents who rely on rights of way through the properties wanted assurances that these would be maintained no matter what the outcomes are. • <i>"I am of the opinion that section 547 Schubert Road should remain under the care and control of the Council because it has a moral, if not a legal, responsibility associated with its"</i>

Theme	Comment
	<p><i>previous use (rubbish dump), and given that it was planted with trees by Council, is being used as a plantation.”</i></p> <ul style="list-style-type: none">• <i>“The land is within the water catchment zone, and therefore should not be suitable for any further development.” - 556 Tiers Road Woodside</i>

6. Social media

Twitter and Facebook



7. Conclusion and next steps

The next step is for this report to be presented at the February 2021 Council meeting.

After this Council will apply to the Minister of Planning to revoke the Community Land Status from the 19 Parcels of land in the consultation.

Should the Minister of Planning approve the request a report will be presented back to Council to apply to the Minister of the Department for Environment and Water (DEW) to consider the reversion of the land parcels into their care and control and approve the change in Custodians as requested by Council.

If approved DEW will be in contact with adjacent landowners and any other interested parties to discuss the potential sale and purchase of the parcels.

The intention is for this report to be shared with the wider community and anyone who participated in the consultation.

8. Appendix 1

Copy of all comments received. Please note any identifying information has been removed.

Response number	Comments
1.	Very concerned about the land being sold and believes it should be held by a government authority for conservation purposes
2.	They have owned the property for 3 yrs. They knew about the Crown Land parcel when they purchased the property. They are very interested in buying the land.
3.	A call was received to say that I had put 'formally known as' instead of "now known as". I have corrected this on the consultation documents for both consultation reports. They would be very happy for another adjoining owner to purchase the land but if they don't wish to, then they would like the right to purchase it.
4.	Does not have an issue with Meals on Wheels potentially becoming the custodian of the land. He is concerned about the fuel load on the adjoining crown land reserve
5.	No objection to Meals on Wheels to become the custodians of the land that they presently occupy, except that there appears to be no mention of what they might be allowed to do with the property should they choose, in the future, to move their operation. In such a case, they believe it should revert back to either the Crown or to Council. The concern is, that it could be sold off to developers unless there is some protection in the hand over.
6.	Would be interested in purchasing the land as long as trees can be trimmed and managed on the plantation reserve. Has raised concerns with Council for many years about issues with the trees and the bark continuing to drop. Has been maintaining the area with no assistance. Previous concerns regarding the health of the trees have been raised.
7.	I would like to re-express my interest in purchasing this section of land from the Crown as previously mentioned in earlier community consultations. I am also more than happy to answer any questions or return any correspondence in keeping this matter moving along.
8.	<p>I write to provide feedback in respect to the current Public Consultation as to the potential Revocation of the Community Land Status and then the potential resumption of the parcel by the Crown. About 200 metres of the reserve runs between two blocks that I own.</p> <p>I previously provided feedback in the previous 2019 consultation round. I note that my suggestion as to incorporating part of the parcel into an adjacent road reserve, so far as contiguous with, it was not accepted by council as it was seen to be impractical. I note I also suggested that Council return the reserve to the Crown (DEW) with a request that it only be sold to immediately adjoining neighbours and to no others, and only for the purpose of being added to an existing title. Again, I was advised that once returned to the Crown, this was solely a matter for them.</p> <p>Given that, it remains for me to say (as I did last year) that I support the revocation of the community land status, and its return to the Crown (DEW).</p> <p>I note in passing that both Council and the State have been advised of an Encroachments Act claim that I have on part of the reserve, as well as details of the encroachments.</p>
9.	<p>I am sending this email on behalf of Trees For Life (TFL), as part of the public consultation on the revocation of Crown Land under the care and control of Adelaide Hills Council (AHC). To start with it is very disappointing for this process to not have included the courtesy of direct consultation with TFL as an interested party that is currently working in partnership with AHC to manage one of the sections of Crown Land that is part of the public consultation.</p> <p>The particular property in question, which is being managed by TFL with volunteers under TFL's Bush For Life (BFL) program. There are currently 28 BFL sites on AHC managed land under this funded</p>

Response number	Comments
	<p>partnership agreement, together with a number of others on private land within the council area that are not funded by AHC.</p> <p>It is particularly concerning that this section is not just being considered for revocation but this has been recommended by AHC Property staff, despite being advised earlier by the AHC Biodiversity Team that this is an active, funded BFL site under an agreement with AHC containing high biodiversity value. I trust that this will not proceed any further and would appreciate confirmation of this. In addition, it is strongly recommended that any other Crown Land that the AHC Biodiversity Team manage due to their high biodiversity values also remain under AHC care and control. While I am just heading off on four week's annual leave, if you have any questions regarding this matter please contact Bush For Life.</p>
10.	<p>I am writing in relation to the new Public Consultation. As you will see in the emails below, we had been in prior contact with Richard Fox on this matter over a year ago in September 2019.</p> <p>I am not sure if you had been made aware of our previous registration of interest but I can confirm that we are still interested in taking ownership of this land. We acquired our property in 2013 and since that time there has been no established boundary to the Crown Reserve plot, which we largely surround. The reserve area includes portions of land either side of the road and the single access to our property. We currently intermittently graze the reserve to maintain bush fire safety and will continue to do so for the foreseeable time. We also maintain the grass along the grass verges either side of the Road, again for fire safety.</p> <p>We would be keen to meet to discuss further and look forward to your feedback throughout the consultation period. In the meantime I would be grateful for your formal acknowledgement of this registration of interest as we have received nothing formal since our previous correspondence and conversations over a year ago with Richard.</p>
11.	<p>We wish to confirm the following. The Reserve has been fenced within our property since early 1900 and has been used as part of our property since then. The original access was by a stock route which was sold as a closed road approximately 1912.</p> <p>We bought our property in 1991 and since then under a verbal agreement with Council we have maintained the reserve and spent many weeks both physically and payment to a private contractor in doing the necessary removal of weeds coming downstream.</p> <p>If the Department for Environment and Water do not wish to accept care and control of the Reserve, we request that we continue with the maintenance of the reserve and if necessary take on legal ownership.</p> <p>We reiterate our involvement with the reserve for the past 29 years.</p>
12.	<p>Thank you for the opportunity to comment on the consultation. As a neighbouring property owner with a common boundary on two sides my comments and interest in this parcel of land would be to purchase the land from the crown.</p> <p>Based on my observations of the property there has been minimal to no maintenance of the property by council for many years and the only maintenance performed has been by other land holders whom run stock for farming activities on the land.</p> <p>Our interest in the land would be to purchase the land so as to add it to our existing property, with the aim of appropriately and strategically replacing fences and rehabilitating the water course area. Fencing the water course area that crosses both properties to prevent and control erosion caused through stock and to clean up and revegetate the area including weed control and rubbish removal on an ongoing basis.</p>

Response number	Comments
	<p>All of our water courses need to be managed to allow environmental health on all levels and as mentioned it would be our intention to address this issue. The combination of the water course over both properties makes the project viable and worthwhile being of a larger scale. I trust that AHC and organisations such as Land Care would be available to assist or advise with such environmental rehabilitation projects.</p> <p>Following the above comments I/we wish to formally inform Adelaide Hills Council of interest to purchase the property should the opportunity arise as mentioned in the Public Consultation Report issued by Council or by other negotiations if Council or the Crown wishes to proceed with selling the land now or in the future.</p> <p>I am available to discuss and or meet with Council at your convenience to look at all options available.</p> <p>We look forward to hearing from you in due course.</p>
13.	Thank you for the information relating to the Crown land parcel. The parcel is located within Mount Gawler Native Forest Reserve and ForestrySA agree and support your recommendation that responsibility for the parcel be transferred to the Minister for Forests.
14.	Had a gentleman come to the front counter enquiring about some land that may be for sale. He has no more info regarding this but had heard from someone in the Mt Lofty Historical group. If there was a parcel of land in front of his property for sale he would be interested in purchasing it.
15.	<p>The land in question was within the DC of Onkaparinga prior to the amalgamation of Councils. I was employed as a planning officer in the late 1970's until the early 1980's. A principle task was to undertake planning studies and prepare the Council's first Development Plan. This included undertaking land use surveys and becoming familiar with the use of land in the district.</p> <p>Although I was not responsible for the administration of Council land, it is my understanding that the land was previously used as a rubbish dump up until the late 1970's or early 1980's. Council used this land and another site at Woodside as rubbish dumps before it developed the Mount Charles rubbish dump (subsequently closed) and the introduction of a garbage collection service. Both of these old dumps:</p> <ol style="list-style-type: none"> 1. were operated by Council prior to the introduction of a rubbish collection service, 2. were open to the public to dump rubbish 3. were operated prior to the introduction of the Environment Protection Act and the subsequent regulation of rubbish dumps 4. probably used the old quarry cuttings, with the filling of the small quarries viewed as a practical way of utilising the disused quarries in an era before rehabilitation of such quarries were required, 5. were probably burned on a regular basis to reduce the volume of rubbish, 6. were probably covered with whatever material was available at the time of closure and planted to stabilise the surface. <p>It is reasonable to assume from the nature of the Gazette notice of 30/7/1981 that there was discussion and negotiation between the Department of Lands and the Council on how to best deal with the 3 parcels of land referred to in the notice. It is also reasonable to assume that given that it was desirable for Council to continue to monitor and maintain the old dump and that it had planted the old dump with trees, that the Department advised the Council that the best way of rededicating the land was to dedicate it as a plantation reserve.</p> <p>I am of the opinion that this section should remain under the care and control of the Council because it has a moral, if not a legal, responsibility associated with its previous use, and given that it was planted with trees by Council, is being used as a plantation.</p>
16.	I am responding to your Public Consultation notification dated October 2020 in regards this parcel and the intention to return this land to the Crown. This section adjacent our property, we currently have

Response number	Comments
	<p>use of this land under a licence agreement with the Crown and have been maintaining it since we purchased our property.</p> <p>Please let it be known that it is our intention to purchase this section as soon as this is possible. Please feel free to call our email me to discuss further if required.</p>
17.	<p>Thank you for the opportunity to provide feedback in relation to the potential return to The Crown this section adjacent to our property.</p> <p>We are not opposed to the return of the Land to The Crown. However we have some concerns regarding the process and the ultimate value in potential outcomes.</p> <ol style="list-style-type: none"> 1. Our ability to use the Land is required to enable access and use of our large shed which has recently been constructed and approved as such by Council. 2. There is an extant right of way over the Land to enable us to access our adjacent property. This right of way has existed for many years prior to our acquisition of 5 Silver Road. 3. The formed driveway we maintain on the Land enables unimpeded access to our large bore water tank for fire-fighting purposes by the CFS and others. 4. We would be tentatively interested in acquiring the Land however, we note that the value of the Land is likely to be nominal given that there will necessarily be a right of way and easement over the Land to enable our continued access to our property, our continued use of our large shed, community benefits in providing a substantial water supply to the CFS and so on. <p>We consider that the Council's risk at present is low and that our continued maintenance, invasive weed control, fire preparation activities and provision of safe access to water for fire-fighting use the Land provides community benefits. We are concerned that if the Land were to be acquired by another person those community benefits may be impacted.</p>
18.	<p>Thank you for your email regarding the land consultation adjacent to my property. I acknowledge receipt and have no objections to the suggested changes. At this time I would also like to express my interest in the purchase of the parcel.</p>
19.	<p>Thank you for the opportunity to participate in the second community consultation process. As first stated in July 2016 we are interested in acquiring that part of the Crown reserve which lies to the west of the access road which traverse the reserve. I will refer to this block as the dam block for simplicity. It is our contention that this parcel should be added to the title of the dam block as currently this appears to be the only feasible solution to securing access to this block. Council is familiar with all the problems involved in securing access to the dam block as I have responded to the first round of community consultation and since July 2016 I have had many communication (meetings, emails, letters and phone calls) with multiple council employees, Peter Matushik, Gen Stewart, Richard Fox, Peter Muller, Peter Bice, Kevin Medlow, Ashley Curtis, Steve Smith and Natalie Westover.</p> <p>The purpose of all these communications has been to</p> <ol style="list-style-type: none"> 1. Try to find a way to ensure that access to the Dam Block is never denied (as was nearly the case in 2016) as this would result in serious negative impacts on the blocks value and marketability. 2. Create an access route at least suitable for use by emergency services. <p>To date solutions have been illusive despite all the goodwill shown to me.</p> <p>The intended access to our block is via the surveyed "unmade road" that run more or less parallel to the Crown Reserve. Problematically this 'road' cannot actually be accessed from the ' ' Road which means there is no access at all currently. At least two of council's engineers that inspected the site advised that a feasible route would be from access road currently on the crown reserve and then a new driveway through the crown reserve to the dam block.</p>

Response number	Comments
	<p>A second problem is that the unmade road along Council land itself does not actually adjoin the Dam block so that it would not be possible to add this land to the title in order to secure the access. Adding some of the Crown land to the dam block title does at least guarantee access to the Council Land and unmade road.</p> <p>To avoid interfering with the access road which gives continuity to '.....' Road it should be subdivided off – perhaps added to the public road.</p> <p>In addition to the above, allowing us to purchase the land would enable the current usage to continue, any alternative to this would most likely cause us the significant financial costs of fencing to secure our property's boundaries in which case we would not be able to support the proposal to change the classification of the land.</p> <p>As noted in your covering letter the Crown Reserve and the Council land are not fenced off from our house block, They were not when we bought the land in 1980 and I believe, because of the topography, they never have been. Stock on our property continue to graze these lands and up until 2016 we regularly eradicated weeds, reduced fire fuel and maintained the waterway under the bridge to prevent blockage and subsequent erosion. In the council minutes it is noted that "the land subject to this report has either no or very little management from council". An example confirming that Council expects us to continue maintenance occurred in 2018. When inspecting the site with Steve Smith we noted that the waterway under the bridge was becoming blocked – he undertook to get council workers to clear it. Eventually, debris was freed from the bridge but then deposited in the Crown land and were instructed to remove it.</p> <p>Weeds such as blackberry and broom, and fire fuel build up are becoming a problem. I did request that council investigate ways to reduce the fire hazard and weed infestation in October 2019 but to date nothing has been done. We would very much like to be free to resume regular maintenance and undertake rehabilitation of the land, including removing blackberries and replacing native species endemic to the area.</p> <p>The problem of access appears to have arisen when a subdivision in 1967 failed to be properly scrutinized before approval was given. I believe it is time to find a permanent solution and remain very keen to work with Council to achieve this.</p> <p>A vital starting point for us to make progress after more than four years of discussion would be to allow us to obtain at least part of this Crown Reserve.</p> <p>Please keep me informed of Council's decision and the Department for Environment and Water's response.</p>
20.	<p>Please register my expression of interest with respect to: "Revocation of classification of land as community land. I would like to express my desire to incorporate the "subject land" formally into the existing title I hold. Until recently, I was not aware that my property adjoined with the "subject land", I have been caring for the land for over 30yrs. The "subject land" forms a thin parcel adjoining my property's boundary and is a good fit with respect to local roadway alignment, existing fence lines and would require only a re-drafting of the formal boundary lines on the Certificate of Title.</p> <p>I believe formalising the incorporation of it into my land would be a logical decision in this situation. I have spent many years working on balancing the rural nature of the property and the restoration of native habitat and the removal of significant amounts of weed growth and rubbish. Since purchasing the property I have spent a great deal of effort remediating the land, having established and maintained extensive native plantings of trees and shrubs over the extent of the property. Year round water is also available for fauna which I am pleased to say has encouraged an ever increasing variety of native fauna to populate the area. A portion of the subject land is within my fence line and I have conducted land care to the best of my ability. The creek has been fenced off which runs through the "subject land" in order to keep stock from entering the water course, fouling the water or damaging</p>

Response number	Comments
	<p>the creek banks. The remaining portion of the “subject land” that adjoins the Roadside Verge that lies to the west has significant amounts of weed growth and fallen timber.</p> <p>It concerns me that this can have an adverse influence to the flow of the creek water. It is unsightly and a weed propagator for habitats further down the creek. From time to time I have made efforts to remove the weed growth and clear the blockages and rubbish from this and another creek that borders my title. It would be beneficial if the water course of this portion was also incorporated as above and I was to be granted stewardship of the land. It would then allow me to continue my program of removal of weed and exotic plant growth and re-establish appropriate indigenous native riparian buffer plantings, which would further encourage local native fauna such as the bandicoot to re-inhabit the banks. My request is that the subject land be officially incorporated into my allotment. It will enable me to continue my land care program, protecting of the land, flora, fauna and the water course, I have already been conducting similar efforts for the water course on my western boundary.</p>
21.	<p>Please acknowledge our submission on consultation of community land revocation proposal. The land referred is a stone quarry, previously used for local road development which is bordered by our home property on all 3 sides and the remaining side faces a road. The home property surrounding the mentioned land has been in our family for generations. The land is within the water catchment zone, and therefore should not be suitable for any further development. The current land has been maintained by our family over the years and we would like to continue to stay closely informed on any pending decisions, or viability to incorporate land within our current boundary if feasible.</p> <p>We sincerely hope we continue to be informed of any further decisions of mentioned land to ensure we have the opportunity for consultation of a mutual and agreeable outcome. Please reply to confirm receipt of our submission. We have attached below, previous emails of our ongoing interest on any property changes of land.</p>
22.	<p>Given that it is unknown what the Dept will do with these parcels of land, they should be left as is. Natural, undeveloped pockets of native flora and fauna to counteract the growing development in the Adelaide Hills.</p>
23.	<p>I am replying to your request for opinions about the potential transfer of Crown land back to DEW. I hope you will forgive my candour...</p> <p>For the past 20 years, I have been involved in land management in the Adelaide Hills as an AHC landholder, co-ordinator of a Friends group and active member of various NGO's. In my experience, the AHC does a very good job of caring for remnant vegetation through Steve Brookes and Tonia Brown, with the Council's backing. They understand the issues, have a high level of expertise and take the need for weed control very seriously, making every effort to improve remnant sites where possible. On the other hand, DEW is already struggling to manage its current land holdings, with no funding available for weed control even in some of its best conservation parks (e.g. Mylor, Mark Oliphant, Woorabinda). Please reconsider this transfer to DEW for sites with good remnant vegetation because, in all likelihood, they will soon become weed reserves and over time will lose their native vegetation.</p>
24.	<p>I am an Adelaide Hills resident, the Hills is my happy place...I love it. My family has lived here for over 40 years. I am a bit time poor at the moment so this will be brief. I would like to request that whoever ends up responsible for the Crown Land reserves in question, that they are kept as natural and native Adelaide Hills parcels of land. They provide a much needed respite to animals and birds that are increasingly impacted by the encroaching urbanisation of the Hills. In addition, psychology research clearly shows the benefits to human wellbeing from connecting to/or being able to connect to healthy natural environments and greenspaces. In times like these, both human and wildlife could use a boost to wellbeing.</p> <p>It is more evident daily that many of the trees that make the Hills what it is, are sick and dying. Without a planting program for council and residential land these Crown Parcels of land may become all the</p>

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	<p>more important because of their native vegetation. Also, the Hills is changing, with many residents removing trees and opting for more English style gardens. The repercussions include much less native vegetation and native trees, which impacts the local wildlife as well as the biodiversity of the Hills, which is of National significance. Some argue that koalas for example, are too numerous and are destroying the trees from over-eating. But one could equally argue that there are a lot less trees from which they can get their sustenance because of human impacts. And, given the threat of future koala populations becoming extinct in Eastern Australia, it is important that South Australia provides for our local koala species. I have already seen other species disappear from the Hills in my lifetime. So, having as many parcels of native vegetation as possible could help our native species survive, and also improve wellbeing of human and non-human alike. Once it is gone, it is a permanent loss. Please please consider this. I truly believe we are custodians and it is our obligation to leave our home, this planet, in a better state than we inherited it in.</p> <p>I do commend the Council for the work they do in conservation and making the Hills as environmentally friendly and green as possible. Thank you for listening. Thank you for the chance to have our say.</p>

Appendix 2

Crown Land Parcels

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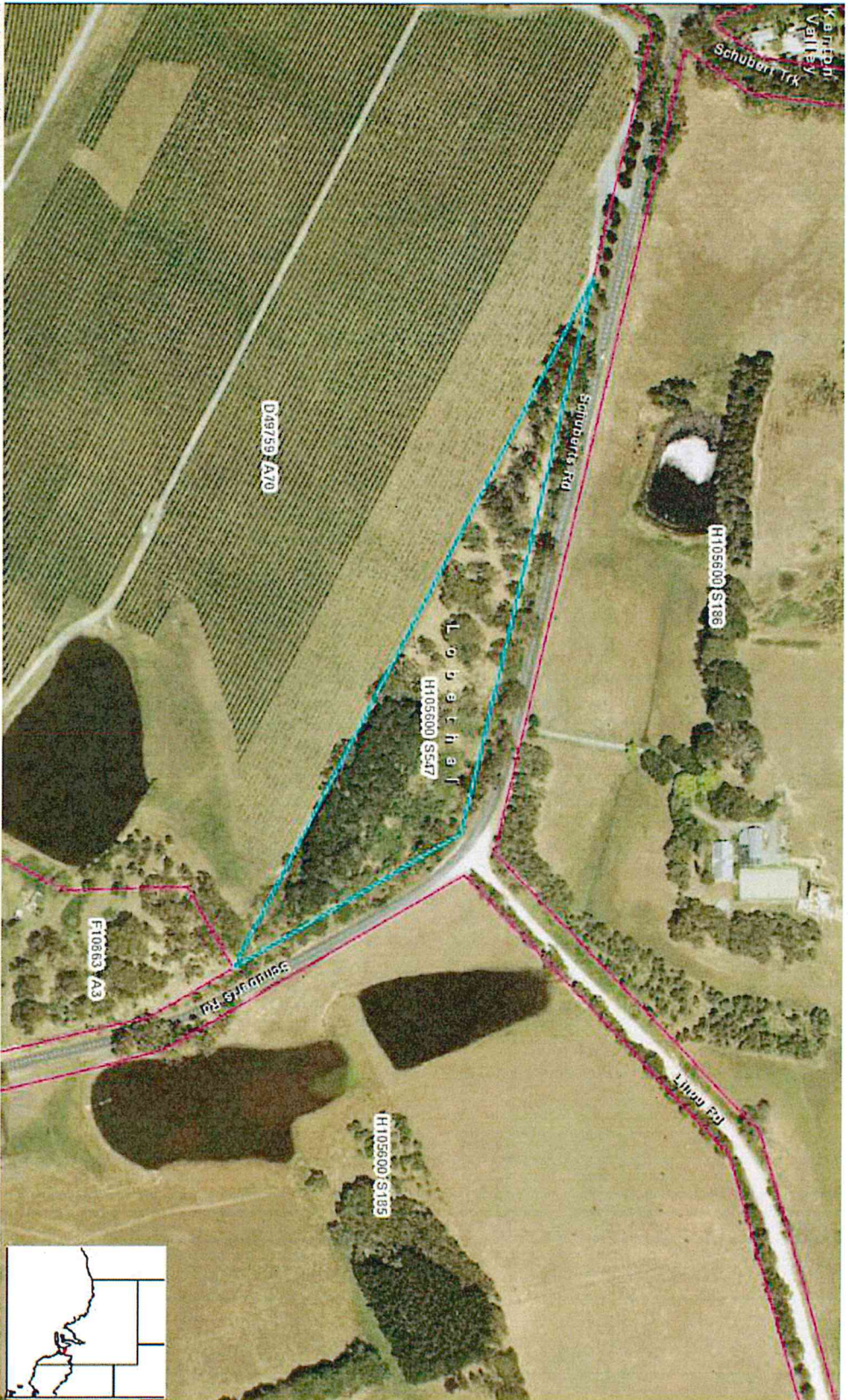
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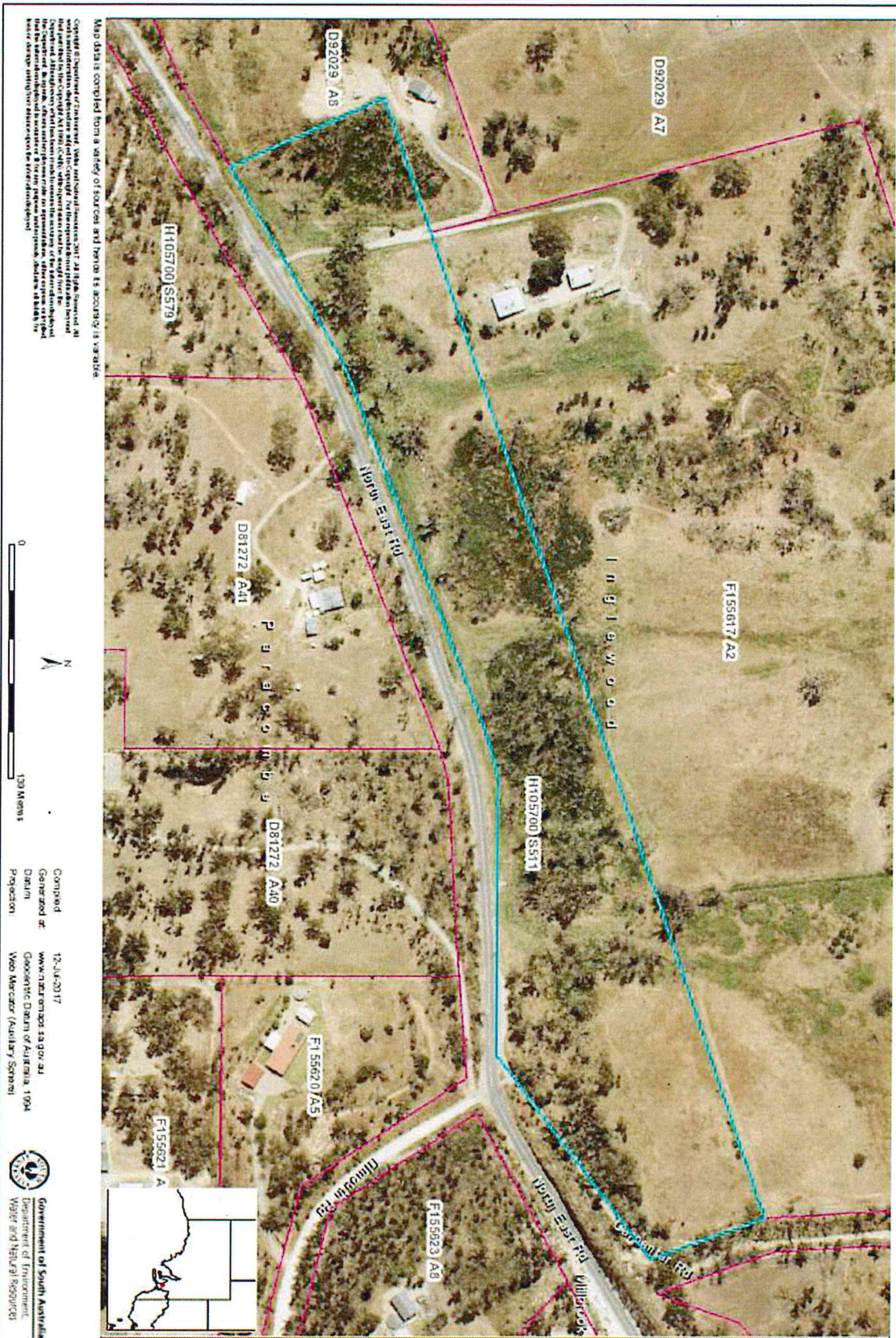
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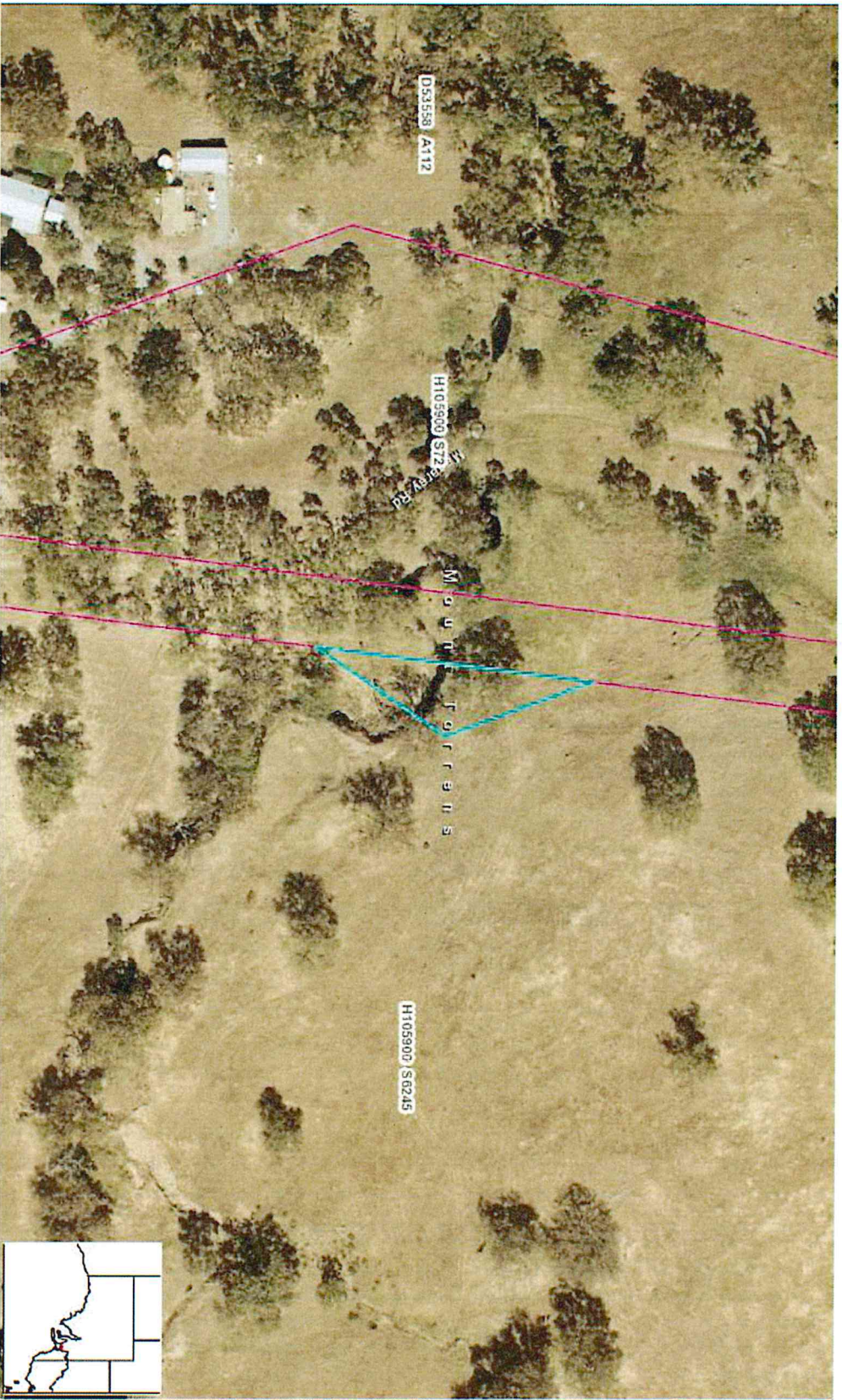
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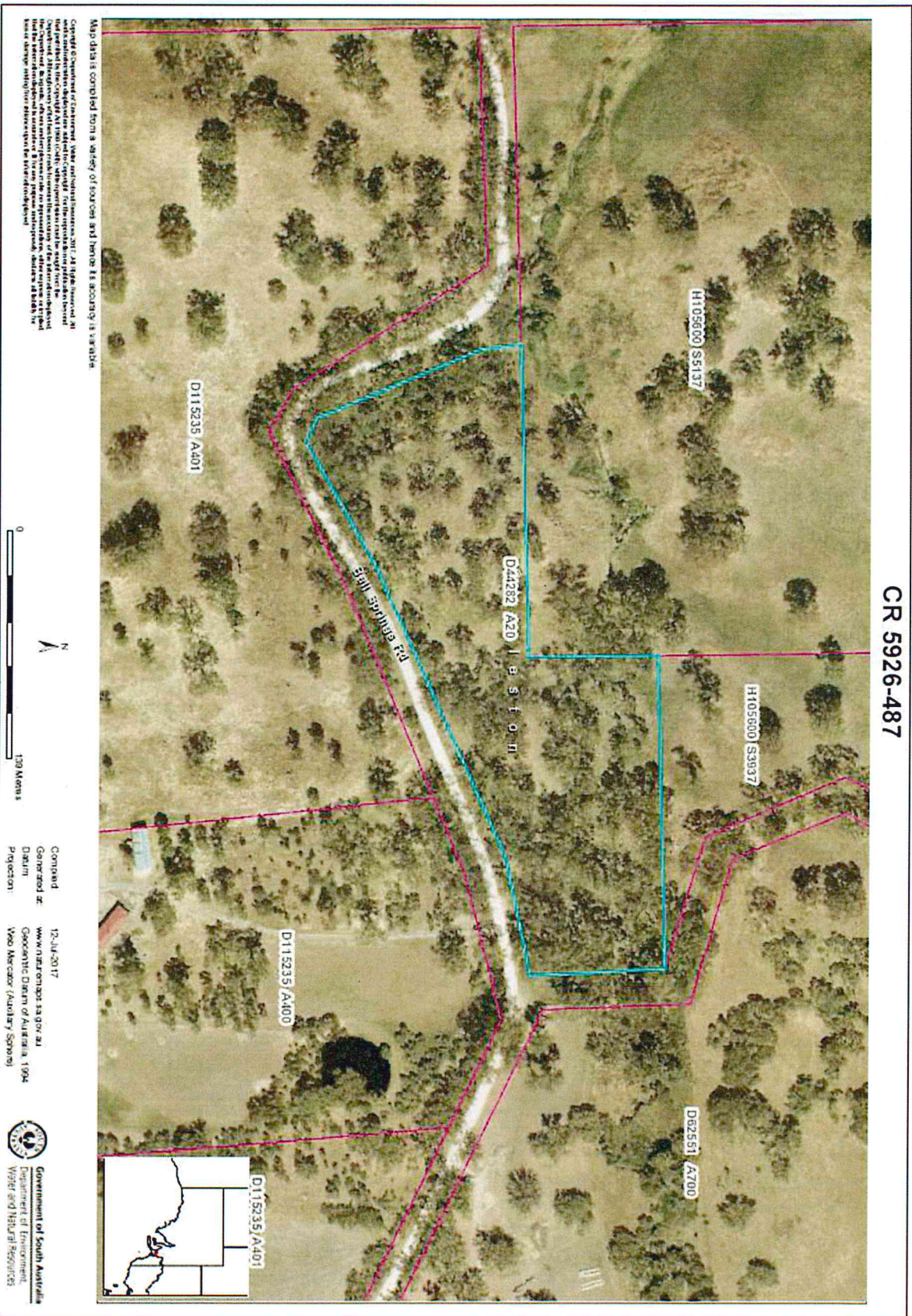
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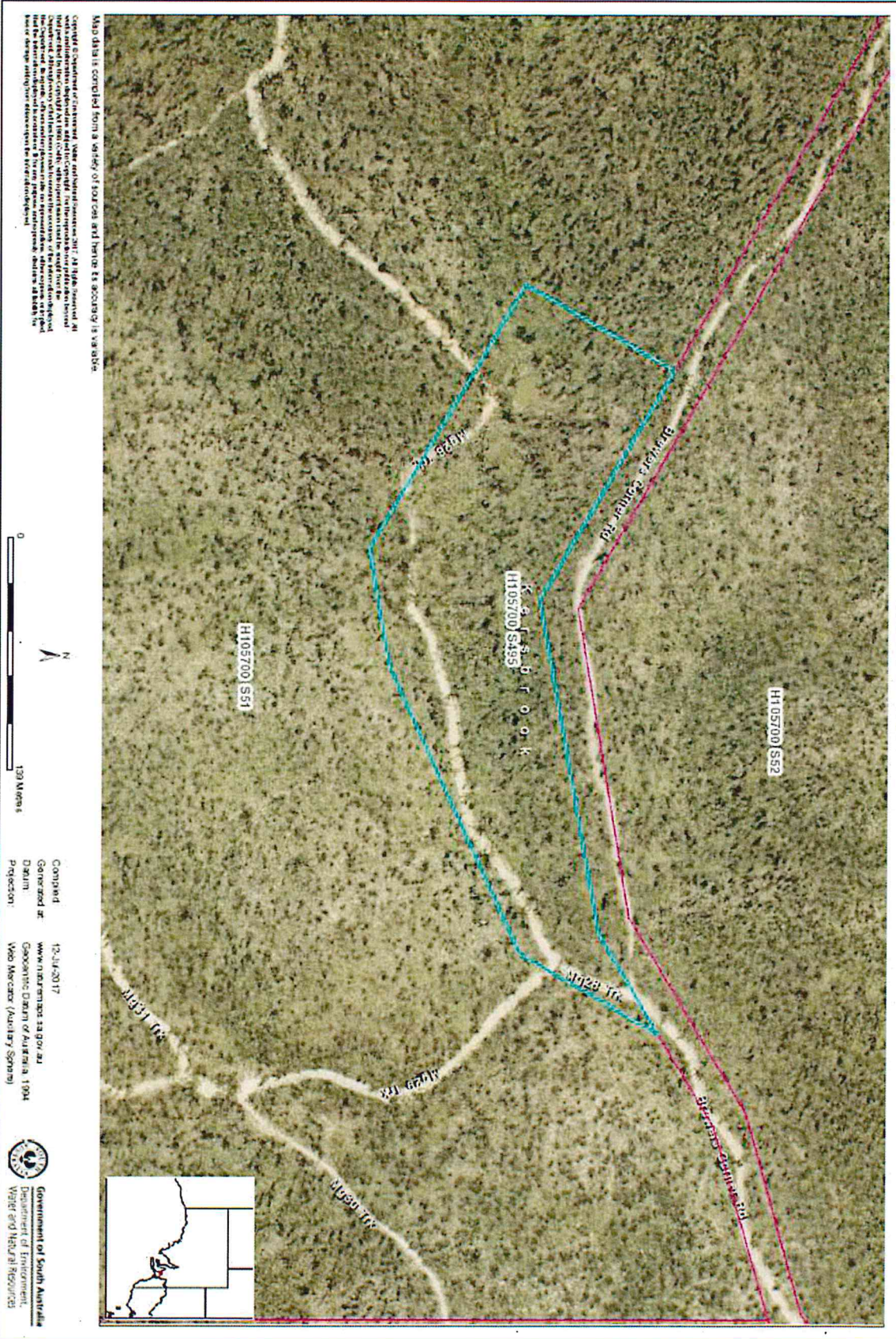
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Government of South Australia
 Department of Environment,
 Water and Natural Resources

CR 5753-753



**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item:	12.6
Responsible Officer:	Peter Bice Director Infrastructure & Operations Infrastructure & Operations
Subject:	Local Roads and Community Infrastructure Program Projects – Phase 2
For:	Decision

SUMMARY

As the closest tier of government to the community, local governments have a critical role in delivering vital services and ensuring the quality of life for communities across Australia.

The Australian Government originally committed \$500 million to the Local Road and Community Infrastructure Program (LRCI Program) to support jobs, businesses and the resilience of local economies. Further to this, a phase 2 stimulus of a further \$1 billion has been committed.

Given the timing of funding under Phase 2 and taking into account that Eligible Funding Recipients may not yet have confirmed future infrastructure spending, the additionality principle, that applied to Phase 1, has been modified for Phase 2 only. Under Phase 1, LRCI funds could not be used on existing projects.

Under Phase 2, Eligible Funding Recipients are required to maintain their overall capital spending on roads and community infrastructure, funded by their own revenue, at or above their 2020-21 capital spending level. The focus on overall capital spending (in Phase 2) provides Eligible Funding Recipients with greater flexibility to set and deliver the infrastructure priorities in their communities.

Councils will need to complete all project works by 30 December 2021 to receive their full nominal share of funding, with the AHC allocation being \$1,571,812.

Council staff have assessed the eligibility criteria and considered a range of factors to determine what we see as the most appropriate projects to maximise the benefit from this funding opportunity. The outcome of these considerations determined the projects that have been recommended in this report.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted.**
- 2. To authorise the applications for the following projects to be submitted as the Adelaide Hills Council Local Roads and Infrastructure Program Phase 2 Projects for delivery in 2021-22 and the estimated associated expenditure to undertake those works:**
 - a) Mill Road, Lobethal – School Crossing**
 - b) Heathfield Waste and Resource Recovery Centre Upgrades**
 - c) Public Toilet Upgrades - Stirling, Aldgate and Bridgewater**
 - d) Crafers Village Mainstreet – Traffic Calming & Amenity upgrade**
 - e) Birdwood Footpath – Kindergarten to Playground**
 - f) Lobethal Avenue of Trees – Woodside Road**
 - g) Lobethal Bushland Park Lookout Tower**
 - h) Merchants Rd, Slip Repair**
 - i) Mylor Pump Track**
 - j) Bus Shelter Replacement (Stirling Main Street)**
 - k) Mount Lofty Gardens - Lampert Road safety upgrade**
 - l) Mount Barker Road, Aldgate ‘Park and Ride’**
 - m) Aldgate Main Street amenity upgrade**
 - n) Upper Sturt Road walking path**
 - o) Bridgewater Court Resurfacing**
 - p) Strathalbyn Road - Service Road Sealing**
 - q) Hunters Road – Amenity Upgrade Concrete Blocks**
- 3. Subject to approval, and in line with the above estimated costs, that the CEO or his delegate be authorised to enter into a necessary grant agreement with the Department for Infrastructure, Transport and Regional Development, commit expenditure to undertake the above works with any adjustments to income and expenditure be incorporated in an upcoming budget review.**
- 4. That should any projects be unsuccessful, or significant savings achieved, alternative projects will be recommended to Council for consideration.**
- 5. That the CEO be authorised to write a letter of acknowledgement to the Hon Michael McCormack MP, Deputy Prime Minister and Minister for Infrastructure, Transport and Regional Development thanking the Federal Government for this additional phase of the funding program.**

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Goal A functional Built Environment

Objective B4 Sustainable management of our built assets ensures a safe, functional and well serviced community

Goal	A prosperous Economy
Objective E2	Provide local infrastructure to drive growth and productivity
Priority E 2.1	Work with all levels of Government to ensure the region's infrastructure needs are understood and prioritised
Goal	A progressive Organisation
Objective O5	We are accountable, informed, and make decisions in the best interests of the whole community

In selecting proposed, alignment has been sought with the draft *Annual Business Plan 2020-21, Strategic Plan 2020-24* and *Asset Management Plans*.

➤ **Legal Implications**

Not Applicable.

➤ **Risk Management Implications**

Seeking Council endorsement for the projects to be included in the Adelaide Hills Council application for the Local Roads and Community Infrastructure Program Phase 2 helps mitigate the risk of:

Council expending funds on projects which do not benefit the community or align with our Strategic Management Plans leading to unfavourable financial operating impacts and Community outcomes.

Inherent Risk	Residual Risk	Target Risk
Medium (1A)	Low (1C)	Low (1C)

➤ **Financial and Resource Implications**

Project costs utilising the AHC allocation up to \$1,571,812 are outlined in this report, as well as ongoing implications for any maintenance aspects to understand whole of life asset and Long Term Financial Plan (LTFP) implications. Capital expenditure which is undertaken in the 2021-22 year will have subsequent maintenance and allowances for depreciation which will be ongoing for the useful life of the asset.

➤ **Customer Service and Community/Cultural Implications**

The projects selected have been included due to the community benefit they will provide, and the stimulus to the local economy derived from their completion.

➤ **Sustainability Implications**

The Council's sustainability (financial, social and environmental) is a key consideration in the project considerations, and where feasible, ecologically sustainable approaches and practices will be utilised in the selected projects, with recycled materials used where suitable in construction elements.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Workshop 16 February 2021
Email suggestions from Cr Osterstock and Cr Boyd and subsequent follow up discussion.

Advisory Groups: Not Applicable

Administration: Chief Executive Officer
Director Community Capacity
Director Corporate Services
Director Development & Regulatory Services
Executive Manager Governance and Risk Management
Executive Manager Organisational Development
Manager Property Services
Manager Strategic Assets
Manager Civil Services
Manager Open Space

External Agencies: Not Applicable

Community: Not Applicable

2. BACKGROUND

Councils are able to select the projects to be funded in their community according to priorities at the local level. Similar to the Roads to Recovery Program, councils will need to submit a Work Schedule that outlines the project(s) they plan to undertake.

As long as these projects are eligible local road or community infrastructure projects and fall within the total amount of funds allocated, they will receive funding.

Funding is available for local road and community infrastructure projects that involve the construction, maintenance and/or improvements to council-owned assets (including natural assets) that are generally accessible to the public.

Projects will need to deliver benefits to the community, such as improved accessibility, visual amenity and safety benefits.

Eligible local road projects could include works involving any of the following associated with a road:

- Traffic signs
- Traffic control equipment
- Street lighting equipment
- A bridge or tunnel

- A facility off the road used by heavy vehicles in connection with travel on the road (for example, a rest area or weigh station)
- Facilities off the road that support the visitor economy
- Road and sidewalk maintenance, where additional to normal capital works schedules

Eligible community infrastructure projects could include works involving:

- Closed Circuit TV (CCTV)
- Bicycle and walking paths
- Painting or improvements to community facilities
- Repairing and replacing fencing
- Improved accessibility of community facilities and areas
- Landscaping improvements, such as tree planting and beautification of roundabouts
- Picnic shelters or barbeque facilities at community parks
- Playgrounds and skate parks (including all ability playgrounds)
- Noise and vibration mitigation measures
- Off-road car parks (such as those at sporting grounds or parks)

The Local Roads and Community Infrastructure Program fact sheet can be viewed in **Appendix 1** to this report.

A Workshop with Council Members was held on Tuesday 16 February 2021 to discuss the program and some potential project inclusions, and a number of additional proposed projects were subsequently considered for investigation.

The preferred project options have been collated and included in this report seeking Council endorsement so that staff can develop the Work Plans and submit for funding as soon as practicable.

3. ANALYSIS

Council staff have assessed the eligibility criteria and considered a range of factors to determine what we see as the most appropriate projects to maximise the benefit from this funding opportunity.

These factors included:

- Community benefit
- Supporting the 4 Pillars of recovery - Economic, Environmental, Social, Infrastructure
- Alignment with our Strategic Management Plans
- Ability to meet the delivery deadline of 31 December 2021
- Level of complexity and design requirements
- Level of consultation and engagement required
- Likelihood of project being considered in the near future regardless of this funding opportunity

There were a number of suggestions received which whilst delivered favourable outcomes in some areas, were problematic in regard to one or more of the factors listed above. In many cases this was due to the likely delivery timeframes, extensive consultation required, or were not actually eligible for the funding due to the program funding criteria.

Should there be any savings achieved in delivering the selected projects, which offset any higher than forecast expenditure, Council will look to have in readiness additional 'shovel ready' projects for potential inclusion. These could be to an Ordinary Council Meeting or Special Council Meeting if required.

The proposed projects are listed below, and if they are resolved by Council to be included in the application a work plan outlining delivery stages, timeframes and cost will be developed in the coming weeks.

TOTAL PROPOSED PROJECTS SUMMARY

PROJECT	CONCEPT COST ESTIMATE \$
Mill Road, Lobethal – School Crossing	30,000
Heathfield Waste and Resource Recovery Centre Upgrades	155,000
Public Toilet Upgrades – Stirling, Aldgate and Bridgewater	560,000
Crafrers Village Mainstreet – Traffic Calming & Amenity upgrade	300,000
Birdwood Footpath – Kindergarten to Playground	25,000
Lobethal Avenue of Trees	100,000
Lobethal Bushland Park Lookout Tower	45,000
Merchants Rd, Slip Repair	60,000
Mylor Pump Track	50,000
Bus Stop Replacement (Stirling Main Street)	20,000
Mount Lofty Gardens - Lampert Road safety upgrade	110,000
Mount Barker Road, Aldgate 'Park and Ride'	20,000
Aldgate Main Street amenity upgrade	38,000
Upper Sturt Road walking path	15,000
Bridgewater Court Resurfacing	22,000
Strathalbyn Road - Service Road Sealing	12,000
Hunters Road – Amenity Upgrade Concrete Blocks	10,000
TOTAL	1,572,000

Additional detail on the proposed projects are described below;

Mill Road, Lobethal – School Crossing

Traffic safety measures to mitigate issues on Mill Rd, Lobethal in the vicinity of the Lobethal primary school. Partnering with Way2 Go program.



COST ESTIMATE: \$30,000

ONGOING: Minor Depreciation increase for concrete and traffic control devices.
Increased on-going sign and line marking maintenance.

Heathfield Resource Recovery Centre (HRRC) – Safety Upgrades:

Concreting of the bays for Asbestos, Waste Concrete, Waste Fill, Branches, Pest Weeds and Lawn and Mulch = \$140,000.

Currently the bays are not lined and have rubble floors and concrete block walls. When bays are emptied by loader (or similar), the surface becomes uneven and prone to water logging in the wetter months. This outcome results in uneven surface for visitors and staff accessing the bays (as required to unload etc.) and represents a trip and fall hazard. To provide a safer environment for staff and visitors of the HRRC it is proposed to line the bays with concrete which will provide a flat level surface and secure bay walls.

Construction and installation of Stairways and Hand-rails and Line marking for Safe pedestrian movement around site = \$15,000

Currently there is no separation or differentiation between staff and visitors and vehicle movements at the HRRC. This leads to mixing of staff and visitors amongst vehicle movements including heavy plant and equipment. In 2020 a site safety inspection / audit was undertaken at the HRRC that identified the lack of separation as a hazard to visitors and staff accessing the site. It is proposed to provide differentiation between HRRC staff / visitors and vehicles including customer vehicles such as cars and trucks, plant and equipment and heavy vehicles resulting in improved safety for workers and users of the facility.

The delivery of this project supports Council's Waste and Resources Management Strategy 2016 – 2021 and the following action in the Waste Management Strategy Implementation Plan 2016 – 2021.

5.2 Transfer Station/Resource Recovery Centre	<p>5.2.1.1 To maximise recovery, reuse and recycling of materials entering the Heathfield Resource Recovery Centre</p> <p>5.2.1.2 To operate the Heathfield Resource Recovery Centre in an economically viable manner</p> <p>5.2.1.3 Continue to operate the Heathfield Resource Recovery Centre as a facility for the community to bring unwanted materials for reuse, recycling and disposal, in a cost effective manner</p>
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COST ESTIMATE: \$155,000

ONGOING: Depreciation of Concrete assets \$ 2,000

Public Toilet Upgrades - Stirling, Aldgate and Bridgewater



The following 4 toilets facilities are heavily used and currently are in need of upgrade and renewal to provide a level of service that manages the high demand on these facilities.

Steamroller Park, Stirling – the capacity of this facility is inadequate for the level of use. The existing public toilet structure will be extended, the interior fixtures and fittings will be removed and replaced with new, and the exterior of the building will be clad with materials in-line with the Stirling Village Main-street Design Guidelines.

Bridgewater Playground – the existing public toilets under the Bridgewater Hall service the users of the playground and park (including Heyzen Trail walkers) however these are inadequate to meet demand and fall below the service expectation of the community. A new stand-alone public toilet facility closer to the playground that provides compliant universal access will be constructed.

Aldgate Main Street – these public toilet facilities are well utilised by the community, particularly by commuters utilising the nearby public transport. The existing building will receive a new internal fitout and improvements to the exterior appearance to better meet community expectations.

Bridgewater Oval - these public toilet facilities are well utilised by the community, particularly by users of the Bridgewater Oval and by commuters utilising the nearby public transport. The existing building will receive a new internal fitout and improvements to the exterior appearance to better meet community expectations.

• Steam-roller Park	\$225,000
• Bridgewater Playground	\$185,000
• Aldgate Main Street	\$85,000
• Bridgewater Oval	\$65,000

COST ESTIMATE: \$560,000

ONGOING: Increased capacity and upgrades will increase on-going operating, maintenance and depreciation for these assets.

Crafers Village Mainstreet – Traffic Calming & Open Space Upgrade



Council recently completed a masterplan and design guideline for the Crafers Village. One outcome of the guideline was to assist in Council infrastructure investment decisions. This project aligns with the guideline proposal. This project will include at-grade pedestrian crossings (raised pedestrian platform similar to the one in front of the Stirling Hospital) at 2 locations along the Crafers Main Street that will calm traffic movement (subject to Traffic Impact Assessment) through the main street and improve pedestrian safety. Landscaping and amenity upgrades of the public realm and open space will be added in conjunction with the new infrastructure and will seek to build on the existing entrance statement work commenced by Council with the roundabout landscaping. One of the at-grade crossing points is intended to adjacent the recently upgraded Crafers Hall.

COST ESTIMATE: \$300,000

ONGOING: Depreciation \$4,000 for pedestrian at-grade crossings (depending on asset ownership)

Footpath – Birdwood Playground to Kindergarten



The Council recently upgraded the play space at the Birdwood Oval. This project will seal an existing rubble footpath from the Kindergarten to the new play space. This will provide a suitable sealed surface for the increased pedestrian movement to this new play space.

COST ESTIMATE: \$25,000

ONGOING: Depreciation of \$ 900 per annum

Lobethal Avenue of Trees



Following the Cudlee Creek Bushfire a majority of trees along Woodside Road between the Onkaparinga Roundabout and Lobethal were burnt and required removal.

The replacement program is proposed as follows;

Northern side - from bridge to approximately 150m from Graeber Road 1.1km of verge.

Southern side - from bridge to Graeber Road 1.2km of vacant verge and raised embankments, northern section located in front of residential properties

COST ESTIMATE: \$100,000

ONGOING: Ongoing operating costs to ensure establishment and then ongoing maintenance.

Lobethal Bushland Park – Lookout Tower



Replaces the Cudlee Creek Bushfire damaged look-out tower in Lobethal Bushland Park. Also pays tribute to the life and contributions of Lew Brickhill.

COST ESTIMATE: \$45,000

ONGOING: Depreciation of \$ 900 per annum and Ongoing Maintenance

Merchants Rd, Slip Repair



Merchants Road is currently subject to a low side slip, where embankment erosion is compromising pavement integrity. This project will ensure the ongoing protection and safety of Merchants Rd, by excavating the failed embankment and replacing with engineered concrete blocks, to provide a stable footing and retention for the road.

COST ESTIMATE: \$60,000

ONGOING: Depreciation increase of \$ 750 per annum.

Pump Track –Sherry Park, Mylor



Following the expansion and consequent removal of an unauthorised bike track in the Mylor Parklands, Council undertook an engagement process with the local community, to determine an appropriate site and style of bike track for Mylor. Sherry Park, adjacent to the Oval has been identified as an appropriate location for such a facility, and it is anticipated that a pump style track would suit those that participated in the engagement process.

COST ESTIMATE: \$50,000

ONGOING: Ongoing Maintenance

Bus Shelter Replacements (Stirling Main Street)



The existing bus shelter adjacent Steamroller Park is a highly used bus stop and is in a prominent location in the Stirling Main Street. The shelter will be upgraded at this prominent site with a new shelter that increase accessibility.

COST ESTIMATE: \$20,000

ONGOING: The works are cost neutral as the project will renew and existing assets.

Mount Lofty Botanic Gardens - Lampert Road Safety Upgrade



The Mt Lofty Botanic Gardens is about to embark on a significant park upgrade and part of these works include an overflow car park. The Board of the Botanic Gardens has met with officers seeking support to improve the safety and movement of pedestrians along Lampert Road.

Currently Lampert Road experiences issue with overflow parking from the Mt Lofty Botanic Gardens. This impacts the current residents and also the safety of pedestrian using Lampert Road in periods of high demand. Lampert Road is also part of the Heysen trail.

The proposed works by Council will include a threshold treatment at the junction with Sprigg Road, signage and designated sealed footpath/ shoulder along Lampert Road to provide inclusive access from the overflow car park (to be constructed by the Botanic Gardens) through to the Mount Lofty Botanic Gardens gates.

COST ESTIMATE: \$100,000

ONGOING: Depreciation increase of \$ 2,000 per annum and additional footpath maintenance.

Mount Barker Road, Aldgate 'Park and Ride'



The proposed work includes fence replacement, off road car park maintenance and bus shelter replacement to provide for access wheel chair users.

COST ESTIMATE: \$20,000

ONGOING: The costs are neutral as the project is replacing or maintaining existing assets.

Aldgate Main Street amenity upgrade

The project includes the upgrade of the Bus Shelter, Roundabout and planter box landscaping, bins, public lighting and promotional banner frames. The works are in general alignment with the Aldgate Master Plan Concept (draft)

These works will align with identified footpath and kerbing renewal program works within the off-street car park area adjacent the park.

COST ESTIMATE: \$38,000

ONGOING: The costs are neutral as the project is replacing or maintaining existing assets. Additional operational resource will be required to change over promotional flags.

Upper Sturt Road walking path



Undertake upgrade and maintenance of the existing trail/ footpath from Waverley Ridge to Sheoak Road to provide a consistent link and improve accessibility.

COST ESTIMATE: \$15,000

ONGOING: The costs are neutral as the project is replacing or maintaining existing assets.

Bridgewater Court Resurfacing



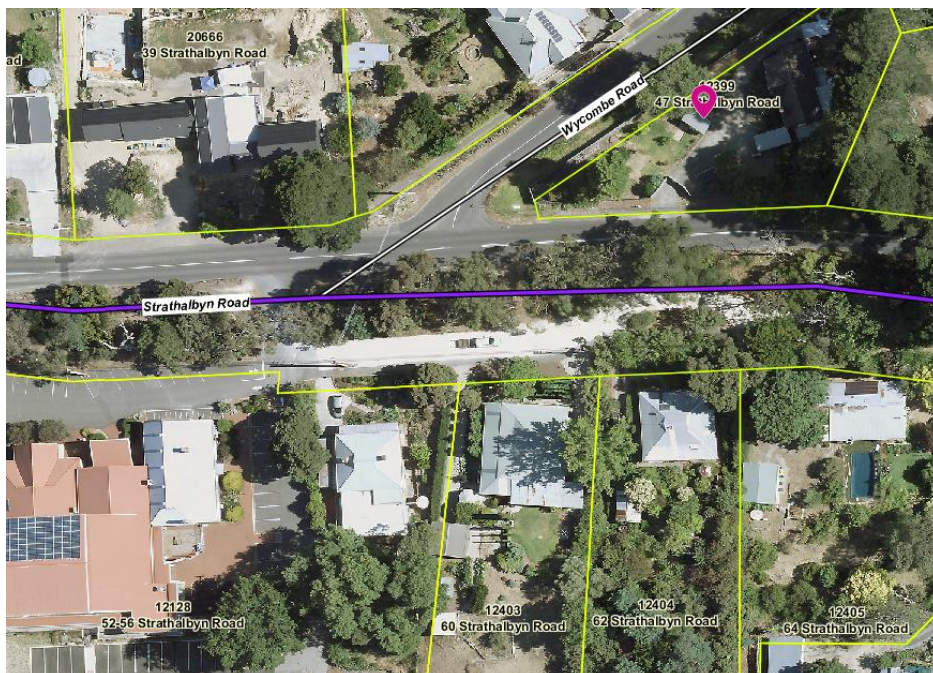
The tennis and netball courts at the Anzac Ridge Road site in Bridgewater were identified as one of the next priorities for resurfacing works through Council's audit of court assets.

Council will partner with the associated clubs at the site to fund and deliver the project.

COST ESTIMATE: \$22,000

ONGOING: Future replacements will be addressed in the anticipated Community & Recreation Facilities Framework document. Any maintenance costs are the responsibility of the clubs that utilise the site.

Strathalbyn Road - Access Road Sealing



Under Council's current Unsealed Roads Policy the sealing of the access road on Strathalbyn Road that services 3 properties on the unsealed portion would not meet the threshold for consideration. Other sections of this access road have previously been sealed, however it is not known if a policy was in place when these sections were sealed.

In this circumstance a section of access road between 56 and 64 Strathalbyn Road is proposed to be sealed to provide a consistent approach to this laneway section of Strathalbyn Road.

COST ESTIMATE: \$12,000

ONGOING: There will be increase depreciation as the road value will be increased.

Hunters Road – Amenity Upgrade Concrete Blocks



Shotcrete the existing concrete blocks on Hunters road with a mix that is treated with an earth coloured oxide additive. The aim is to reduce the visual impact of the white/ light grey concrete blocks, and help the blocks blend into the background.

COST ESTIMATE: \$10,000

ONGOING: Increase of small amount of depreciation for increase value of concrete block retaining wall.

4. OPTIONS

Council has the following options:

- I. Adopt the list of projects outlined for submission to the Local Roads and Community Infrastructure Program following consideration as to the most appropriate investments to be made with the available funding (Recommended).
- II. To adopt an alternative selection of projects for submission to the Local Roads and Community Infrastructure Program (Not Recommended).
- III. Not submit applications for funding (Not Recommended).

5. APPENDIX

Nil

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item: 12.7

Responsible Officer: Steven Watson
Governance & Risk Coordinator
Office of the Chief Executive

Subject: Delegations Review March 2021

For: Decision

SUMMARY

Section 44 of the *Local Government Act 1999* provides that the Council may delegate a power or function vested or conferred under this or another Act. Some other Acts also contain a specific power of delegation. The Council may at any time, and must within 12 months after the conclusion of each periodic election, review the delegations.

This report addresses Instruments of Delegations under the following Acts:

- *Instrument of Delegation under the Burial and Cremation Act 2013*
- *Instrument of Delegation under the Burial and Cremation Regulations 2014*
- *Instrument of Delegation under the Dog and Cat Management Act 1995*
- *Instrument of Delegation under the Dog and Cat Management Regulations 2017*
- *Instrument of Delegation under the Environment Protection (Air Quality) Policy 2016*
- *Instrument of Delegation under the Environment Protection (Noise) Policy 2008*
- *Instrument of Delegation under the Environment Protection (Used Packaging Materials) Policy 2012*
- *Instrument of Delegation under the Environment Protection (Waste to Resources) Policy 2010*
- *Instrument of Delegation under the Environment Protection Regulations 2009*
- *Instrument of Delegation under the Fines Enforcement and Debt Recovery Act 2017*
- *Instrument of Delegation under the Fire and Emergency Services Act 2005*
- *Instrument of Delegation under the Fire and Emergency Services Regulations 2021*
- *Instrument of Delegation under the Food Regulations 2017*
- *Instrument of Delegation under the Local Government (Building Upgrade Agreements) Regulations 2017*
- *Instrument of Delegation under the Local Government (Elections) Act 1999*
- *Instrument of Delegation under the Local Government (Forestry Reserves) Act 1944*
- *Mining Act 1971*
- *Mining Regulations 2020*
- *Instrument of Delegation under the Natural Resources Management Act 2004 the Natural Resources Mgt. (General) Regulations 2005 & the Natural Resources Mgt. (Transitional Provisions-Levies) Reg. 2005*
- *Instrument of Delegation under the Real Property Act 1886*

- *Instrument of Delegation under the Safe Drinking Water Regulations 2012*
- *Instrument of Delegation under the South Australia Public Health (General) Regulations 2013*
- *Instrument of Delegation under the South Australia Public Health (Legionella) Regulations 2013*
- *Instrument of Delegation under the South Australia Public Health (Wastewater) Regulations 2013*
- *Instrument of Delegation under the South Australian Public Health Act 2011*
- *Instrument of Delegation under the Supported Residential Facilities Act 1992*
- *Instrument of Delegation under the Supported Residential Facilities Regulations 2009*
- *Instrument of Delegation under the Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008*
- *Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Powers of a Council as: A Council: A Designated Authority: A Designated Entity (until full PDI commencement)*
- *Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Power of a Council as a Relevant Authority*
- *Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)*
- *Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)*
- *Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017*
- *Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)*
- *Authorisations under the Road Traffic Act 1961 Approved by the Chief Executive Officer of the Council in Accordance With the Instrument of General Approval and Delegation to Council*
- *Instrument of Delegation under the Road Traffic (Miscellaneous) Regulations 2014*
- *Instrument of Delegation under the Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014*
- *Sub-delegation to the Chief Executive Officer under the Road Traffic Act 1961*

RECOMMENDATION

Council resolves:

1. That the report be received and noted
2. That, having considered a review of Council's Delegations as presented, the Council hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under the following Acts:

Instrument of Delegation

Instrument of Delegation under the Burial and Cremation Act 2013

Instrument of Delegation
<i>Instrument of Delegation under the Burial and Cremation Regulations 2014</i>
<i>Instrument of Delegation under the Dog and Cat Management Act 1995</i>
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<i>Instrument of Delegation under the Fire and Emergency Services Regulations 2021</i>
<i>Instrument of Delegation under the Food Regulations 2017</i>
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<i>Instrument of Delegation under the Local Government (Forestry Reserves) Act 1944</i>
<i>Mining Act 1971</i>

Instrument of Delegation
<i>Mining Regulations 2020</i>
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<i>Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)</i>
<i>Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)</i>
<i>Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017</i>

Instrument of Delegation
<i>Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)</i>
<i>Authorisations under the Road Traffic Act 1961 Approved by the Chief Executive Officer of the Council in Accordance With the Instrument of General Approval and Delegation to Council</i>
<i>Instrument of Delegation under the Road Traffic (Miscellaneous) Regulations 2014</i>
<i>Instrument of Delegation under the Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014</i>
<i>Sub-delegation to the Chief Executive Officer under the Road Traffic Act 1961</i>

3. That, having considered a review of Council's Delegations as presented, in exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions under the following Acts and statutory instruments made thereunder contained in the proposed Instrument of Delegation attached to the Report dated 23rd day of March 2021 and entitled as detailed in the table below are hereby delegated this 23rd day of March 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.

Combined Instrument of Delegation 15 March 2021 – Appendix 2	Page Number
<i>Instrument of Delegation under the Burial and Cremation Act 2013</i>	8
<i>Instrument of Delegation under the Burial and Cremation Regulations 2014</i>	33
<i>Instrument of Delegation under the Dog and Cat Management Act 1995</i>	38
<i>Instrument of Delegation under the Dog and Cat Management Regulations 2017</i>	51
<i>Instrument of Delegation under the Environment Protection (Air Quality) Policy 2016</i>	52
<i>Instrument of Delegation under the Environment Protection (Noise) Policy 2008</i>	53
<i>Instrument of Delegation under the Environment Protection (Used Packaging Materials) Policy 2012</i>	54

Combined Instrument of Delegation 15 March 2021 – Appendix 2	Page Number
<i>Instrument of Delegation under the Environment Protection (Waste to Resources) Policy 2010</i>	55
<i>Instrument of Delegation under the Environment Protection Regulations 2009</i>	57
<i>Instrument of Delegation under the Fines Enforcement and Debt Recovery Act 2017</i>	58
<i>Instrument of Delegation under the Fire and Emergency Services Act 2005</i>	60
<i>Instrument of Delegation under the Fire and Emergency Services Regulations 2021</i>	70
<i>Instrument of Delegation under the Food Regulations 2017</i>	72
<i>Instrument of Delegation under the Local Government (Building Upgrade Agreements) Regulations 2017</i>	73
<i>Instrument of Delegation under the Local Government (Elections) Act 1999</i>	76
<i>Instrument of Delegation under the Local Government (Forestry Reserves) Act 1944</i>	81
<i>Mining Act 1971</i>	83
<i>Mining Regulations 2020</i>	85
<i>Instrument of Delegation under the Natural Resources Management Act 2004 the Natural Resources Mgt. (General) Regulations 2005 & the Natural Resources Mgt. (Transitional Provisions-Levies) Reg. 2005</i>	86
<i>Instrument of Delegation under the Real Property Act 1886</i>	104
<i>Instrument of Delegation under the Safe Drinking Water Regulations 2012</i>	106
<i>Instrument of Delegation under the South Australia Public Health (General) Regulations 2013</i>	108
<i>Instrument of Delegation under the South Australia Public Health (Legionella) Regulations 2013</i>	112
<i>Instrument of Delegation under the South Australia Public Health (Wastewater) Regulations 2013</i>	118
<i>Instrument of Delegation under the South Australian Public Health Act 2011</i>	132

Combined Instrument of Delegation 15 March 2021 – Appendix 2		Page Number
<i>Instrument of Delegation under the Supported Residential Facilities Act 1992</i>		149
<i>Instrument of Delegation under the Supported Residential Facilities Regulations 2009</i>		176

- a. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the *Local Government Act 1999* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.
4. That, having considered a review of Council's Delegations as presented, in exercise of the power contained in Section 44 of the *Local Government Act 1999* the powers and functions under the *Development Act 1993* and *Development Regulations 2008* and the *Planning, Development and Infrastructure Act 2016* and statutory instruments made thereunder contained in the proposed Instrument of Delegation attached to the Report dated 23rd day of March 2021 and entitled as detailed in the table below are hereby delegated this 23rd Day of March 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.

Combined Instrument of Delegation 15 March 2021 – Appendix 3		Page Number
<i>Instrument of Delegation under the Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008</i>		8
<i>Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Powers of a Council as: A Council: A Designated Authority: A Designated Entity (until full PDI commencement)</i>		234
<i>Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Power of a Council as a Relevant Authority</i>		279
<i>Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)</i>		280
<i>Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)</i>		Inc below
<i>Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017</i>		432

- a. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the *Local Government Act 1999* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.
5. That, having considered a review of Council's Delegations as presented, in exercise of the power contained in Section 100 of the *Planning, Development and Infrastructure Act 2016* the powers and functions under the *Planning, Development and Infrastructure Act 2016* and

statutory instruments made thereunder contained in the proposed Instrument of Delegation attached to this Report dated 23 March 2021 and as detailed in the table below are hereby delegated this 23rd day of March 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.

Combined Instrument of Delegation 15 March 2021 – Appendix 3	Page Number
<i>Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)</i>	379

- a. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Section 100(2)(c) of the *Planning, Development and Infrastructure Act 2016* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.
6. That, having considered a review of Council's Delegations as presented, the Council hereby delegates the sub-delegation and authorisation of powers under the *Road Traffic Act 1961* this 23rd day of March 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.

Combined Instrument of Delegation 15 March 2021 – Appendix 4	Page Number
<i>Authorisations under the Road Traffic Act 1961 Approved by the Chief Executive Officer of the Council in Accordance With the Instrument of General Approval and Delegation to Council</i>	4
<i>Instrument of Delegation under the Road Traffic (Miscellaneous) Regulations 2014</i>	10
<i>Instrument of Delegation under the Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014</i>	12
<i>Sub-delegation to the Chief Executive Officer under the Road Traffic Act 1961</i>	14

- a. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with sub-delegation and authorisation of powers under the *Road Traffic Act 1961* as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.
 7. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the Instruments during the period of currency.
-

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal 5 A Progressive Organisation

Objective O5 We are accountable, informed, and make decisions in the best interests of the whole community

Priority O5.1 Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations

➤ Legal Implications

Local Government Act 1999

Section 44 of the *Local Government Act 1999* provides that the Council may delegate a power or function vested or conferred under this or another Act. Some other Acts also contain a specific power of delegation.

Delegations made by the Council under Section 44 of the *Local Government Act 1999* can be made to a Council committee, a subsidiary of the Council, an employee of the Council, the employee of the Council for the time being occupying a particular office or position or, an authorised person. Other Acts may specify different delegates than the *Local Government Act 1999*.

A delegation made pursuant to Section 44 of the *Local Government Act 1999* is revocable at will and does not prevent the Council from acting in a matter.

There are a number of powers and functions of the *Local Government Act 1999* which the Council cannot delegate. These are set out in Section 44(3) of the *Local Government Act 1999*. If the Council purports to delegate any of these powers or functions, that delegation would be ineffective with any action undertaken in reliance on that delegation being unauthorised. This may cause legal and administrative problems for the Council.

Pursuant to Section 44(3) of the *Local Government Act 1999* there are a number of matters which Councils cannot delegate. They include the following:

- (a) power to make a by-law;
- (b) power to declare rates or a charge with the character of a rate;
- (c) power to borrow money or to obtain other forms of financial accommodation;
- (d) power to adopt or revise a strategic management plan or budget of the council;
- (e) power to approve expenditure of money on works, services or operations of the council not contained in a budget approved by the council;
- (f) power to determine annual allowances under Chapter 5;
- (g) power to approve payment or reimbursement of expenses that may be paid at the discretion of the council and for which the council has not adopted a formal policy or made specific financial provision;
- (h) power to establish a subsidiary, or to participate in the establishment of a regional subsidiary;
- (i) power to make an application or recommendation, or to report or to give a notice, to the Governor or the Minister, being an application, recommendation, report or notice for which provision is made by or under this or another Act;
- (j) power to fix, vary or revoke a fee under section 188(1)(d) to (h);
- (k) a power or function excluded from delegation by the regulations.

Section 44 of the *Local Government Act 1999* sets out various other matters in relation to delegations. For example:

Section 44(6) of the *Local Government Act 1999* provides that the Council must cause a separate record to be kept of all delegations made under Section 44, and the Council may at any time, and must within 12 months after the conclusion of each periodic election, review the delegations.

Section 44(7) of the *Local Government Act 1999* provides that a person is entitled to inspect (without charge) the record of delegations under Section 44(6) at the principal office of the Council during ordinary office hours.

Section 101 of the *Local Government Act 1999* provides that the Chief Executive Officer may delegate (or sub-delegate) a power or function vested or conferred in or on the Chief Executive Officer under the *Local Government Act 1999*. Section 101 sets out various other matters in relation to delegations (or sub-delegations) by the Chief Executive Officer.

A delegation by the Chief Executive Officer made under Section 101 of the *Local Government Act 1999* may be made to an employee of the Council, or to the employee for the time being occupying a particular office or position, a committee comprising employees of the Council, or an authorised person.

➤ **Risk Management Implications**

The maintenance of a robust legislative delegation regime is an important control in managing the risk of:

Poor governance practices occur which lead to a loss of stakeholder (i.e. customer and regulator) confidence and/or legislative breaches.

Inherent Risk	Residual Risk	Target Risk
Extreme (5C)	Low (3E)	Low

Note: there are many other controls that also assist in mitigating this risk.

➤ **Financial and Resource Implications**

One of the primary duties of the Governance & Risk Coordinator's (GRC) role is to review and update the council delegations. The GRC utilises a proprietary software package which imports updated Instruments from the Local Government Association. The GRC then liaises with the Chief Executive Officer and People Leaders to review the Instruments before making recommendations back to the Chief Executive Officer for ultimately Council's consideration. The costs for the GRC, the software and the LGA Membership are considered and allowed for in the Annual Business Plan process.

➤ **Customer Service and Community/Cultural Implications**

Delegations allow Council's legislative obligations to be discharged in an effective and efficient manner and enable the administration to provide more timely service.

➤ **Sustainability Implications**

There are no direct sustainability implications from this report.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: The following officers are to be consulted following Council's consideration:

- Chief Executive Officer
- Director Corporate Services and Directorate Officers
- Director Community Capacity and Directorate Officers
- Director Infrastructure & Operations and Directorate Officers
- Director Development & Regulatory Services and Directorate Officers
- Executive Manager Governance & Performance and Directorate Officers

External Agencies: Local Government Association of South Australia
Norman Waterhouse Lawyers

Community: Not Applicable

2. BACKGROUND

Legislation is constantly changing and a review is required to ensure Council and staff are working with the updated legislation and have the appropriate delegations to carry out the various legislative functions. Model Delegations are prepared by Norman Waterhouse Lawyers on behalf of the Local Government Association (LGA) and have been used as a basis for this review.

Delegations can be revoked by the Council at any time and Council retains the right to act on any matter even if it has been delegated.

A schedule of reviews (**Appendix 1**) has been developed to ensure delegations under all Acts/Regulations are reviewed over the course of the Council Term.

3. ANALYSIS

The following Instruments are being reviewed at this time:

- *Instrument of Delegation under the Burial and Cremation Act 2013*
- *Instrument of Delegation under the Burial and Cremation Regulations 2014*
- *Instrument of Delegation under the Dog and Cat Management Act 1995*
- *Instrument of Delegation under the Dog and Cat Management Regulations 2017*
- *Instrument of Delegation under the Environment Protection (Air Quality) Policy 2016*
- *Instrument of Delegation under the Environment Protection (Noise) Policy 2008*
- *Instrument of Delegation under the Environment Protection (Used Packaging Materials) Policy 2012*
- *Instrument of Delegation under the Environment Protection (Waste to Resources) Policy 2010*
- *Instrument of Delegation under the Environment Protection Regulations 2009*
- *Instrument of Delegation under the Fines Enforcement and Debt Recovery Act 2017*
- *Instrument of Delegation under the Fire and Emergency Services Act 2005*
- *Instrument of Delegation under the Fire and Emergency Services Regulations 2021*
- *Instrument of Delegation under the Food Regulations 2017*
- *Instrument of Delegation under the Local Government (Building Upgrade Agreements) Regulations 2017*
- *Instrument of Delegation under the Local Government (Elections) Act 1999*
- *Instrument of Delegation under the Local Government (Forestry Reserves) Act 1944*
- *Mining Act 1971*
- *Mining Regulations 2020*
- *Instrument of Delegation under the Natural Resources Management Act 2004 the Natural Resources Mgt. (General) Regulations 2005 & the Natural Resources Mgt. (Transitional Provisions-Levies) Reg. 2005*
- *Instrument of Delegation under the Real Property Act 1886*
- *Instrument of Delegation under the Safe Drinking Water Regulations 2012*
- *Instrument of Delegation under the South Australia Public Health (General) Regulations 2013*
- *Instrument of Delegation under the South Australia Public Health (Legionella) Regulations 2013*
- *Instrument of Delegation under the South Australia Public Health (Wastewater) Regulations 2013*
- *Instrument of Delegation under the South Australian Public Health Act 2011*
- *Instrument of Delegation under the Supported Residential Facilities Act 1992*
- *Instrument of Delegation under the Supported Residential Facilities Regulations 2009*
- *Instrument of Delegation under the Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008*
- *Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Powers of a Council as: A Council: A Designated Authority: A Designated Entity (until full PDI commencement)*
- *Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Power of a Council as a Relevant Authority*
- *Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)*

- *Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)*
- *Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017*
- *Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)*
- *Authorisations under the Road Traffic Act 1961 Approved by the Chief Executive Officer of the Council in Accordance With the Instrument of General Approval and Delegation to Council*
- *Instrument of Delegation under the Road Traffic (Miscellaneous) Regulations 2014*
- *Instrument of Delegation under the Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014*
- *Sub-delegation to the Chief Executive Officer under the Road Traffic Act 1961*

There have been no changes to the other delegations in this review.

If the powers contained in the attached instruments were not delegated all decisions must come to Council for its consideration and the Chief Executive Officer will not be empowered to act in relation to such matters.

As with all Council delegations, delegating a power under these Acts does not transfer that power from the Council to the delegate, it merely replicates it. As such, where the situation requires, matters will be brought to Council for decision.

4. OPTIONS

Council has the following options:

- I. To determine to delegate to the Chief Executive Officer some or all of the powers and functions contained in the appendices. The previous delegations must be revoked and replaced with the new delegations (Recommended).
- II. To determine not to delegate to the Chief Executive Officer some or all of the powers and functions contained in the appendices. (Not Recommended).

Should the Council wish to make substantial changes or not delegate the suggested powers and functions contained in the appendices, it is recommended the matter referred to staff for review to allow for analysis of the implications of the amendments, prior to the matter being brought back to the Council for further consideration.

5. APPENDICES

- (1) Delegations Review Schedule -**Appendix 1**
- (2) Combined Instruments of Delegation 15 March 2021 – **Appendix 2 (per table below)**
- (3) Combined Instruments of Delegation 15 March 2021 – **Appendix 3 (per table below)**
- (4) Combined Instruments of Delegation 15 March 2021 – **Appendix 4 (per table below)**

Combined Instrument of Delegation 15 March 2021 – Appendix 2	Page Number
<i>Instrument of Delegation under the Burial and Cremation Act 2013</i>	8
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<i>Instrument of Delegation under the Dog and Cat Management Regulations 2017</i>	51
<i>Instrument of Delegation under the Environment Protection (Air Quality) Policy 2016</i>	52
<i>Instrument of Delegation under the Environment Protection (Noise) Policy 2008</i>	53
<i>Instrument of Delegation under the Environment Protection (Used Packaging Materials) Policy 2012</i>	54
<i>Instrument of Delegation under the Environment Protection (Waste to Resources) Policy 2010</i>	55
<i>Instrument of Delegation under the Environment Protection Regulations 2009</i>	57
<i>Instrument of Delegation under the Fines Enforcement and Debt Recovery Act 2017</i>	58
<i>Instrument of Delegation under the Fire and Emergency Services Act 2005</i>	60
<i>Instrument of Delegation under the Fire and Emergency Services Regulations 2021</i>	70
<i>Instrument of Delegation under the Food Regulations 2017</i>	72
<i>Instrument of Delegation under the Local Government (Building Upgrade Agreements) Regulations 2017</i>	73
<i>Instrument of Delegation under the Local Government (Elections) Act 1999</i>	76
<i>Instrument of Delegation under the Local Government (Forestry Reserves) Act 1944</i>	81

<i>Mining Act 1971</i>	83
<i>Mining Regulations 2020</i>	85
<i>Instrument of Delegation under the Natural Resources Management Act 2004 the Natural Resources Mgt. (General) Regulations 2005 & the Natural Resources Mgt. (Transitional Provisions-Levies) Reg. 2005</i>	86
<i>Instrument of Delegation under the Real Property Act 1886</i>	104
<i>Instrument of Delegation under the Safe Drinking Water Regulations 2012</i>	106
<i>Instrument of Delegation under the South Australia Public Health (General) Regulations 2013</i>	108
<i>Instrument of Delegation under the South Australia Public Health (Legionella) Regulations 2013</i>	112
<i>Instrument of Delegation under the South Australia Public Health (Wastewater) Regulations 2013</i>	118
<i>Instrument of Delegation under the South Australian Public Health Act 2011</i>	132
<i>Instrument of Delegation under the Supported Residential Facilities Act 1992</i>	149
<i>Instrument of Delegation under the Supported Residential Facilities Regulations 2009</i>	176

Combined Instrument of Delegation 15 March 2021 – Appendix 3	Page Number
<i>Instrument of Delegation under the Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008</i>	8
<i>Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Powers of a Council as: A Council: A Designated Authority: A Designated Entity (until full PDI commencement)</i>	234
<i>Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Power of a Council as a Relevant Authority</i>	279
<i>Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)</i>	280
<i>Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)</i>	379

<i>Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017</i>	432
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<i>Instrument of Delegation under the Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014</i>	12
<i>Sub-delegation to the Chief Executive Officer under the Road Traffic Act 1961</i>	14

Appendix 1

Delegations Review Schedule

Delegations Review Schedule

Legislation	Last Reviewed	Included in this Review 23 March 2021
Burial and Cremation Act 2013	27-Jan-21	YES
Burial and Cremation Regulations 2014	27-Jan-21	YES
Community Titles Act 1996	27-Jan-21	NIL
Cost of Living Concessions Act 1986	27-Jan-21	NIL
Crown Land Management Act 2009	27-Jan-21	NIL
Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008, Development (Waste Reform) Variation Regulations 2019	27-Jan-21	NIL
Disability Inclusion Act 2018	23-Feb-21	NIL
Disability Inclusion Regulations 2019	23-Feb-21	NIL
Dog and Cat Management Act 1995	25-Jun-19	YES
Dog and Cat Management Regulations 2017	25-Jun-19	YES
Electricity Act 1996	27-Jan-21	NIL
Electricity (Principles of Vegetation Clearance) Regulations 2010	27-Jan-21	NIL
Electronic Conveyancing National Law (South Australia) Act 2013	24-Sep-19	No Longer an Instrument - delegation of power under section 36(1) of the Local Government Act, which lawyers have advised is a more certain, comprehensive and practical means of delegating council statutory powers vested in any person
Environment Protection Act 1993	23-Apr-19	NIL
Environment Protection Regulations 2009	23-Apr-19	YES
Environment Protection (Air Quality) Policy 2016	23-Apr-19	YES
Environment Protection (Noise) Policy 2007	23-Apr-19	YES
Environment Protection (Used Packaging Materials) Policy 2012	23-Apr-19	YES
Environment Protection (Waste to Resources) Policy 2010	23-Apr-19	YES
Expiation of Offences Act 1996	23-Apr-19	NIL
Fences Act 1974	23-Apr-19	NIL
Fines Enforcement and Debt Recovery Act 2017	23-Feb-21	YES
Fire and Emergency Services Act 2005	24-Sep-19	YES
Fire and Emergency Services Regulations 2005	24-Sep-19	YES
Food Act 2001	23-Apr-19	NIL
Food Regulations 2017	NEW	YES
Freedom of Information Act 1991	25-Jun-19	NIL
Freedom of Information (Fees and Charges) Regulations 2018	25-Jun-19	NIL
Gas Act 1997	27-Jan-21	NIL
Heavy Vehicle National Law (schedule to the Heavy Vehicle National Law (South Australia) Act 2013)	27-Jan-21	NIL
Heavy Vehicle (Mass, Dimension and Loading) National Regulation (NSW)	27-Jan-21	NIL
Independent Commissioner Against Corruption Act 2012	27-Jan-21	NIL
Labour Hire Licensing Act 2017	27-Jan-21	NIL
Land and Business (Sale and Conveyancing) Act 1994	27-Jan-21	NIL
Landscape South Australia Act 2019	27-Jan-21	NIL
Landscape South Australia (General) Regulations 2020	27-Jan-21	NIL
Landscape South Australia (Water Management) Regulations 2020	27-Jan-21	NIL
Liquor Licensing Act 1997	17-Dec-19	NIL
Local Government Act 1999	23-Jun-20	NIL
Local Government (Building Upgrade Agreements) Regulations 2017	NEW	YES
Local Government (Elections) Act 1999	27-Jan-21	YES
Local Government (Financial Management) Regulations 2011	27-Jan-21	NIL
Local Government (General) Regulations 2013	27-Jan-21	NIL

Delegations Review Schedule

Legislation	Last Reviewed	Included in this Review 23 March 2021
Local Government (Members Allowances and Benefits) Regulations 2010	27-Jan-21	NIL
Local Government (Procedures at Meetings) Regulations 2013	27-Jan-21	NIL
Local Government (Forestry Reserves) Act 1944	NEW	YES
Local Nuisance and Litter Control Act 2016	23-Apr-19	NIL
Local Nuisance and Litter Control Regulations 2017	23-Apr-19	NIL
Magistrates Court Rules 1992	23-Feb-21	NIL
Mining Act 1971	NEW	YES
Mining Regulations 2020	NEW	YES
Natural Resources Management Act 2004	25-Jun-19	YES
Natural Resources Management (Financial Provisions) Regulations 2005	25-Jun-19	YES
Ombudsman Act 1972	23-Feb-21	NIL
Planning, Development and Infrastructure Act 2016 of Powers of a Council as: A Council: A Designated Authority: A Designated Entity (until full PDI commencement)	27-Jan-21	YES
Planning Development and Infrastructure Act 2016 – Instrument A1 Powers of the Council as a Council, Designated Authority and Designated Entity	27-Jan-21	YES
Planning Development and Infrastructure Act 2016 - Instrument B1, Powers of the Council as a Relevant Authority	27-Jan-21	YES
Planning, Development and Infrastructure Act 2016 - Instrument C1 Powers of an Assessment Panel	10/06/2020 CAP Meeting	Instrument by CAP
Planning Development and Infrastructure Act 2016 - Instrument D1 Powers of an Assessment Manager	25-Jun-20	Instrument by Assessment Manager following appointment by CEO
Private Parking Areas Act 1986	27-Jan-21	NIL
Real Property Act 1886	25-Jun-19	YES
Roads (Opening and Closing) Act 1991	27-Jan-21	NIL
Road Traffic Act 1961	27-Jan-21	YES
Road Traffic (Miscellaneous) Regulations 2014	27-Jan-21	YES
Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014	27-Jan-21	YES
Safe Drinking Water Act 2011	23-Apr-19	NIL
Safe Drinking Water Regulations 2012	23-Apr-19	YES
South Australian Public Health Act 2011	24-Sep-19	YES
South Australian Public Health (Fees) Regulations 2019	24-Sep-19	NIL
South Australian Public Health (General) Regulations 2013	24-Sep-19	YES
South Australian Public Health (Legionella) Regulations 2013	24-Sep-19	YES
South Australian Public Health (Wastewater) Regulations 2013	24-Sep-19	YES
State Records Act 1997	27-Jan-21	NIL
Strata Titles Act 1988	27-Jan-21	NIL
Supported Residential Facilities Act 1992	23-Apr-19	YES
Supported Residential Facilities Regulations 2009	New	YES
Unclaimed Goods Act 1987	23-Apr-19	No Longer an Instrument - delegation of power under section 36(1) of the Local Government Act, which lawyers have advised is a more certain, comprehensive and practical means of delegating council statutory powers vested in any person
Water Industry Act 2012	23-Feb-21	NIL
Water Industry Regulations 2012	23-Feb-21	NIL
Work Health and Safety Act 2012	17-Dec-19	No Longer an Instrument - delegation of power under section 36(1) of the Local Government Act, which lawyers have advised is a more certain, comprehensive and practical means of delegating council statutory powers vested in any person

Appendix 2

Combined Instruments of Delegation
15 March 2021



ADELAIDE HILLS COUNCIL

COMBINED INSTRUMENT OF DELEGATION

15 MARCH 2021

APPENDIX 2

Instruments of Delegation in this Document

- Instrument of Delegation under the Burial and Cremation Act 2013
- Instrument of Delegation under the Burial and Cremation Regulations 2014
- Instrument of Delegation under the Dog and Cat Management Act 1995
- Instrument of Delegation under the Dog and Cat Management Regulations 2017
- Instrument of Delegation under the Environment Protection (Air Quality) Policy 2016
- Instrument of Delegation under the Environment Protection (Noise) Policy 2008
- Instrument of Delegation under the Environment Protection (Used Packaging Materials) Policy 2012
- Instrument of Delegation under the Environment Protection (Waste to Resources) Policy 2010
- Instrument of Delegation under the Environment Protection Regulations 2009
- Instrument of Delegation under the Fines Enforcement and Debt Recovery Act 2017
- Instrument of Delegation under the Fire and Emergency Services Act 2005
- Instrument of Delegation under the Fire and Emergency Services Regulations 2021
- Instrument of Delegation under the Food Regulations 2017
- Instrument of Delegation under the Local Government (Building Upgrade Agreements) Regulations 2017
- Instrument of Delegation under the Local Government (Elections) Act 1999
- Instrument of Delegation under the Local Government (Forestry Reserves) Act 1944
- Mining Act 1971
- Mining Regulations 2020
- Instrument of Delegation under the Natural Resources Management Act 2004 the Natural Resources Mgt. (General) Regulations 2005 & the Natural Resources Mgt. (Transitional Provisions-Levies) Reg. 2005
- Instrument of Delegation under the Real Property Act 1886
- Instrument of Delegation under the Safe Drinking Water Regulations 2012
- Instrument of Delegation under the South Australia Public Health (General) Regulations 2013
- Instrument of Delegation under the South Australia Public Health (Legionella) Regulations 2013
- Instrument of Delegation under the South Australia Public Health (Wastewater) Regulations 2013
- Instrument of Delegation under the South Australian Public Health Act 2011
- Instrument of Delegation under the Supported Residential Facilities Act 1992
- Instrument of Delegation under the Supported Residential Facilities Regulations 2009

Delegation Sources

- *Burial and Cremation Act 2013*
- *Burial and Cremation Regulations 2014*
- *Dog and Cat Management Act 1995*
- *Dog and Cat Management Regulations 2017*
- *Environment Protection (Air Quality) Policy 2016*
- *Aboriginal Cultural Heritage Act 2003*
- *Environment Protection (Noise) Policy 2008*
- *Environment Protection (Used Packaging Materials) Policy 2012*
- *Environment Protection (Waste to Resources) Policy 2010*
- *Environment Protection Regulations 2009*
- *Fines Enforcement and Debt Recovery Act 2017*
- *Fire and Emergency Services Act 2005*

- *Fire and Emergency Services 2005*
- *Fire and Emergency Services Regulations 2021*
- *Food Regulations 2017*
- *Local Government (Building Upgrade Agreements) Regulations 2017*
- *Local Government (Elections) Act 1999*
- *Local Government (Forestry Reserves) Act 1944*
- *Mining Act 1971*
- *Mining Regulations 2020*
- *Natural Resources Management Act 2004*
- *Natural Resources Management (General) Regulations 2005*
- *Natural Resources Management (Transitional Provisions Levies) Regulations 2004*
- *Real Property Act 1886*
- *Safe Drinking Water Regulations 2012*
- *South Australia Public Health (General) Regulations 2013*
- *South Australia Public Health (Legionella) Regulations 2013*
- *South Australia Public Health (Wastewater) Regulations 2013*
- *South Australian Public Health Act 2011*
- *Supported Residential Facilities Act 1992*
- *Supported Residential Facilities Regulations 2009*

Positions

Abbreviation	Position
Assessment Manager (72)	Assessment Manager (72)
Biodiversity Officer (327)	Biodiversity Officer (327)
Biodiversity Officer (85)	Biodiversity Officer (85)
Building Officer (380)	Building Officer (380)
Building Officer (453)	Building Officer (453)
Building Officer (463)	Building Officer (463)
Building Officer (73)	Building Officer (73)
Cemeteries Officer (370)	Cemeteries Officer (370)
Chief Executive Officer (95)	Chief Executive Officer (95)

Abbreviation	Position
CWMS Technical Officer (423)	CWMS Technical Officer (423)
Deliberately left blank	Deliberately left blank
Director Corporate Services (41)	Director Corporate Services (41)
Director Development and Regulatory Services (70)	Director Development and Regulatory Services (70)
Director Infrastructure and Operations (114)	Director Infrastructure and Operations (114)
Elected Body	Elected Body
Environmental Health Officer (241)	Environmental Health Officer (241)
Environmental Health Officer (294)	Environmental Health Officer (294)
Environmental Health Officer (91)	Environmental Health Officer (91)
Environmental Health Project Officer (97)	Environmental Health Project Officer (97)
Executive Manager Governance and Performance (349)	Executive Manager Governance and Performance (349)
Finance Officer - Accts Receivable & Treasury (399)	Finance Officer - Accts Receivable & Treasury (399)
Finance Officer (346)	Finance Officer (346)
Governance and Risk Coordinator (414)	Governance and Risk Coordinator (414)
Leading Worker Open Space (Playgrounds and Cemeteries) (471)	Leading Worker Open Space (Playgrounds and Cemeteries) (471)
Manager Development Services (72)	Manager Development Services (72)

Abbreviation	Position
Manager Financial Services (214)	Manager Financial Services (214)
Manager Open Space (409)	Manager Open Space (409)
Manager Property Services (394)	Manager Property Services (394)
Manager Strategic Assets (403)	Manager Strategic Assets (403)
Manager Sustainability Waste & Emergency Mgmt (93)	Manager Sustainability Waste & Emergency Mgmt (93)
Property Officer (113)	Property Officer (113)
Ranger (333)	Ranger (333)
Ranger (357)	Ranger (357)
Ranger (358)	Ranger (358)
Ranger (99)	Ranger (99)
Roads Officer (416)	Roads Officer (416)
Senior Strategic and Policy Planner (200)	Senior Strategic and Policy Planner (200)
Team Leader Building Services (286)	Team Leader Building Services (286)
Team Leader Environmental Health (96)	Team Leader Environmental Health (96)
Team Leader Regulatory Services (196)	Team Leader Regulatory Services (196)
Team Leader Statutory Planning (326)	Team Leader Statutory Planning (326)
Team Member Open Space (Playgrounds and Cemeteries) (472)	Team Member Open Space (Playgrounds and Cemeteries) (472)

Abbreviation	Position
Waste Coordinator (299)	Waste Coordinator (299)

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Instrument of Delegation under the Burial and Cremation Act 2013

Burial and Cremation Act 2013			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 8(2)	Approve the interment of bodily remains	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL
section 13(4)	Inter additional bodily remains	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL
section 13(6)	Be consulted by the Attorney-General regarding the opening of an interment site, exhumation or removal of bodily remains or re-interment of bodily remains	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL
section 18(1)	Ensure that cremated remains are only released to an authorised person	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 18(2)	Dispose of cremated remains	Elected Body	NIL
section 19	Establish a cemetery, natural burial ground or crematorium	Elected Body	NIL
section 20	Establish and manage a public mortuary	Elected Body	NIL
section 21	Establish a mausoleum	Elected Body	NIL
section 22	Provide part of a cemetery as a natural burial ground	Elected Body	NIL
section 23	Set apart part of a cemetery or natural burial ground for a particular religion	Elected Body	NIL
section 24(1)	Close a cemetery or natural burial ground	Chief Executive Officer (95)	

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
			NIL
section 24(2)	Provide notice of proposed closure of a cemetery or natural burial ground	Chief Executive Officer (95)	NIL
section 24(5)	Provide details of representations or submissions to the Minister regarding the proposed closure of a cemetery or natural burial ground	Chief Executive Officer (95)	NIL
section 24(8)(a)	Discharge unexercised interment rights and provide a refund by agreement with the interment holder on closure of a cemetery or natural burial ground	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 24(8)(b)	Discharge unexercised interment rights and issue a new interment right by agreement with the interment holder on closure of a cemetery or natural burial ground	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 24(9)(a)	Discharge interment rights and issue a new interment right with the interment holder on closure of a cemetery or natural burial ground	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Property Services (394), Property Officer (113)	
section 24(9)(b)	Remove and re-inter human remains by agreement with the interment holder on closure of a cemetery or natural burial ground	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 24(9)(c)	Remove and reposition a memorial by agreement with the interment holder on closure of a cemetery or natural burial ground	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 24(10)	Referral of matter for mediation if agreement cannot be reached on the discharge of an interment right on closure of a cemetery or natural burial ground	Chief Executive Officer (95), Director Corporate Services (41)	NIL
section 24(11)	Pay for mediation with respect to the discharge of an interment right on closure of a cemetery or natural burial ground	Chief Executive Officer (95), Director Corporate Services (41)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 24(12)(a)	Offer land as a gift on closure of a cemetery or natural burial ground	Elected Body	NIL
section 24(12)(b)	Demolish, remove, relocate or replace a grave on closure of a cemetery or natural burial ground	Elected Body	NIL
section 24(14)	Prepare an inventory prior to closure of a cemetery or natural burial ground identifying all graves and memorial, a record of all inscriptions and other particulars on memorials and a photograph of each memorial	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 24(15)	Make the inventory of graves and memorials available to the publicly	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 25(1)	Petition the Minister to have trust on which land is held by council which was formerly a cemetery or natural burial ground determined and the land dedicated as park lands	Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 25(5)	Pay costs of advertising or inquiry related to the determination of a trust and dedication of land as park lands	Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL
section 25(4)(a)	Remove memorials if a closed cemetery is dedicated as park lands	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 25(4)(b)	Relocate memorials if a closed cemetery is dedicated as park lands	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 25(4)(c)	Replace memorials if a closed cemetery is dedicated as park lands	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 26(2)	Convert a closed cemetery which is not on land held on trust by the council or that includes land under the care, control and management of a council into a public park or garden*	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 26(3)	Give notice of intention to convert a cemetery into a public park where the cemetery is not on land held on trust by the council or that includes land under the care, control and management of a council	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 26(6)(a)	Remove memorials from a closed cemetery which is not on land held on trust by the council or that includes land under the care, control and management of a council	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 26(6)(b)	Relocate memorials from a closed cemetery which is not on land held on trust by the council or that includes land under the care, control and management of a council	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 26(6)(c)	Replace memorials a closed cemetery which is not on land held on trust by the council or that includes land under the care, control and management of a council	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 27(1)(a)	Construct roads and pathways for purpose of converting closed cemetery into a public park or garden	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 27(1)(b)	Erect or construct buildings for purpose of converting closed cemetery into a public park or garden	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 27(1)(c)	Construct a vault or other repository for human remains for purpose of converting closed cemetery into a public park or garden	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 27(1)(d)	Erect lighting, seating or other infrastructure or public amenity for purpose of converting closed cemetery into a public park or garden	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 27(1)(e)	Take such other action for laying out land as parklands or a public place or garden for purpose of converting closed cemetery into a public park or garden	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 28(1)	Provide notice of cemetery or natural burial ground closure to the Registrar	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 28(2)	Provide notice of crematorium closure to the Registrar or the Environment Protection Authority	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 28(3)	Forward records of closed cemetery, natural burial ground or crematorium to the Libraries Board of South Australia	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 30(1)	Agree to the interment of human remains	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 30(1)	Issue an interment right	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 30(2)	Provide statement in plain English setting out rights and responsibilities in regard to an interment right to person applying for an interment right	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 30(3)	Determine capacity of interment site	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 30(5)	Carry out a lift and deepen procedure	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 32(1)	Renew interment right	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 32(1)	Fix renewal fee	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 32(2)	Provide notice of interment right expiry	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 32(3)	Provide statement in plain English setting out rights and responsibilities in regard to an interment right to person renewing interment right	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 33(1)	Transfer an interment right	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 33(1)(a)	Determine consideration for transfer of interment right	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 33(3)	Record interment right transfer in register	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 34(1)	Receive surrendered interment right	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 34(2)	Provide a refund on the surrender of an unexercised interment right	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 37(1)	Keep a register of interment rights	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 37(2)	Record information in the interment rights register	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 38(1)(a)	Reuse an interment site on expiry of an interment right	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 38(1)(b)	Remove a memorial on expiry of an interment right	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 38(2)(a)	Give notice of intention to reuse an interment site by public advertisement	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 38(2)(b)	Give notice of intention to reuse an interment site by notice to the personal representative of the deceased	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 39(2)	Deal with and dispose of a memorial in accordance with the Burial and Cremation Act	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 40	Enter into an agreement with an interment right holder to maintain memorial	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 41(1)	Provide notice requiring repair, removal or reinstatement of memorial	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 41(2)	Carry out repair, removal or reinstatement work	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 41(2)	Recover costs of work repairing, removing or reinstating a memorial	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 41(3)	Carry out repair, removal or reinstatement work	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 41(3)	Recover costs of work repairing, removing or reinstating a memorial	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 42(1)	Remove and dispose of memorial where interment right has expired	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 42(1)(c)	Give notice of intention to remove and dispose of a memorial on expired interment site by public advertisement and notice affixed to the memorial	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 42(1)(d)	Give notice of intention to remove and dispose of a memorial on expired interment site by public notice to owner of memorial	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 42(2)	Keep prescribed records of disposed memorials	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 43(a)	Enlarge a cemetery, natural burial ground or crematorium	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 43(b)	Improve or embellish a cemetery, natural burial ground or crematorium	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 43(c)	Restrict interments in any part of a cemetery or natural burial ground	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 43(d)	Take action for proper management and maintenance of a cemetery, natural burial ground or crematorium	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 45	Restrict interments in any part of a cemetery or natural burial ground	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 46(1)	Issue notice that cemetery or natural burial ground is in a neglected condition or fails to comply with the Burial and Cremation Act	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 46(1)	Respond to notice from the Minister that cemetery or natural burial ground is in a neglected condition or fails to comply with the Burial and Cremation Act	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 46(3)	Cause work to be undertaken to satisfy notice that cemetery or natural burial ground is in a neglected condition or fails to comply with the Burial and Cremation Act	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 46(4)	Cause work to be undertaken to satisfy notice that cemetery or natural burial ground is in a neglected condition or fails to comply with the Burial and Cremation Act	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 46(5)	Recover costs of work to be undertaken to satisfy notice that cemetery or natural burial ground is in a neglected condition or fails to comply with the Burial and Cremation Act	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 47(1)	Apply for review of decision requiring work to be undertaken to satisfy notice that cemetery or natural burial ground is in a neglected condition or fails to comply with the Burial and Cremation Act	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 47(1)	Make submissions on a review of decision requiring work to be undertaken to satisfy notice that cemetery or natural burial ground is in a neglected condition	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 48(1)	Receive land used as a cemetery or natural burial ground on trust	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 49(1)	Assume administration of cemetery or natural burial ground	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 49(1)(c)	Agree to transfer administration of cemetery or natural burial ground	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 50(1)	Allow access to of cemetery, natural burial ground or crematorium	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 50(2)	Require person to leave cemetery, natural burial ground or crematorium	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 51(1)	Deal with land used as a cemetery or natural burial ground in ordinary course of commerce	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 51(2)	Discharge interment rights prior to dealing with land used as a cemetery or natural burial ground in ordinary course of commerce	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 51(2)(a)	Provide refund to holder of an interment right on the discharge of that right in order to deal with land used as a cemetery or natural burial ground in ordinary course of commerce	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 51(2)(b)	Issue new interment right to holder of an interment right on the discharge of that right in order to deal with land used as a cemetery or natural burial ground in ordinary course of commerce	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 52	Deal with land which was a cemetery or natural burial ground closed in accordance with the Burial and Cremation Act in ordinary course of commerce	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 53(1)	Keep registers and plan prescribed by Burial and Cremation Act	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 53(3)	Keep records prescribed by Burial and Cremation Act	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 53(4)	Make registers prescribed by Burial and Cremation Act publicly available	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 53(5)	Produce a register prescribed by Burial and Cremation Act for inspection	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 56(1)	Request Public Trustee to act for interment right holder	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
section 58(2)	Appoint authorised officers	Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL

Burial and Cremation Act 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 58(3)	Impose conditions on appointment of an authorised officer	Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL
section 58(4)	Issue identity card to an authorised officer	Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL
section 58(7)	Vary or revoke appointment or impose further conditions on an authorised officer	Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL

Instrument of Delegation under the Burial and Cremation Regulations 2014

Burial and Cremation Regulations 2014			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 12(1)	Ensure remains are placed in labelled container and stored in ossuary	Cemeteries Officer, Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
regulation 12(2)	Provide notice to the Attorney-General and Registrar of removal of remains to ossuary	Cemeteries Officer, Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
regulation 16	Fill interment site to level of natural surface	Cemeteries Officer (370), Chief Executive Officer (95), Leading Worker Open Space (Playgrounds and Cemeteries) (471), Manager Property Services (394), Property Officer (113), Team Member Open Space (Playgrounds and Cemeteries) (472)	NIL
regulation 17(2)	Approve manner of marking name plate attached to coffin or bodily remains	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Regulations 2014

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 18(1)(a)	Approve construction material for mausoleum or vault	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
regulation 18(5)	Be satisfied that mausoleum or vault is sealed	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
regulation 19(1)	Open and inspect mausoleum or vault	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
regulation 19(2)	Give notice to take remedial action if mausoleum or vault does not comply with the Burial and Cremation Regulations or offensive odours or noxious gases or fluids have escaped or are escalating from the mausoleum or vault	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
regulation 19(3)	Cause work to be undertaken if person fails to comply with notice provided under regulation 19(2)	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL

Burial and Cremation Regulations 2014

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 19(3)	Recover costs of undertaking work if person fails to comply with notice provided under regulation 19(2)	Cemeteries Officer (370), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394), Property Officer (113)	NIL
regulation 21(1)	Dispose of name plate, metal or plastic fitting, any other object removed from the exterior of coffin or any other thing in possession due to cremation	Elected Body	NIL
regulation 21(3)	Ensure nameplate is provided to person holding the relevant cremation permit or a person authorised by that person	Elected Body	NIL
regulation 22	Fence the cemetery or natural burial ground	Cemeteries Officer (370), Chief Executive Officer (95), Leading Worker Open Space (Playgrounds and Cemeteries) (471), Manager Property Services (394), Property Officer (113), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196), Team Member Open Space (Playgrounds and Cemeteries) (472)	NIL
regulation 24(1)	Issue direction to person in charge of a motor vehicle within a cemetery or natural burial ground as to the driving of the vehicle	Cemeteries Officer (370), Chief Executive Officer (95), Leading Worker Open Space (Playgrounds and Cemeteries) (471), Manager Property Services (394), Property Officer (113), Ranger (333), Ranger	NIL

Burial and Cremation Regulations 2014

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196), Team Member Open Space (Playgrounds and Cemeteries) (472)	
regulation 24(2)	Issue direction to person in charge of a motor vehicle within a cemetery or natural burial ground as to the parking of the vehicle	Cemeteries Officer (370), Chief Executive Officer (95), Leading Worker Open Space (Playgrounds and Cemeteries) (471), Manager Property Services (394), Property Officer (113), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196), Team Member Open Space (Playgrounds and Cemeteries) (472)	NIL
regulation 25	Authorise removal, damage, defacement or interference of fixtures, structure or grounds within the cemetery or natural burial ground	Chief Executive Officer (95), Leading Worker Open Space (Playgrounds and Cemeteries) (471), Manager Property Services (394), Property Officer (113), Team Member Open Space (Playgrounds and Cemeteries) (472)	NIL
regulation 26(a)	Cause removal of unattached ornament, empty flower container, broken masonry, decayed or broken wreath or dead flowers from the cemetery or natural burial ground	Chief Executive Officer (95), Leading Worker Open Space (Playgrounds and Cemeteries) (471), Manager Property Services (394), Property Officer (113), Team Member Open Space (Playgrounds and Cemeteries) (472)	NIL

Burial and Cremation Regulations 2014

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 26(b)	Cause pruning, cutting down or removal of plants within the cemetery or natural burial ground	Chief Executive Officer (95), Leading Worker Open Space (Playgrounds and Cemeteries) (471), Manager Property Services (394), Property Officer (113), Team Member Open Space (Playgrounds and Cemeteries) (472)	NIL
regulation 27	Require a person to leave the cemetery or natural burial ground	Chief Executive Officer (95), Leading Worker Open Space (Playgrounds and Cemeteries) (471), Manager Property Services (394), Property Officer (113), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196), Team Member Open Space (Playgrounds and Cemeteries) (472)	NIL

Instrument of Delegation under the Dog and Cat Management Act 1995

Dog and Cat Management Act 1995			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 25A(1)	Appoint authorised persons	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 25A(2)	Impose conditions on appointment of an authorised person	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 25A(3)	Revoke appointment or revoke or vary conditions of an authorised person	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 25B(1)	Issue identity card to an authorised person	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 25C(c)	Enter into an arrangement with another council in relation to the exercise of authorised officer powers	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 26(1)(a)	Maintain a register of dogs	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(1)(ab)	Provide information to the Dog and Cat Management Board	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(1)(ac)	Maintain other registers	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(1)(ad)	Make registers publicly available	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(1)(ae)	Limit inspection of register	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(1)(b)	Appoint a Registrar	Chief Executive Officer (95)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 26(1)(c)	Make arrangements for the issue and replace certificates of registration and registration discs	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(1)(d)	Make arrangements for the exercise of functions and powers of an authorised person	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(1)(e)	Make arrangements for the detention of dogs and cats	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(1)(f)	Make arrangements for fulfilling other obligations under the Dog and Cat Management Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(3)	Expend money in the administration or enforcement of the Dog and Cat Management Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(4)	Keep separate account of moneys received and expended under the Dog and Cat Management Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 26(5)	Pay moneys into the Dog and Cat Management Fund	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(6)(a)	Charge fees for the provision of register extracts	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(6)(ab)	Charge fees for receipt and management of information	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(b)(i)	Charge fees for registration of dogs or businesses	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(b)(ii)	Charge fees for late payment of registration	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26(b)(iii)	Charge fees for meeting requirements under the Dog and Cat Management Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 26(7)	Provide a percentage rebate as provided for by the Dog and Cat Management Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26A(1)	Prepare a dog and cat management plan	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26A(3)	Present dog and cat management plan to Dog and Cat Management Board	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 26A(5)	Amend dog and cat management plan	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 33(4)(c)	Approve boarding kennel	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 39	Rectify the register	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 41(1)(c)	Fix fee for application under Part 4, Dog and Cat Management Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 47(5)	Recover cost of giving effect to order if an order has been contravened and authorised person takes steps to effect the order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 50(1)(a)	Make a Destruction Order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 50(1)(b)	Make a Control (Dangerous Dog) Order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 50(1)(c)	Make a Control (Menacing Dog) Order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 50(1)(d)	Make a Control (Nuisance Dog) Order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 50(1)(e)	Make a Control (Barking Dog) Order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 50(2)(b)	Approve a place to detain dogs	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 52(a1)	Determine manner and form of application for the council to make an order under Division 3, Part 5, Dog and Cat Management Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 52(1)(a)	Ascertain owners or persons responsible for a dog	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 52(1)(b)	Provide notice of proposed order to each owner or person responsible for a dog	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 52(2)(b)	Note order in register	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 52(3)	Provide notice of order to each owner or person responsible for a dog	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 52(4)	Revoke order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 52(5)	Note revocation of order in register	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 52(6)	Note order made by Dog and Cat Management Board in register	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 53(1)	Issue directions to each owner or person responsible for a dog regarding complying with order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 56(1)	Receive prescribed information from an owner or person responsible for a dog subject to an order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 56(2)	Receive information from an owner or person responsible for a dog subject to an order regarding moving the dog into or out of the council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 59A(1)	Make a Prohibition Order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 59A(2)	Approve place to detain dog	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 59A(5)(b)	Record a Prohibition Order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 59A(6)	Revoke a Prohibition Order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 59A(7)	Note revocation of a Prohibition Order in register	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 59A(8)(c)	Note order made by Dog and Cat Management Board in register	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 61(4)	Consider making an order if a dog is seized in order to prevent it attacking, harassing or chasing a person, animal or bird or because it is unduly dangerous	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 61(4)	Consider applying to Magistrates Court for an order if a dog is seized in order to prevent it attacking, harassing or chasing a person, animal or bird or because it is unduly dangerous	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 61(6)	Recover cost of microchipping or desexing dog	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 64(2)(c)	Nominate facility for the detention of cats	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 64B(1)	Cause a detained dog or cat to be microchipped or desexed	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 64B(2)	Recover cost of microchipping or desexing a dog or cat	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 64D(1)(b)(ii)	Receive notice of destruction, injury, seizure or detention of dog or identified cat	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 72	Responding to South Australian Civil and Administrative Tribunal review of council decision	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL
section 88A(4)	Receive a statutory declaration from the owner of a vehicle who has received an expiation notice or an expiation reminder given under the Expiration of Offences Act 1996	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358),	NIL

Dog and Cat Management Act 1995

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Ranger (99), Team Leader Regulatory Services (196)	
section 89	Lay a complaint regarding offence under Dog and Cat Management Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL

Instrument of Delegation under the Dog and Cat Management Regulations 2017

Dog and Cat Management Regulations 2017			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 6(3)(b)	Apply payment received under regulation 6(2) to furthering the objects of the Dog and Cat Management Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
regulation 20(1)(a)	Receive notification of prescribed information regarding the keeping of guard dogs on premises	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL

Instrument of Delegation under the Environment Protection (Air Quality) Policy 2016

Environment Protection (Air Quality) Policy 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
clause 6(1)	Issue a burning permit	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
clause 6(2)	Determine the manner and form for applying for a burning permit	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL

Aboriginal Cultural Heritage Act 2003			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
clause 16(1)	Fix a testing point in remises to evaluate emissions from the premises	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Regulatory Services (196)	NIL

Instrument of Delegation under the Environment Protection (Noise) Policy 2008

Environment Protection (Noise) Policy 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
clause 4(2)	Participate in consultation with the Environment Protection Authority regarding what land uses are principally promoted by relevant development Plan provisions	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200), Team Leader Regulatory Services (196), Team Leader Statutory Planning (326)	NIL
clause 4(4)	Participate in consultation with the Environment Protection Authority regarding in what land use category a land use principally promoted by relevant Development Plan provisions falls	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200), Team Leader Regulatory Services (196), Team Leader Statutory Planning (326)	NIL

Instrument of Delegation under the Environment Protection (Used Packaging Materials) Policy 2012

Environment Protection (Used Packaging Materials) Policy 2012			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
clause 9	Provide prescribed information to the Environment Protection Authority	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Sustainability Waste & Emergency Mgmt (93), Waste Coordinator (299)	NIL

Instrument of Delegation under the Environment Protection (Waste to Resources) Policy 2010

Environment Protection (Waste to Resources) Policy 2010			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
clause 10(1)(b)	Provide a receptacle or waste collection service for the kerbside collection of waste	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Sustainability Waste & Emergency Mgmt (93), Waste Coordinator (299)	NIL
clause 10(2)	Provide a weekly general kerbside waste collection service (other than for recyclable waste or vegetative matter) to residential premises in the council area	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Sustainability Waste & Emergency Mgmt (93), Waste Coordinator (299)	NIL
clause 15(2)(a)	Provide a receptacle or waste collection service for the kerbside collection of listed waste	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Sustainability Waste & Emergency Mgmt (93), Waste Coordinator (299)	NIL
clause 16(1)(a)	Collect medical waste produced in the course of prescribed activity	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Sustainability Waste & Emergency Mgmt (93), Waste Coordinator (299)	NIL

Environment Protection (Waste to Resources) Policy 2010

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
clause 17(2)	Comply with prescribed requirements in respect of medical waste received by the council	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Sustainability Waste & Emergency Mgmt (93), Waste Coordinator (299)	NIL
clause 18(1)(a)	Provide a receptacle or service for the collection of sharps by a kerbside waste collection service	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Sustainability Waste & Emergency Mgmt (93), Waste Coordinator (299)	NIL

Instrument of Delegation under the Environment Protection Regulations 2009

Environment Protection Regulations 2009			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 75(2)	Elect by written notice to the Environment Protection Authority not to comply with regulation 71 in respect of solid waste and to take the solid mass of waste to be as calculated in accordance with the formula in regulations 75(2)(b)	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Sustainability Waste & Emergency Mgmt (93)	NIL

Instrument of Delegation under the Fines Enforcement and Debt Recovery Act 2017

Fines Enforcement and Debt Recovery Act 2017			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 9(2)	Pay prescribed fee to Chief Recovery officer for a determination under section 9	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer (346), Finance Officer - Accts Receivable & Treasury (399), Manager Financial Services (214)	NIL
section 20(4)	Receive notice of an arrangement between the Chief Recovery Officer and an alleged offender	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer (346), Finance Officer - Accts Receivable & Treasury (399), Manager Financial Services (214)	NIL
section 20(18)	Receive notice from the Chief Recovery Officer of the termination or an arrangement with an alleged offender	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer (346), Finance Officer - Accts Receivable & Treasury (399), Manager Financial Services (214)	NIL
section 20(20)(c)	Receive notice from the Chief Recovery Officer of the reinstatement of an arrangement with an alleged offender	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer (346), Finance Officer - Accts Receivable & Treasury (399), Manager Financial Services (214)	NIL

Fines Enforcement and Debt Recovery Act 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 22(1)	Provide to the Chief Recovery Officer prescribed particulars to enable enforcement of an expiation notice against an alleged offender	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer (346), Finance Officer - Accts Receivable & Treasury (399), Manager Financial Services (214)	NIL
section 22(2)	Pay prescribed fee to Chief Recovery Officer for enforcement of an expiation notice	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer (346), Finance Officer - Accts Receivable & Treasury (399), Manager Financial Services (214)	NIL
section 22(16)	Receive notice from the Chief Recovery Officer of an enforcement determination	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer (346), Finance Officer - Accts Receivable & Treasury (399), Manager Financial Services (214)	NIL
section 23(3)	Participate in proceedings reviewing an enforcement determination of the Chief Recovery Officer	Chief Executive Officer (95), Director Corporate Services (41), Finance Officer (346), Finance Officer - Accts Receivable & Treasury (399), Manager Financial Services (214)	NIL

Instrument of Delegation under the Fire and Emergency Services Act 2005

Fire and Emergency Services Act 2005			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 81(13a)	Appoint a person to be an authorised officer to issue permits under section 81 of the Fire and Emergency Services Act 2005	Chief Executive Officer (95)	NIL

Fire and Emergency Services 2005			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 4A(3)	Participate in consultation with the South Australian Fires and Emergency Services Commission (SAFES Commission) regarding designation of an area of urban bushfire risk within council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Sustainability Waste & Emergency Mgmt (93)	NIL
section 71C	Enter an arrangement with the State Bushfire Coordination Committee for the use of council staff, equipment or facilities	Chief Executive Officer (95), Manager Sustainability Waste & Emergency Mgmt (93)	NIL

Fire and Emergency Services 2005

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 72D	Enter an arrangement with a bushfire management committee for the use of council staff, equipment or facilities	Chief Executive Officer (95), Manager Sustainability Waste & Emergency Mgmt (93)	NIL
section 73A(7)(b)(iv)	Participate in consultation with a bushfire management committee regarding creation or amendment of a bushfire management area plan which includes the council area	Chief Executive Officer (95), Manager Sustainability Waste & Emergency Mgmt (93)	NIL
section 81(13b)	Apply to the Chief Officer of the South Australian Country Fire Service (SACFS Chief Officer) for an exemption from the requirement to appoint a person to be an authorised officer to issue permits under section 81 of the Fire and Emergency Services Act 2005	Chief Executive Officer (95)	NIL
section 87(1)	Require a person to remove flammable debris on or in the vicinity of, a road as a result of work carried on by that person	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 87(2)(a)	Burn or remove flammable debris left on road in contravention of a requirement under section 87(1)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358),	NIL

Fire and Emergency Services 2005

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Ranger (99), Team Leader Regulatory Services (196)	
section 87(2)(b)	Recover costs of burning or removing flammable debris left on road in contravention of a requirement under section 87(1)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 94(3)	Participate in consultation with the (SACFS Chief Officer) SACFS Chief Officer with respect to a proposed withdrawal of council functions and powers	Chief Executive Officer (95)	NIL
section 94(4)(a)	Make a written submission to the Minister in relation to a recommendation of the SASES Chief Officer to withdraw council function and powers	Chief Executive Officer (95)	NIL
section 94(4)(b)	Request and undertake a delegation to the Minister to discuss a recommendation of the SASES Chief Officer to withdraw council function and powers	Chief Executive Officer (95)	NIL
section 94(6)	Receive written reasons for a decision of the Minister to withdraw the powers and functions of the council	Chief Executive Officer (95)	

Fire and Emergency Services 2005

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
			NIL
section 103(1)	Request the SASES Chief Officer to appoint a person as a fire control officer	Chief Executive Officer (95)	NIL
section 103(2)	Participate in consultation with the SASES Chief Officer regarding proposed appointment of a fire control officer for a designated area of the State which includes the council area	Chief Executive Officer (95)	NIL
section 105	Pay any fine recovered for a summary offence under Part 4A committed in the council area where the complaint has been laid by the council into the general revenue of the council	Chief Executive Officer (95)	NIL
section 105A	Appoint an authorised person for the purposed of Part 4A of the Fire and Emergency Services Act	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
section 105B(1)	Appoint a fire prevention officer by a rural council with a designated urban bushfire risk area	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Fire and Emergency Services 2005

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 105B(4)	Apply to SASES Chief Officer for an exemption from requirement to appoint a fire prevention officer	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
section 105D(1)(c)	Approve the delegation by a fire prevention officer of a power or function under the Act to another person or body	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
section 105D(4)	Receive report from a fire prevention officer regarding delegation of a power or function under the Act to another person or body	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
section 105E	Provide report regarding the exercise or discharge of the functions, power or responsibilities of a fire prevention officer for the council area to the SAFES Commission, the State Bushfire Coordination Committee or a bushfire management committee for the council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Sustainability Waste & Emergency Mgmt (93), Team Leader Regulatory Services (196)	NIL
section 105F(5)	Issue notice to owner of land who has failed to take reasonable steps to prevent or inhibit the outbreak or spread of fire, protect property on the land from fire and minimise the threat to human life from fire on the land to remedy the default or protect the land or property	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358),	NIL

Fire and Emergency Services 2005

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Ranger (99), Team Leader Regulatory Services (196)	
section 105F(9)(c)	Publish notice to owner of land who has failed to comply with section 105F(1) to remedy the default or protect the land or property on website or a newspaper and leaving a copy of notice on land	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 105F(10)	Vary or revoke a notice to owner of land who has failed to comply with section 105F(1) to remedy the default or protect the land or property	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 105G(1)	Take reasonable steps in regard to land under the care, control or management of the council which is situated in the country or in a designated urban bushfire risk area to prevent or inhibit the outbreak or spread of fire, protect property on the land from fire and minimise the threat to human life from fire on the land	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL

Fire and Emergency Services 2005

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 105G(5)	Participate in consultation with the Minister regarding a referral from the SASES Chief Officer alleging a failure of the council to comply with section 105G(1)	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
section 105G(6)	Receive notice of requirements from the Minister	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
section 105G(7)	Comply with requirements of a notice issued to the council by the Minister under section 105G(6)	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
section 105J(1)(a)	Give notice of intended entry of land to the owner of land	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 105J(1)(b)	Use reasonable force to break into or open any part of, or anything on, the land with the authority of a warrant issued by a magistrate or if immediate action is required	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358),	NIL

Fire and Emergency Services 2005

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Ranger (99), Team Leader Regulatory Services (196)	
section 105J(3)	Apply to a magistrate for a warrant to use reasonable force to break into or open any part of, or anything on, the land	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 105J(4)(a)	Give directions with respect to stopping, securing or movement of a vehicle, plant, equipment or other thing	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 105J(4)(b)	Take photographs, films, audio, video or other recordings	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL

Fire and Emergency Services 2005

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 105J(4)(a)	Give directions reasonably required in connection with the exercise of a power under Part 4A	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 105J(5)	Select assistants to accompany authorised person in exercise of power under Part 4A	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 105J(6)	Carry out requirements of a notice under section 105F(5) if the owner of land fails to comply	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 105J(7)	Carry out requirements of a notice under section 105F(5) on behalf of an authorised person if the owner of land fails to comply	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger	NIL

Fire and Emergency Services 2005

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	
section 105J(8)	Recover the reasonable costs and expenses incurred in taking action under section 105J(6)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Ranger (333), Ranger (357), Ranger (358), Ranger (99), Team Leader Regulatory Services (196)	NIL
section 129	Erect a siren for the purpose of giving warning of the outbreak or threat of fire or an emergency	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Sustainability Waste & Emergency Mgmt (93)	NIL

Instrument of Delegation under the Fire and Emergency Services Regulations 2021

Fire and Emergency Services Regulations 2021			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 30(4)	Participate in consultation with the South Australian Country Fire Service Chief Officer in regard to a notice prohibiting or restricting the lighting or maintaining of a fire	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
regulation 32(3)	Declare by notice in the Gazette that part of the council area is an area in which a person may operate a gas or electric element for cooking purposes in the open air contrary to the terms of a total fire ban	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
regulation 32(4)(d)	Determine conditions to apply to a notice published under regulation 32(3)	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
regulation 32(5)	Provide a copy of a notice published under regulation 32 to the South Australian Country Fire Service Chief Officer	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
regulation 48(2)	Issue a certificate of identity to a fire prevention officer or assistant fire prevention officer	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Fire and Emergency Services Regulations 2021

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 48(4)	Accept the surrender of a certificate of identity on person ceasing to be a fire prevention officer or assistant fire prevention officer	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
regulation 49(1)(a)	Light a fire on a road or on the verge of a road	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
regulation 49(1)(b)	Direct or regulate the movement of persons, vehicles or animals along a road where a fire lit by the council under regulation 49(1)(a) is burning	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
regulation 64(b)	Make representations in relation to a fire or other emergency to the South Australian Fire and Emergency Services Commission or an emergency services organisation	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Instrument of Delegation under the Food Regulations 2017

Food Regulations 2017			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 13(a)	Impose a fee for the carrying out of an inspection of food premises or food transport vehicles	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 13(b)	Recover a fee imposed under regulation 13(a) from the occupier of the premises or owner or operator of the vehicle	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	

Instrument of Delegation under the Local Government (Building Upgrade Agreements) Regulations 2017

Local Government (Building Upgrade Agreements) Regulations 2017			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 8(b)	Send a copy of a notice sent to building owner under clause 9(1) of Schedule 1B of the Local Government Act to any ratepayer in respect of the relevant land and any registered mortgagee of the land	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
regulation 8(c)(i)	Place a copy of a notice sent to building owner under clause 9(1) of Schedule 1B of the Local Government Act in a newspaper circulating throughout the State	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
regulation 8(c)(ii)	Leave a copy of a notice sent to building owner under clause 9(1) of Schedule 1B of the Local Government Act in a conspicuous place on the relevant land	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Director Development and Regulatory Services (70), Manager Development	NIL

Local Government (Building Upgrade Agreements) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Services (72), Team Leader Building Services (286)	
regulation 8(e)	Set a reserve price for the sale of land by auction	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
regulation 8(f)	Advertise the auction in a newspaper circulating throughout the State	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
regulation 8(g)	Cancel an auction	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Local Government (Building Upgrade Agreements) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 8(h)	Sell land by private contract	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Instrument of Delegation under the Local Government (Elections) Act 1999

Local Government (Elections) Act 1999			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 4(2)(d)	Fix a day for a poll	Chief Executive Officer (95)	Subject to Council resolving a poll will be held.
section 8(1)	Appoint a person or persons to the office or offices not filled by a supplementary election which has wholly or partially failed or been declared void	Elected Body	
section 9(1)	Hold a poll	Elected Body	
section 9(3)	Fix a day as polling day for a poll by notice in a newspaper circulating in the council area	Chief Executive Officer (95), Executive Manager Governance and Performance (349)	NIL
section 9(4)	Fix a day as the day on which the voters roll for the purposes of the poll closes	Chief Executive Officer (95), Executive Manager	NIL

Local Government (Elections) Act 1999

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Governance and Performance (349)	
section 10(3)	Nominate a person as a deputy returning officer of the council area	Chief Executive Officer (95), Executive Manager Governance and Performance (349)	Except where the nominee is a delegate.
section 10(9)	Participate in consultation with the Electoral Commissioner regarding the proposed removal of a deputy returning officer nominated by the council	Chief Executive Officer (95), Executive Manager Governance and Performance (349)	Except where the deputy returning officer is a delegate.
section 12(b)	Provide information, education and publicity designed to promote public participation in the electoral processes for its area, to inform potential voters about the candidates who are standing for election in its area, and to advise its local community about the outcome of elections and polls conducted in its area	Chief Executive Officer (95), Executive Manager Governance and Performance (349), Governance and Risk Coordinator (414)	NIL
section 13A(2)(a)	Inform potential electors in the council area of the requirements to be enrolled on the voters roll	Chief Executive Officer (95), Executive Manager Governance and Performance (349), Governance and Risk Coordinator (414)	NIL

Local Government (Elections) Act 1999

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 13A(2)(b)	Arrange advertising Informing potential electors in the council area of the requirements to be enrolled on the voters roll	Chief Executive Officer (95), Executive Manager Governance and Performance (349), Governance and Risk Coordinator (414)	NIL
section 15(14)	Provide copies of the voters roll for the council area for inspection at the principal office of the council	Chief Executive Officer (95), Executive Manager Governance and Performance (349), Governance and Risk Coordinator (414)	NIL
section 15(15)	Provide a copy of the voters roll in printed form to a nominated candidate for the election	Chief Executive Officer (95), Executive Manager Governance and Performance (349), Governance and Risk Coordinator (414)	NIL
section 55(1)	Participate in consultation with the returning officer regarding the use of a computer program to carry out steps involved in the recording, scrutiny or counting of votes in an election or poll	Chief Executive Officer (95), Executive Manager Governance and Performance (349), Governance and Risk Coordinator (414)	NIL

Local Government (Elections) Act 1999

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 70(3)	Contest a petition to the Court by lodging a reply	Chief Executive Officer (95), Executive Manager Governance and Performance (349)	NIL
section 75(1)(a)	Participate in proceedings as a party pursuant to an order of the Court	Chief Executive Officer (95), Executive Manager Governance and Performance (349)	NIL
section 75(1)(b)	Apply to intervene in proceedings	Chief Executive Officer (95), Executive Manager Governance and Performance (349)	NIL
section 75(3)	Intervene in proceedings in the manner and to the extent directed by the Court and on such other conditions as the court directs	Chief Executive Officer (95), Executive Manager Governance and Performance (349), Governance and Risk Coordinator (414)	NIL
section 76	Engage counsel to represent the council in proceedings	Chief Executive Officer (95), Executive Manager Governance and Performance	NIL

Local Government (Elections) Act 1999

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(349), Governance and Risk Coordinator (414)	
section 77	Apply to the court to refer a question of law to the Court of Appeal	Chief Executive Officer (95), Executive Manager Governance and Performance (349)	NIL
section 91A(1)	Prepare and adopt a caretaker policy	Chief Executive Officer (95), Executive Manager Governance and Performance (349), Governance and Risk Coordinator (414)	Policy to be approved by Council.
section 91A(3)	Apply in writing for an exemption from the prohibition against making a designated decision during an election period	Chief Executive Officer (95), Executive Manager Governance and Performance (349), Governance and Risk Coordinator (414)	NIL

Instrument of Delegation under the Local Government (Forestry Reserves) Act 1944

Local Government (Forestry Reserves) Act 1944			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 4(1)	Establish and manage a forest on any local government forestry reserve	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409)	NIL
section 4(2)	Expend money of the council for the purposes of establishing and managing a forest or for any incidental purpose	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409)	NIL
section 5(2)	Repay an advance of money in such a manner as the Minister directs	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409)	NIL
section 5(2)	Expend an advance of money in accordance with any direction given by the Minister	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409)	NIL
section 6(1)	Manage a forest established by the council	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409)	NIL

Local Government (Forestry Reserves) Act 1944

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 6(1)	Sell or otherwise dispose of timber or other products derived for a forest established by the council	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409)	NIL
section 7(2)	Carry out directions of the Minister regarding the management of a forest established by the council	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409)	NIL

Mining Act 1971

Mining Act 1971			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 9AA(1)	Enter into an agreement with a mining operator to waive the benefit of an exemption	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Development Services (72)	NIL
section 9AA(1a)	Advise a tenement holder of the council's position in relation to a waiver of the benefit of an exemption and the conditions which may apply to such a waiver	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Development Services (72)	NIL
section 9AA(4)	Give written notice to a mining operator rescinding an agreement to waive an exemption	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Development Services (72)	NIL

Mining Act 1971			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 9AA(7)	Participate in proceedings before the Environment, Resources and Development Court brought by a mining operator seeking an order waiving the benefit of an exemption	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Development Services (72)	NIL
section 9AA(8a)	Apply for a court order under section 9AA(9) of the Mining Act	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Development Services (72)	NIL

Mining Regulations 2020

Mining Regulations 2020			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 74(3)(b)	Make submissions to the Director of Mines in regard to the draft objectives and criteria of a mine operations plan for a mine located in the council area	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Development Services (72)	NIL

Instrument of Delegation under the Natural Resources Management Act 2004 the Natural Resources Mgt. (General) Regulations 2005 & the Natural Resources Mgt. (Transitional Provisions-Levies) Reg. 2005

Natural Resources Management Act 2004			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s29(4)(d)	<p>1. Collaboration with NRM board</p> <p>1.1 The power pursuant to Section 29(4)(d) of the Natural Resources Management Act 2004 ("the Act") to work collaboratively with a regional NRM board in the performance of its functions.</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Strategic Assets (403)	NIL
s30	<p>2. The power pursuant to Section 30 of the Act to act in conjunction with a regional NRM board in relation to the NRM board doing anything necessary, expedient or incidental to -</p> <p>a) performing the functions of the NRM group under the Act or any other Act; or</p> <p>b) assisting in the administration of the Act; or</p> <p>c) furthering the objects of the Act</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s33(7)	3. Special Vesting of Infrastructure	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95),	

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	3.1 The power pursuant to Section 33(7) of the Act to give consent on behalf of the Council in respect of making, varying or revoking a proclamation under Section 33(1), 33(2) or 33(6) of the Act.	Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s36(1)(c)	4. Approval of Delegation by NRM board to Council Officers 4.1 The power pursuant to Section 36(1)(c) of the Act to give approval to a regional NRM board to delegate a function or a power of the board under the Act or any other Act to the Council or a Council officer.	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s41	5. Use of Facilities 5.1 The power pursuant to Section 41 of the Act to enter into arrangements with a regional NRM board for the board to make use of the services of the staff, equipment or facilities of the Council.	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s42(2), s42(1)	6. Boards Power to Provide Financial Assistance etc 6.1 The power pursuant to Section 42(2) of the Act where a Council wishes to obtain financial or any other form of assistance from a regional NRM board under Section 42(1) of the Act, to make a written submission to the board setting out -	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Strategic Assets (403)	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>6.1.1 the nature of the assistance requested (and, in the case of financial assistance, the amount requested); and</p> <p>6.1.2 the purpose or purposes for which and the manner in which the assistance will be used; and</p> <p>6.1.3 the reasons why, in the Delegate's opinion, the granting of the assistance by the regional NRM board is justified.</p>		
s43(2)	<p>7. Assignment of Responsibility for Infrastructure</p> <p>7.1 The power pursuant to Section 43(2) of the Act to make a submission to a regional NRM board in response to notice given by the board under Section 43(2) of the Act of the proposed assignment of the responsibility for the care, control or management of infrastructure to the Council as a third party pursuant to Section 43(1) of the Act.</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s43(3)	<p>7. Assignment of Responsibility for Infrastructure</p> <p>7.2 The power pursuant to Section 43(3) of the Act to enter into an agreement in accordance with the Regulations with a regional NRM board as contemplated in Section 43(1) for the assignment of the responsibility for the care, control or management of</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	infrastructure to the Council as a third party pursuant to Section 43(1) of the Act.		
s44(4)(c)	<p>8. Appointment of Body to act as a Board</p> <p>8.1 The power pursuant to Section 44(4)(c) of the Act to agree that by way of a regulation revoking a regulation made under Section 44(1) of the Act, the assets, rights and liabilities of a body appointed by such regulation to be a regional NRM board under the Act, will vest in or attach to the Council.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114)	NIL
s45(5)	<p>9. Establishment of Areas</p> <p>9.1 The power pursuant to Section 45(5) of the Act to receive notice as a constituent council from a regional NRM board and to make a submission to the regional NRM board within a period (being at least 21 days) specified in the notice.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114)	NIL
s46(5)	<p>9. Establishment of Areas</p> <p>9.2 The power pursuant to Section 46(5) of the Act to enter into an agreement pursuant to which the property, assets, rights or liabilities of the local NRM group will vest in the Council pursuant to a notice under Section 46(4) of the Act.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114)	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s48(2)(b)(i)	<p>10. Composition of NRM groups</p> <p>10.1 The power pursuant to Section 48(2)(b)(i) of the Act to consult with the relevant regional NRM board or boards, if the Council is also a constituent council for the area of the NRM group to which that board belongs, before an appointment is made by the board under Section 48(1) of the Act.</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s52(2)(c)	<p>11. Functions of Groups</p> <p>11.1 The power pursuant to Section 52(2)(c) of the Act, to work collaboratively with an NRM group in the performance of its functions under Section 52(1) of the Act.</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s53(2)(g)	<p>12. Acting in Conjunction with NRM Group</p> <p>12.1 The power pursuant to Section 53(2)(g) of the Act to act in conjunction with an NRM group in relation to the NRM group doing anything necessary expedient or incidental to:</p> <p>a) performing its functions under the Act or any other Act</p> <p>b) assisting in the administration of the Act or</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Manager Open Space (409), Manager Strategic Assets (403)	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>c) furthering the objects of the Act</p> <p>pursuant to Section 53(1) of the Act.</p>		
s55(2)	<p>13. Power of Delegation</p> <p>13.1 The power pursuant to Section 55(2) of the Act, to approve a delegation made by an NRM group in accordance with Section 55(1) of the Act to the Council or a Council subsidiary, or to an officer of the Council or a Council subsidiary (as the case requires), of a function or power of the NRM group under the Act or any other Act.</p>	Chief Executive Officer (95)	NIL
s60	<p>14. Use of Facilities</p> <p>14.1 The power pursuant to Section 60 of the Act to enter into an arrangement with an NRM group for the NRM group to use the services of the staff, equipment or facilities of the Council.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114)	NIL
s61(4)(c)	<p>15. Appointment of Body to Act as Group</p> <p>15.1 The power pursuant to Section 61(4)(c) of the Act to agree that by way of a regulation revoking a regulation made under Section 61 of the Act, the assets, rights and liabilities of a body</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114)	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	appointed by such regulation, to be a regional NRM group under the Act, will vest in or attach to the Council.		
s67(10)	<p>16. Regional Authorised Officers</p> <p>16.1 The power pursuant to Section 67(10) of the Act to agree to the appointment of an officer of the Council as an authorised officer by a regional NRM board</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114)	NIL
s74(8)	<p>17. State NRM Plan</p> <p>17.1 The power pursuant to Section 74(8) of the Act to consult with the NRM Council in relation to any proposal to create or amend the State NRM Plan as defined in Section 74 of the Act, where the Local Government Association has nominated the Council pursuant to Section 74(14)(b) of the Act.</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s75(9)	<p>18. Regional NRM Plans</p> <p>18.1 The duty pursuant to Section 75(9) of the Act, when performing functions or exercising powers under the Local Government Act 1999 or any other Act, to have regard to any regional NRM plan that applies within the relevant area and in particular to give consideration to the question of whether changes should be implemented to the manner in which, or the means by which, the Council performs a function or exercises a power or</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	undertakes any other activity that has been identified in the regional NRM plan as requiring change.		
19.1	19. Deliberately left blank 19.1 Deliberately left blank	Deliberately left blank	Deliberately left blank
s79(6)(a)(vii)	20. Preparation of Plans and Consultation 20.1 The power pursuant to Section 79(6)(a)(vii) of the Act where a draft plan has been prepared by a regional NRM board, to receive a copy of the draft plan.	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s79(8)	20. Preparation of Plans and Consultation 20.2 The power pursuant to Section 79(8) of the Act to prepare and furnish a response to the regional NRM board within the period prescribed by the Regulations to a draft plan provided to the Council as a constituent council in accordance with Section 79(6)(a)(vii) of the Act.	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s80(5)	21. Submission of Plan to Minister 21.1 The power pursuant to Section 80(5) of the Act to receive a copy of a draft plan as amended by the Minister, or if it appears to	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	the Minister that the part or parts of the plan that have been amended can conveniently be substituted in the draft plan - a copy of that part or those parts as amended.	Services (70), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	
s81(7)(a)(ii)	<p>22. Review and Amendment of Plans</p> <p>22.1 The power pursuant to Section 81(7)(a)(ii) of the Act, to consult with a regional NRM board within the prescribed period (being a period of at least 21 days), in respect of amendments to a regional NRM plan which are within the ambit of Section 81(8) of the Act.</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s82(2)	<p>23. Time for Implementation of Plans</p> <p>23.1 The power pursuant to Section 82(2) of the Act to give consent to the implementation by a regional NRM board of a draft plan or amendments to a plan that have not been adopted by the Minister.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114)	NIL
s92(1)	<p>24. Contributions by Constituent Councils</p> <p>24.1 The duty pursuant to Section 92(1) of the Act if a regional NRM plan for a regional NRM board specifies an amount (the base contribution amount) to be contributed by the constituent councils for the region towards the costs of the board performing its functions under the Act in a particular financial year, to make a</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114)	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	contribution based on that amount in accordance with the requirements of Part 1 of Chapter 5 of the Act in respect of that financial year.		
s92(7)	<p>24. Contributions by Constituent Councils</p> <p>24.2 The power pursuant to Section 92(7) of the Act to receive notice from the Minister of the Minister's determination.</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s93(1)	<p>25. Payment of Contributions by Councils</p> <p>25.1 The duty pursuant to Section 93(1) of the Act, subject to Section 93(2) of the Act, to pay the Council's share of the amount to be contributed by the constituent councils in approximately equal instalments on 30 September, 31 December, 31 March and 30 June in the year to which the contribution relates, including any interest which accrues on any amount unpaid at the rate and in the manner prescribed by regulation.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Financial Services (214), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s93(2)	<p>25. Payment of Contributions by Councils</p> <p>25.2 The duty pursuant to Section 93(2) of the Act, if notice of a regional NRM levy imposed by a Council in respect of a financial year could not be included in the notice of general rates for that</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Financial Services (214),	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	year because the share to be contributed was not approved by the Governor on or before 1 June preceding that year, to pay the Council's share of the amount to be contributed by constituent councils in approximately equal instalments on 31 December, 31 March and 30 June in that year.	Manager Open Space (409), Manager Strategic Assets (403)	
-	26. Deliberately left blank 26.1 Deliberately left blank 26.2 Deliberately left blank 26.3 Deliberately left blank 26.4 Deliberately left blank	Deliberately left blank	Deliberately left blank
s96(1)	27. Cost of Councils 27.1 The power pursuant to Section 96(1) of the Act, subject to Section 96(2) and 96(3) of the Act, to receive an amount from a regional NRM board determined in accordance with the regulations on account of the costs of the Council as a constituent council in complying with the requirements of Part 1 of Chapter 5 of the Act.	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Financial Services (214)	NIL
s125(5)(b)	28. Declaration of Prescribed Water Resources 28.1 The duty pursuant to Section 125(5)(b) of the Act, to receive a copy of a notice from the Minister outlining a proposed	Chief Executive Officer (95), Director Development and Regulatory Services	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	recommendation to the Governor declaring that part of the State is a surface water prescribed area.	(70), Director Infrastructure and Operations (114)	
s136(3)	<p>29. Requirement for notice of certain applications</p> <p>29.1 The power pursuant to Section 136(3) of the Act, where the Council is a person specified in the plan to whom notice of an application must be given pursuant to Section 136(2) of the Act to make representations in writing to the relevant authority in relation to the granting or refusal of a permit.</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s136(6)	<p>29. Requirement for notice of certain applications</p> <p>29.2 The duty pursuant to Section 136(6) of the Act, if the Council has made a representation under Section 136(3) of the Act, as part of that representation indicated an interest in appearing before the authority, to appear personally or by representative before the authority to be heard in support of the representation.</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL
s136(11)	<p>29. Requirement for notice of certain applications</p> <p>29.3 The power pursuant to Section 136(11) of the Act to lodge an appeal with the ERD Court.</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Open Space (409), Manager Strategic Assets (403)	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s171(7)(a)	<p>30. By-Laws</p> <p>30.1 The power pursuant to Section 171(7)(a) of the Act to consult with a regional NRM board before a by-law is made by the NRM board under Section 171 of the Act that directly affects the area of the Council.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114)	NIL
s171(7)(c)	<p>30. By-Laws</p> <p>30.2 The power pursuant to Section 171(7)(c) of the Act to submit to the regional NRM board the Council's views on a by-law proposed to be made under Section 171 of the Act.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114)	NIL
s201(5)	<p>31. Orders made by ERD Court</p> <p>31.1 The power pursuant to Section 201(5) of the Act, where the Council's interests are affected by the subject matter of the application to make an application to the ERD Court for Orders under Section 201 of the Act.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114)	NIL
s201(7)	<p>31. Orders made by ERD Court</p> <p>31.2 The duty pursuant to Section 201(7) of the Act where an application is made to the ERD Court to serve a copy of the application on the Minister within 3 days after filing the application with the ERD Court.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114)	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s205(3)	<p>32. Management Agreements</p> <p>32.1 The power pursuant to Section 205(3) of the Act to receive notice from the Minister of a proposal to provide for the remission of any Council rate under Section 205(2)(j) of the Act by way of a management agreement.</p>	Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114)	NIL
s208(1), s208(2)	<p>33. Service of notices or other documents</p> <p>33.1 The duty pursuant to Section 208(1) of the Act, subject to Section 208(2) of the Act, where required or authorised by the Act to serve a notice or other document on a person, to effect service of the notice or other document by -</p> <p>33.1.1 giving the notice or document to the person or an agent of the person; or</p> <p>33.1.2 leaving the notice or other document for the person at his or her place of residence or business with someone apparently over the age of 16 years; or</p> <p>33.1.3 if the notice or document is to be served on the owner of the land and the land is unoccupied, and the Delegate has taken reasonable steps to effect service under the other paragraphs of</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Financial Services (214), Manager Open Space (409), Manager Strategic Assets (403)	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>Section 208(1) of the Act, to serve the notice or document by fixing it to some conspicuous part of the land; or</p> <p>33.1.4 if the notice or document is to be served on the occupier of the land, be sent by post to the occupier of the land; or</p> <p>33.1.5 be served on the person by fixing it to, or leaving it on, a vessel or craft that the person is apparently in charge of, or expected to board at some stage, if the Delegate has reasonable grounds to believe that service in this manner will bring the notice or document to the attention of the person to be served; or</p> <p>33.1.6 send the notice or document to the person by facsimile transmission; or</p> <p>33.1.7 serve or give the notice or document to a person in a manner prescribed by the Regulations.</p>		
s208(3)	<p>33. Service of notices or other documents</p> <p>33.2 The power pursuant to Section 208(3) of the Act, subject to the Regulations, if a notice or document is required or authorised</p>	Biodiversity Officer (327), Biodiversity Officer (85), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and	NIL

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	to be given to an owner of land, if it is to be served personally, to serve the notice on the owner, one of any joint owners, or the agent of the owner.	Operations (114), Manager Financial Services (214), Manager Open Space (409), Manager Strategic Assets (403)	
Clause 46(1)(d) of Schedule 4	<p>34. Vesting of Property</p> <p>34.1 The power pursuant to Clause 46(1)(d) of Schedule 4 of the Act to consent to the vesting in the Council by proclamation of the Governor any asset, right or liability of a statutory body or of a related body nominated by the proclamation.</p>	Chief Executive Officer (95)	NIL
Clause 54(17) of Schedule 4	<p>35. Special Provisions relating to the repeal of the Water Resources Act 1997</p> <p>35.1 The duty pursuant to Clause 54(17) of Schedule 4 of the Act, subject to Clause 55 of the Act, to pay any amount payable by the Council under Part 8, Division 2 of the Water Resources Act 1997 under a scheme established by the Minister for the purposes of Clause 54 of Schedule 4 of the Act (and such a scheme may provide that an amount be paid to a regional NRM board rather than a catchment water management board).</p>	Chief Executive Officer (95), Director Corporate Services (41), Manager Financial Services (214)	NIL
-	<p>35. Special Provisions relating to the repeal of the Water Resources Act 1997</p> <p>35.2 Deliberately left blank</p>	Deliberately left blank	Deliberately left blank

Natural Resources Management Act 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
-	36. Special Provisions related to levies 36.1 Deliberately left blank 36.2 Deliberately left blank 36.3 Deliberately left blank	Deliberately left blank	Deliberately left blank

Natural Resources Management (General) Regulations 2005

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r35(2)	DELEGATIONS UNDER THE NATURAL RESOURCES MANAGEMENT (GENERAL) REGULATIONS 2005 37. The power pursuant to Regulation 35(2) of the Natural Resources Management (General) Regulations ("the Regulations"), when making an agreement under Section 43 of the Act, to include provisions terms or conditions other than those identified in Regulation 35(1) of the Regulations.	Chief Executive Officer (95)	NIL

Natural Resources Management (Transitional Provisions Levies) Regulations 2004

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
-	38. Contributions by Councils 38.1 Deliberately left blank	Deliberately left blank	Deliberately left blank

Instrument of Delegation under the Real Property Act 1886

Real Property Act 1886			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 223LDA(b)(i)	Issue a certificate certifying compliance with the requirements of the Act under which the encumbrance was entered to, or is in force, as to the variation or termination of the statutory encumbrance	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Development Services (72), Manager Property Services (394), Property Officer (113), Roads Officer (416)	NIL
section 223LH(1)(c)	Issue a certificate certifying the council's consent to the division of land	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Development Services (72), Manager Property Services (394), Property Officer (113), Roads Officer (416)	NIL
section 252	Provide the Registrar-General with a map or plan showing particulars of the new street or road vested in the council	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Development Services (72), Manager Property Services (394), Property Officer (113), Roads Officer (416)	NIL

Instrument of Delegation under the Safe Drinking Water Regulations 2012

Safe Drinking Water Regulations 2012			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 4	Observe the Australian Drinking Water Guidelines 2011 prepared by the national Health and Medical Research Council and the Natural Resources Management Ministerial Council in relation to the quality and supply of drinking water	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 9(5)	Keep copies of each risk management plan prepared or adopted by the council and all documents generated in the implementation of the risk management plan	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 15(2)	Determine the fee payable for an authorised officer appointed by the council carrying out an inspection of any premises or vehicle reasonably required in connection with the administration or enforcement of the Safe Drinking Water Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Safe Drinking Water Regulations 2012

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	

Instrument of Delegation under the South Australia Public Health (General) Regulations 2013

South Australia Public Health (General) Regulations 2013			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 5B(2)	Deliver a notice to the Registrar-General setting out the amount recoverable under section 93 of the South Australian Public Health Act, setting out the land in relation to which the relevant action was taken and requesting the registrar-General to make a notation under regulation 5B in relation to the relevant land	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 5B(7)	Recover an amount under section 93 of the South Australian Public Health Act as if it were a rate constituting a charge on land under section 144(2) of the Local Government Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 8(1)	Operate and maintain a public pool in accordance with regulation 8(1)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

South Australia Public Health (General) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 8(2)	Take prescribed steps to monitor compliance with regulation 8(1)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 8(3)	Maintain records made under regulation 8(2)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 8(4)	Close public pool if filtration system ceases to operate or a reading taken under regulation 9 indicates that the total chlorine concentration in the water exceeds 10mg/L	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

South Australia Public Health (General) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 9(1)	Operate and maintain a public spa pool in accordance with regulation 9(1)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 9(2)	Take prescribed steps to monitor compliance with regulation 9(1)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 9(3)	Maintain records made under regulation 9(2)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

South Australia Public Health (General) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 9(4)	Close public spa pool if filtration system ceases to operate or a reading taken under regulation 9 indicates that the total chlorine concentration in the water exceeds 10mg/L	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 11A(1)	Refund, reduce or remit payment of a prescribed fee	Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Financial Services (214), Team Leader Environmental Health (96)	NIL
regulation 11A(2)	Recover a prescribed fee as a debt in a court of competent jurisdiction	Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Financial Services (214), Team Leader Environmental Health (96)	NIL

Instrument of Delegation under the South Australia Public Health (Legionella) Regulations 2013

South Australia Public Health (Legionella) Regulations 2013			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 5(3)	Approve the manner and form for applying to register a high risk manufactured water system	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 5(3)	Receive fee for registration of a high risk manufactured water system	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 5(3)	Register a high risk manufactured water system	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australia Public Health (Legionella) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 5(6)	Approve the manner and form for applying to renew the registration of a high risk manufactured water system	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 5(6)	Receive fee for renewal of registration of a high risk manufactured water system	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 5(6)	Register a renewal of the registration of a high risk manufactured water system	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 6(1)	Keep a register of high risk manufactured water system	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

South Australia Public Health (Legionella) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 6(2)	Determine manner and form of keeping a register of high risk manufactured water system	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 6(4)	Receive notice of a change in particulars from the owner of premises on which a high risk manufactured water systems registered with the council	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 6(5)	Receive notice of the permanent decommissioning or removal of a high risk manufactured water systems registered with the council	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australia Public Health (Legionella) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 15(1)(a)	Cause an inspection of a high risk manufactured water systems registered with the council	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 15(1)(b)	Arrange for a NATA accredited laboratory to carry out microbiological testing from a water cooling system	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 15(2)(a)	Notify the owner of premises on which a high risk manufactured water systems registered with the council of inspection and microbiological testing requirements	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 15(2)(b)	Receive reports from the owner of premises on which a high risk manufactured water systems registered with the	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

South Australia Public Health (Legionella) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	council in regard to inspection of the system and microbiological testing	Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 16(1)	Notify the owner of premises with a high risk manufactured water system of microbiological testing requirements	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 16(1)(d)	Receive report from the owner of premises on which a high risk manufactured water system is installed regarding microbiological testing	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 17(1)(b)	Receive report from the owner of premises on which a high risk manufactured water system is installed regarding detection of Legionella	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australia Public Health (Legionella) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 17(2)(b)	Receive report from the owner of premises on which a high risk manufactured water system is installed regarding detection of Legionella	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 17(3)	Forward a report regarding detection of Legionella under regulation 17 to the Department of Health and Wellbeing	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 21(3)	Notify a person liable to pay a fee of a period in which the fee must be paid	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

Instrument of Delegation under the South Australia Public Health (Wastewater) Regulations 2013

South Australia Public Health (Wastewater) Regulations 2013			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 6(1)(b)	Agree to act as a relevant authority in respect of a wastewater systems or wastewater works being undertaken by another council or a person in conjunction with another council	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 8(1)	Give notice to the owners of land in the area affected by the proposed establishment of a community wastewater management system by the council	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 8(2)	Consider any submissions received regarding the proposed establishment of a community wastewater management system by the council	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 8(3)	Obtain a wastewater works approval from the Minister	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 9(1)	Require the operator of an on-site wastewater system to connect the system to a community wastewater management system and submit an application for the connection to the relevant authority	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 9(1)(b)	Receive an application for connection of an on-site wastewater system to a community wastewater management system	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 9(4)	Grant approval for wastewater works for the connection of an on-site wastewater system to a community wastewater management system	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 9(6)	Cause the requirements of an approval under regulation 9 for wastewater works to be carried out	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 9(7)	Recover the costs and expenses reasonably incurred in exercising power under regulation 9(6) and the application fee which would have been payable	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 10(1)	Determine application for an exemption from regulation 9	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 10(3)	Impose conditions on an exemption from regulation 9	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 10(4)	Vary or revoke an exemption granted under regulation 10(3)	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 11(1)	Ensure that the requirements of regulation 11(1) are met	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 11(2)	Receive a certificate indicating that wastewater works have been undertaken in accordance with the wastewater works approval and detailed drawings as prescribed	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 12(1)	Ensure that the wastewater system is operated, maintained and serviced in accordance with the conditions of any wastewater works approval and any prescribed code	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 13(1)	Ensure that wastewater from the wastewater system is not reused or disposed of to land unless authorised by conditions of the wastewater works approval	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 15(1)	Receive an application for exemption from compliance with specific provisions of the regulations requiring compliance with prescribed codes	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 15(1)	Apply for exemption from compliance with specific provisions of the regulations requiring compliance with prescribed codes	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 15(3)	Determine conditions to apply to an exemption from a prescribed code	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 15(5)	Vary or revoke an exemption from a prescribed code	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 23(1)	Receive an application for a wastewater works approval	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 23(2)	Request applicant for a wastewater works approval to provide further technical specifications, information or documents	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 23(1)	Apply for a wastewater works approval	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 23(2)	Provide further technical specifications, information or documents requested by the relevant authority	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 24(1)	Refuse to grant a wastewater approval	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 24(2)	Provide SA Water with a reasonable opportunity to comment on an application for a wastewater works approval involving the connection of a community wastewater management system to SA Water sewerage infrastructure	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 25(1)	Specify conditions applying to a wastewater works approval	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 25(1)	Comply with conditions applying to a wastewater works approval	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 25(4)	Provide a copy of a code referred to in a condition of approval for inspection and the council's office	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 25(6)	Vary or revoke a condition of a wastewater approval	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 25(6)	Apply for a variation or revocation of a condition of a wastewater approval	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 25(7)	Vary or revoke a condition of a wastewater approval or impose a further condition	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 25(7)	Consent to the variation or revocation of a condition of a wastewater approval or the imposition of a further condition	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 26(2)	Postpone the expiry of a wastewater approval	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 27(1)	Keep a register of wastewater approvals	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 27(5)	Enable the inspection of the register of wastewater works approvals at the council's offices and the provision of extracts of the register by electronic means	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 29(1)	Notify the operator of a wastewater system which the council considers on reasonable grounds is adversely affecting or threatening public or environmental health to provide a report from an independent wastewater engineer	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 29(1)	Provide a report from an independent wastewater engineer to the Minister or relevant authority as requested under regulation 29(1)	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 29(3)	Obtain a report from an independent wastewater engineer regarding a wastewater system which the council considers on reasonable grounds is adversely affecting or threatening public or environmental health	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental	NIL

South Australia Public Health (Wastewater) Regulations 2013

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
regulation 29(3)	Recover the costs and expenses reasonably incurred in obtaining a report from an independent wastewater engineer	Chief Executive Officer (95), CWMS Technical Officer (423), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

Instrument of Delegation under the South Australian Public Health Act 2011

South Australian Public Health Act 2011			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 18(2)	Provide a report as required by the Minister on any matter relevant to the administration or operation of the Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 22(2)	Respond to a request from the Chief Public Health Officer under section 22(1)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 36	Enter an arrangement with the South Australian Public Health Council for the use of the staff, equipment or facilities of the council	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 37(2)(a)	Take action to preserve, protect and promote public health in the council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 37(2)(b)	Cooperate with other authorities involved in the administration of the Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 37(2)(c)	Ensure that adequate sanitation measures are in place in the council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 37(2)(d)	Implement adequate measures in the council area (insofar as reasonably practicable) to ensure that activities do not adversely affect public health	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 37(2)(e)	Identify risks to public health within the council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 37(2)(f)	Take remedial action to reduce or eliminate adverse impacts or risks to public health	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 37(2)(g)	Assess activities and development, or proposed activities or development, within the council area in order to determine and respond to public health impacts (or potential public health impacts)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 37(2)(h)	Provide, or support the provision of, educational information about public health and to provide or support activities within the council area to preserve, protect or promote public health	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 38(1)	Provide, or support the provision of, immunisation programs within the council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 39(1)	Act in conjunction or partnership with , or cooperate or coordinate the council's activities, with one or more other councils	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 39(3)	Furnish a written report to the Chief Public Health Officer responding to a request from the Chief Public Health Officer to cooperate with one or more other councils	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 40(2)	Participate in consultation with the Chief Public Health Officer regarding the Chief Public Health officer exercising powers of the council under the Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 41(1)	Participate in consultation with the Minister regarding the Minister's opinion that the council has failed to perform a function under the Act	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
section 41(6)(a)(ii)	Make submissions to the Minister regarding the proposed withdrawal of council powers under the Act	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
section 42(1)	Request that a function of the council under the Act be performed by the Chief Public Health Officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL
section 42(10)	Enter into an agreement with the Chief Public Health Officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL
section 42(11)	Request that a notice issued by the Minister under section 42(4) vesting a council function in the Chief Public Health Officer be varied or revoked	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL
section 42(11)	Participate in consultation the Minister regarding the proposed variation or revocation of the vesting of a council function in the Chief Public Health Officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 44(1)	Appoint a suitably qualified person as a local authorised officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL
section 44(2)	Impose conditions on the appointment of a local authorised officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL
section 44(4)	Issue directions to a local authorised officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL
section 44(6)	Vary or revoke the appointment of a local authorised officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL
section 44(7)	Notify the Chief Public Health Officer of an appointment or the revocation of an appointment of a local authorised officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL
section 46(1)	Issue an identity card of a local authorised officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 49(1)	Require a person to furnish information relating to public health as may be reasonably required for the purposes of the Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 51(1)	Prepare and maintain a regional public health plan	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 51(10)	Amend a regional public health plan	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 51(11)(a)	Prepare a draft regional public health plan	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 51(11)(b)(i)	Provide a copy of a draft regional public health plan to the Minister, any incorporated hospital established under the Health Care Act 2008 that operates a facility within the region, any relevant public health partner authority and any other prescribed body or group	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 51(11)(b)(ii)	Consult with the public in regard to a draft regional public health plan	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 51(12)	Participate in consultation with the Minister, or any other person or body specified by the Minister, before releasing a draft regional health plan under section 51(12)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 51(13)	Submit a regional public health plan to the Chief Public Health Officer for consultation before bringing the plan into operation	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 51(15)	Take into account any comments of the Chief Public Health Officer, South Australian Public Health Council and any other body determined by the Chief Public Health Officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 51(16)	Adopt a regional public health plan either with or without amendment	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 51(17)	Incorporate a regional public health plan into the councils strategic management plan under the Local Government Act 1999	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 51(19)	Review a regional public health plan at least every 5 years	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 52(1)	Prepare a report to the Chief Public Health Officer that contains a comprehensive assessment of the extent to which the council has in the reporting period succeeded in implementing its regional public health plan	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 64(3)	Receive a report from the Chief Public Health Officer regarding a suspected death from a notifiable condition in the council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 65(a)	Receive a report from the State government department responsible for the administration of the Act on the occurrence or incidence of notifiable conditions in the council area and any problems or issues caused by or arising on account of such diseases of medical conditions in the council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 65(b)	Receive information from the State government department responsible for the administration of the Act on the occurrence or incidence of notifiable conditions in the council area that constitutes, or may constitute, a threat to public health	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 66(6)	Recover costs and expenses reasonably incurred in an authorised officer taking action in accordance with a direction or requirement issued under section 66(1) which has not been complied with by the person subject to the direction or requirement	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 66(9)	Take action reasonably open to the council to prevent the spread of a disease constituting a notifiable condition	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 92(1)	Issue a notice for the purpose of securing compliance with the Act or averting, eliminating or minimising a risk, or a perceived risk, to public health	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 92(2)(b)	Give a preliminary notice to a person to whom it is proposed that a notice under section 91(1) will be given	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 92(8)	Confirm an emergency notice given by an authorised officer under section 92(6)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 92(9)	Vary or revoke a notice issued by the council under section 92	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 93(1)	Take action required by a notice issued under Part 12 if the requirements of the notice have not been fulfilled	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 93(2)	Authorise a person to take action on behalf of the council under section 93(1)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 93(3)	Enter any relevant premises at any reasonable time to take action under section 93	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 93(4)	Recover the reasonable costs and expenses incurred by the council in taking action under section 93 from the person who failed to comply with the requirements of the notice	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 93(5)	Fix a period from the date of a notice issued under section 93 within which an amount under section 93(4) must be paid	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

South Australian Public Health Act 2011

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 94(5)(b)	Recover the reasonable costs and expenses of a local authorised officer taking action under section 94 from any person who caused the risk to which the action relates	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 96(5)	Apply to the South Australian Civil and Administrative tribunal under section 34 of the South Australian Civil and Administrative Tribunal Act 2013 for a review of the outcome of review proceedings by the Review panel under section 95	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 96(5)	Participate as a party to proceedings under section 96	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

Instrument of Delegation under the Supported Residential Facilities Act 1992

Supported Residential Facilities Act 1992			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
section 9(1)(a)	Administer and enforce the Supported Residential Facilities Act in the council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 9(1)(b)	Licence supported residential facilities situated in the council area	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 9(1)(c)	Undertake other functions assigned to the council by the Supported Residential Facilities Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 9(1)(c)	Undertake other functions assigned to the council by the Supported Residential Facilities Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 9(2)	Delegate a power or function under the Supported Residential Facilities Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 9(5)	Participate in consultation with the Minister regarding a perceived failure of council to discharge duties under the Supported Residential Facilities Act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 9(8)(a)(ii)	Make submissions to the Minister regarding the vesting of council powers or functions in another person or body	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 9(8)(b)	Undertake a delegation to discuss with the Minister the vesting of council powers or functions in another person or body	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 21(1)	Appoint an authorised officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 21(2)	Issue an identity card to an authorised officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 21(4)	Revoke the appointment of an authorised officer	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 24(1)	Receive an application from a proprietor of a supported residential facility for a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 24(3)	Issue a notice to the applicant for a licence requiring further information to determine the application for a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 24(5)	Require information provided by an applicant to be verified by statutory declaration	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 24(9)	Conditionally approve the issue of a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 24(9)	Grant a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 24(10)	Refuse and application for a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 24(10)	Notify the applicant of a refusal of an application for a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 25(1)	Determine matters to be taken into account in determining an application for a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 25(2)	Determine matters to be taken into account in determining whether the applicant is suitable to be granted a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 25(3)	Determine matters to be taken into account in determining whether the premises are suitable to be used as a supported residential facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 27(3)	Determine to consider a late application for renewal of a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 27(4)	Notify the applicant of a decision on an application for the renewal of a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 28	Refuse to renew a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 29(1)(b)	Impose conditions on a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 29(3)(b)	Vary or revoke a condition on a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 30(1)	Receive an application for the transfer of a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 30(3)	Request further information from an applicant for a transfer of a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 30(4)	Transfer a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 30(5)	Receive a surrendered licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 31(1)	Cancel a licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 31(2)(a)	Notify the holder of a licence of a proposed cancellation of the licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 31(2)(b)	Receive submissions from the holder of a licence regarding a proposed cancellation of the licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 31(3)	Impose conditions pending the cancellation of a licence to protect the interests of residents of the facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 31(4)(a)	Appoint an administrator to a facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 31(4)(b)	Take steps to secure the proper care of the residents of a facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 31(6)(a)	Determine whether or not the imposition of conditions pending the cancellation of a licence would adequately protect the interests of residents of the facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 31(6)(g)(ii)	Revoke the appointment of an administrator	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 32(1)	Participate in the review of a decision of the licensing authority by the South Australian Civil and Administrative Tribunal	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 32(3)	Order that a licence subject to an application to review decision regarding renewal remain in force until the determination of the review	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 32(4)(a)	Impose conditions on an order given under section 32(3)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 32(4)(b)	Vary or revoke an order given under section 32(3)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 33(1)	Grant licence	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 34(1)	Approve a manager of a facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 34(2)	Determine a time period after which the proprietor of a facility will be guilty of an offence if no approved person is managing the facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 35	Approval of a person to be the licence holder if a licence holder dies	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 37	Receive a copy of the prospectus and any alterations to the prospectus	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 39(2)(b)	Approve an alternative to the prescribed means of serving a notice of termination of a resident contract by the proprietor of a facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 43(1)(a)	Receive an application in regard to disputes between a resident of a supported residential facility and the proprietor	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(1)(b)	Receive an application if a resident of a support residential facility objects to a decision of the proprietor of the facility to terminate his or her residential contract	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(1)(c)	Receive an application if a resident of a support residential facility believes that the proprietor has failed to comply with the terms or their resident contract or a provision of the Support	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Residential facilities Act or the proprietor has acted in any unauthorised manner	Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 43(2)	Explore avenues of conciliation between the resident and the proprietor	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(3)(a)	Make recommendations as to the settlement of a dispute between a resident and the proprietor	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(3)(b)	Order the proprietor to vary or reverse a decision or take such actions necessary to remedy the breach or reverse the effect of any act of the proprietor	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 43(3)(c)	Order the resident to refrain from any future action of a kind specified in the order or take action appropriate in the circumstances of the case	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(3)(d)	Order the resident or proprietor to take action to remedy any default or to correct any unauthorised act	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(3)(e)	Take any action appropriate in the circumstances	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 43(6)(a)	Require an applicant to furnish further information in relation to the subject matter of the application	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(6)(b)	Require an applicant to verify any information by statutory declaration	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(7)	Notify the applicant and respondent of the time and place of any hearing of the application	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 43(8)	Investigate or determine the subject matter of an application	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(9)	Make an interim order pending final resolution of the matter	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(10)(a)	Determine the time period (not exceeding 2 months) during which the interim order will operate	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 43(11)	Vary or revoke an order	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(12)(a)	Specify procedures for the resolution of the dispute	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(12)(a)	Decline to proceed with an application until reasonable steps have been taken to resolve the dispute pursuant to procedures specified by the licensing authority	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 43(12)(b)	Decline to proceed with an application if it would be more appropriate for the proceedings to be taken in a court or tribunal constituted by law	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 43(12)(b)	Decline to proceed (or further proceed) with an application if proceedings have been commenced in a court or tribunal constituted by law	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 44(1)	Participate in proceedings for a review of a decision or order of the licensing authority by the South Australian Civil and Administrative Tribunal	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 47(1)	Approve a person to enter any premises that comprise a support residential facility, or any residential-only premises, for the purpose of visiting or attending on any person residing at those premises	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 49(1)(a)	Receive complaints regarding the management of a supported residential facility or any residential-only premises	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 49(1)(b)	Receive complaints regarding the conduct of a resident of a supported residential facility or any residential-only premises	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 49(2)	Determine whether a complaint must be reduced to writing	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 49(3)	Take appropriate action in regard to a complaint	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 49(4)	Appoint an authorised officer to investigate the circumstances surrounding the complaint and to attempt to resolve the matter as expeditiously as possible	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 56(4)	Pay prescribed percentage of licence fees into the Supported Residential Facilities Indemnity Fund	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 57(5)	Exempt a proprietor of a facility from a regulation that applies to the facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 57(6)	Attach conditions to an exemption granted under section 57(5)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294),	NIL

Supported Residential Facilities Act 1992

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	
section 57(7)(a)	Revoke an exemption granted under section 57(5)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
section 57(7)(b)	Vary or revoke condition applying to an exemption granted under section 57(5)	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

Instrument of Delegation under the Supported Residential Facilities Regulations 2009

Supported Residential Facilities Regulations 2009			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 17(2)	Approve an acting manager of a facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 18(1)	Approve a registered nurse to oversee the provision of nursing care at a facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 18(2)	Revoke the approval of a registered nurse to overseeing the provision of nursing care at a facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

Supported Residential Facilities Regulations 2009

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 18(2)	Require a new appointment of a registered nurse to oversee the provision of nursing care at a facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 21(1)(b)	Approve a kitchen at a facility which does not meet the prescribed requirements	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 21(3)(e)	Require the fitting of handrails, ramps and lifts at a facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL
regulation 24(1)	Direct a proprietor of a supported residential facility to install a communication system at the facility	Chief Executive Officer (95), Director Development and Regulatory Services (70), Environmental Health Officer (241), Environmental Health Officer (294), Environmental Health Officer (91), Environmental Health Project Officer (97), Team Leader Environmental Health (96)	NIL

Appendix 3

Combined Instruments of Delegation

15 March 2021



ADELAIDE HILLS COUNCIL

COMBINED INSTRUMENT OF DELEGATION

15 MARCH 2021

APPENDIX 3

Instruments of Delegation in this Document

- Instrument of Delegation under the Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008
- Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Powers of a Council as: A Council: A Designated Authority: A Designated Entity (until full PDI commencement)
- Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Power of a Council as a Relevant Authority
- Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)
- Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)
- Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017

Delegation Sources

- Development Act 1993
- Development (Development Plans) Amendment Act 2006
- Development Regulations 2008
- Development (Waste Reform) Variation Regulations 2019
- Planning, Development and Infrastructure Act 2016
- Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Power of a Council as a Relevant Authority
- Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)
- Planning, Development and Infrastructure (General) Regulations 2017
- Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019
- State Planning Commission Practice Direction - 2 Preparation and Amendment of Designated Instruments
- State Planning Commission Practice Direction - 3 (Notification of Performance Assessed Development Applications) 2019
- State Planning Commission Practice Direction (Council Inspections) 2020
- State Planning Commission Practice Direction 10 (Staged Occupation of Multi-Storey Buildings) 2020
- Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);
- Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017

Positions

Abbreviation	Position
Administration Building Support Officer (418)	Administration Building Support Officer (418)

Abbreviation	Position
Administration Support Officer (369)	Administration Support Officer (369)
Administration Support Officer (76)	Administration Support Officer (76)
Assessment Manager (72)	Assessment Manager (72)
Building Fire Safety Committee	Building Fire Safety Committee
Building Officer (380)	Building Officer (380)
Building Officer (453)	Building Officer (453)
Building Officer (463)	Building Officer (463)
Building Officer (73)	Building Officer (73)
CAP (Council's Assessment Panel)	CAP (Council's Assessment Panel)
Chief Executive Officer (95)	Chief Executive Officer (95)
Coordinator Civil Projects (109)	Coordinator Civil Projects (109)
Customer Service Officer Casual (21)	Customer Service Officer Casual (21)
Customer Service Officer Casual (267)	Customer Service Officer Casual (267)
Customer Service Officer Casual (281)	Customer Service Officer Casual (281)
Customer Service Officer Casual (359)	Customer Service Officer Casual (359)
Customer Service Officer Casual (60)	Customer Service Officer Casual (60)
Development Compliance Officer (211)	Development Compliance Officer (211)
Director Corporate Services (41)	Director Corporate Services (41)

Abbreviation	Position
Director Development and Regulatory Services (70)	Director Development and Regulatory Services (70)
Director Infrastructure and Operations (114)	Director Infrastructure and Operations (114)
Duty Planner (265a)	Duty Planner (265a)
Duty Planner (265b)	Duty Planner (265b)
Elected Body	Council Members 2018 - 2022
Elected Body	Elected Body
Executive Assistant Dev'ment and Reg Services (69)	Executive Assistant Dev'ment and Reg Services (69)
Home Services Support Officer (25)	Home Services Support Officer (25)
Information Management Admin Officer (436)	Information Management Admin Officer (436)
Information Management Officer (457)	Information Management Officer (457)
Information Management Officer Tech Records (434)	Information Management Officer Tech Records (434)
Manager Civil Services (402)	Manager Civil Services (402)
Manager Development Services (72)	Manager Development Services (72)
Manager Financial Services (214)	Manager Financial Services (214)
Manager Open Space (409)	Manager Open Space (409)
Manager Property Services (394)	Manager Property Services (394)
Manager Strategic Assets (403)	Manager Strategic Assets (403)

Abbreviation	Position
Senior Civil Engineer (184)	Senior Civil Engineer (184)
Senior Customer Service Officer (307)	Senior Customer Service Officer (307)
Senior Customer Service Officer (34)	Senior Customer Service Officer (34)
Senior Statutory Planner (80)	Senior Statutory Planner (80)
Senior Strategic and Policy Planner (200)	Senior Strategic and Policy Planner (200)
Services Coordinator (35)	Services Coordinator (35)
Statutory Planner (195)	Statutory Planner (195)
Statutory Planner (215)	Statutory Planner (215)
Statutory Planner (230)	Statutory Planner (230)
Statutory Planner (462)	Statutory Planner (462)
Statutory Planner (82)	Statutory Planner (82)
Statutory Planning Cadet (355)	Statutory Planning Cadet (355)
Supervisor Parks and Reserves (115)	Supervisor Parks and Reserves (115)
Team Leader Administration (77)	Team Leader Administration (77)
Team Leader Building Services (286)	Team Leader Building Services (286)
Team Leader Customer Service (389)	Team Leader Customer Service (389)
Team Leader Information Management (433)	Team Leader Information Management (433)
Team Leader Statutory Planning (326)	Team Leader Statutory Planning (326)

Abbreviation	Position
Technical Information Management Officer (435)	Technical Information Management Officer (435)
Technical Officer (104)	Technical Officer (104)

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Instrument of Delegation under the Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s6(3)	<p>1. Concept of Change in the Use of Land</p> <p>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:</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s6(3)	<p>1. Concept of Change in the Use of Land</p> <p>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:</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
s18(1)	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.	Chief Executive Officer (95)	NIL
s18(2)	2. Appointment of Authorised Officers 2.2 The power pursuant to Section 18(2) of the Act to impose conditions on the appointment of an authorised officer.	Chief Executive Officer (95)	NIL
s18(3)	2. Appointment of Authorised Officers 2.3 The duty, pursuant to Section 18(3) of the Act to issue an authorised officer with an identity card.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s18(5)	<p>2. Appointment of Authorised Officers</p> <p>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.</p>	Chief Executive Officer (95)	NIL
s20(8)	<p>3. Delegations</p> <p>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.</p>	Chief Executive Officer (95)	NIL
s24(1)(a)(i)	<p>4. Council or Minister May Amend a Development Plan</p> <p>4.1 Where an amendment relates to the area, or part of the area, of a council, the power pursuant to</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Section 24(1)(a)(i) of the Act to prepare an amendment to a Development Plan.		
s24(1)(b)(i)	<p>4. Council or Minister May Amend a Development Plan</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.
s24(1)(b)(ii)	<p>4. Council or Minister May Amend a Development Plan</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s24(1a)	<p>4. Council or Minister May Amend a Development Plan</p> <p>4.4 The power pursuant to Section 24(1a) of the Act and in accordance with subdivision 2 of Division 2 Part</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
s24(1)(a)(iva)	<p>4. Council or Minister May Amend a Development Plan</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s 24(1b)	<p>4. Council or Minister May Amend a Development Plan</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s24(2a)	4. Council or Minister May Amend a Development Plan	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
s 25(1)	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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	Subject to sign-off by Council.
s25(1)	5. Amendments by a Council 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	Subject to sign-off by Council.
s25(4) and 25(5)	5. Amendments by a Council 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:	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	Subject to sign-off by Council.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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;</p> <p>5.3.2 the DPA must include an assessment of the extent to which the proposed amendment:</p> <p>5.3.2.1 accords with the Planning Strategy; and</p> <p>5.3.2.2 accords with the Statement of Intent; and</p> <p>5.3.2.3 accords with other parts of the Development Plan; and</p> <p>5.3.2.4 complements the policies in the Development Plans for adjoining areas; and</p> <p>5.3.2.5 satisfies the matters prescribed in the Regulations;</p>		

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>5.3.3 the DPA must include:</p> <p>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</p> <p>5.3.3.2 a summary of the conclusions drawn from the investigations and assessments referred to above; and</p> <p>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);</p> <p>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</p>		

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>accordance with any scheme set out in the Regulations, in connection with the preparation of the DPA under the Act;</p> <p>5.3.5 the DPA must include any other matter prescribed by the Regulations.</p>		
s25(3)(a)	<p>5. Amendments by a Council</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s25(4)	<p>5. Amendments by a Council</p> <p>5.5 The duty, pursuant to Section 25(4) of the Act to prepare a DPA only after the Delegate has considered the advice of a person with prescribed qualifications.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s25(5)	<p>5. Amendments by a Council</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
s25(6)	<p>5. Amendments by a Council</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s25(6)	<p>5. Amendments by a Council</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s25(7)(a)	<p>5. Amendments by a Council</p> <p>5.9 Process A</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
s25(7)(b)	<p>5. Amendments by a Council</p> <p>5.9 Process A</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s 25(7)(c)	<p>5. Amendments by a Council</p> <p>5.9 Process A</p> <p>5.9.3 The power pursuant to Section 25(7)(c) of the Act to consult with the Minister.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s25(7)(c)(i)	<p>5. Amendments by a Council</p> <p>5.9 Process A</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s25(10), 25(11), 25(12) and 25(12a)	<p>5. Amendments by a Council</p> <p>5.9 Process A</p> <p>5.9.5 Subject to Sections 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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s25(8)(a)	<p>5. Amendments by a Council</p> <p>5.10 Process B</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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.</p> <p>5.10.2 The power, pursuant to Section 25(8)(a) of the Act, to consult with the Minister.</p> <p>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.</p> <p>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.</p>		

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
s25(9)(a)	<p>5. Amendments by a Council</p> <p>5.11 Process C</p> <p>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.</p> <p>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 the DPA for public consultation in accordance with the Regulations, over</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>a period that is at least concurrent with the period that applies under Section 25(9)(a) of the Act.</p> <p>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:</p> <p>5.11.3.1 an owner or occupier of any land that is directly subject to the operation of the proposed amendment; and</p> <p>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,</p> <p>a written notice in accordance with the Regulations.</p>		
s25(10)	<p>5. Amendments by a Council</p> <p>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</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)</p>	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>prescribed form relating to the extent to which the proposed amendment:</p> <p>5.12.1 accords with the Planning Strategy; and</p> <p>5.12.2 accords with the Statement of Intent; and</p> <p>5.12.3 accords with other parts of the Development Plan; and</p> <p>5.12.4 complements the policies in the Development Plans for adjoining areas; and</p> <p>5.12.5 satisfies the matters prescribed in the Regulations.</p>		
s25(11)	<p>5. Amendments by a Council</p> <p>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:</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)</p>	<p>NIL</p>

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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</p> <p>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,</p> <p>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 in relation to those representations.</p>		
s25(12)	<p>5. Amendments by a Council</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>each owner of land constituting a place proposed as a place of local heritage value a written notice:</p> <p>5.14.1 informing the owner of the proposed amendment, and</p> <p>5.14.2 inviting the owner to make submissions on the amendment within the period provided for public consultation under the Regulations.</p>		
s25(12a)	<p>5. Amendments by a Council</p> <p>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:</p> <p>5.15.1 informing the owner of the proposed amendment; and</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)</p>	<p>NIL</p>

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	5.15.2 inviting the owner to make submissions on the amendment within the period provided for public consultation under the Regulations.		
s25(13)(a)	<p>5. Amendments by a Council</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s25(13)(b)	<p>5. Amendments by a Council</p> <p>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.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.
s25(13)(a);	<p>5. Amendments by a Council</p> <p>5.18 The duty to send to the Minister:</p>	Chief Executive Officer (95), Director Development and	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>5.18.1 a copy of a report under Section 25(13)(a); and</p> <p>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.</p>	Regulatory Services (70), Senior Strategic and Policy Planner (200)	
s25(15)(d) and 25(15)(f)	<p>5. Amendments by a Council</p> <p>5.19 The power pursuant to Sections 25(15)(d) and 25(15)(f) of the Act to consult with the Minister.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.
s25(21)	<p>5. Amendments by a Council</p> <p>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.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.
s25(23)	<p>5. Amendments by a Council</p> <p>5.21 The power pursuant to Section 25(23) of the Act to consult with the Minister.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s26(5)(d)(i)	<p>6. Amendments by the Minister</p> <p>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.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.
s26(5a)(a)	<p>6. Amendments by the Minister</p> <p>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.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.
s26(5b)(a)	<p>6. Amendments by the Minister</p> <p>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.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.
s26(12)	<p>6. Amendments by the Minister</p> <p>6.4 The power pursuant to Section 26(12) of the Act, to make comment to the Minister within a period</p>	Chief Executive Officer (95)	Subject to sign-off by Council.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	determined by the Minister in relation to a proposal to act under Section 26(11) of the Act.		
s26(12)	<p>6. Amendments by the Minister</p> <p>6.5 The power pursuant to, Section 26(12) of the Act to, by notice in writing, object to the Minister's proposed action.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.
s27(6)	<p>7. Parliamentary Scrutiny</p> <p>7.1 The power pursuant to Section 27(6) of the Act to consult with the Minister.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.
s30(1)	<p>8. Strategic Directions Reports</p> <p>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:</p> <p>8.1.1 addresses the strategic planning issues within the area of the Council, with particular reference to:</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>8.1.1.1 the Planning Strategy; and</p> <p>8.1.1.2 any other policy or document prescribed by the regulations; and</p> <p>8.1.2 addresses appropriate amendments to any Development Plan that applies within the area of the Council; and</p> <p>8.1.3 sets out the Council's priorities for:</p> <p>8.1.3.1 achieving orderly and efficient development through the implementation of planning policies; and</p> <p>8.1.3.2 the integration of transport and land-use planning within its area; and</p> <p>8.1.3.3 implementing any relevant targets set out in the Planning Strategy; and</p>		

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>8.1.3.4 implementing affordable housing policies set out in the Planning Strategy within its area; and</p> <p>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</p> <p>8.1.3.6 other projects or initiatives considered to be relevant by the Council; and</p> <p>8.1.4 contains such other material as may be:</p> <p>8.1.4.1 prescribed by the regulations; or</p> <p>8.1.4.2 required by the Minister.</p>		

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s30(2)	<p>8. Strategic Directions Reports</p> <p>8.2 The duty pursuant to Section 30(2) of the Act to prepare and complete a report under Section 30 of the Act:</p> <p>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:</p> <p>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</p> <p>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</p> <p>8.2.2 in any event, within 5 years after the completion of the last report under Section 30 of the Act.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s30(3)	<p>8. Strategic Directions Reports</p> <p>8.3 The duty, pursuant to Section 30(3) of the Act, in connection with the preparation of a report under Section 30 of the Act, to:</p> <p>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</p> <p>8.3.2 consult with any prescribed authority or body in the manner specified by the regulations.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.
s30(4)	<p>8. Strategic Directions Reports</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s30(5)	<p>8. Strategic Directions Reports</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s30(6)	<p>8. Strategic Directions Reports</p> <p>8.6 The duty pursuant to Section 30(6) of the Act, in preparing a report under Section 30 of the Act, to:</p> <p>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</p> <p>8.6.2 if relevant, prepare a DPA that is suitable for consideration under Section 25(3) of the Act.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s30(7)	<p>8. Strategic Directions Reports</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s30(8)	<p>8. Strategic Directions Reports</p> <p>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).</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.
s30(9)	<p>8. Strategic Directions Reports</p> <p>8.9 The power pursuant to Section 30(9) of the Act to request the Minister to exempt the Council:</p> <p>8.9.1 from a requirement to prepare a particular report under Section 30 of the Act; or</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	8.9.2 from a particular requirement with respect to a report under Section 30 of the Act.		
s30(12)	<p>8. Strategic Directions Reports</p> <p>8.10 The duty pursuant to Section 30(12) of the Act to make copies of a report prepared under Section 30 of the Act available for inspection (without charge) by the public at the principal office of the Council.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s30(13)	<p>8. Strategic Directions Reports</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.
s30(14)	<p>8. Strategic Directions Reports</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
s30(15)	<p>8. Strategic Directions Reports</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to sign-off by Council.
s31(3)	<p>9. Copies of Plans to be Made Available to the Public</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s33(1)(a)	10. Matters Against Which Development Must be Assessed	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and	Except:

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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):</p> <p>10.1.1 the provisions of the appropriate Development Plan;</p>	Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	<p>1. New dwellings outside of 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. Refusals must be countersigned by either the Director Development& Regulatory Services or Manager Development Services prior to decision being issued.</p> <p>4. Non-complying 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 countersigned by another Statutory Planner prior to SCAP concurrence being sought.</p>
s33(1)(b)	<p>10.Matters Against Which Development Must be Assessed</p> <p>10.1 The power, as the relevant authority and pursuant to Section 33 of the Act, to assess a</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director	<p>Except:</p>

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to that development): 10.1.2 the provisions of the Building Rules;	Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	1. Refusals which must be countersigned by either the Director Development & Regulatory Services or Manager Development Services prior to decision being issued.
s33(1)(c)	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): 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;	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	With the exception of minor boundary realignments involving two allotments, delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services, or Team Leader Statutory Planning prior to decision being issued.
s33(1)(d)	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	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development	With the exception of minor boundary realignments involving two allotments, delegate report to be countersigned by either the Director Development & Regulatory Services or Manager

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	respect of each of the following matters (insofar as they are relevant to that development): 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;	Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Development Services, or Team Leader Statutory Planning prior to decision being issued.
s33(1)(e)	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): 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	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s33(1)(f)	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	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	development against and grant or refuse consent in respect of each of the following matters (insofar as they are relevant to that development): 10.1.6 such other matters as may be prescribed.		
s33(3)	10.Matters Against Which Development Must be Assessed 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.	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Statutory Planning Cadet (355), Team Leader Statutory Planning (326)	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services, or Team Leader Statutory Planning prior to decision being issued.
s33(1)	10.Matters Against Which Development Must be Assessed 10.3 If:	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286),	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>10.3.1 a development only requires an assessment under paragraph (b) of Section 33(1) of the Act; and</p> <p>10.3.2 the Council:</p> <p>10.3.2.1 is the relevant authority; and</p> <p>10.3.2.2 is to make the assessment under that paragraph; and</p> <p>10.3.3 the Council determines to grant consent under that paragraph,</p> <p>the duty, pursuant to Section 33(4b) of the Act as the relevant authority, to issue the relevant development approval with the consent.</p>	Team Leader Statutory Planning (326)	
s34(1)(b)(iii)	<p>11. Determination of Relevant Authority</p> <p>11.1 The power pursuant to Section 34(1)(b)(iii) of the Act to request the Minister to declare the Development Assessment Commission to be the relevant authority for a proposed development.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(72), Team Leader Statutory Planning (326)	
s34(1a)	<p>11. Determination of Relevant Authority</p> <p>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 Development Assessment Commission with a report, relating to the application for development authorisation, within the time prescribed by the Regulations.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Statutory Planning Cadet (355), Team Leader Statutory Planning (326)	NIL
s34(8a)	<p>11. Determination of Relevant Authority</p> <p>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 (7) of the Act or a breach of, or</p>	Chief Executive Officer (95), Elected Body	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	failure to comply with, a code of conduct under Section 21A of the Act.		
s34(21)	11. Determination of Relevant Authority 11.4 The power in accordance with Section 34(21) of the Act to withdraw from a regional development assessment panel	Chief Executive Officer (95), Elected Body	NIL
34(27)(a) 34(23)	11. Determination of Relevant Authority 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
34(27)(b) 34(27)(a)	11. Determination of Relevant Authority 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s35(1)	<p>12. Special Provisions Relating to Assessment Against Development Plans</p> <p>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).</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s35(1b)	<p>12. Special Provisions Relating to Assessment Against Development Plans</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s35(1d)	<p>12. Special Provisions Relating to Assessment Against Development Plans</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s35(2)	<p>12. Special Provisions Relating to Assessment Against Development Plans</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s35(3)(a)	<p>12. Special Provisions Relating to Assessment Against Development Plans</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Only non-complying 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 not supported or where a development is a non-complying category 3 with opposing representations development the matter must be reported to CAP.
35(6)	<p>12. Special Provisions Relating to Assessment Against Development Plans</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Statutory Planning Cadet (355), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s36(1)	<p>13. Special Provisions Relating to Assessment Against the Building Rules</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s36(2)	<p>13. Special Provisions Relating to Assessment Against the Building Rules</p> <p>13.2 The power pursuant to and in accordance with Section 36(2) of the Act:</p> <p>13.2.1 to assess whether a development is at variance with the Building Rules;</p> <p>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</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>Rules Assessment Commission concurs in the granting of consent;</p> <p>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:</p> <p>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 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</p>		

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	13.2.3.2 in circumstances where the development has already occurred the variance is justifiable in the circumstances of the particular case.		
s36(3)	<p>13. Special Provisions Relating to Assessment Against the Building Rules</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Team Leader Building Services (286)	NIL
s36(3a) 36(3)	<p>13. Special Provisions Relating to Assessment Against the Building Rules</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Team Leader Building Services (286)	NIL
s36(4)(a) 36(4)(b)	13. Special Provisions Relating to Assessment Against the Building Rules	Administration Building Support Officer (418), Building Officer (380), Building Officer (453),	

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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:</p> <p>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</p> <p>13.5.2 such compliance is certified by a private certifier.</p>	Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	Relating to Class 10A buildings only for Administration Building Support Officer.
s36(6)	<p>13. Special Provisions Relating to Assessment Against the Building Rules</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Team Leader Building Services (286)	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services prior to the decision being issued.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
37(1)(a) 37(1)(b)	<p>14. Consultation With Other Authorities or Agencies</p> <p>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:</p> <p>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 Development Assessment Commission, and</p> <p>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).</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s37(5)(a)	<p>14. Consultation With Other Authorities or Agencies</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	that the application was refused, or the conditions imposed, by direction under Section 37 of the Act.	(265b), Manager Development Services (72), Senior Statutory Planner (80), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s37(6)	<p>14. Consultation With Other Authorities or Agencies</p> <p>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 relevant authority to be joined as a party to the proceedings.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
37AA(2)(e) 37AA(2)(c)	<p>15. Preliminary Advice and Agreement</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s37AA(4)	<p>15. Preliminary Advice and Agreement</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s37A(1)	<p>16. Proposed Development Involving Creation of Fortifications</p> <p>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').</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s37A(2)(b)	<p>16. Proposed Development Involving Creation of Fortifications</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s37A(5)	<p>16. Proposed Development Involving Creation of Fortifications</p> <p>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:</p> <p>16.3.1 if the proposed development consists only of the creation of fortifications - refuse the application; or</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services prior to the decision being issued.
s37A(6)	16. Proposed Development Involving Creation of Fortifications	CAP (Council's Assessment Panel), Chief Executive Officer	

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	(95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s38(3)	<p>17. Public Notice and Consultation</p> <p>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 owners or occupiers of adjacent or other land in relation to the granting or refusal of development plan consent.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s38(3a)(a)	<p>17. Public Notice and Consultation</p> <p>17.2 Where a person applies for a consent in respect of the Development Plan for a Category 2A development, -</p> <p>17.2.1 the duty pursuant to Section 38(3a)(a) of the Act to:</p> <p>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</p> <p>17.2.1.2 give any other person of a prescribed class, notice of the application; and</p> <p>17.2.2 the duty pursuant to Section 38(3a)(b) of the Act, to:</p> <p>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</p>	<p>CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	<p>NIL</p>

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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</p> <p>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 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.</p>		
s38(4)	<p>17. Public Notice and Consultation</p> <p>17.3 The duty pursuant to Section 38(4) of the Act to give notice of a proposal for a Category 2 development.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s38(5)	<p>17. Public Notice and Consultation</p> <p>17.4 The duty pursuant to Section 38(5) of the Act to give notice of a proposal for a Category 3 development.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s38(8)	<p>17. Public Notice and Consultation</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	allow the applicant to respond in writing to those representations.	Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s38(10)(a)	<p>17. Public Notice and Consultation</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95)	NIL
s38(10)(b)	<p>17. Public Notice and Consultation</p> <p>17.7 The duty pursuant to Section 38(10)(b) of the Act, in respect of a 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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	opportunity to appear personally or by representative to be heard in support of the representation.	Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s38(11)	<p>17. Public Notice and Consultation</p> <p>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 Council in order to respond to any relevant matter.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s38(12)	<p>17. Public Notice and Consultation</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195),	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	person's appeal rights under the Act, and give notice to the Court.	Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s38(17)	<p>17. Public Notice and Consultation</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s38(18)	<p>17. Public Notice and Consultation</p> <p>17.11 The power, pursuant to subsection 38(18) of the Act, to not take into account under Section 38 of the Act, a representation that is not made in accordance</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner	Subject to delegate report sign off by Team Leader Statutory Planning Senior Statutory Planner, Manager Development Services or Director Development & Regulatory Services.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	with any requirement prescribed by the Regulations for the purposes of Section 38.	(80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s39(2)	<p>18. Application and Provision of Information</p> <p>18.1 The power pursuant to Section 39(2) of the Act to request an applicant to:</p> <p>18.1.1 provide such additional documents or information to enable assessment of the application;</p> <p>18.1.2 remedy any defect or deficiency in any application or accompanying document or information required by or under the Act;</p> <p>18.1.3 consult with an authority or body prescribed by the Regulations;</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>18.1.4 (where required by the Regulations) prepare a statement of effect in relation to non-complying development; and</p> <p>18.1.5 comply with any other requirement prescribed by the Regulations.</p>		
s39(2a)	<p>18. Application and Provision of Information</p> <p>18.2 If:</p> <p>18.2.1 a development is of a kind that is complying development; and</p> <p>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</p> <p>18.2.3 the applicant has complied with the requirements of Section 39(1)(a), (c) and (d),</p> <p>the duty, pursuant to Section 39(2a) of the Act, to, in making an assessment as to development plan</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	consent, assess the application without requesting the applicant to provide additional documents or information.		
s39(2b)	<p>18. Application and Provision of Information</p> <p>18.3 If:</p> <p>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</p> <p>18.3.2 the applicant has complied with the requirements of Section 39(1)(a), (c) and (d) of the Act,</p> <p>the power and duty pursuant to Section 39(2b)(c) of the Act, to;</p> <p>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</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>the duty pursuant to Section 39(2b)(d) of the Act, to;</p> <p>18.3.4 make that request within a period prescribed by the Regulations.</p>		
s39(3)	<p>18. Application and Provision of Information</p> <p>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:</p> <p>18.4.1 subject to Section 39(3)(b)(ii) of the Act, refuse the application; and</p> <p>18.4.2 refuse the application in prescribed circumstances (including, if the Regulations so provide, in a case involving development that is complying development).</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	<p>Delegate report to be countersigned by Director Development & Regulatory Services, Manager Development Services Team Leader Statutory Planning.</p>

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
39(3a)	<p>18. Application and Provision of Information</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Refer to special circumstances policy.
s39(3b)	<p>18. Application and Provision of Information</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner	Refer to special circumstances policy.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(82), Team Leader Statutory Planning (326)	
s39(4)(a) s39(5)	18. Application and Provision of Information 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.	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
s39(4)(b) s39(5)	18. Application and Provision of Information 18.8 The power pursuant to Section 39(4)(b) and Section 39(5) of the Act to permit an applicant to lodge	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	an application without the provision of any information or document required by the Regulations.	(76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s39(4)(c) s39(5)	18. Application and Provision of Information 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).	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	In accordance with Council Fee Waiver Policy where the applicant is a Community Group.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s39(4)(d)	<p>18. Application and Provision of Information</p> <p>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.</p>	<p>CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	<p>Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services prior to the decision being issued.</p>
s39(4)(e)	<p>18. Application and Provision of Information</p> <p>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 matter until any specified matter is resolved, rectified or addressed.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner</p>	<p>NIL</p>

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s39(7)	<p>18. Application and Provision of Information</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	Refer to CAP Delegations Policy for exceptions where staff must refer to CAP.
s39(7)(c)	<p>18. Application and Provision of Information</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	determine whether, in the circumstances of the case, it is unnecessary to deal with the matter as Category 3 development.	(72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Statutory Planning Cadet (355), Team Leader Statutory Planning (326)	
s39(7)(d)	<p>18. Application and Provision of Information</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s39(7a)	<p>18. Application and Provision of Information</p> <p>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.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286)</p>	<p>Refer to CAP Delegations Policy for exceptions where staff must refer to CAP.</p>
s39(8)	<p>18. Application and Provision of Information</p> <p>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.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services</p>	<p>NIL</p>

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s39(9)	<p>18. Application and Provision of Information</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	In accordance with Council's Development Application Fee Refund Policy.
s40(1)	<p>19. Determination of Application</p> <p>19.1 The duty pursuant to Section 40(1) of the Act to give notice of a decision in accordance with the</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.)	Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s40(3)	<p>19. Determination of Application</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s41(1)	<p>20. Time Within Which Decision Must be Made</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Services (286), Team Leader Statutory Planning (326)	
s41(1)	<p>20. Time Within Which Decision Must be Made</p> <p>20.2 If:</p> <p>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</p> <p>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,</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s42(1)	<p>21. Conditions</p> <p>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.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
s42(4)	<p>21. Conditions</p> <p>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</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215),</p>	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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).	Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s42(6) s42(4)	<p>21. Conditions</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to sign off by Team Leader Statutory Planning, Manager Development Services or Director Development & Regulatory Services.
s42(8)(b)	<p>21. Conditions</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	determine that it is appropriate to grant an exemption under Section 42 of the Act in a particular case.		
s43	<p>22. Cancellation by a Relevant Authority</p> <p>22.1 The power pursuant to Section 43 of the Act to cancel a development authorisation previously given by the Council or the Delegate.</p>	Administration Building Support Officer (418), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s45A(2)	<p>23. Investigation of Development Assessment Performance</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s45A(14)	<p>23. Investigation of Development Assessment Performance</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s45A(12) 45A(11)	<p>23. Investigation of Development Assessment Performance</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s49(4a)	<p>24. Crown Development and Public Infrastructure</p> <p>24.1 The power pursuant to Section 49(4a) of the Act to receive notice from the Development Assessment Commission containing the prescribed particulars of the development in accordance with the Regulations.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s49(5)	<p>24. Crown Development and Public Infrastructure</p> <p>24.2 The power pursuant to Section 49(5) of the Act to report to the Development Assessment Commission on any matters contained in a notice from the Development Assessment Commission under Section 49(4a) of the Act.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s49(9)	<p>24. Crown Development and Public Infrastructure</p> <p>24.3 The power pursuant to Section 49(9) of the Act to withdraw opposition to a State agency proposed development.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s49A(4a)	<p>25. Electricity Infrastructure Development</p> <p>25.1 The power pursuant to Section 49A(4a) of the Act to receive notice from the Development Assessment Commission containing the prescribed particulars of the development in accordance with the Regulations.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s49A(5)	<p>25. Electricity Infrastructure Development</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	infrastructure has been given to the Council pursuant to Section 49A(4a) of the Act, to report to the Development Assessment Commission on any matters contained in the said notice.	(72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s49A(9)	<p>25. Electricity Infrastructure Development</p> <p>25.3 The power pursuant to Section 49A(9) of the Act, in circumstances where the Council's report to the Development Assessment Commission under Section 49A(5) of the Act expressed opposition to the proposed development, to withdraw that opposition.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s50(1)	<p>26. Open Space Contribution System</p> <p>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:</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82),	Subject to receipt of agreement from Manager Open Space and Director Engineering & Assets prior to the Development Plan Consent being issued.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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</p> <p>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.</p>	Team Leader Statutory Planning (326)	
s50(1)	<p>26. Open Space Contribution System</p> <p>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 Development Assessment Commission.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95)	NIL
s50(3)	<p>26. Open Space Contribution System</p> <p>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 Development Assessment Commission and the applicant under</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services	Subject to receipt of agreement from Manager Open Space and Director Engineering & Assets

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	which certain land described by the relevant plan of division will be vested in the Council.	(72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	prior to the Development Plan Consent being issued.
s50(3a)	<p>26. Open Space Contribution System</p> <p>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 Development Assessment Commission 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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to receipt of agreement from Manager Open Space and Director Engineering & Assets prior to the Development Plan Consent being issued.
s50(10)	<p>26. Open Space Contribution System</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	(72), Manager Financial Services (214), Manager Strategic Assets (403)	
s50(11)	<p>26. Open Space Contribution System</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s50A(1)	<p>27. Carparking Fund</p> <p>27.1 The power pursuant to Section 50A(1) of the Act to establish a car parking fund.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s50A(1)	27. Carparking Fund	Chief Executive Officer (95), Director Development and	

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	NIL
s50A(5)(c)	27. Carparking Fund 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.	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s50A(5)(d)	27. Carparking Fund 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	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195),	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	number of spaces for the parking of cars at the site of a development.	Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s50A(5)	<p>27. Carparking Fund</p> <p>27.5 The power pursuant to Section 50A(5) of the Act to make a determination for the purpose of calculating amounts to be paid into a carparking fund.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to DPA being adopted by Strategic Planning & Development Policy Committee & Minister .
s50A(6)	<p>27. Carparking Fund</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	a carparking fund and any variations from time to time in the Gazette.		
s50A(7)	<p>27. Carparking Fund</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s50A(8)	<p>27. Carparking Fund</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s50B(1)	<p>28. Urban Trees Fund</p> <p>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).</p>	Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70)	Subject to sign-off by Council.
s50B(2)	28. Urban Trees Fund	Chief Executive Officer (95), Director Development and Regulatory Services (70),	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	28.2 The duty, pursuant to Section 50B(2) of the Act, to effect establishment of the fund by notice in the Gazette.	Manager Property Services (394), Senior Strategic and Policy Planner (200)	
s50B(3)	28. Urban Trees Fund 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	Subject to sign-off by Council.
s50B(5)	28. Urban Trees Fund 28.4 The power, pursuant to Section 50B(5) of the Act, to invest any money in 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.	Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70)	Subject to concurrence by Director Development & Regulatory Services and Director Corporate Services.
s50B(6)	28. Urban Trees Fund 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:	Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Open Space	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	28.5.1 maintain or plant trees which are, or will (when fully grown) constitute, significant trees under the Act; or	(409), Supervisor Parks and Reserves (115)	
s50B(6)	<p>28. Urban Trees Fund</p> <p>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:</p> <p>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.</p>	Chief Executive Officer (95), Elected Body	NIL
s50B(7)	<p>28. Urban Trees Fund</p> <p>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:</p>	Chief Executive Officer (95), Elected Body	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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;</p> <p>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 proportion of the proceeds of sale.</p>		
s51(2)	<p>29. Certificate in Respect of the Division of Land</p> <p>29.1 The duty pursuant to Section 51(2) of the Act to provide appropriate information to the Development Assessment Commission (upon request by the Development Assessment Commission) before it issues a certificate in respect of the division of land.</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	<hr/> <p>NIL</p>

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s52(4)	<p>30. Saving Provisions</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s52A(2)(a)	<p>31. Avoidance of Duplication of Procedures Etc</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s52A(2)(b)	<p>31. Avoidance of Duplication of Procedures Etc</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	(72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s52A(2)(c)	<p>31. Avoidance of Duplication of Procedures Etc</p> <p>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 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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s52A(5)	31. Avoidance of Duplication of Procedures Etc	CAP (Council's Assessment Panel), Chief Executive Officer	

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	(95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s52A(6)(a)	31. Avoidance of Duplication of Procedures Etc 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: 31.5.1 in circumstances where:	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>31.5.1.1 the Commonwealth Minister has given his or her approval to the controlled action; and</p> <p>31.5.1.2 the applicant for the development authorisation or the Commonwealth Minister has informed the relevant authority of that fact;</p> <p>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</p>	(462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s52A(6)(b)	<p>31. Avoidance of Duplication of Procedures Etc</p> <p>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:</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195),	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s53A(1)	<p>32. Requirement to Upgrade Building in Certain Cases</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s53A(2)	<p>32. Requirement to Upgrade Building in Certain Cases</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s54(2)(d)	<p>33. Urgent Building Work</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s55(1)	<p>34. Action if Development Not Substantially Completed</p> <p>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 completed within the period prescribed by the Regulations for the lapse of the approval.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s55(5)	<p>34. Action if Development Not Substantially Completed</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s55(6)	<p>34. Action if Development Not Substantially Completed</p> <p>34.3 The power pursuant to Section 55(6) of the Act where an amount is recoverable from a person under</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70),	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	Manager Development Services (72)	
s56(1)	<p>35. Completion of Work</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s56(2)	<p>35. Completion of Work</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s56(3)	<p>35. Completion of Work</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70),	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Council under Section 56 of the Act as a debt due from the owner.	Manager Development Services (72)	
s56(4)	<p>35. Completion of Work</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s56A(3)	<p>36. Council to Establish Development Assessment Panels</p> <p>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.</p>	Chief Executive Officer (95)	Subject to Council approval.
s56A(3)	<p>36. Council to Establish Development Assessment Panels</p> <p>36.2 The duty pursuant to Section 56A(3) of the Act to appoint the remaining members of the council</p>	Chief Executive Officer (95)	Subject to Council approval.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	development assessment panel in accordance with the requirements set out in Section 56A(3)(c) of the Act.		
s56A(3)(d)	<p>36. Council to Establish Development Assessment Panels</p> <p>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.</p>	Chief Executive Officer (95)	Subject to Council approval.
s56A(3)(e)	<p>36. Council to Establish Development Assessment Panels</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Subject to Council approval.
s56A(3)(f)	36. Council to Establish Development Assessment Panels	Chief Executive Officer (95)	Subject to Council approval.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
s56A(3)(g)	<p>36. Council to Establish Development Assessment Panels</p> <p>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:</p> <p>36.6.1 breach of, or failure to comply with, the conditions of appointment; or</p> <p>36.6.2 misconduct; or</p> <p>36.6.3 neglect of duty; or</p> <p>36.6.4 incapacity to carry out satisfactorily the duty of his or her office; or</p>	Chief Executive Officer (95)	Subject to Council approval.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>36.6.5 failure to carry out satisfactorily the duty of his or her office; or</p> <p>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.</p>		
s56A(5)	<p>36. Council to Establish Development Assessment Panels</p> <p>36.7 The duty pursuant to and in accordance with Section 56A(5) of the Act to give notice of an appointment.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s56A(15)(b)	<p>36. Council to Establish Development Assessment Panels</p> <p>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 development assessment available for reasonable access by members of the public.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s56A(20)	<p>36. Council to Establish Development Assessment Panels</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95)	NIL
s56A(22)	<p>36. Council to Establish Development Assessment Panels</p> <p>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).</p>	Chief Executive Officer (95)	NIL
s56A(23)	<p>36. Council to Establish Development Assessment Panels</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s56A(27)	36. Council to Establish Development Assessment Panels	Chief Executive Officer (95)	Subject to Council approval.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
s56A(28)	36. Council to Establish Development Assessment Panels 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.	Chief Executive Officer (95)	Subject to Council approval.
s56B(2)	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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s56B(5)	37. Building Rules Assessment Audits 37.2 The duty pursuant to Section 56B(5) to ensure that after the expiration of the periods prescribed in	Chief Executive Officer (95), Director Development and Regulatory Services (70),	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Section 56B(4) an audit under Section 56B is completed at least once in every prescribed period.	Manager Development Services (72)	
s56B(10)	37. Building Rules Assessment Audits 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70)	Report to be provided to Council.
s56B(14)	37. Building Rules Assessment Audits 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).	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s56B(16)	37. Building Rules Assessment Audits 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).	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s56C(2)	37A. Development Plan Assessment Audits	Chief Executive Officer (95)	

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		NIL
s56C(10)	37A. Development Plan Assessment Audits 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s56C(14)	37A. Development Plan Assessment Audits 37A.3 The power pursuant to Section 56C(14) of the Act to make submissions in relation to the matter to the Minister.	Chief Executive Officer (95)	NIL
s56C(15) 56C(12)(a)	37A. Development Plan Assessment Audits 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	Chief Executive Officer (95)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s56C(15)	<p>37A. Development Plan Assessment Audits</p> <p>37A.4 The power pursuant to Section 56C(15) of the Act to, if</p> <p>37A.4.2 the Minister subsequently considers that the Council has not, within a reasonable period, taken appropriate action in view of the recommendation, consult with the Minister.</p>	Chief Executive Officer (95)	NIL
s57(2) and 57(2a)	<p>38. Land Management Agreements</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	<p>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.</p> <p>2. Not to be sub-delegated below Manager level.</p>
s57(2c)	<p>38. Land Management Agreements</p> <p>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).</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s57(2e)	<p>38. Land Management Agreements</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s57(3)	<p>38. Land Management Agreements</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s57(5)	<p>38. Land Management Agreements</p> <p>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,</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Statutory Planner (195),	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	in the case of land not under the provisions of the Real Property Act 1886, against the land.	Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s57(8)	<p>38. Land Management Agreements</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s57(11)	<p>38. Land Management Agreements</p> <p>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.</p>	Chief Executive Officer (95)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s57A(1)	<p>39. Land Management Agreements - Development Applications</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	<hr/> <p>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.</p>
s57A(3)	<p>39. Land Management Agreements - Development Applications</p> <p>39.2 The duty pursuant to Section 57A(3) of the Act to have regard to:</p> <p>39.2.1 the provisions of the appropriate Development Plan.</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	<hr/> <p>NIL</p>
s57A(5)	39. Land Management Agreements - Development Applications	Chief Executive Officer (95), Director Development and	

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s57A(6)	39. Land Management Agreements - Development Applications 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
s57A(7)	39. Land Management Agreements - Development Applications 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.	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Statutory Planning (326)	
s57A(8)	<p>39. Land Management Agreements - Development Applications</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s57A(14)	39. Land Management Agreements - Development Applications	Chief Executive Officer (95), Director Development and	

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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 Property Act 1886, against the land.	Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s57A(16)	39. Land Management Agreements - Development Applications 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s57A(18)	39. Land Management Agreements - Development Applications	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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).	Regulatory Services (70), Manager Development Services (72)	
s59(3)	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.	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s66(2)	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.	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Team Leader Building Services (286)	
s67(2), (3), (4), (5) (6)	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.	Chief Executive Officer (95), Team Leader Building Services (286)	NIL
s67(3)(a)	42. Certificates of Occupancy 42.2 The power pursuant to Section 67(3)(a) of the Act to require information from an applicant for a certificate of occupancy.	Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s67(10)	42. Certificates of Occupancy 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services prior to the notice being issued.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s67(13)	<p>42. Certificates of Occupancy</p> <p>42.4 The power pursuant to Section 67(13) of the Act to revoke a certificate of occupancy in prescribed circumstances.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services prior to the revocation of the certificate.
s68(1),(2)	<p>43. Temporary Occupation</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s68(3)	<p>43. Temporary Occupation</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services prior to the notice being issued.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s69(1)	<p>44. Emergency Orders</p> <p>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:</p> <p>44.1.1 the power pursuant to Section 69(4) of the Act to cause the required work to be carried out; and</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s71(18), (19)	<p>44A Fire Safety</p> <p>44A.1 The power pursuant to Sections 71(18) and (19) of the Act to establish and designate a body as an appropriate authority.</p>	Chief Executive Officer (95)	NIL
s71(19)(a)(i)	<p>44A Fire Safety</p> <p>44A.2 The power pursuant to Section 71(19)(a)(i) of the Act to appoint a person who holds prescribed</p>	Chief Executive Officer (95)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	qualifications in building surveying to the appropriate authority.		
s71(19)(a)(ii)	<p>44A Fire Safety</p> <p>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 Officer of the South Australian Country Fire Service (after taking into account the nature of the Council or Council's area(s)).</p>	Chief Executive Officer (95)	NIL
s71(19)(a)(iii)	<p>44A Fire Safety</p> <p>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.</p>	Chief Executive Officer (95)	NIL
s71(19)(a)(iv)	<p>44A Fire Safety</p> <p>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.</p>	Chief Executive Officer (95)	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s71(19)(b)	<p>44A Fire Safety</p> <p>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.</p>	Chief Executive Officer (95)	NIL
s71(19)(d)	<p>44A Fire Safety</p> <p>44A.7 The power pursuant to Section 71(19)(d) of the Act to appoint deputy members to the appropriate authority.</p>	Chief Executive Officer (95)	NIL
s71(19)(e)	<p>44A Fire Safety</p> <p>44A.8 The power pursuant to Section 71(19)(e) of the Act to determine the procedures of an appropriate authority.</p>	Chief Executive Officer (95)	NIL
s71A	<p>45. Building Inspection Policies</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	Subject to Council endorsement except where a change is of a minor nature.

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s74(1)	<p>46. Advertisements</p> <p>46.1 The power pursuant to and in accordance with Section 74(1) of the Act to:</p> <p>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</p> <p>46.1.2 serve notice in writing requiring the removal or obliteration of the advertisement or the removal of the advertising hoarding (or both).</p>	<p>Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	NIL
s74(3)	<p>46. Advertisements</p> <p>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.</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)</p>	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s84(2)	<p>47. Enforcement Notices</p> <p>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.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	<p>Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services or Team Leader Statutory Planning or Team Leader Building prior to the notice being issued.</p>
s84(3)	<p>47. Enforcement Notices</p> <p>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.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80),</p>	<p>NIL</p>

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s84(2)(b)	<p>47. Enforcement Notices</p> <p>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:</p> <p>47.3.1 the power pursuant to Section 84(6) of the Act to cause the necessary action to be undertaken; and</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s85(1)	48. Applications to Court	Chief Executive Officer (95), Director Development and	

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	Regulatory Services (70), Manager Development Services (72)	NIL
s85(6)(d)	48. Applications to Court 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s86(1)(e)	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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s93(1)(b)(iii)	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	Administration Building Support Officer (418), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	of building work such other information or documentation as the Delegate or the Council may require.	Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	
s94	<p>51. Referrals</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s101(1)	<p>52. Professional Advice to be Obtained in Relation to Certain Matters</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory	NIL

Development Act 1993			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s101(2)	<p>52. Professional Advice to be Obtained in Relation to Certain Matters</p> <p>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.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL

Development (Development Plans) Amendment Act 2006

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
Schedule 1	<p>53. Transitional Provisions</p> <p>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.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.
Schedule 1	<p>53. Transitional Provisions</p> <p>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.</p>	Chief Executive Officer (95)	Subject to sign-off by Council.

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r101(5)	<p>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:</p> <p>104.5.1.2 constitute a breach of any other law; or</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
r8A(1)(a)	<p>53A. Complying Development – Development Plan Consent</p> <p>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:</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory</p>	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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</p> <p>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).</p>	Planner (82), Team Leader Statutory Planning (326)	
r8A(1)(b)	<p>53A. Complying Development – Development Plan Consent</p> <p>53A.2 The power pursuant to Regulation 8A(1)(b) of the Regulations, for the purposes of Section 35(1b) of the Act, to:</p> <p>53A.2.1 form the opinion that a variation from complying development (including complying development as declared under Regulation 8A(1)(a) of the Regulations) is minor; and</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	53A.2.2 determine that 2 or more minor variations, when taken together, constitute a 'minor variation from complying development'.		
r8B(1)	<p>53B. Complying Building Work – Building Rules</p> <p>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 Building Code referred to in Schedule 4 Part 2).</p>	Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
r9A(1)	<p>54. Infrastructure Planning</p> <p>54.1 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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
r10A(1)	<p>55. Consultation with Government Departments or Agencies</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s25,26	<p>56. Public Consultation - Section 25 & 26</p> <p>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 publication in the designated manner of a notice:</p> <p>56.1.1 advising the time and places at which the DPA is available for inspection (without charge) and purchase by the public; and</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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</p> <p>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</p> <p>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).</p>		
s25,26	<p>56. Public Consultation - Section 25 & 26</p> <p>56.2 If one or more written submissions are made in response to a notice published under Regulation 11A(1)</p>	Chief Executive Officer (95), Director Development and	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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).	Regulatory Services (70), Senior Strategic and Policy Planner (200)	
s25,26	56. Public Consultation - Section 25 & 26 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s25,26	56. Public Consultation - Section 25 & 26 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
r12	57. Public Meeting 57.1 The duty pursuant to and in accordance with Regulation 12 of the Regulations to hold a public	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	meeting if an amendment has been prepared by the Council or the Delegate.		
r12(4)	<p>57. Public Meeting</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
r15(1)(c)	<p>58. Application to Relevant Authority</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r15(4)	<p>58. Application to Relevant Authority</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r15(5)	<p>58. Application to Relevant Authority</p> <p>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 Development Assessment Commission 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 Development Assessment Commission.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r15(7)(b)	58. Application to Relevant Authority	Chief Executive Officer (95), Director Development and	

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	58.4 The power pursuant to Regulation 15(7)(b) of the Regulations to indicate, in such manner as may be determined by the Development Assessment Commission, that the Delegate wishes to receive written documentation instead of electronic access to the relevant documents and information via the Internet.	Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
15(7b)	<p>58.4A The power pursuant to Regulation 15(7b) of the Regulations, to within 2 business days of receipt of a copy of an application under Regulation 15(7a) of the Regulations, furnish to the private certifier:</p> <p>58.4A.1 the Development Assessment number assigned to the development proposed under the application; and</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Statutory Planning Cadet (355), Team Leader Administration (77), Team Leader Statutory Planning (326)	NIL
r15(7b)	58.4A The power pursuant to Regulation 15(7b) of the Regulations, to within 2 business days of receipt of a	Chief Executive Officer (95), Director Development and	

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>copy of an application under Regulation 15(7a) of the Regulations, furnish to the private certifier:</p> <p>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:</p> <p>58.4A.2.1 advice about any site contamination that is believed to exist at the site where the development would be undertaken; and</p> <p>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.</p> <p>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.</p>	Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r15(8)	<p>58. Application to Relevant Authority</p> <p>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).</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
r15(10)(c)	<p>58. Application to Relevant Authority</p> <p>[City of Tea Tree Gully only]</p> <p>58.6 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 Development Assessment Commission within 5 business days after receipt of the application:</p>	<p>Chief Executive Officer (95), Elected Body</p>	Applies to the City of Tea Tree Gully only.

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>58.6.1 a copy of the application; and</p> <p>58.6.2 a copy of the plans, drawings, specification and other documents or information accompanying the application.</p>		
r15(11)	<p>58. Application to Relevant Authority</p> <p>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:</p> <p>58.7.1 in the case of an application that is lodged with the Council for assessment as residential code 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;</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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).		
r15(12)	<p>58. Application to Relevant Authority</p> <p>58.8 The duty 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.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
r16(1)	<p>59. Nature of Development</p> <p>59.1 The duty pursuant to Regulation 16(1) of the Regulations, where an application requires the</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager</p>	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	assessment of a proposed development against the provisions of the Development Plan, to determine the nature of the development applied for.	Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r16(2)	<p>59. Nature of Development</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r16(3)	<p>59. Nature of Development</p> <p>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</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	development and the duty to, within 5 business days of receipt of the application, by notice in writing, inform the applicant of that fact.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r16(4)	<p>59. Nature of Development</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r17(3)	<p>60. Non-Complying Development</p> <p>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:</p> <p>60.1.1 refuse the application pursuant to Section 39(4)(d) of the Act and notify the applicant accordingly; or</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Sign off by Director Development & Regulatory Services Manager Development Services.
r17(3)	60. Non-Complying Development	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	60.1.2 resolve to proceed with an assessment of the application.	Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Sign off by Director Development & Regulatory Services Manager Development Services.
r17(4)	60. Non-Complying Development 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.	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r17	60. Non-Complying Development 60.3 The power pursuant to Regulation 17(6) of the Regulations to determine that a proposed development	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	is of a minor nature for the purposes of exemption from the requirements to provide a statement of effect.	Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Sign off by Director Development & Regulatory Services Manager Development Services.
r18	<p>61. Notification of Application for Tree-Damaging Activity to Owner of Land</p> <p>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:</p> <p>61.1.1 to give the owner of land notice of the application; and</p> <p>61.1.2 to give due consideration, in the assessment of the application, to any submission made by the owner</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	within a reasonable time after the giving of notice of the application.		
r20(4)	<p>62. Amended Applications</p> <p>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 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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r20(5)	<p>62. Amended Applications</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Team Leader Statutory Planning (326)	
r22(1)	<p>63. Withdrawing/Lapsing Application</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
r22(2)	<p>63. Withdrawing/Lapsing Application</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r22(2)	<p>63. Withdrawing/Lapsing Application</p> <p>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:</p> <p>63.3.1 take reasonable steps to notify the applicant of the action under consideration; and</p> <p>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.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r23(2)	<p>64. Contravening Development</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
r24(1)	<p>65. Referrals</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r25	<p>66. Procedure Where Concurrence Required</p> <p>66.1 The duty pursuant to Regulation 25 of the Regulations, if concurrence must be sought from</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r27(1)	<p>67. Additional Information or Amended Plans</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r28(3)	<p>68. Special Provisions - Referrals</p> <p>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</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>authority for comment and report where the Delegate considers that:</p> <p>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</p> <p>68.1.2 the proposed development is at variance with a performance requirement of the Building Code which provides for fire fighting operations of a fire authority; or</p> <p>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,</p> <p>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.</p>	Development Services (72), Team Leader Building Services (286)	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r28(4)	<p>68. Special Provisions - Referrals</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
r28	<p>68. Special Provisions - Referrals</p> <p>68.3 If, in respect of an application referred to a fire authority under Regulation 28, the fire authority:</p> <p>68.3.1 recommends against the granting of building rules consent; or</p> <p>68.3.2 concurs in the granting of consent on conditions specified in its report, but the Delegate:</p> <p>68.3.3 proposes to grant building rules consent despite a recommendation referred to in Regulation 28(5a)(a) of the Regulations; or</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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,</p> <p>the duty pursuant to Regulation 28(5a) of the Regulations to:</p> <p>68.3.5 refer the application to the Building Rules Assessment Commission; and</p> <p>68.3.6 not grant consent unless the Building Rules Assessment Commission concurs in the granting of consent.</p>		
r28(6)	<p>68. Special Provisions - Referrals</p> <p>68.4 The duty pursuant to Regulation 28(6) of the Regulations to provide to 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.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)</p>	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r28(7)	<p>68. Special Provisions - Referrals</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
r29(1)	<p>69. Land Division Applications</p> <p>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 Development Assessment Commission.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r29(1)	<p>69. Land Division Applications</p> <p>69.2 The power pursuant to Regulation 29(2) of the Regulations, when a report from the Development Assessment Commission pursuant to Regulation 29(1) of the Regulations is not received by the Council within</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	eight weeks or within such longer period as the Development Assessment Commission may require by notice in writing to the Council, to presume that the Development Assessment Commission does not desire to make a report.	Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r30(1)	<p>70. Underground Mains Area</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r30(2)	<p>70. Underground Mains Area</p> <p>70.2 The power pursuant to Regulation 30(2) of the Regulations to declare an area as an underground mains area.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r30(4)	<p>70. Underground Mains Area</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s37AA	<p>71. Preliminary Advice and Agreement - Section 37AA</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner	Subject to sign-off by Director Development & Regulatory Services, Manager Development Services, Team Leader Statutory Planning, Senior Statutory Planner.

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s37AA	<p>71. Preliminary Advice and Agreement - Section 37AA</p> <p>71.2 The power pursuant to Regulation 31A(6) of the Regulations if:</p> <p>71.2.1 a relevant authority permits an applicant to vary an application under Section 39(4) of the Act; and</p> <p>71.2.2 the relevant authority determines that the application no longer accords with the agreement indicated by the prescribed body,</p> <p>to refer the application (unless withdrawn) to the prescribed body:</p> <p>71.2.3 to obtain a variation to the agreement under Section 37AA of the Act; or</p>	<p>CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	71.2.4 to obtain a response from the prescribed body for the purposes of Section 37 of the Act.		
s37AA	<p>71. Preliminary Advice and Agreement - Section 37AA</p> <p>71.3 The power pursuant to Regulation 31A(7) of the Regulations if:</p> <p>71.3.1 an application is withdrawn by the Applicant; and</p> <p>71.3.2 the applicant sought to rely on an agreement under Section 37AA of the Act in connection with the application,</p> <p>to notify the relevant prescribed body of the withdrawal of an application.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r31A(8)	<p>71. Preliminary Advice and Agreement - Section 37AA</p> <p>71.4 The power pursuant to Regulation 31A(8) of the Regulations if:</p> <p>71.4.1 an application is lapsed by a relevant authority under Regulation 22 of the Regulations; and</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	(72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Statutory Planning (326)	
r31A(9)	71. Preliminary Advice and Agreement - Section 37AA 71.5 The power pursuant to Regulation 31A(9) of the Regulations if: 71.5.1 an application seeks to rely on an agreement under Section 37AA of the Act in connection with the application; and 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.	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Statutory Planning (326)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r32(5)	<p>71A. Public Notice Categories</p> <p>71A.1 The power pursuant to Regulation 32(5) of the Regulations to determine that a form of development comprises 2 or more elements.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r34(1)	<p>72. Public Inspection of Certain Applications</p> <p>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).</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(77), Team Leader Statutory Planning (326)	
r34(2)	<p>72. Public Inspection of Certain Applications</p> <p>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 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.</p>	<p>Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Customer Service Officer Casual (21), Customer Service Officer Casual (267), Customer Service Officer Casual (281), Customer Service Officer Casual (359), Customer Service Officer Casual (60), Director Development and Regulatory Services (70), Executive Assistant Dev'ment and Reg Services (69), Home Services Support Officer (25), Manager Development Services (72), Senior Customer Service Officer (307), Senior Customer Service Officer (34), Senior Statutory Planner (80), Services Coordinator (35), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230),</p>	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Customer Service (389), Team Leader Statutory Planning (326)	
r34(3)	<p>72. Public Inspection of Certain Applications</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Customer Service Officer Casual (21), Customer Service Officer Casual (267), Customer Service Officer Casual (281), Customer Service Officer Casual (359), Customer Service Officer Casual (60), Director Development and Regulatory Services (70), Executive Assistant Dev'tment and Reg Services (69), Home Services Support Officer (25), Manager Development Services (72), Senior Customer Service Officer (307), Senior Customer Service Officer (34), Senior Statutory Planner (80),	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Services Coordinator (35), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Customer Service (389), Team Leader Statutory Planning (326)	
r34(4)	<p>72. Public Inspection of Certain Applications</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r36	73. Response by Applicant	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	73.1 The power pursuant to Regulation 36 of the Regulations to extend the time within which an applicant may respond to any representation	Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s34(1)(b)	<p>74. Determination of Commission as Relevant Authority</p> <p>74.1 Where the Development Assessment Commission is the relevant authority under Section 34(1)(b) of the Act:</p> <p>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 Development Assessment Commission 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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s34(1)(b)	<p>74. Determination of Commission as Relevant Authority</p> <p>74.1 Where the Development Assessment Commission is the relevant authority under Section 34(1)(b) of the Act:</p> <p>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).</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s34(1)(b)(iv)	<p>74. Determination of Commission as Relevant Authority</p> <p>74.2 Where the Development Assessment Commission 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 Development Assessment Commission with comments on the proposed development.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r39	75. Assessment in Respect of Building Rules Referred to the Council	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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 Development Assessment Commission or the regional development assessment panel (as the case may be) has made its decision.	Executive Officer (95), Team Leader Building Services (286)	
r42	<p>76. Notification of Decision to Applicant (Including Conditions)</p> <p>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).</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Services (286), Team Leader Statutory Planning (326)	
r43	<p>77. Notification of Decision to a Prescribed Body</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Statutory Planning (326)	NIL
r43(3)	<p>77. Notification of Decision to a Prescribed Body</p> <p>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</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	proposed division of land, to the Development Assessment Commission.	Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Statutory Planning (326)	
r44	<p>78. Notification of Decision to Owner of Land</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(82), Team Leader Administration (77), Team Leader Statutory Planning (326)	
r45(2)	<p>79. Scheme Description - Community Titles</p> <p>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:</p> <p>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.</p> <p>OR</p> <p>No consent or approval is required under the Development Act 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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>authorisation under the Development Act 1993 in relation to any other development envisaged by this scheme description.</p> <p>Signed:</p> <p>Dated:</p>		
r45(2)	<p>79. Scheme Description - Community Titles</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>Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	NIL
r46(1)	<p>80. Special Provisions Relating to Staged Consents</p> <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</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team</p>	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	under Section 42 of the Act, to issue a Notice of Approval in the circumstances prescribed by Regulation 46 of the Regulations.	Leader Building Services (286), Team Leader Statutory Planning (326)	
r47	<p>81. Endorsed Plans</p> <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>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r47A	<p>81A. Minor Variation of Development Authorisation</p> <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 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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r48(2)	<p>82. Lapse of Consent or Approval</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
r51(4)	<p>83. Width of Roads and Thoroughfares</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory	Subject to receipt of advice from Council's Engineering Department prior to work commencing.

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	the opinion that the prescribed width is not necessary for the safe and convenient movement of vehicles or pedestrians or for underground services.	Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r51(6)	<p>83. Width of Roads and Thoroughfares</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to receipt of advice from Council's Engineering Department prior to work commencing.
r52(1)	<p>84. Road Widening</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	Subject to receipt of advice from Council's Engineering Department prior to work commencing.

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Team Leader Statutory Planning (326)	
r53(1), (2)	<p>85. Requirement as to Forming of Roads</p> <p>85.1 The power pursuant to Regulation 53(1) and (2) of the Regulations to specify the width of roads.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to receipt of advice from Council's Engineering Department prior to work commencing.
r53(4)	<p>85. Requirement as to Forming of Roads</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to receipt of advice from Council's Engineering Department prior to work commencing.

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r53(6)	<p>85. Requirement as to Forming of Roads</p> <p>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 footpaths, water-tables, kerbing, culverts and drains on proposed roads.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to receipt of advice from Council's Engineering Department prior to work commencing.
r54(1)	<p>86. Construction of Roads, Bridges, Drains and Services</p> <p>86.1 The power pursuant to Regulation 54(1) of the Regulations to require the paving and sealing of the roadway of proposed roads.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to receipt of advice from Council's Engineering Department prior to work commencing.
r55(1)	87. Supplementary Provisions	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.	Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to receipt of advice from Council's Engineering Department prior to work commencing.
r55(2)	87. Supplementary Provisions 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to receipt of advice from Council's Engineering Department prior to work commencing.
r55(4)	87. Supplementary Provisions 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	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner	Subject to receipt of advice from Council's Engineering Department prior to work commencing.

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	been laid under the surface of a proposed road before the roadway is sealed.	(215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r58(1)	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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
r58(2)	88. General Land Division 88.2 The power pursuant to and in accordance with Regulation 58(2) of the Regulations to advise the Development Assessment Commission that an applicant has entered into appropriate binding arrangements pursuant to Section 51(1) of the Act.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r59(1)	89. Division of Land by Strata Title	Chief Executive Officer (95), Director Development and	

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	89.1 The power pursuant to Regulation 59(1) of the Regulations to advise the Development Assessment Commission 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.	Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r60(1)	<p>90. General Provisions</p> <p>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 Development Assessment Commission for the purposes of Section 51(1) of the Act.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Subject to receipt of advice from the Director Engineering & Assets.
r60(7)	<p>90. General Provisions</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	by the Development Assessment Commission) that a copy of a certificate or plan (or certificates and plans) referred to in Regulation 60(4) of the Regulations be furnished to the Council by sending a written copy to the Council.	Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r60(9)	<p>90. General Provisions</p> <p>90.3 The power pursuant to Regulation 60(9) of the Regulations to consult with the Development Assessment Commission before it grants an extension of the period prescribed by Regulation 60(8) of the Regulations.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s46	<p>91. Declaration by The Minister - Section 46</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230),	Subject to any covering letter being signed by the CEO.

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	days after the receipt of a copy of a notice required by Regulation 61(1) of the Regulations.	Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s46	<p>91. Declaration by The Minister - Section 46</p> <p>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).</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s46	<p>91. Declaration by The Minister - Section 46</p> <p>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 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</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	documents and information required by Regulation 61(4) of the Regulations.		
s48	<p>92. Referral of Assessment of Building Work</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
r64(1)	<p>92. Referral of Assessment of Building Work</p> <p>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</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	development plan consent) the duty, pursuant to Regulation 64(3) of the Regulations to:	Development Services (72), Team Leader Building Services (286)	
r64(1)	<p>92. Referral of Assessment of Building Work</p> <p>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:</p> <p>92.2.1 provide the certification in the form set out in Schedule 12A; and</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r64(1)	<p>92. Referral of Assessment of Building Work</p> <p>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</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	development plan consent) the duty, pursuant to Regulation 64(3) of the Regulations to: 92.2.2 to the extent that may be relevant and appropriate:	Development Services (72), Team Leader Building Services (286)	
r64(1)	92. Referral of Assessment of Building Work 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: 92.2.2.1 issue a schedule of essential safety provisions under Division 4 of Part 12 of the Act; and	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r64(1)	92. Referral of Assessment of Building Work	Building Officer (380), Building Officer (453), Building Officer (463),	

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>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:</p> <p>92.2.2.2 assign a classification to the building under the Regulations; and</p>	Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r64(1)	<p>92. Referral of Assessment of Building Work</p> <p>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:</p> <p>92.2.2.3 ensure that the appropriate levy has been paid under the Construction Industry Training Fund Act 1993.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r64(3)(a)	<p>92. Referral of Assessment of Building Work</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r74(1)(b)	<p>93. Notifications During Building Work</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Development Services (72), Team Leader Building Services (286)	
r74(1)(c)	<p>93. Notifications During Building Work</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r74(4)	<p>93. Notifications During Building Work</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r76(4)	<p>94. Essential Safety Provisions</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r76(10)	<p>94. Essential Safety Provisions</p> <p>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 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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r76D(4a)	<p>94A Swimming Pool Safety</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r78(1)	<p>95. Building Rules: Bushfire Prone Areas</p> <p>95.1 Where:</p> <p>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</p> <p>95.1.2 the building is in a bushfire prone area under Regulation 78(1) of the Regulations; and</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>constructed since that time, as it existed at the date of completion of original construction),</p> <p>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.</p>		
r79(2)	<p>96. Construction Industry Training Fund</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r79(4)	<p>96. Construction Industry Training Fund</p> <p>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</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	cannot be issued until the Delegate is satisfied that the levy has been paid or is not payable.	Development Services (72), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r79(5)(b)	<p>96. Construction Industry Training Fund</p> <p>96.3 The power pursuant to and in accordance with Regulation 79(5)(b) of the Regulations to determine that the application has lapsed.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
r80(1a)	<p>96A Requirement to Up-grade Building in Certain Cases</p> <p>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</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>unhealthy condition, and to require, as a condition of consent:</p> <p>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</p> <p>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).</p>		
r82(3)(b)(i)	<p>97. Classification of Buildings</p> <p>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.</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)</p>	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r82(4)	<p>97. Classification of Buildings</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r82(4a)	<p>97. Classification of Buildings</p> <p>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).</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r82(5)	<p>97. Classification of Buildings</p> <p>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 –</p> <p>97.3.1 the maximum number of persons who may occupy the building (or part of the building); and</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r83(2)(c)	<p>98. Certificates of Occupancy</p> <p>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 conditions attached to a development approval have been satisfied.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r83(2)(d)	<p>98. Certificates of Occupancy</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r83(3)	<p>98. Certificates of Occupancy</p> <p>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</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		
r83(4)	<p>98. Certificates of Occupancy</p> <p>98.4 Where:</p> <p>98.4.1 a building is required by the Building Rules:</p> <p>98.4.1.1 to be equipped with a booster assembly for use by a fire authority; or</p> <p>98.4.1.2 to have installed a fire alarm that transmits a signal to a fire station; and</p> <p>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 the Act,</p> <p>the duty pursuant to Regulation 83(4) of the Regulations to not grant a certificate of occupancy unless or until a</p>	<p>Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)</p>	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	report has been sought from the fire authority as to whether those facilities have been installed and operate satisfactorily.		
r83(5)	<p>98. Certificates of Occupancy</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r83(6)	<p>98. Certificates of Occupancy</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r83(9)	98. Certificates of Occupancy	Chief Executive Officer (95), Director Development and	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	98.7 The power pursuant to Regulation 83(9) of the Regulations to revoke a certificate of occupancy.	Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	
r88(3)	<p>99. Certificate of Independent Technical Expert in Certain Case</p> <p>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.</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
r95(2)	<p>100. Fees</p> <p>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</p>	Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	power to make any other determination for the purposes of Schedule 6.	Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r95(3)	<p>100. Fees</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r95(4)	<p>100. Fees</p> <p>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 fee, reassess a fee payable under the Regulations.</p>	<p>Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r95(5)	<p>100. Fees</p> <p>100.4 The duty pursuant to Regulation 95(5) of the Regulations, on a reassessment under Regulation 95(4) of the Regulations:</p> <p>100.4.1 if it appears that an overpayment has occurred, to refund any amount due in accordance with the reassessment; and</p> <p>100.4.2 if it appears that an underpayment has occurred, to charge any further amount payable in accordance with the reassessment.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
r98	<p>101. Register Of Applications</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70),	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning (326)	
r98(3)	101. Register Of Applications 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).	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Customer Service Officer Casual (21), Customer Service Officer Casual (267), Customer Service Officer Casual (281), Customer Service Officer Casual (359), Customer Service Officer Casual (60), Development Compliance Officer (211), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Executive Assistant Dev'ment and Reg	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Services (69), Home Services Support Officer (25), Manager Development Services (72), Senior Customer Service Officer (307), Senior Customer Service Officer (34), Senior Statutory Planner (80), Services Coordinator (35), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r99(2)	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.	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Leader Information Management (433), Team Leader Statutory Planning (326)	
r99(3)	102. Registration of Land Management Agreements 102.2 The power pursuant to Regulation 99(3) of the Regulations to determine what other information may be contained in the Register.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
r100(2)	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.	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Information Management (433)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r100(3)	<p>103. Land Management Agreements - Development Applications</p> <p>103.2 The duty pursuant to Regulation 100(3) of the Regulations to include in 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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Information Management (433), Team Leader Statutory Planning (326)	NIL
r100(5)	<p>103. Land Management Agreements - Development Applications</p> <p>103.3 The duty pursuant to Regulation 100(5) of the Regulations to keep the register at the principal office of the Council.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Information Management	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(433), Team Leader Statutory Planning (326)	
r100(6)	<p>103. Land Management Agreements - Development Applications</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Information Management (433), Team Leader Statutory Planning (326)	NIL
r100(9)	<p>103. Land Management Agreements - Development Applications</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Team Leader Statutory Planning (326)	
r101(a1)	<p>104. Documents to be Preserved by a Council</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Duty Planner (265a), Duty Planner (265b), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77)	NIL
r101(1)	<p>104. Documents to be Preserved by a Council</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a),	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Statutory Planning Cadet (355), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning (326)	
r101(1a)	104. Documents to be Preserved by a Council 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.	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215),	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Statutory Planning Cadet (355), Team Leader Administration (77), Team Leader Statutory Planning (326)	
r101(2)	104. Documents to be Preserved by a Council 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 the building to which the document relates is demolished or removed.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning (326)	NIL
r101(3)	104. Documents to be Preserved by a Council 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.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Admin Officer (436), Manager Development Services (72), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(326), Technical Information Management Officer (435)	
r101(4)	<p>104. Documents to be Preserved by a Council</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Admin Officer (436), Manager Development Services (72), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning (326), Technical Information Management Officer (435)	NIL
r101(5)	<p>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:</p> <p>104.5.1 for inspection under Regulation 101(4)(a) if to do so would:</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Admin Officer (436), Manager Development Services (72), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(326), Technical Information Management Officer (435)	
r101(5)	<p>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:</p> <p>104.5.1.1 in the opinion of the Delegate, unreasonably jeopardise the present or future security of a building; or</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Admin Officer (436), Information Management Officer (457), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning (326), Technical Information Management Officer (435)</p>	NIL
r101(5)	<p>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:</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Admin Officer (436), Information</p>	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	104.5.1.2 constitute a breach of any other law; or	Management Officer (457), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning (326), Technical Information Management Officer (435)	
r101(5)	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: 104.5.2 for copying under Regulation 101(4)(b) if to do so would:	Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Admin Officer (436), Information Management Officer (457), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planning (326), Technical Information Management Officer (435)	
r101(5)	<p>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:</p> <p>104.5.2.1 in the opinion of the Delegate, unreasonably jeopardise the present or future security of a building; or</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Admin Officer (436), Information Management Officer (457), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning (326), Technical Information Management Officer (435)	NIL
r101(5)	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:	Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Admin	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	104.5.2.2 involve an infringement of copyright in matter contained in a document; or	Officer (436), Information Management Officer (457), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning (326), Technical Information Management Officer (435)	
r101(5)	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: 104.5.2.3 constitute a breach of any other law.	Chief Executive Officer (95), Director Development and Regulatory Services (70), Information Management Admin Officer (436), Information Management Officer (457), Information Management Officer Tech Records (434), Manager Development Services (72), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Information	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Management (433), Team Leader Statutory Planning (326), Technical Information Management Officer (435)	
r102(2)	<p>104A Documents to be Provided by Private Certifier</p> <p>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.</p>	Administration Building Support Officer (418), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Information Management Admin Officer (436), Information Management Officer Tech Records (434), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Statutory Planning Cadet (355), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Information Management (433), Team Leader Statutory Planning (326), Technical	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Information Management Officer (435)	
r104	<p>105. Transfer of Development Potential</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Administration (77), Team Leader Information Management (433), Team Leader Statutory Planning (326)	NIL
Section 115(1)(a)	<p>106. System Indicators</p> <p>106.1 The duty pursuant to Section 115(1)(a) of the Regulations to keep and collate the information specified in the system indicators document on a quarterly basis.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Administration (77), Team Leader Statutory Planning (326)	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
115(1)(b)	<p>106. System Indicators</p> <p>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.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Administration (77), Team Leader Statutory Planning (326)	NIL
r115(2)	<p>106. System Indicators</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
Schedule 1A	<p>107. Schedule 1A - Demolition</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
Schedule 1A	<p>107. Schedule 1A - Demolition</p> <p>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.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
cl 2B(4)(b)Schedule 4	<p>108. Schedule 4 - New Dwellings</p> <p>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 or activity for residential purposes.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
Schedule 6	109. Schedule 6 - Fees	Chief Executive Officer (95)	

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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.		Subject to Council approval.
Schedule 8	<p>110. Schedule 8 - Development Near The Coast</p> <p>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.</p>	Chief Executive Officer (95), Elected Body	NIL
Schedule 8	<p>111. Schedule 8 - Development Adjacent To Main Roads</p> <p>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:</p> <p>111.1.1 alter an existing access; or</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>111.1.2 change the nature of movement through an existing access; or</p> <p>111.1.3 create a new access; or</p> <p>111.1.4 encroach within a road widening setback under the Metropolitan Adelaide Road Widening Plan Act 1972,</p> <p>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).</p>	Planner (82), Team Leader Statutory Planning (326)	
Schedule 8	<p>112. Schedule 8 - State Heritage Places</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230),	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
Schedule 8	<p>113. Schedule 8 - Mining - General</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
Schedule 8	<p>114. Schedule 8 - Activity of Environmental Significance</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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 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.	Planner (82), Team Leader Statutory Planning (326)	
Schedule 8	<p>115. Schedule 8 - Aquaculture Development</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
Schedule 8	<p>116. Schedule 8 - Development Within the River Murray Floodplain Area</p> <p>116.1 The power pursuant to and in accordance with Item 19(b) of Clause 2 of Schedule 8 of the Regulations</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	to form the opinion that development materially affects the context within which a State Heritage place is situated.	Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
Schedule 8	<p>117. Schedule 8 - Development Within the River Murray Tributaries Area</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory	Delegate report to be countersigned by other statutory planner prior to the decision being made.

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	for the fact that it fails to meet the conditions associated with the classification, to form the opinion that the failure to meet those conditions is of a minor nature only.	Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Delegate report to be countersigned by other statutory planner prior to the decision being made.
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services or Team Leader

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>non complying under the relevant Development Plan, to form the opinion that:</p> <p>118.3.1 the alteration of, or addition to, a building is of a minor nature only, pursuant to sub-paragraph (a);</p> <p>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).</p>	Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Statutory Planning Prior To The Decision Being Made.
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>118.4 The power pursuant to Clause 5 of Part 1 to Schedule 9 of the Regulations to form the opinion:</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services or Team Leader Statutory Planning Prior To The Decision Being Made.

Development Regulations 2008			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Team Leader Statutory Planning (326)	
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>118.4 The power pursuant to Clause 5 of Part 1 to Schedule 9 of the Regulations to form the opinion:</p> <p>118.4.2 whether the division will change the nature or function of an existing road.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services or Team Leader Statutory Planning Prior To The Decision Being Made.
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services or Team Leader Statutory Planning Prior To The Decision Being Made.

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	immediately preceding the day or days on which the special event is proposed to occur.	Planner (82), Team Leader Statutory Planning (326)	
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>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:</p> <p>118.6.1 the duty to not take into account what is included within Schedule 3 of the Regulations; and</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>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:</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230),	NIL

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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	Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>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:</p> <p>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.</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Delegate report to be countersigned by either the Director Development & Regulatory Services Manager Development Services or Team Leader Statutory Planning prior to the decision being made.
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>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</p>	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior	Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services or Team Leader

Development Regulations 2008

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>development under the relevant Development Plan, to form the opinion:</p> <p>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</p>	<p>Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	<p>Statutory Planning Prior To The Decision Being Made.</p>
Schedule 9	<p>118. Schedule 9 - Part One, Category One Development and Part Two Category Two Development</p> <p>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:</p> <p>118.7.2 whether the proposed division will change the nature or function of an existing road.</p>	<p>CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	<p>Delegate report to be countersigned by either the Director Development & Regulatory Services or Manager Development Services or Team Leader Statutory Planning Prior To The Decision Being Made.</p>

Development (Waste Reform) Variation Regulations 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
Clause 2(2) Schedule 1	<p>120. Development Authorisations to Continue</p> <p>120.1 The power pursuant to clause 2(2) of Schedule 1 of the Development (Waste Reform) Variation Regulations 2019 ('the Waste Reform Regulations'), to, on the Delegate's own initiative or on application by an existing authorisee:</p> <p>120.1.1 grant a new development authorisation to the person; or</p> <p>120.1.2 revoke an existing development authorisation; or</p> <p>120.1.3 by notice in writing to the authorisee given within 2 years after the commencement of clause 2 of Schedule 1 of the Waste Reform Regulations:</p> <p>120.1.3.1 vary the terminology or numbering in the existing development authorisation; or</p> <p>120.1.3.2 impose or vary a condition of the existing development authorisation, if, in the opinion of the Delegate, it is necessary or desirable to do so as a consequence of the variation of Schedule 21 or 22 of the principal regulations by the Waste Reform Regulations.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Development (Waste Reform) Variation Regulations 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
Clause 2(3) Schedule 1	<p>120. Development Authorisations to Continue</p> <p>120.2 The power pursuant to clause 2(3) of Schedule 1 of the Waste Reform Regulations, if the relevant authority takes action under clause 2(2) of Schedule 1 of the Waste Reform Regulations, to, dispense with the requirement for applications and payment of fees as the Delegate considers appropriate.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Powers of a Council as: A Council: A Designated Authority: A Designated Entity (until full PDI commencement)

Planning, Development and Infrastructure Act 2016			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s5(5)(b)	<p>1. Planning Regions and Greater Adelaide</p> <p>1.1 The power pursuant to Section 5(5)(b) of the Planning, Development and Infrastructure Act 2016 (the Act) to make submissions to the Minister on a proposed proclamation under Section 5 of the Act.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s6(3)(b)	<p>2. Subregions</p> <p>2.1 The power pursuant to Section 6(3)(b) of the Act to make submissions to the Minister on the Minister's proposed course of action.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	Nil
s7(5)(b)	3. Environment and Food Production Areas – Greater Adelaide	CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	Nil

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	3.1 The power pursuant to Section 7(5)(b) of the PDI Act, in relation to a proposed development in an environment and food production area that involves a division of land that would create 1 or more additional allotments to concur in the granting of the development authorisation to the development.	Development Services (72), Senior Strategic and Policy Planner (200)	
s22(4)(a)(i)	<p>4. Functions</p> <p>4.1 The power pursuant to Section 22(4)(a)(i) of the PDI Act to, if an inquiry is conducted by the Commission under Section 22(1)(e) of the PDI Act make submissions or representations.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s35(1)(a)	<p>5. Planning Agreements</p> <p>5.1 The power pursuant to Section 35(1)(a) of the PDI Act and subject to Section 35 of the PDI Act to enter into an agreement (a planning agreement) with the Minister relating to a specified area of the State.</p>	Chief Executive Officer (95)	In consultation with the Council & Assessment Manager.
s35(3)	5. Planning Agreements	Chief Executive Officer (95)	

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>5.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for:</p> <p>5.2.1 the setting of objectives, priorities and targets for the area covered by the agreement; and</p>		<p>In consultation with the Council & Assessment Manager.</p>
s35(4)	<p>5. Planning Agreements</p> <p>5.2.2 the constitution of a joint planning board including, in relation to such a board:</p> <p>5.2.2.1 the membership of the board, being between 3 and 7 members (inclusive); and</p> <p>5.2.2.2 subject to Section 35(4) of the PDI Act, the criteria for membership; and</p>	Chief Executive Officer (95)	<p>In consultation with the Council & Assessment Manager.</p>

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>5.2.2.3 the procedures to be followed with respect to the appointment of members; and</p> <p>5.2.2.4 the terms of office of members; and</p> <p>5.2.2.5 conditions of appointment of members, or the method by which those conditions will be determined, and the grounds on which, and the procedures by which, a member may be removed from office; and</p> <p>5.2.2.6 the appointment of deputy members; and</p> <p>5.2.2.7 the procedures of the board; and</p>		
s35(4)	5. Planning Agreements	Chief Executive Officer (95)	<hr/> <p>In consultation with the Council & Assessment Manager.</p>

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	5.2.3 the delegation of functions and powers to the joint planning board (including, if appropriate, functions or powers under another Act); and		
s35(4)	5. Planning Agreements 5.2.4 the staffing and other support issues associated with the operations of the joint planning board; and	Chief Executive Officer (95)	<hr/> In consultation with the Council & Assessment Manager.
s35(4)	5. Planning Agreements 5.2.5 financial and resource issues associated with the operations of the joint planning board, including: 5.2.5.1 the formulation and implementation of budgets; and 5.2.5.2 the proportions in which the parties to the agreement will be responsible for costs and other liabilities associated with the activities of the board; and	Chief Executive Officer (95)	<hr/> In consultation with the Council & Assessment Manager.

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s35(4)	<p>5. Planning Agreements</p> <p>5.2.6 such other matters as the Delegate thinks fit.</p>	Chief Executive Officer (95)	<p>In consultation with the Council & Assessment Manager.</p>
s35(5)(a)	<p>5. Planning Agreements</p> <p>5.3 The power pursuant to Section 35(5)(a) of the PDI Act, at the expiry of a planning agreement, to replace it with a new agreement (in the same or different terms).</p>	Chief Executive Officer (95)	<p>In consultation with the Council & Assessment Manager.</p>
s35(5)(b)	<p>5. Planning Agreements</p> <p>5.4 The power pursuant to Section 35(5)(b) of the PDI Act, to vary or terminate a planning agreement by agreement between the parties to the agreement.</p>	Chief Executive Officer (95)	<p>In consultation with the Council & Assessment Manager.</p>
s41(2)(a)	<p>6. Appointment of Administrator</p> <p>6.1 The power pursuant to Section 41(2)(a) of the PDI Act to make submissions to the Minister on the Minister</p>	Chief Executive Officer (95)	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	appointing an administrator under Section 41 of the PDI Act.		In consultation with the Council & Assessment Manager.
s44(6)(a)	<p>7. Community Engagement Charter</p> <p>7.1 The power pursuant to Section 44(6)(a) of the PDI Act, to make submissions in relation to any proposal to prepare or amend a designated instrument under Part 5 Division 2 Subdivision 5 of the PDI Act that is relevant to the Council (unless the proposal has been initiated by the Council).</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	<hr/> In consultation with Council & Assessment Manager.
s44(9)(b)	<p>7. Community Engagement Charter</p> <p>7.2 The power pursuant to Section 44(9)(b) of the PDI Act to the extent that Section 44(9)(a) of the PDI Act does not apply, have regard to, and seek to achieve, any principles or performance outcomes that apply in a relevant case.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	<hr/> In consultation with Council & Assessment Manager.
s44(10)	7. Community Engagement Charter	Chief Executive Officer (95), Director Development and	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>7.3 The power pursuant to Section 44(10) of the PDI Act to:</p> <p>7.3.1 seek the approval of the Commission to adopt an alternative way to achieving compliance with a requirement of the Charter; and</p> <p>7.3.2 with the approval of the Commission, adopt an alternative way to achieving compliance with a requirement of the Charter.</p>	Regulatory Services (70), Senior Strategic and Policy Planner (200)	In consultation with Council & Assessment Manager.
s45(2)(c)	<p>8. Preparation and Amendment of Charter</p> <p>8.1 The power pursuant to Section 45(2)(c) of the PDI Act to make representations (including in writing or via the SA Planning portal) on a proposal to prepare or amend the Charter.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	In consultation with Council & Assessment Manager.
s73(2)(b)(iv)	9. Preparation and Amendment	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200), Statutory	In consultation with Council & Assessment Manager & Team Leader Statutory Planning.

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>9.1 The power pursuant to Section 73(2)(b)(iv) of the PDI Act to:</p> <p>9.1.1 seek the approval of the Minister to initiate a proposal to amend a designated instrument; and</p> <p>9.1.2 initiate a proposal to amend a designated instrument with the approval of the Minister acting on the advice of the Commission.</p>	Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82)	
s73(6)	<p>9. Preparation and Amendment</p> <p>9.2 The power pursuant to Section 73(6) of the PDI Act where the Council is authorised or approved under Section 73 of the PDI Act, after all of the requirements of Section 73 of the PDI Act have been satisfied:</p> <p>9.2.1 to prepare a draft of the relevant proposal; and</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82)	In consultation with Council & Assessment Manager & Team Leader Statutory Planning.

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>9.2.2 to comply with the Community Engagement Charter for the purposes of consultation in relation to the proposal; and</p> <p>9.2.3 to the extent that paragraph (b) of Section 73(6) of the PDI Act does not apply, in the case of a proposed amendment to a regional plan that has been prepared by a joint planning board where the amendment is not being proposed by the joint planning board – to consult with the joint planning board; and</p> <p>9.2.4 to the extent that paragraph (b) of Section 73(6) of the PDI Act does not apply, in the case of a proposed amendment to the Planning and Design Code that will have a specific impact on 1 or more particular pieces of land in a particular zone or subzone (rather than more generally) – to take reasonable steps to give:</p> <p>9.2.4.1 an owner or occupier of the land; and</p> <p>9.2.4.2 an owner or occupier of each piece of adjacent land,</p>		

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>a notice in accordance with the regulations; and</p> <p>9.2.5 to consult with any person or body specified by the Commission and any other person or body as the delegate thinks fit; and</p> <p>9.2.6 to carry out such investigations and obtain such information specified by the Commission; and</p> <p>9.2.7 to comply with any requirement prescribed by the regulations.</p>		
s73(7)	<p>9. Preparation and Amendment</p> <p>9.3 The power pursuant to Section 73(7) of the PDI Act, after complying with Section 73(6) of the PDI Act to prepare a report in accordance with any practice direction that applies for the purposes of Section 73 of the PDI Act (including information about any change to the original proposal that the delegate considers should be made) and furnish a copy of the report to the Minister.</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82)</p>	<p>In consultation with Council & Assessment Manager & Team Leader Statutory Planning.</p>

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s73(8)	<p>9. Preparation and Amendment</p> <p>9.4 The power pursuant to Section 73(8) of the PDI Act, after the Council has furnished a report to the Minister under Section 73(7) of the PDI Act, to ensure that a copy of the report is published on the SA planning portal in accordance with a practice direction that applies for the purposes of Section 73 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	NIL
s73(9)	<p>9. Preparation and Amendment</p> <p>9.5 The power pursuant to Section 73(9) of the PDI Act to enter into an agreement with a person for the recovery of costs incurred by the Council in relation to an amendment of the Planning and Design Code or a design standard under Section 73 of the PDI Act (subject to the requirement to charge costs under Section 73(4)(b) of the PDI Act (if relevant)).</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s74(8)	10. Parliamentary Scrutiny	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory	In consultation with the Assessment Manager.

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	10.1 The power pursuant to Section 74(8) of the PDI Act if the ERD Committee is proposing to suggest an amendment under Section 74(4) of the PDI Act and the amendment is specifically relevant to the Council, to provide comment and a response within the period of 2 weeks.	Services (70), Senior Strategic and Policy Planner (200)	
s82(d)	<p>11. Entities Constituting Relevant Authorities</p> <p>11.1 The power pursuant to Section 82(d) of the PDI Act, subject to the PDI Act, to appoint an assessment panel.</p>	Elected Body	
s83(1)	<p>12. Panels Established by Joint Planning Boards or Councils</p> <p>12.1 The power pursuant to Section 83(1) of the PDI Act in relation to an assessment panel appointed by the Council under Division 1 of Part 6 of the PDI Act, to:</p> <p>12.1.1 appoint more than 1 assessment panel and if the delegate does so, to clearly specify which class of development each assessment panel is to assess;</p>	Elected Body	<hr/> <p>In consultation with the CEO, Director Development & Regulatory Services & Assessment Manager.</p>

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>12.1.2 determine:</p> <p>12.1.2.1 the membership of the assessment panel, being no more than 5 members, only 1 of which may be a member of a Council, and, if the delegate thinks fit, on the basis that the assessment panel will be constituted by a different number of members depending on the particular class of development that is being assessed by the assessment panel; and</p> <p>12.1.2.2 the procedures to be followed with respect to the appointment of members; and</p> <p>12.1.2.3 the terms of office of members; and</p> <p>12.1.2.4 conditions of appointment of members, or the method by which those conditions will be determined, (including as to their remuneration) and the grounds on which, and the procedures by which, a member may be removed from office; and</p>		

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>12.1.2.5 the appointment of deputy members; and</p> <p>12.1.2.6 who will act as the presiding member of the panel and the process for appointing an acting presiding member.</p>		
s83(1)(h)	<p>12. Panels Established by Joint Planning Boards or Councils</p> <p>12.2 The power pursuant to Section 83(1)(h) of the PDI Act to arrange the staffing and support required for the purposes of the operations of the panel.</p>	Assessment Manager (72), Chief Executive Officer (95)	In consultation with Director Development & Regulatory Services.
s83(1)(i)	<p>12. Panels Established by Joint Planning Boards or Councils</p> <p>12.3 The power pursuant to Section 83(1)(i) of the PDI Act to substitute the existing members of the panel with new members if directed to do so by the Minister acting on recommendation of the Commission under Section 86 of the PDI Act.</p>	Chief Executive Officer (95)	In Consultation with Director Development & Regulatory Services & Assessment Manager.

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s83(2)	<p>12. Panels Established by Joint Planning Boards or Councils</p> <p>12.4 The power pursuant to Section 83(2) of the PDI Act to form the opinion and be satisfied that a person to be appointed as a member of an assessment panel who is a member, or former member, of a Council is appropriately qualified to act as a member of the assessment panel on account of the person's experience in local government.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	In Consultation with the Assessment Manager.
s84(1)(c)(ii)(A)	<p>13. Panels Established by Minister</p> <p>13.1 The power pursuant to Section 84(1)(c)(ii)(A) of the PDI Act to request the Minister to constitute a regional assessment panel in relation to the combined areas of the Council and one or more other councils.</p>	Chief Executive Officer (95)	In Consultation with Director Development & Regulatory Services & Assessment Manager.
s84(1)(c)(ii)(B)	<p>13. Panels Established by Minister</p> <p>13.2 The power pursuant to Section 84(1)(c)(ii)(B) of the PDI Act to make submissions to the Minister about the constitution of a regional assessment panel in relation to</p>	Chief Executive Officer (95)	In Consultation with Director Development & Regulatory Services & Assessment Manager.

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	the area of the Council and one or more other councils (or parts of such areas).		
s86(2)(a)	<p>14. Substitution of Local Panels</p> <p>14.1 The power pursuant to Section 86(2)(a) of the PDI Act to make submissions to the Commission in relation to an inquiry.</p>	Assessment Manager (72), Chief Executive Officer (95)	In consultation with Council & with Director Development & Regulatory Services.
s89(b)	<p>15. Notification of Acting</p> <p>15.1 The power pursuant to Section 89(b) of the PDI Act to require an accredited professional to provide such information or documentation as the delegate may require.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL
s130(6)	<p>16. Essential Infrastructure – Alternative Assessment Process</p> <p>16.1 The power pursuant to Section 130(6) of the PDI Act to report to the Commission on any matters contained in a notice under Section 130(5) of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Team Leader Statutory Planning (326)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s130(14)	<p>16. Essential Infrastructure – Alternative Assessment Process</p> <p>16.2 The power pursuant to Section 130(14) of the PDI Act to, if the Council has, in relation to any matters referred to the Council under Section 130(5) of the PDI Act, expressed opposition to the proposed development in its report under Section 130(6) of the PDI Act, withdraw the Council's opposition.</p>	Assessment Manager (72), Chief Executive Officer (95), Team Leader Statutory Planning (326)	NIL
s163(3)(b)	<p>17. Initiation of Scheme</p> <p>17.1 The power pursuant to Section 163(3)(b) of the PDI Act to request the Minister initiate a proposal to proceed under Section 163 of the PDI Act.</p>	Elected Body	
s163(10)	<p>17. Initiation of Scheme</p> <p>17.2 The power pursuant to Section 163(10) of the PDI Act to make submissions to the Minister in relation to the draft outline.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Property Services (394), Senior	In consultation with Director Infrastructure & Operations.

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82)	
s166(1)(c)	<p>18. Consideration of Proposed Scheme</p> <p>18.1 The power pursuant to Section 166(1)(c) of the PDI Act to consult with a scheme coordinator in relation to a scheme in accordance with the Community Engagement Charter.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114)	In consultation with Director Infrastructure & Operations.
s167(7)	<p>19. Adoption of Scheme</p> <p>19.1 The power pursuant to Section 167(7) of the PDI Act to make submissions to the Minister in relation to a variation to an outline of a scheme.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114)	In consultation with Director Infrastructure & Operations.
s169(2)(b)	20. Funding Arrangements	Chief Executive Officer (95)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	20.1 The power pursuant to Section 169(2)(b) of the PDI Act in relation to a scheme that provides for the collection of contributions under Subdivision 8 of the PDI Act to apply for any matter to be considered or determined by ESCOSA or some other prescribed person or body as part of a periodic review of the levels and amounts of those contributions.		
s169(9)	<p>20. Funding Arrangements</p> <p>20.2 The power pursuant to Section 169(9) of the PDI Act to make submissions to the Commission in relation to a funding arrangement that is specifically relevant to the Council.</p>	Chief Executive Officer (95)	NIL
s177(4)	<p>21. Contributions by Constituent Councils</p> <p>21.1 The power pursuant to Section 177(4) of the PDI Act to make submissions to the Minister in relation to the Council's share.</p>	Chief Executive Officer (95)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s177(5)	<p>21. Contributions by Constituent Councils</p> <p>21.2 The power pursuant to Section 177(5) of the PDI Act to, at the request of the Minister, supply the Minister with information in the possession of the Council to enable the Minister to determine shares under Sections 177(2) and (3) of the PDI Act.</p>	Chief Executive Officer (95)	NIL
s180(7)	<p>22. Imposition of Charge by Councils</p> <p>22.1 The power pursuant to Section 180(7) of the PDI Act, if the Council incurs costs in recovering a charge as a debt, to claim the reimbursement of those costs (insofar as they are reasonable) from the relevant fund established under subdivision 9, Division 1, Part 13 of the PDI Act.</p>	Chief Executive Officer (95), Director Corporate Services (41), Manager Financial Services (214)	NIL
s187(1)	<p>23. Authorised Works</p> <p>23.1 The power pursuant to Section 187(1) of the PDI Act, subject to Section 187(3) of the PDI Act, to carry out</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	any infrastructure works if the Council is authorised to so do by or under the PDI Act or any other Act.		
s187(5)	<p>23. Authorised Works</p> <p>23.2 The power pursuant to Section 187(5) of the PDI Act, subject to Section 187(6) of the PDI Act, in relation to a proposal that involves disturbing the surface of a road, or that otherwise relates to a road to:</p> <p>23.2.1 inform the relevant road maintenance authority of the proposal at least 28 days before the proposed commencement of any work; and</p> <p>23.2.2 give the relevant road maintenance authority a reasonable opportunity to consult with the Council in relation to the matter; and</p> <p>23.2.3 ensure that proper consideration is given to the views of the road maintenance authority.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402), Senior Civil Engineer (184), Technical Officer (104)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s187(5)(b)	<p>23. Authorised Works</p> <p>23.3 The power pursuant to Section 187(5)(b) of the PDI Act to make submissions to the relevant road maintenance authority in relation to the matter.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402), Senior Civil Engineer (184), Technical Officer (104)	NIL
s187(6)	<p>23. Authorised Works</p> <p>23.4 The power pursuant to Section 187(6) of the PDI Act, in a case of emergency, to only comply with Section 187(5) of the PDI Act to such extent as is practicable in the circumstances.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402), Senior Civil Engineer (184), Technical Officer (104)	NIL
s188(1)	<p>24. Entry onto Land</p> <p>24.1 The power pursuant to Section 188(1) of the PDI Act to authorise a person for the purpose of undertaking any work or activity in connection with the exercise of a power under Division 2 of Part 13 of the PDI Act to:</p> <p>24.1.1 enter and pass over any land; and</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>24.1.2 bring onto any land any vehicles, plant or equipment; and</p> <p>24.1.3 temporarily occupy land; and</p> <p>24.1.4 do anything else reasonably required in connection with the exercise of the power.</p>		
s188(4)	<p>24. Entry onto Land</p> <p>24.2 The power pursuant to Section 188(4) of the PDI Act to pay reasonable compensation on account of any loss or damage caused by the exercise of a power under Section 188(1) of the PDI Act.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114)	NIL
s189(1)	<p>25. Acquisition of Land</p> <p>25.1 The power pursuant to Section 189(1) of the PDI Act, to:</p>	Elected Body	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>25.1.1 seek the consent of the Minister to acquire land for a purpose associated with infrastructure works under and in accordance with the Land Acquisition Act 1969; and</p> <p>25.1.2 with the consent of the Minister, acquire land for a purpose associated with infrastructure works under and in accordance with the Land Acquisition Act 1969.</p>		
s210(1)	<p>26. Appointment of Authorised Officers</p> <p>26.1 The power pursuant to Section 210(1) of the PDI Act to:</p> <p>26.1.1 appoint a person to be an authorised officer for the purposes of the PDI Act; and</p> <p>26.1.2 appoint a person who holds the qualifications prescribed by the regulations to be an authorised officer for the purposes of the PDI Act if the Council is required to do so by the regulations.</p>	Chief Executive Officer (95)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s210(2)	<p>26. Appointment of Authorised Officers</p> <p>26.2 The power pursuant to Section 210(2) of the PDI Act to make an appointment of an authorised officer subject to conditions.</p>	Chief Executive Officer (95)	NIL
s210(3)	<p>26. Appointment of Authorised Officers</p> <p>26.3 The power pursuant to Section 210(3) of the PDI Act to issue each authorised officer an identity card:</p> <p>26.3.1 containing a photograph of the authorised officer; and</p> <p>26.3.2 stating any conditions of appointment limiting the authorised officer's appointment.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
s210(5)	26. Appointment of Authorised Officers	Chief Executive Officer (95)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>26.4 The power pursuant to Section 210(5) of the PDI Act to, at any time, revoke an appointment which the Council has made, or vary or revoke a condition of such an appointment or impose a further such condition.</p>		
s213(1)	<p>27. Enforcement Notices</p> <p>27.1 The power pursuant to Section 213(1) of the PDI Act, if the delegate has reason to believe on reasonable grounds that a person has breached the PDI Act or the repealed Act, to do such of the following as the delegate considers necessary or appropriate in the circumstances:</p> <p>27.1.1 direct a person to refrain, either for a specified period or until further notice, from the PDI Act, or course of action, that constitutes the breach;</p> <p>27.1.2 direct a person to make good any breach in a manner, and within a period, specified by the delegate;</p> <p>27.1.3 take such urgent action as is required because of any situation resulting from the breach.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	<p>Notice to be reviewed by either the Director Development & Regulatory Services, Manager Development Services, Team Leader Statutory Planning or Team Leader Building prior to the notice being issued.</p>

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s213(2)	<p>27. Enforcement Notices</p> <p>27.2 The power pursuant to Section 213(2) of the PDI Act to give a direction under Section 213(1) of the PDI Act by notice in writing unless the delegate considers that the direction is urgently required.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	<p>Notice to be reviewed by either the Director Development & Regulatory Services, Manager Development Services, Team Leader Statutory Planning or Team Leader Building prior to the notice being issued.</p>
s213(5)	<p>27. Enforcement Notices</p> <p>27.3 The power pursuant to Section 213(5) of the PDI Act, if a person fails to comply with a direction under Section 213(1)(b) of the PDI Act within the time specified in the notice, to cause the necessary action to be taken.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230),</p>	<p>NIL</p>

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s213(6)	<p>27. Enforcement Notices</p> <p>27.4 The power pursuant to Section 213(6) of the PDI Act to recover the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 213 of the PDI Act, as a debt due from the person whose failure gave rise to the action.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s213(7)	<p>27. Enforcement Notices</p> <p>27.5 The power pursuant to Section 213(7) of the PDI Act, if an amount is recoverable from a person by the Council under Section 213 of the PDI 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.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s214(1)	<p>28. Applications to Court</p> <p>28.1 The power pursuant to Section 214(1) of the PDI Act to apply to the Court for an order to remedy or restrain a breach of the PDI Act or the repealed Act (whether or not any right of that person has been or may be infringed by or as a consequence of that breach).</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s214(2)	<p>28. Applications to Court</p> <p>28.2 The power pursuant to Section 214(2) of the PDI Act to consent to proceedings under Section 214 of the PDI Act being brought in a representative capacity on behalf of the Council.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s214(4)	<p>28. Applications to Court</p> <p>28.3 The power pursuant to Section 214(4) of the PDI Act to make an application without notice to any person and to make an application to the Court to serve a summons requiring the respondent to appear before the Court to</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	show cause why an order should not be made under Section 214 of the PDI Act.		
s214(6)	<p>28. Applications to Court</p> <p>28.4 The power pursuant to Section 214(6) of the PDI Act to make submissions to the Court on the subject matter of the proceedings.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
s214(9)	<p>28. Applications to Court</p> <p>28.5 The power pursuant to Section 214(9) of the PDI Act to appear before a final order is made and be heard in proceedings based on the application.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Senior	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s214(10)	<p>28. Applications to Court</p> <p>28.6 The power pursuant to Section 214(10) of the PDI Act to make an application to the Court to make an interim order under Section 214 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s214(11)	<p>28. Applications to Court</p> <p>28.7 The power pursuant to Section 214(11) of the PDI Act to make an application for an interim order without notice to any person.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
s214(12)	28. Applications to Court	Assessment Manager (72), Chief Executive Officer (95), Director	NIL

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	28.8 The power pursuant to Section 214(12) of the PDI Act, if the Court makes an order under Section 214(6)(d) of the PDI Act and the respondent 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 recover the costs of that work, as a debt, from the respondent	Development and Regulatory Services (70)	
s214(13)	<p>28. Applications to Court</p> <p>28.9 The power pursuant to Section 214(13) of the PDI Act, if an amount is recoverable from a person by the Council under Section 214(12) of the PDI 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.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70)	NIL
s214(17)	<p>28. Applications to Court</p> <p>28.10 The power pursuant to Section 214(17) of the PDI Act to apply to the Court to vary or revoke an order previously made under Section 214 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s219(1)	<p>29. Proceedings for Offences</p> <p>29.1 The power pursuant to Section 219(1) of the PDI Act to commence proceedings for an offence against the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Development Compliance Officer (211), Team Leader Building Services (286), Team Leader Statutory Planning (326)	The concurrence of the Assessment Manager must be obtained prior to commencement of proceedings.
s223(2)	<p>30. Adverse Publicity Orders</p> <p>30.1 The power pursuant to Section 223(2) of the PDI Act to make an application to the Court for an adverse publicity order.</p>	Chief Executive Officer (95)	The concurrence of the Assessment Manager must be obtained prior to commencement of proceedings.
s223(4)	<p>30. Adverse Publicity Orders</p> <p>30.2 The power pursuant to Section 223(4) of the PDI Act, if the offender fails to give evidence to the Council in accordance with Section 224(1)(b) of the PDI Act to:</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>30.2.1 take the action or actions specified in the order; and</p> <p>30.2.2 authorise a person in writing to take the action or actions specified in the order.</p>		
s223(5)	<p>30. Adverse Publicity Orders</p> <p>30.3 The power pursuant to Section 223(5) of the PDI Act, if:</p> <p>30.3.1 the offender gives evidence to the Council in accordance with Section 223(1)(b) of the PDI Act; and</p> <p>30.3.2 despite the evidence, the delegate is not satisfied that the offender has taken the action or actions specified in the order in accordance with the order,</p> <p>to apply to the court for an order authorising the Council, or a person authorised in writing by the Council, to take</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	the action or actions and to authorise a person in writing to take the action or actions.		
s223(6)	<p>30. Adverse Publicity Orders</p> <p>30.4 The power pursuant to Section 223(6) of the PDI Act, if the Council, or a person authorised in writing by the Council, takes an action or actions in accordance with Section 223(4) of the PDI Act or an order under Section 223(5) of the PDI Act, to recover from the offender an amount in relation to the reasonable expenses of taking the action or actions, as a debt, due to the Council.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL
s225(1)	<p>31. Civil Penalties</p> <p>31.1 The power pursuant to Section 225(1) of the PDI Act, subject to Section 225 of the PDI Act, if the delegate is satisfied that a person has committed an offence by contravening a provision of the PDI Act, to, as an alternative to criminal proceedings, recover, by negotiation or by application to the Court, an amount as a civil penalty in respect of the contravention.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s225(2)	<p>31. Civil Penalties</p> <p>31.2 The power pursuant to Section 225(2) of the PDI Act, in respect of a contravention where the relevant offence does not require proof of intention or some other state of mind, to determine whether to initiate proceedings for an offence or take action under Section 225 of the PDI Act, having regard to the seriousness of the contravention, the previous record of the offender and any other relevant factors.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL
s225(3)	<p>31. Civil Penalties</p> <p>31.3 The power pursuant to Section 225(3) of the PDI Act to serve on the person a notice in the prescribed form advising the person that the person may, by written notice to the Council, elect to be prosecuted for the contravention.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s225(13)	<p>31. Civil Penalties</p> <p>31.4 The power pursuant to Section 225(13) of the PDI Act to seek the authorisation of the Attorney-General to the commencement of proceedings for an order under Section 225 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL
s225(17)	<p>31. Civil Penalties</p> <p>31.5 The power pursuant to Section 225(17) of the PDI Act to seek an authorisation from the Commission for the Council to act under Section 225 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL
s228(7)	<p>32. Make Good Orders</p> <p>32.1 The power pursuant to Section 228(7) of the PDI Act to apply to the Court to vary or revoke an order under Section 228 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL
s229(5)	33. Recovery of Economic Benefit	Assessment Manager (72), Chief Executive Officer (95)	NIL

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	33.1 The power pursuant to Section 229(5) of the PDI Act to apply an amount paid to the Council in accordance with an order under Section 229(1) of the PDI Act for the purpose of acquiring or developing land as open space and to hold it in a fund established for the purposes of Section 198 of the PDI Act.		
s230(1)	<p>34. Enforceable Voluntary Undertakings</p> <p>34.1 The power pursuant to Section 230(1) of the PDI Act to accept (by written notice) a written undertaking given by a person in connection with a matter relating to a contravention or alleged contravention by the person of the PDI Act.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s230(4)	<p>34. Enforceable Voluntary Undertakings</p> <p>34.2 The power pursuant to Section 230(4) of the PDI Act if the delegate considers that a person has contravened an undertaking accepted by the Council, to apply to the Court for enforcement of the undertaking.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL
s230(7)	<p>34. Enforceable Voluntary Undertakings</p> <p>34.3 The power pursuant to Section 230(7) of the PDI Act to agree in writing with a person who has made an undertaking to:</p> <p>34.3.1 vary the undertaking; or</p> <p>34.3.2 withdraw the undertaking.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	Subject to concurrence by the Assessment Manager.

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s230(11)	<p>34. Enforceable Voluntary Undertakings</p> <p>34.4 The power pursuant to Section 230(11) of the PDI Act to accept an undertaking in respect of a contravention or alleged contravention before proceedings in respect of that contravention have been finalised.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL
s230(12)	<p>34. Enforceable Voluntary Undertakings</p> <p>34.5 The power pursuant to Section 230(12) of the PDI Act if the delegate accepts an undertaking before the proceedings are finalised, to take all reasonable steps to have the proceedings discontinued as soon as possible.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL
s230(14)	<p>34. Enforceable Voluntary Undertakings</p> <p>34.6 The power pursuant to Section 230(14) of the PDI Act to seek an authorisation from the Commission for the Council to act under Section 230 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95)	NIL
s239(1)	35. Charges on Land	Building Officer (380), Building Officer (453), Building Officer (463),	

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>35.1 The power pursuant to Section 239(1) of the PDI Act if a charge on land is created under a provision of the PDI Act in favour of the Council, to deliver to the Registrar-General a notice in a form determined by the Registrar-General, setting out the amount of the charge and the land over which the charge is claimed.</p>	<p>Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	<p>NIL</p>
s239(6)	<p>35. Charges on Land</p> <p>35.2 The power pursuant to Section 239(6) of the PDI Act if a charge in the Council's favour exists and the amount to which the charge relates is paid, to by notice to the appropriate authority in a form determined by the Registrar-General, apply for the discharge of the charge.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building</p>	<p>Subject to concurrence by the Assessment Manager.</p>

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Services (286), Team Leader Statutory Planning (326)	
s240(1)	<p>36. Registering Authorities to Note Transfer</p> <p>36.1 The power pursuant to Section 240(1) of the PDI Act to apply to the Registrar General or another authority required or authorised under a law of the State to register or record transactions affecting assets, rights or liabilities, or documents relating to such transactions, to register or record in an appropriate manner the transfer to the Council of an asset, right or liability by regulation, proclamation or notice under the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL
Clause 3(3) Schedule 4	<p>37. Review of Performance</p> <p>37.1 The power pursuant to Clause 3(3) of Schedule 4 of the PDI 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.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
Clause 3(14) Schedule 4	<p>37. Review of Performance</p> <p>37.2 The power pursuant to Clause 3(14) of Schedule 4 of the PDI Act to make submissions to the Minister on the report on which the PDI Action to be taken by the Minister under Clause 3(13) of Schedule 4 of the PDI Act is based.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL
Clause 3(15) Schedule 4	<p>37. Review of Performance</p> <p>37.3 The power pursuant to Clause 3(15) of Schedule 4 of the PDI Act, if the Minister makes a recommendation to the Council under Clause 3(13)(a) of Schedule 4 of the PDI Act and the Minister subsequently considers that the Council has not, within a reasonable period, taken appropriate action in view of the recommendation, to make submissions to the Minister in relation to the directions of the Minister.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	Must be reported to Council.
Clause 3(16) Schedule 4	37. Review of Performance	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	Must be reported to Council.

Planning, Development and Infrastructure Act 2016

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	37.4 The power pursuant to Clause 3(16) of Schedule 4 of the PDI Act to comply with a direction under Clauses 3(13) or (15) of Schedule 4 of the PDI Act.		
Clause 9(6)(a) Schedule 8	38. Planning and Design Code 38.1 The power pursuant to Clause 9(6)(a) of Schedule 8 of the PDI Act to apply to the Minister for approval to commence the process under Section 25 of the repealed Act.	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	Must be reported to Council.
Clause 30(3) Schedule 8	39. General Schemes 39.1 The power pursuant to Clause 30(3) of Schedule 8 of the PDI Act to request the Minister make a declaration under Clause 30(2) of Schedule 8 of the PDI Act in relation to a scheme.	Elected Body	

Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Power of a Council as a Relevant Authority

Instrument of Delegation Under the Planning, Development and Infrastructure Act 2016 of Power of a Council as a Relevant Authority			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s7(5(a) and (d)	<p>1. Environment and Food Production Areas – Greater Adelaide</p> <p>1.1 The power pursuant to Section 7(5)(a) and (d) of the Planning, Development and Infrastructure Act 2016 (the PDI Act), in relation to a proposed development in an environment and food production area that involves a division of land that would create 1 or more additional allotments:</p> <p>1.1.1 to seek the concurrence of the Commission in the granting of the development authorisation to the development;</p> <p>1.1.2 to, if the proposed development will create additional allotments to be used for residential development, refuse to grant development authorisation in relation to the proposed development.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70)	NIL

Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)

Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s7(5)(b)	<p>1. Environment and Food Production Areas – Greater Adelaide</p> <p>1.1 The power pursuant to Section 7(5)(b) of the Planning, Development and Infrastructure Act 2016 (the PDI Act), in relation to proposed development in an environment and food production area that involves a division of land that would create 1 or more additional allotments to concur in the granting of the development authorisation to the development.</p>	Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s22(4)(a)(i)	<p>2. Functions</p> <p>2.1 The power pursuant to Section 22(4)(a)(i) of the PDI Act to, if an inquiry is conducted by the Commission under Section 22(1)(e) of the PDI Act make submissions or representations.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice
Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s35(1)(a)	<p>3. Planning Agreements</p> <p>3.1 The power pursuant to Section 35(1)(a) of the PDI Act and subject to Section 35 of the PDI Act to enter into an agreement (a planning agreement) with the Minister relating to a specified area of the State subject to Section 35 of the PDI Act.</p>	Chief Executive Officer (95)	<hr/> <p>In consultation with the Council & Assessment Manager</p>
s35(3)	<p>3. Planning Agreements</p> <p>3.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for:</p> <p>3.2.1 the setting of objectives, priorities and targets for the area covered by the agreement; and</p>	Chief Executive Officer (95)	<hr/> <p>In consultation with the Council & Assessment Manager</p>
s35(3)	<p>3. Planning Agreements</p> <p>3.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for:</p>	Chief Executive Officer (95)	<hr/> <p>In consultation with the Council & Assessment Manager</p>

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice
Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>3.2.2 the constitution of a joint planning board including, in relation to such a board:</p> <p>3.2.2.1 the membership of the board, being between 3 and 7 members (inclusive); and</p> <p>3.2.2.2 subject to Section 35(4) of the PDI Act, the criteria for membership; and</p> <p>3.2.2.3 the procedures to be followed with respect to the appointment of members; and</p> <p>3.2.2.4 the terms of office of members; and</p> <p>3.2.2.5 conditions of appointment of members, or the method by which those conditions will be determined, and the grounds on which, and the procedures by which, a member may be removed from office; and 35.2.2.6 the appointment of deputy members; and</p> <p>3.2.2.7 the procedures of the board; and</p>		
s35(3)	<p>3. Planning Agreements</p> <p>3.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for:</p>	Chief Executive Officer (95)	<hr/> <p>In consultation with the Council & Assessment Manager</p>

Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	3.2.3 the delegation of functions and powers to the joint planning board (including, if appropriate, functions or powers under another Act); and		
s35(3)	<p>3. Planning Agreements</p> <p>3.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for:</p> <p>3.2.4 the staffing and other support issues associated with the operations of the joint planning board; and</p>	Chief Executive Officer (95)	In consultation with the Council & Assessment Manager
s35(3)	<p>3. Planning Agreements</p> <p>3.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for:</p> <p>3.2.5 financial and resource issues associated with the operations of the joint planning board, including:</p> <p>3.2.5.1 the formulation and implementation of budgets; and</p>	Chief Executive Officer (95)	In consultation with the Council & Assessment Manager

Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	3.2.5.2 the proportions in which the parties to the agreement will be responsible for costs and other liabilities associated with the activities of the board; and		
s35(3)	<p>3. Planning Agreements</p> <p>3.2 The power pursuant to Section 35(3) of the PDI Act to, in a planning agreement, include provisions that outline the purposes of the agreement and the outcomes that the agreement is intended to achieve and to provide for:</p> <p>3.2.6 such other matters as the delegate thinks fit.</p>	Chief Executive Officer (95)	In consultation with the Council & Assessment Manager
s35(5)(a)	<p>3. Planning Agreements</p> <p>3.3 The power pursuant to Section 35(5)(a) of the PDI Act, at the expiry of a planning agreement, to replace it with a new agreement (in the same or different terms).</p>	Chief Executive Officer (95)	In consultation with the Council & Assessment Manager
s35(5)(b)	<p>3. Planning Agreements</p> <p>3.4 The power pursuant to Section 35(5)(b) of the PDI Act, to vary or terminate a planning agreement by agreement between the parties to the agreement.</p>	Chief Executive Officer (95)	In consultation with the Council & Assessment Manager

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice
Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s44(6)(a)	<p>4. Community Engagement Charter</p> <p>4.1 The power pursuant to Section 44(6)(a) of the PDI Act, to make submissions in relation to any proposal to prepare or amend a designated instrument under Part 5 Division 2 Subdivision 5 of the PDI Act that is relevant to the Council (unless the proposal has been initiated by the Council).</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	In consultation with Council & Assessment Manager.
s44(9)(b)	<p>4. Community Engagement Charter</p> <p>4.2 The power pursuant to Section 44(9)(b) of the PDI Act to the extent that Section 44(9)(a) of the PDI Act does not apply, have regard to, and seek to achieve, any principles or performance outcomes that apply in a relevant case.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	In consultation with Council & Assessment Manager.
s44(10)	<p>4. Community Engagement Charter</p> <p>4.3 The power pursuant to Section 44(10) of the PDI Act to:</p> <p>4.3.1 seek the approval of the Commission to adopt an alternative way to achieving compliance with a requirement of the charter; and</p> <p>4.3.2 with the approval of the Commission, adopt an alternative way to achieving compliance with a requirement of the charter.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70), Senior Strategic and Policy Planner (200)	In consultation with Council & Assessment Manager.

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice
Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s45(2)(c)	<p>5. Preparation and Amendment of Charter</p> <p>5.1 The power pursuant to Section 45(2)(c) of the PDI Act to make representations (including in writing or via the SA planning portal) on a proposal to prepare or amend the charter.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with Council & Assessment Manager.
s73(6)	<p>6. Preparation and Amendment</p> <p>6.1 The power pursuant to Section 73(6) of the PDI Act where the Council is authorised or approved under Section 73 of the PDI Act, after all of the requirements of Section 73 of the PDI Act have been satisfied:</p> <p>6.1.1 to prepare a draft of the relevant proposal; and</p> <p>6.1.2 to comply with the Community Engagement Charter for the purposes of consultation in relation to the proposal; and</p> <p>6.1.3 to the extent that paragraph (b) of Section 73(6) of the PDI Act does not apply, in the case of a proposed amendment to a regional plan that has been prepared by a joint planning board where the amendment is not being proposed by the joint planning board – consult with the joint planning board; and</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	9.2.1 - In consultation with Council & Assessment Manager & Team Leader Statutory Planning

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice
Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>6.1.4 to the extent that paragraph (b) of Section 73(6) of the PDI Act does not apply, in the case of a proposed amendment to the Planning and Design Code that will have a specific impact on 1 or more particular pieces of land in a particular zone or subzone (rather than more generally) – to take reasonable steps to give:</p> <p>6.1.4.1 an owner or occupier of the land; and</p> <p>6.1.4.2 an owner or occupier of each piece of adjacent land,</p> <p>a notice in accordance with the regulations; and</p> <p>6.1.5 to consult with any person or body specified by the Commission and any other person or body as the delegate thinks fit; and</p> <p>6.1.6 to carry out such investigations and obtain such information specified by the Commission; and</p> <p>6.1.7 to comply with any requirement prescribed by the regulations.</p>		
s73(8)	<p>6. Preparation and Amendment</p> <p>6.2 The power pursuant to Section 73(8) of the PDI Act, after the Council has furnished a report to the Minister under Section 73(7) of the PDI Act, to ensure that a copy of</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services</p>	<p>NIL</p>

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning & Design Code and Practice
Directions of Powers of a Council as a Council; a Designated Authority; a Designated Entity (Instrument A)**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	the report is published on the SA planning portal in accordance with a practice direction that applies for the purposes of Section 73 of the PDI Act.	(72), Senior Strategic and Policy Planner (200)	
s73(9)	<p>6. Preparation and Amendment</p> <p>6.3 The power pursuant to Section 73(9) of the PDI Act to enter into an agreement with a person for the recovery of costs incurred by the Council in relation to an amendment of the Planning and Design Code or a design standard under Section 73 of the PDI Act (subject to the requirement to charge costs under Section 73(4)(b) of the PDI Act (if relevant)).</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	In consultation with Council.
s74(8)(c)	<p>7. Parliamentary Scrutiny</p> <p>7.1 The power pursuant to Section 74(8)(c) of the PDI Act if the ERD Committee is proposing to suggest an amendment under Section 74(4) of the PDI Act and the amendment is specifically relevant to the Council, to provide a comment and response within the period of 2 weeks.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with the Assessment Manager.
s75(3)	8. Complying Changes – Planning and Design Code	Chief Executive Officer (95), Director Development and Regulatory Services	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	8.1 The power pursuant to Section 75(3) of the PDI Act to effect an amendment under Section 75 of the PDI Act by an instrument deposited on the SA Planning database (in accordance with requirements established by the Chief Executive).	(70), Senior Strategic and Policy Planner (200)	In consultation with Council, Assessment Manager and Team Leader Statutory Planning.
s82(d)	9. Entities Constituting Relevant Authorities 9.1 The power pursuant to Section 82(d) of the PDI Act, subject to the PDI Act, to appoint an assessment panel.	Elected Body	NIL
s83(1)	10. Panels Established by Joint Planning Boards or Councils 10.1 The power pursuant to Section 83(1) of the PDI Act in relation to an assessment panel appointed by the Council under Division 1 of Part 6 of the PDI Act, to: 10.1.1 appoint more than 1 assessment panel and if the delegate does so, to clearly specify which class of development each assessment panel is to assess; 10.1.2 determine: 10.1.2.1 the membership of the assessment panel, being no more than 5 members, only 1 of which may be a member of a council, and, if the delegate thinks fit, on the	Elected Body	In consultation with the CEO, Director Development & Regulatory Services & Assessment Manager

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	<p>basis that the assessment panel will be constituted by a different number of members depending on the particular class of development that is being assessed by the assessment panel; and</p> <p>10.1.2.2 the procedures to be followed with respect to the appointment of members; and</p> <p>10.1.2.3 the terms of office of members; and</p> <p>10.1.2.4 conditions of appointment of members, or the method by which those conditions will be determined, (including as to their remuneration) and the grounds on which, and the procedures by which, a member may be removed from office; and</p> <p>10.1.2.5 the appointment of deputy members; and</p> <p>10.1.2.6 who will act as the presiding member of the panel and the process for appointing an acting presiding member.</p>		
s83(1)(h)	<p>10. Panels Established by Joint Planning Boards or Councils</p> <p>10.2 The power pursuant to Section 83(1)(h) of the PDI Act to arrange the staffing and support required for the purposes of the operations of the panel.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	<hr/> <p>In consultation with Director Development & Regulatory Services.</p>

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s83(1)(i)	<p>10. Panels Established by Joint Planning Boards or Councils</p> <p>10.3 The power pursuant to Section 83(1)(i) of the PDI Act to substitute the existing members of the panel with new members if directed to do so by the Minister acting on recommendation of the Commission under Section 86 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	In Consultation with Director Development & Regulatory Services & Assessment Manager
s83(2)	<p>10. Panels Established by Joint Planning Boards or Councils</p> <p>10.4 The power pursuant to Section 83(2) of the PDI Act to form the opinion and be satisfied that a person to be appointed as a member of an assessment panel who is a member, or former member, of a council is appropriately qualified to act as a member of the assessment panel on account of the person's experience in local government.</p>	Chief Executive Officer (95), Director Development and Regulatory Services (70)	In Consultation with the Assessment Manager
s86(2)(a)	<p>11. Substitution of Local Panels</p> <p>11.1 The power pursuant to Section 86(2)(a) of the PDI Act to make submissions to the Commission in relation to an inquiry.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	In consultation with Council & with Director Development & Regulatory Services.

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s89(b)	<p>12. Notification of Acting</p> <p>12.1 The power pursuant to Section 89(b) of the PDI Act to require an accredited professional to provide such information or documentation as the delegate may require.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s102(1)(c)(iv)	<p>13. Matters Against which Development Must be Assessed</p> <p>13.1 The power pursuant to Section 102(1)(c)(iv) of the PDI Act in relation to a proposed division of land (otherwise than under the Community Titles Act 1996 or the Strata Titles Act 1988) where land is to be vested in the Council, to consent to the vesting.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Development Services (72), Manager Property Services (394)	NIL
s102(1)(d)(iv)	<p>13. Matters Against which Development Must be Assessed</p> <p>13.2 The power pursuant to Section 102(1)(d)(iv) of the PDI Act in relation to a proposed division of land under the Community Titles Act 1996 or the Strata Titles Act 1988 where land is to be vested in the Council, to consent to the vesting.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Development Services (72), Manager Property Services (394)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s102(11)(b)	<p>13. Matters Against which Development Must be Assessed</p> <p>13.3 The power pursuant to Section 102(11)(b) of the PDI Act to impose a reasonable charge on account of an encroachment over land under the care, control and management of the Council when the relevant development is undertaken.</p>	Chief Executive Officer (95), Director Corporate Services (41), Manager Property Services (394)	NIL
s110(2)(b)	<p>14. Restricted Development</p> <p>14.1 The power pursuant to Section 110(2)(b) of the PDI Act to, in accordance with the regulations and within a period prescribed by the regulations, make representations to the Commission in relation to the granting or refusal of planning consent.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s110(c)(ii)	<p>14. Restricted Development</p> <p>14.2 The power pursuant to Section 110(c)(ii) of the PDI Act to appear personally or by representative before the</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Commission to be heard in support of the Council's representation.	Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s110(7)	<p>14. Restricted Development</p> <p>14.3 The power pursuant to Section 110(7) of the PDI Act to appeal against a decision on a development classified as restricted development.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
s112(b)	<p>15. Level of Detail</p> <p>15.1 The power pursuant to Section 112(b) of the PDI Act to express views in relation to the level of detail required in relation to an EIS.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
s130(6)	16. Essential Infrastructure – Alternative Assessment Process	Assessment Manager (72), Chief Executive Officer (95), Director	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	16.1 The power pursuant to Section 130(6) of the PDI Act to report to the Commission on any matters contained in a notice under Section 130(5) of the PDI Act.	Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	
s130(14)	<p>16. Essential Infrastructure – Alternative Assessment Process</p> <p>16.2 The power pursuant to Section 130(14) of the PDI Act to, if the Council has, in relation to any matters referred to the Council under Section 130(5) of the PDI Act, expressed opposition to the proposed development in its report under Section 130(6) of the PDI Act, withdraw the Council's opposition.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
s131(7)	<p>17. Development Assessment – Crown Development</p> <p>17.1 The power pursuant to Section 131(7) of the PDI Act to report to the Commission on any matters contained in a notice under Section 131(6) of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Team Leader Statutory Planning (326)	
s131(15)	<p>17. Development Assessment – Crown Development</p> <p>17.2 The power pursuant to Section 131(15) of the PDI Act to, if the Council has, in relation to any matters referred to the Council under Section 131(6) of the PDI Act expressed opposition to the proposed development in its report under Section 131(7) of the PDI Act, withdraw the Council's opposition.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s138(1)	<p>18. Land Division Certificate</p> <p>18.1 The power pursuant to Section 138(1) of the PDI Act to enter into a binding agreement supported by adequate security and if the regulations so require in a form prescribed by the regulations.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Development Services (72)	NIL
s138(2)	18. Land Division Certificate	Assessment Manager (72), Chief Executive Officer (95), Director	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	18.2 The power pursuant to Section 138(2) of the PDI Act to furnish the Commission with appropriate information as to compliance with a particular condition and to comply with any requirement prescribed by the regulations.	Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s141(1)	<p>19. Action if Development Not Completed</p> <p>19.1 The power pursuant to Section 141(1) of the PDI Act, if:</p> <p>19.1.1 an approval is granted under the PDI Act; but</p> <p>19.1.2 -</p> <p>19.1.2.1 the development to which the approval relates has been commenced but not substantially completed within the period prescribed by the regulations for the lapse of the approval; or</p> <p>19.1.2.2 in the case of a development that is envisaged to be undertaken in stages - the development is not undertaken or substantially completed in the manner or within the period contemplated by the approval,</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	to apply to the Court for an order under Section 141 of the PDI Act.		
s141(5)	<p>19. Action if Development Not Completed</p> <p>19.1.3 The power pursuant to Section 141(5) of the PDI Act, if the Court makes an order under Section 141(3)(a), (b) or (d) of the PDI 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 costs of that work, as a debt from the person.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s141(6)	<p>19. Action if Development Not Completed</p> <p>19.1.4 The power pursuant to Section 141(6) of the PDI Act, if an amount is recoverable from a person by the Council under Section 141(5) of the PDI Act:</p> <p>19.1.4.1 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.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s142(1)	20. Completion of Work	Assessment Manager (72), Building Officer (380), Building Officer (453),	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>20.1 The power pursuant to Section 142(1) of the PDI Act, if:</p> <p>20.1.1 an approval is granted under the PDI Act; but</p> <p>20.1.2 the development to which the approval relates has been substantially but not fully completed within the period prescribed by the regulations for the lapse of the approval, to, by notice in writing, require the owner of the relevant land to complete the development within a period specified in the notice.</p>	<p>Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
s142(2)	<p>20. Completion of Work</p> <p>20.2 The power pursuant to Section 142(2) of the PDI Act, if an owner fails to carry out work as required by a notice under Section 142(1) of the PDI Act, to cause the necessary work to be carried out.</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)</p>	NIL
s142(3)	<p>20. Completion of Work</p> <p>20.3 The power pursuant to Section 142(3) of the PDI Act to recover as a debt due from the owner, the reasonable costs and expenses incurred by the Council (or any person</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services</p>	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	acting on behalf of the Council) under Section 142 of the PDI Act.	(70), Manager Development Services (72), Manager Financial Services (214)	
s142(4)	<p>20. Completion of Work</p> <p>20.4 The power pursuant to Section 142(4) of the PDI Act, if an amount is recoverable from a person by the Council under Section 142 of the PDI Act:</p> <p>20.4.1 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.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Development Services (72), Manager Financial Services (214)	NIL
s146(3)	<p>21. Notification During Building</p> <p>21.1 The power pursuant to Section 146(3) of the PDI Act to, subject to Section 146(4) of the PDI Act, direct a person who is carrying out building work to stop building work when a mandatory notification stage has been reached pending an inspection by an authorised officer who holds prescribed qualifications.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
s151(2)	22. Classification of Buildings	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	22.1 The power pursuant to Section 151(2) of the PDI Act to assign to a building erected in the Council's area a classification that conforms with the regulations.	(73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	
s151(3)	22. Classification of Buildings 22.2 The power pursuant to Section 151(3) of the PDI Act, if the Council assigns a classification under Section 151 of the PDI Act, to give notice in writing to the owner of the building to which the classification has been assigned, of the classification assigned to the building.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
s152(2)	23. Certificates of Occupancy 23.1 The power pursuant to Section 152(2) of the PDI Act to issue a certificate of occupancy.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
s152(3)(a)	23. Certificates of Occupancy 23.2 The power pursuant to Section 152(3)(a) of the PDI Act to require an application for a certificate of occupancy to include any information required by the delegate.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Manager Development Services (72), Team Leader Building Services (286)	
s152(3)(c)	23. Certificates of Occupancy 23.3 The power pursuant to Section 152(3)(c) of the PDI Act to determine the appropriate fee.	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Administration (77), Team Leader Building Services (286)	NIL
s152(5)	23. Certificates of Occupancy 23.4 The power pursuant to Section 152(5) of the PDI Act to consider any report supplied under Section 152(4) of the PDI Act before deciding the application.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
s152(6)	23. Certificates of Occupancy	Assessment Manager (72), Building Officer (380), Building Officer (453),	NIL

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	23.5 The power pursuant to Section 152(6) of the PDI Act to issue the certificate if the delegate is satisfied (in accordance with procedures set out in the regulations and on the basis of information provided or obtained under Section 152 of the PDI Act) that the relevant building is suitable for occupation and complies with such requirements as may be prescribed by the regulations for the purposes of Section 152(6) of the PDI Act.	Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	
s152(10)	<p>23. Certificates of Occupancy</p> <p>23.6 The power pursuant to Section 152(10) of the PDI Act, if the Council refuses an application to notify the applicant in writing of:</p> <p>23.6.1 the refusal; and</p> <p>23.6.2 the reasons for the refusal; and</p> <p>23.6.3 the applicant's right of appeal under the PDI Act.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	Delegate report to be countersigned by either the Director Development & Regulatory Services or Assessment Manager prior to the decision being issued.
s152(12)	<p>23. Certificates of Occupancy</p> <p>23.7 The power pursuant to Section 152(12) of the PDI Act to issue a certificate of occupancy that applies to the whole or part of a building.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Manager Development Services (72), Team Leader Building Services (286)	
s152(13)	23. Certificates of Occupancy 23.8 The power pursuant to Section 152(13) of the PDI Act to, in accordance with the regulations, revoke a certificate of occupancy in prescribed circumstances.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
s153(1)	24. Temporary Occupation 24.1 The power pursuant to Section 153(1) of the PDI Act to grant an approval to a person to occupy a building on a temporary basis without a certificate of occupancy.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
s153(2)	24. Temporary Occupation 24.2 The power pursuant to Section 153(2) of the PDI Act to grant an approval under Section 153(1) of the PDI Act on such conditions (if any) as the delegate thinks fit to impose.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s153(3)	<p>24. Temporary Occupation</p> <p>24.3 The power pursuant to Section 153(3) of the PDI Act if the Council refuses an application to notify the applicant in writing of:</p> <p>24.3.1 the refusal; and</p> <p>24.3.2 the reasons for the refusal; and</p> <p>24.3.3 the applicant's right of appeal under the PDI Act.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
s155(5)	<p>25. Emergency Orders</p> <p>25.1 The power pursuant to Section 155(5) of the PDI Act, if an owner fails to carry out work as required by an emergency order, to cause the necessary work to be carried out.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
s155(6)	<p>25. Emergency Orders</p> <p>25.2 The power pursuant to Section 155(6) of the PDI Act to recover as a debt due from the owner the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 155 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s155(7)	<p>25. Emergency Orders</p> <p>25.3 The power pursuant to Section 155(7) of the PDI Act, if an amount is recoverable from a person by the Council under Section 155 of the PDI 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.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
s157(16)	<p>26. Fire Safety</p> <p>26.1 The power pursuant to Section 157(16) of the PDI Act to establish a body and designate it as an appropriate authority under Section 157 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s157(17)	<p>26. Fire Safety</p> <p>26.2 The power pursuant to Section 157(17) of the PDI Act to:</p> <p>26.2.1 appoint to the appropriate authority:</p> <p>26.2.1.1 a person who holds prescribed qualifications in building surveying; and</p> <p>26.2.1.2 an authorised officer under Part 3 Division 5 or Section 86 of the Fire and Emergency Services Act 2005</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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	<p>who has been approved by the Chief Officer of the relevant fire authority to participate as a member of the appropriate authority; and</p> <p>26.2.1.3 a person with expertise in the area of fire safety; and</p> <p>26.2.1.4 if so determined by the delegate, a person selected by the delegate;</p>		
s157(17)	<p>26. Fire Safety</p> <p>26.2 The power pursuant to Section 157(17) of the PDI Act to:</p> <p>26.2.2 specify a term of office of a member of the appropriate authority (other than a member under Section 157(17)(a)(ii) of the PDI Act;</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s157(17)	<p>26. Fire Safety</p> <p>26.2 The power pursuant to Section 157(17) of the PDI Act to:</p> <p>26.2.3 remove a member of the appropriate authority from office for any reasonable cause;</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s157(17)	<p>26. Fire Safety</p> <p>26.2 The power pursuant to Section 157(17) of the PDI Act to:</p> <p>26.2.4 appoint deputy members;</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s157(17)	<p>26. Fire Safety</p> <p>26.2 The power pursuant to Section 157(17) of the PDI Act to:</p> <p>26.2.5 determine the appropriate authority's procedures (including as to quorum).</p>	Assessment Manager (72), Building Fire Safety Committee, Chief Executive Officer (95), Manager Development Services (72)	NIL
s166(1)(c)	<p>27. Consideration of Proposed Scheme</p> <p>27.1 The power pursuant to Section 166(1)(c) of the PDI Act to consult with a scheme coordinator in relation to a scheme in accordance with the Community Engagement Charter.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Manager Development Services (72)	In consultation with Director Infrastructure & Operations
s169(2)(b)	<p>28. Funding Arrangements</p> <p>28.1 The power pursuant to Section 169(2)(b) of the PDI Act in relation to a scheme that provides for the collection</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	of contributions under Subdivision 8 of the PDI Act to apply for any matter to be considered or determined by ESCOSA or some other prescribed person or body as part of a periodic review of the levels and amounts of those contributions.		
s169(9)	28. Funding Arrangements 28.2 The power pursuant to Section 169(9) of the PDI Act to make submissions to the Commission in relation to a funding arrangement that is specifically relevant to the Council.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s180(7)	29. Imposition of Charge by Councils 29.1 The power pursuant to Section 180(7) of the PDI Act, if the Council incurs costs in recovering a charge as a debt, to claim the reimbursement of those costs (insofar as they are reasonable) from the relevant fund established under subdivision 9, Division 1, Part 13 of the PDI Act.	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Manager Development Services (72), Manager Financial Services (214)	NIL
s187(1)	30. Authorised Works 30.1 The power pursuant to Section 187(1) of the PDI Act, subject to Section 187(3) of the PDI Act, to carry out any	Assessment Manager (72), Chief Executive Officer (95), Director	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	infrastructure works if the Council is authorised to so do by or under the PDI Act or any other Act.	Infrastructure and Operations (114), Manager Development Services (72)	
s187(5)	<p>30. Authorised Works</p> <p>30.2 The power pursuant to Section 187(5) of the PDI Act, subject to Section 187(6) of the PDI Act, to in relation to a proposal that involves disturbing the surface of a road, or that otherwise relates to a road to:</p> <p>30.2.1 inform the relevant road maintenance authority of the proposal at least 28 days before the proposed commencement of any work; and</p> <p>30.2.2 give the relevant road maintenance authority a reasonable opportunity to consult with the Council in relation to the matter; and</p> <p>30.2.3 ensure that proper consideration is given to the views of the road maintenance authority.</p>	Assessment Manager (72), Chief Executive Officer (95), Coordinator Civil Projects (109), Director Infrastructure and Operations (114), Manager Civil Services (402), Manager Development Services (72), Senior Civil Engineer (184), Technical Officer (104)	NIL
s187(5)(b)	<p>30. Authorised Works</p> <p>30.3 The power pursuant to Section 187(5)(b) of the PDI Act to make submissions to the designated entity in relation to the matter.</p>	Assessment Manager (72), Chief Executive Officer (95), Coordinator Civil Projects (109), Director Infrastructure and Operations (114), Manager Civil Services (402), Manager Development	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Services (72), Senior Civil Engineer (184), Technical Officer (104)	
s187(6)	<p>30. Authorised Works</p> <p>30.4 The power pursuant to Section 187(6) of the PDI Act, in a case of emergency, to only comply with Section 187(5) of the PDI Act to such extent as is practicable in the circumstances.</p>	Assessment Manager (72), Chief Executive Officer (95), Coordinator Civil Projects (109), Director Infrastructure and Operations (114), Manager Civil Services (402), Manager Development Services (72), Senior Civil Engineer (184), Technical Officer (104)	NIL
s188(1)	<p>31. Entry onto Land</p> <p>31.1 The power pursuant to Section 188(1) of the PDI Act to authorise a person for the purpose of undertaking any work or activity in connection with the exercise of a power under Division 2 of Part 13 of the PDI Act to:</p> <p>31.1.1 enter and pass over any land; and</p> <p>31.1.2 bring onto any land any vehicles, plant or equipment; and</p> <p>31.1.3 temporarily occupy land; and</p> <p>31.1.4 do anything else reasonably required in connection with the exercise of the power.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s188(4)	<p>31. Entry onto Land</p> <p>31.2 The power pursuant to Section 188(4) of the PDI Act to pay reasonable compensation on account of any loss or damage caused by the exercise of a power under Section 188(1) of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Development Services (72)	NIL
s192(1)	<p>32. Land Management Agreements</p> <p>32.1 The power pursuant to Section 192(1) of the PDI Act to enter into an agreement relating to the development, management, preservation or conservation of land with the owner of the land or a designated entity.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	Excludes variation to waiver of terms or rescission to of Agreements signed under Seal of Council.
s192(2)	<p>32. Land Management Agreements</p> <p>32.2 The power pursuant to Section 192(2) of the PDI Act to enter into an agreement relating to the management, preservation or conservation of the land with a gateway authority.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	Excludes variation to waiver of terms or rescission to of Agreements signed under Seal of Council.
s192(4)	<p>32. Land Management Agreements</p> <p>32.3 The power pursuant to Section 192(4) of the PDI Act in considering whether to enter into an agreement under</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>Section 192 of the PDI Act which relates to the development of land and, if such an agreement is to be entered into, in considering the terms of the agreement, to have regard to:</p> <p>32.3.1 the provisions of the Planning and Design Code and to any relevant development authorisation under the PDI Act; and</p> <p>32.3.2 the principle that the entering into of an agreement under Section 192 of the PDI Act by the Council should not be used as a substitute to proceeding with an amendment to the Planning and Design Code under the PDI Act.</p>	(70), Manager Development Services (72)	Excludes variation to waiver of terms or rescission to of Agreements signed under Seal of Council.
s192(5)	<p>32. Land Management Agreements</p> <p>32.4 The power pursuant to Section 192(5) of the PDI Act to register agreements entered into under Section 192 of the PDI Act in accordance with the regulations.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s192(8)	<p>32. Land Management Agreements</p> <p>32.5 The power pursuant to Section 192(8) of the PDI Act to carry out on private land any work for which provision is made by agreement under Section 192 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s192(9)	<p>32. Land Management Agreements</p> <p>32.6 The power pursuant to Section 192(9) of the PDI Act to include in an agreement under Section 192 of the PDI Act an indemnity from a specified form of liability or right of action, a waiver or exclusion of a specified form of liability or right of action, an acknowledgment of liability, or a disclaimer, on the part of a party to the agreement.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s192(10)	<p>32. Land Management Agreements</p> <p>32.7 The power pursuant to Section 192(10) of the PDI Act to express a provision under Section 192(9) of the PDI Act as extending to, or being for the benefit of, a person or body who or which is not a party to the agreement.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s192(11)	<p>32. Land Management Agreements</p> <p>32.8 The power pursuant to Section 192(11) of the PDI Act to consent to the owner of land entering into an agreement under Section 192 of the PDI Act where the Council has a legal interest in the land.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s192(12)	32. Land Management Agreements	Assessment Manager (72), Chief Executive Officer (95), Director	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	32.9 The power pursuant to Section 192(12) of the PDI 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.	Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
s192(15)	32. Land Management Agreements 32.10 The power pursuant to Section 192(15) of the PDI Act to apply to the Registrar-General in relation to an agreement to which a note has been made under Section 192 of the PDI Act that has been rescinded or amended, to enter a note of the rescission or amendment against the instrument of title, or against the land.	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
s192(16)	32. Land Management Agreements 32.11 The power pursuant to Section 192(16) of the PDI Act to provide in an agreement under Section 192 of the PDI Act for remission of rates or taxes on the land.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s192(17)	32. Land Management Agreements 32.12 The power pursuant to Section 192(17) of the PDI Act to consent to an agreement entered into by the Minister	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	under Section 192 of the PDI Act, providing for the remission of rates or taxes payable to the Council.		
s192(18)	<p>32. Land Management Agreements</p> <p>32.13 The power pursuant to Section 192(18) of the PDI Act to take into account the existence of an agreement under Section 192 of the PDI Act when assessing an application for a development authorisation under the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s193(1)	<p>33. Land Management Agreements – Development Applications</p> <p>33.1 The power pursuant to Section 193(1) of the PDI Act to, subject to Section 193 of the PDI Act, enter into an agreement under Section 193 of the PDI Act with a person who is applying for a development authorisation under the PDI Act that will, in the event that the relevant development is approved, bind:</p> <p>33.1.1 the person; and</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	Excludes variation to waiver of terms or rescission to of Agreements signed under Seal of Council.

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>33.1.2 any other person who has the benefit of the development authorisation; and</p> <p>33.1.3 the owner of the relevant land (if he or she is not within the ambit of Sections 193(a) or (b) of the PDI Act and if the other requirements of Section 193 of the PDI Act are satisfied).</p>		
s193(2)	<p>33. Land Management Agreements – Development Applications</p> <p>33.2 The power pursuant to Section 193(2) of the PDI Act to enter into an agreement under Section 193 of the PDI Act in relation to any matter that the delegate agrees is relevant to the proposed development (including a matter that is not necessarily relevant to the assessment of the development under the PDI Act).</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	Excludes variation to waiver of terms or rescission to of Agreements signed under Seal of Council.
s193(3)	<p>33. Land Management Agreements – Development Applications</p> <p>33.3 The power pursuant to Section 193(3) of the PDI Act to have regard to:</p> <p>33.3.1 the provisions of the Planning and Design Code; and</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	33.3.2 the principle that the entering into of an agreement under Section 193 of the PDI Act by the Council should not be used as a substitute to proceeding with an amendment to the Planning and Design Code under the PDI Act.	Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s193(5)	<p>33. Land Management Agreements – Development Applications</p> <p>33.4 The power pursuant to Section 193(5) of the PDI Act to register agreements entered into under Section 193 of the PDI Act in accordance with the regulations.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s193(10)	<p>33. Land Management Agreements – Development Applications</p> <p>33.5 The power pursuant to Section 193(10) of the PDI Act to consent to an application to note the agreement against the relevant instrument of title or the land.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s193(11)	<p>33. Land Management Agreements – Development Applications</p> <p>33.6 The power pursuant to Section 193(11) of the PDI Act to consent to an owner of land entering into an agreement or giving a consent under Section 192(10) of the PDI Act where the Council has a legal interest in the land.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s193(13)	<p>33. Land Management Agreements – Development Applications</p> <p>33.7 The power pursuant to Section 193(13) of the PDI 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.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
s193(15)	<p>33. Land Management Agreements – Development Applications</p> <p>33.8 The power pursuant to Section 193(15) of the PDI Act to apply to the Registrar-General in relation to an agreement under Section 193 that has been rescinded or amended, to enter a note of the rescission or amendment against the instrument of title, or against the land.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s193(16)	<p>33. Land Management Agreements – Development Applications</p> <p>33.9 The power pursuant to Section 193(16) of the PDI Act, if an agreement under Section 193 of the PDI Act does not have effect under Section 193 of the PDI Act within the period prescribed by the regulations, to by notice given in accordance with the regulations, lapse the relevant development approval.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
s197(2)	<p>34. Off-setting Contributions</p> <p>34.1 The power pursuant to Section 197(2) of the PDI Act to establish a scheme under Section 197 of the PDI Act that is designed to support or facilitate:</p> <p>34.1.1 development that may be in the public interest or otherwise considered by the delegate as being appropriate in particular circumstances (including by the provision of facilities at a different site); or</p> <p>34.1.2 planning or development initiatives that will further the objects of the PDI Act or support the principles that relate to the planning system established by the PDI Act; or</p> <p>34.1.3 any other initiative or policy:</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>34.1.3.1 designated by the Planning and Design Code for the purposes of Section 197(2)(c)(i) of the PDI Act;</p> <p>34.1.3.2 prescribed by the regulations for the purposes of Section 197(2)(c)(ii) of the PDI Act.</p>		
s197(3)	<p>34. Off-setting Contributions</p> <p>34.2 The power pursuant to Section 197(3) of the PDI Act to include in a scheme established under Section 197 of the PDI Act:</p> <p>34.2.1 an ability or requirement for a person who is proposing to undertake development (or who has the benefit of an approval under the PDI Act):</p> <p>34.2.1.1 to make a contribution to a fund established as part of the scheme; or</p> <p>34.2.1.2 to undertake work or to achieve some other goal or outcome (on an 'in kind' basis); or</p> <p>34.2.1.3 to proceed under a combination of Sections 197(3)(a)(i) and (ii) of the PDI Act,</p> <p>in order to provide for or address a particular matter identified by the scheme; and</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)</p>	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>34.2.2 an ability for a provision of the Planning and Design Code to apply with a specified variation under the terms of the scheme; and</p> <p>34.2.3 an ability for any relevant authority to act under or in connection with Sections 197(3)(a) or (b) of the PDI Act.</p>		
s197(4)	<p>34. Off-setting Contributions</p> <p>34.3 The power pursuant to Section 197(4)(b) of the PDI Act to apply the fund towards the purposes of the scheme in accordance with any directions or approvals of the Treasurer made or given after consultation with the Minister.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s197(4)(c)	<p>34. Off-setting Contributions</p> <p>34.4 The power pursuant to Section 197(4)(c) of the PDI Act to invest money that is not immediately required for the purposes of the fund in accordance with provisions included in the scheme.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Manager Development Services (72)	NIL
s198(1)	<p>35. Open Space Contribution Scheme</p> <p>35.1 The power pursuant to Section 198(1) of the PDI Act, where an application for a development authorisation</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>provides for the division of land in the Council's area into more than 20 allotments, and 1 or more allotments is less than 1 hectare in area to require:</p> <p>35.1.1 that up to 12.5% in area of the relevant area be vested in the Council to be held as open space; or</p> <p>35.1.2 that the applicant make the contribution prescribed by the regulations in accordance with the requirements of Section 198 of the PDI Act; or</p> <p>35.1.3 that land be vested in the Council under Section 198(1)(c) of the PDI Act and that the applicant make a contribution determined in accordance with Section 198(8) of the PDI Act,</p> <p>according to the determination and specification of the delegate, and to have regard to any relevant provision of the Planning and Design Code that designates land as open space and to seek the concurrence of the Commission to taking any action that is at variance with the Planning and Design Code.</p>	Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Where Vesting of land is proposed then this shall be Subject to Agreement by way of a Council resolution.
s198(3)	35. Open Space Contribution Scheme	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	35.2 The power pursuant to Section 198(3) of the PDI Act to enter into an agreement referred to in Section 198(2)(d) of the PDI Act.		
s198(4)(a)	35. Open Space Contribution Scheme 35.3 The power pursuant to Section 198(4)(a) of the PDI Act to concur with an area being vested in the Council.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	Where Vesting of land is proposed then this shall be Subject to Agreement by way of a Council resolution.
s198(11)	35. Open Space Contribution Scheme 35.4 The power pursuant to Section 198(11) of the PDI Act in relation to money received under Section 198 of the PDI Act to immediately pay it into a fund established for the purposes of Section 198 of the PDI Act and apply it for the purpose of acquiring or developing land as open space.	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Development Services (72), Manager Financial Services (214)	NIL
s198(12)	35. Open Space Contribution Scheme 35.5 The power pursuant to Section 198(12) of the PDI Act to form the opinion that the division of land is being undertaken in stages.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s200(2)	36. Urban Trees Fund 36.1 The power pursuant to Section 200(2) of the PDI Act to effect the establishing of the fund by notice published in the Gazette.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Strategic and Policy Planner (200)	Subject to Council resolution.
s200(3)	36. Urban Trees Fund 36.2 The power pursuant to Section 200(3) of the PDI Act to define a designated area by reference to an area established by the Planning and Design Code.	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s200(5)	36. Urban Trees Fund 36.3 The power pursuant to Section 200(5) of the PDI Act to invest any money in an urban trees fund that is not immediately required for the purpose of the fund and to pay any resultant income into the fund.	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director Development and Regulatory Services (70), Manager Development Services (72), Manager Financial Services (214)	NIL
s200(6)	36. Urban Trees Fund	Assessment Manager (72), Chief Executive Officer (95), Director	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>36.4 The power pursuant to Section 200(6) of the PDI Act to apply money standing to the credit of an urban trees fund:</p> <p>36.4.1 to maintain or plant trees in the designated area which are or will (when fully grown) constitute significant trees under the PDI Act; or</p> <p>36.4.2 to 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 PDI Act.</p>	Corporate Services (41), Manager Development Services (72), Manager Financial Services (214)	NIL
s200(7)	<p>36. Urban Trees Fund</p> <p>36.5 The power pursuant to Section 200(7) of the PDI Act if, the Council subsequently sells land purchased under Section 200(6)(b) of the PDI Act, to pay the proceeds of sale into an urban trees fund maintained by the Council under Section 200 of the PDI Act, subject to the qualifications in Sections 200(7)(a) and (b).</p>	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Manager Development Services (72), Manager Financial Services (214), Manager Property Services (394)	NIL
s210(1)	<p>37. Appointment of Authorised Officers</p> <p>37.1 The power pursuant to Section 210(1) of the PDI Act to:</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>37.1.1 appoint a person to be an authorised officer for the purposes of the PDI Act; and</p> <p>37.1.2 appoint a person who holds the qualifications prescribed by the regulations to be an authorised officer for the purposes of the PDI Act if the Council is required to do so by the regulations.</p>		
s210(2)	<p>37. Appointment of Authorised Officers</p> <p>37.2 The power pursuant to Section 210(2) of the PDI Act to make an appointment of an authorised officer subject to conditions.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s210(3)	<p>37. Appointment of Authorised Officers</p> <p>37.3 The power pursuant to Section 210(3) of the PDI Act to issue each authorised officer an identity card:</p> <p>37.3.1 containing a photograph of the authorised officer; and</p> <p>37.3.2 stating any conditions of appointment limiting the authorised officer's appointment.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s210(5)	<p>37. Appointment of Authorised Officers</p> <p>37.4 The power pursuant to Section 210(5) of the PDI Act to, at any time, revoke an appointment which the Council has made, or vary or revoke a condition of such an appointment or impose a further such condition.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s213(1)	<p>38. Enforcement Notices</p> <p>38.1 The power pursuant to Section 213(1) of the PDI Act, if the delegate has reason to believe on reasonable grounds that a person has breached the PDI Act or the repealed Act, to do such of the following as the delegate considers necessary or appropriate in the circumstances:</p> <p>38.1.1 direct a person to refrain, either for a specified period or until further notice, from the PDI Act, or course of action, that constitutes the breach;</p> <p>38.1.2 direct a person to make good any breach in a manner, and within a period, specified by the delegate;</p> <p>38.1.3 take such urgent action as is required because of any situation resulting from the breach.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
s213(2)	38. Enforcement Notices	Assessment Manager (72), Building Officer (380), Building Officer (453),	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	38.2 The power pursuant to Section 213(2) of the PDI Act to give a direction under Section 213(1) of the PDI Act by notice in writing unless the delegate considers that the direction is urgently required.	Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
s213(5)	<p>38. Enforcement Notices</p> <p>38.3 The power pursuant to Section 213(5) of the PDI Act, if a person fails to comply with a direction under Section 213(1)(b) of the PDI Act within the time specified in the notice, to cause the necessary action to be taken.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s213(6)	<p>38. Enforcement Notices</p> <p>38.4 The power pursuant to Section 213(6) of the PDI Act to recover the reasonable costs and expenses incurred by the Council (or any person acting on behalf of the Council) under Section 213 of the PDI Act, as a debt due from the person whose failure gave rise to the PDI Action</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s213(7)	<p>38. Enforcement Notices</p> <p>38.5 The power pursuant to Section 213(7) of the PDI Act, if an amount is recoverable from a person by the Council under Section 213 of the PDI 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.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s214(1)	39. Applications to Court	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	39.1 The power pursuant to Section 214(1) of the PDI Act to apply to the Court for an order to remedy or restrain a breach of the PDI Act or the repealed Act.	(70), Manager Development Services (72)	
s214(2)	39. Applications to Court 39.2 The power pursuant to Section 214(2) of the PDI Act to consent to proceedings under Section 214 of the PDI Act being brought in a representative capacity on behalf of the Council.	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s214(4)	39. Applications to Court 39.3 The power pursuant to Section 214(4) of the PDI Act to make an application without notice to any person and to make an application to the Court to serve a summons requiring the respondent to appear before the Court to show cause why an order should not be made under Section 214 of the PDI Act.	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s214(6)	39. Applications to Court 39.4 The power pursuant to Section 214(6) of the PDI Act to make submissions to the Court on the subject matter of the proceedings.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s214(9)	<p>39. Applications to Court</p> <p>39.5 The power pursuant to Section 214(9) of the PDI Act to appear before a final order is made and be heard in proceedings based on the application.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s214(10)	39. Applications to Court 39.6 The power pursuant to Section 214(10) of the PDI Act to make an application to the Court to make an interim order under Section 214 of the PDI Act.	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s214(11)	39. Applications to Court 39.7 The power pursuant to Section 214(11) of the PDI Act to make an application for an interim order without notice to any person.	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s214(12)	39. Applications to Court 39.8 The power pursuant to Section 214(12) of the PDI Act, if the Court makes an order under Section 214(6)(d) of the PDI Act and the respondent 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 recover the costs of that work, as a debt, from the respondent	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s214(13)	39. Applications to Court	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Director	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	39.9 The power pursuant to Section 214(13) of the PDI Act, if an amount is recoverable from a person by the Council under Section 214(12) of the PDI 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.	Development and Regulatory Services (70), Manager Development Services (72)	
s214(17)	39. Applications to Court 39.10 The power pursuant to Section 214(17) of the PDI Act to apply to the Court to vary or revoke an order previously made under Section 214 of the PDI Act.	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
s219(1)	40. Proceedings for Offences 40.1 The power pursuant to Section 219(1) of the PDI Act to commence proceedings for an offence against the PDI Act.	Assessment Manager (72), Chief Executive Officer (95), Development Compliance Officer (211), Manager Development Services (72), Team Leader Building Services (286), Team Leader Statutory Planning (326)	The concurrence of the Assessment Manager must be obtained prior to commencement of proceedings.
s223(2)	41. Adverse Publicity Orders	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	41.1 The power pursuant to Section 223(2) of the PDI Act to make an application to the Court for an adverse publicity order.		The concurrence of the Assessment Manager must be obtained prior to commencement of proceedings.
s223(4)	<p>41. Adverse Publicity Orders</p> <p>41.2 The power pursuant to Section 223(4) of the PDI Act, if the offender fails to give evidence to the Council in accordance with Section 224(1)(b) of the PDI Act to:</p> <p>41.2.1 take the PDI Action or actions specified in the order; and</p> <p>41.2.2 authorise a person in writing to take the PDI Action or actions specified in the order.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s223(5)	<p>41. Adverse Publicity Orders</p> <p>41.3 The power pursuant to Section 223(5) of the PDI Act, if:</p> <p>41.3.1 the offender gives evidence to the Council in accordance with Section 223(1)(b) of the PDI Act; and</p> <p>41.3.2 despite the evidence, the delegate is not satisfied that the offender has taken the PDI Action or actions specified in the order in accordance with the order,</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	to apply to the court for an order authorising the Council, or a person authorised in writing by the Council, to take the PDI Action or actions and to authorise a person in writing to take the PDI Action or actions.		
s223(6)	<p>41. Adverse Publicity Orders</p> <p>41.4 The power pursuant to Section 223(6) of the PDI Act, if the Council, or a person authorised in writing by the Council, takes an action or actions in accordance with Section 223(4) of the PDI Act or an order under Section 223(5) of the PDI Act, to recover from the offender an amount in relation to the reasonable expenses of taking the PDI Action or actions, as a debt, due to the Council.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s225(1)	<p>42. Civil Penalties</p> <p>42.1 The power pursuant to Section 225(1) of the PDI Act, subject to Section 225 of the PDI Act, if the delegate is satisfied that a person has committed an offence by contravening a provision of the PDI Act, to, as an alternative to criminal proceedings, recover, by negotiation or by application to the Court, an amount as a civil penalty in respect of the contravention.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s225(2)	<p>42. Civil Penalties</p> <p>42.2 The power pursuant to Section 225(2) of the PDI Act, in respect of a contravention where the relevant offence does not require proof of intention or some other state of mind, to determine whether to initiate proceedings for an offence or take action under Section 225 of the PDI Act, having regard to the seriousness of the contravention, the previous record of the offender and any other relevant factors.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s225(3)	<p>42. Civil Penalties</p> <p>42.3 The power pursuant to Section 225(3) of the PDI Act to serve on the person a notice in the prescribed form advising the person that the person may, by written notice to the Council, elect to be prosecuted for the contravention.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s225(13)	<p>42. Civil Penalties</p> <p>42.4 The power pursuant to Section 225(13) of the PDI Act to seek the authorisation of the Attorney-General to the commencement of proceedings for an order under Section 225 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s225(17)	<p>42. Civil Penalties</p> <p>42.5 The power pursuant to Section 225(17) of the PDI Act to seek an authorisation from the Commission for the Council to act under Section 225 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s228(7)	<p>43. Make Good Order</p> <p>43.1 The power pursuant to Section 228(7) of the PDI Act to apply to the Court to vary or revoke an order under Section 228 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82)	NIL
s229(5)	<p>44. Recovery of Economic Benefit</p> <p>44.1 The power pursuant to Section 229(5) of the PDI Act to apply an amount paid to the Council in accordance with an order under Section 229(1) of the PDI Act for the purpose of acquiring or developing land as open space and to hold it in a fund established for the purposes of Section 198 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s230(1)	45. Enforceable Voluntary Undertakings	Assessment Manager (72), Building Officer (380), Building Officer (453),	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	45.1 The power pursuant to Section 230(1) of the PDI Act to accept (by written notice) a written undertaking given by a person in connection with a matter relating to a contravention or alleged contravention by the person of the PDI Act.	Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
s230(4)	45. Enforceable Voluntary Undertakings 45.2 The power pursuant to Section 230(4) of the PDI Act if the delegate considers that a person has contravened an undertaking accepted by the Council, to apply to the Court for enforcement of the undertaking.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s230(7)	45. Enforceable Voluntary Undertakings 45.3 The power pursuant to Section 230(7) of the PDI Act to agree in writing with a person who has made an undertaking to:	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211),	Subject to concurrence by the Assessment Manager.

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	45.3.1 vary the undertaking; or 45.3.2 withdraw the undertaking.	Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s230(11)	45. Enforceable Voluntary Undertakings 45.4 The power pursuant to Section 230(11) of the PDI Act to accept an undertaking in respect of a contravention or alleged contravention before proceedings in respect of that contravention have been finalised.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s230(12)	45. Enforceable Voluntary Undertakings 45.5 The power pursuant to Section 230(12) of the PDI Act if the delegate accepts an undertaking before the proceedings are finalised, to take all reasonable steps to have the proceedings discontinued as soon as possible.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s230(14)	<p>45. Enforceable Voluntary Undertakings</p> <p>45.6 The power pursuant to Section 230(14) of the PDI Act to seek an authorisation from the Commission for the Council to act under Section 230 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
s231(1)	<p>46. Advertisements</p> <p>46.1 The power pursuant to Section 231(1) of the PDI Act, if, in the opinion of the delegate, an advertisement or advertising hoarding:</p> <p>46.1.1 disfigures the natural beauty of a locality or otherwise detracts from the amenity of a locality; or</p> <p>46.1.2 is contrary to the character desired for a locality under the Planning and Design Code,</p> <p>to, by notice served in accordance with the regulations on the advertiser or the owner or occupier of the land on which the advertisement or advertising hoarding is situated, whether or not a development authorisation has been granted in respect of the advertisement or advertising hoarding, order that person to remove or obliterate the advertisement or to remove the advertising hoarding (or both) within a period specified in the notice (of at least 28 days from the date of service of the notice).</p>	Assessment Manager (72), Chief Executive Officer (95), Development Compliance Officer (211), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Concurrence by Assessment Manager or Team Leader Statutory Planning required prior to notice being issued.

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s231(3)	<p>46. Advertisements</p> <p>46.2 The power pursuant to Section 231(3) of the PDI Act if a person on whom a notice is served under Section 231(1) of the PDI Act fails to comply with a notice within the time allowed in the notice to enter on the land and take the necessary steps for carrying out the requirements of the notice and to recover the costs of so doing, as a debt, from the person on whom the notice was served.</p>	Assessment Manager (72), Chief Executive Officer (95), Development Compliance Officer (211), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
s235(1)	<p>47. Professional Advice to be Obtained in Relation to Certain Matters</p> <p>47.1 The power pursuant to Section 235(1) of the PDI Act, to, in the exercise of a prescribed function, rely on a certificate of a person with prescribed qualifications.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Development Compliance Officer (211), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s235(2)	<p>47. Professional Advice to be Obtained in Relation to Certain Matters</p> <p>47.2 The power pursuant to Section 235(2) of the PDI Act to seek and consider the advice of a person with prescribed qualifications, or a person approved by the Minister for that purpose, in relation to a matter arising under the PDI Act that is declared by regulation to be a matter on which such advice should be sought.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Development Compliance Officer (211), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
s239(1)	<p>48. Charges on Land</p> <p>48.1 The power pursuant to Section 239(1) of the PDI Act if a charge on land is created under a provision of the PDI Act in favour of the Council, to deliver to the Registrar-General a notice in a form determined by the Registrar-General, setting out the amount of the charge and the land over which the charge is claimed.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230),</p>	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s239(6)	<p>48. Charges on Land</p> <p>48.2 The power pursuant to Section 239(6) of the PDI Act if a charge in the Council's favour exists and the amount to which the charge relates is paid, to by notice to the appropriate authority in a form determined by the Registrar-General, apply for the discharge of the charge.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	Subject to concurrence from the Assessment Manager.
s240(1)	<p>49. Registering Authorities to Note Transfer</p> <p>49.1 The power pursuant to Section 240(1) of the PDI Act to apply to the Registrar General or another authority required or authorised under a law of the State to register</p>	Assessment Manager (72), Chief Executive Officer (95), Director Corporate Services (41), Manager	NIL

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	or record transactions affecting assets, rights or liabilities, or documents relating to such transactions, to register or record in an appropriate manner the transfer to the Council of an asset, right or liability by regulation, proclamation or notice under the PDI Act.	Development Services (72), Manager Property Services (394)	
cl13(3)(b) sch2	<p>50. Reporting</p> <p>50.1 The power pursuant to Clause 13(3)(b) of Schedule 2 of the PDI Act to require a report under Clause 13(2) of Schedule 2 of the PDI Act to contain any other information or report required by the delegate.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	<hr/> <p>If a Joint Planning Board and subsidiary is established.</p>
cl3(16) sch4	<p>51. Review of Performance</p> <p>51.1 The power pursuant to Clause 3(16) of Schedule 4 of the PDI Act to comply with a direction under Clauses 3(13) or (15) of Schedule 4 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	<hr/> <p>Must be reported to Council.</p>

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r11B(1)	<p>52. Mutual Liability Scheme – Rights of Indemnity</p> <p>52.1 The power pursuant to Regulation 11B(1) of the Planning, Development and Infrastructure (General) Regulations 2019 (the General Regulations) to:</p> <p>52.1.1 in being responsible under Section 83(1)(h)(ii) of the PDI Act for the costs and other liabilities associated with the activities of an assessment panel appointed by the Council; and</p> <p>52.1.2 in being responsible for the costs associated with the activities of a regional assessment panel in accordance with a scheme set out in a notice under Section 84(1)(a) and (i) of the PDI Act,</p> <p>have arrangements in place to indemnify the members of any such panel in respect of a claim against a member of the panel arising out of the performance, exercise or discharge (or purported performance, exercise or discharge) in good faith of their functions, powers or duties under the PDI Act in their role as a member of the panel.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL
r11B(5)	<p>52. Mutual Liability Scheme – Rights of Indemnity</p> <p>52.2 The power pursuant to Regulation 11B(5) of the General Regulations to:</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>52.2.1 in being responsible under Section 87(f) of the PDI Act for the costs and other liabilities associated with the activities of an assessment manager for an assessment panel appointed by the Council; and</p> <p>52.2.2 in being responsible for the costs associated with the activities of a regional assessment panel in accordance with a scheme set out in a notice under Section 87(1)(a) and (i) of the PDI Act,</p> <p>have arrangements in place to indemnify an assessment manager for any such panel in respect of a claim against the assessment manager arising out of the performance, exercise or discharge (or purported performance, exercise or discharge) in good faith of their functions, powers or duties under the PDI Act in their role as an assessment manager.</p>		
r47(4)(d)	<p>53. Performance Assessed Development and Restricted Development</p> <p>53.1 The power pursuant to Regulation 47(4)(d) of the General Regulations to determine the fee payable by the applicant as being appropriate to cover the reasonable costs of placing the notice on the land.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	As set during the Annual Business Plan process in the Fees & Charges Register.
r78(1)	54. Underground Main Areas	Assessment Manager (72), Chief Executive Officer (95), Duty Planner (265a), Duty	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	54.1 The power pursuant to Regulation 78(1) of the General Regulations if the delegate considers an area should be declared an underground mains area to seek a report from the relevant electricity authority in relation to the matter.	Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r78(2)	54. Underground Main Areas 54.2 The power pursuant to Regulation 78(2) of the General Regulations after having received and considered a report from the electricity authority to declare the area to be an underground mains area.	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
r81(4)	55. Width of Roads and Thoroughfares 55.1 The power pursuant to Regulation 81(4) of the General Regulations to dispense with a width prescribed by Regulations 81(1) or (3) of the General Regulations (and specify a different width) if the delegate is of the opinion that the width so prescribed is not necessary for the safe and convenient movement of vehicles or pedestrians, or for underground services.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r81(5)	55. Width of Roads and Thoroughfares	Assessment Manager (72), Chief Executive Officer (95), Manager Development	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	55.2 The power pursuant to Regulation 81(5) of the General Regulations to subject to Regulation 81(6) of the General Regulations specify the width of the road at the head of every cul-de-sac in such dimensions as may be acceptable to the delegate.	Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r81(6)	55. Width of Roads and Thoroughfares 55.3 The power pursuant to Regulation 81(6) of the General Regulations to dispense with a requirement under Regulation 81(5) of the General Regulations if it appears to the delegate that the cul-de-sac is likely to become a through road.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r82(1)	56. Road Widening 56.1 The power pursuant to Regulation 82(1) of the PDI Act, subject to Regulation 82(2) of the General Regulations, if an existing road abuts land which is proposed to be divided, to form the view that the road should be widened in order to provide a road of adequate width having regard to existing and future requirements of the area.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r83(1)	57. Requirement as to Forming of Roads	Assessment Manager (72), Chief Executive Officer (95), Manager Development	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	57.1 The power pursuant to Regulation 83(1) of the General Regulations, subject to Regulation 83(2) of the General Regulations, to specify the width and manner of the formation of the roadway of every proposed road on a plan of division.	Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r83(2)	57. Requirement as to Forming of Roads 57.2 The power pursuant to Regulation 83(2) of the General Regulations to form the opinion that it is necessary to specify a width for a roadway to be formed under Regulation 83(1) in excess of 7.4m, in view of the volume or type of traffic that is likely to traverse that road.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r83(4)	57. Requirement as to Forming of Roads 57.3 The power pursuant to Regulation 83(4) of the General Regulations, to dispense with the requirements under Regulation 83(3) of the General Regulations, if the delegate is of the opinion that the cul-de-sac is likely to become a through road.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r83(5)	57. Requirement as to Forming of Roads	Assessment Manager (72), Chief Executive Officer (95), Manager Development	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	57.4 The power pursuant to Regulation 83(5) of the General Regulations, subject to Regulation 83(6) of the General Regulations to require every footpath, water-table, kerbing, culvert and drain of every proposed road to be formed in a manner satisfactory to the delegate.	Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r83(6)	57. Requirement as to Forming of Roads 57.5 The power pursuant to Regulation 83(6) of the General Regulations, to dispense with a requirement under Regulation 83(5) of the General Regulations.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r84(1)	58. Construction of Roads, Bridges, Drains and Services 58.1 The power pursuant to Regulation 84(1) of the General Regulations to require the roadway of every proposed road within the relevant division to be constructed and paved and sealed with bitumen, tar or asphalt or other material approved by the delegate.	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r85(1)	59. Supplementary Provisions	Assessment Manager (72), Chief Executive Officer (95), Manager Development	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	59.1 The power pursuant to Regulation 85(1) of the General Regulations to approve the road location and grading plan for the manner of forming any proposed road, footpath, water-table, kerbing, culvert or drain required under Division 6 of the General Regulations.	Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r85(2)	<p>59. Supplementary Provisions</p> <p>59.2 The power pursuant to Regulation 85(2) of the General Regulations, subject to Regulation 85(4) of the General Regulations, to require all work referred to in Regulations 83 and 84 of the General Regulations to be carried out in a manner satisfactory to the delegate and in conformity with detailed construction plans and specifications signed by a professional engineer or, at the discretion of the delegate, a licensed surveyor, and approved by the delegate before the commencement of the work.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers
r85(4)	<p>59. Supplementary Provisions</p> <p>59.3 The power pursuant to Regulation 85(4) of the General Regulations to form the opinion that all connections for water supply and sewerage services to any allotment delineated on the plan which, in the opinion of the Chief Executive of the South Australian Water Corporation are necessary and need to</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In Consultation with Council's Engineering and Assets Officers

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	be laid under the surface of the proposed road, have been made.		
r89(1)	<p>60. General Provisions</p> <p>60.1 The power pursuant to Regulation 89(1) of the General Regulations to form the opinion that another form of arrangement is satisfactory for the purposes of Section 138(1) of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
r89(3)	<p>60. General Provisions</p> <p>60.2 The power pursuant to Regulation 89(3) of the General Regulations to provide a certificate which:</p> <p>60.2.1 evidences the consent of the Council to an encroachment by a building over other land; and</p> <p>60.2.2 sets out:</p> <p>60.2.2.1 the date on which any relevant building was erected (if known); and</p> <p>60.2.2.2 the postal address of the site.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
r89(6)(b)	60. General Provisions	Assessment Manager (72), Chief Executive Officer (95), Manager Development	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	60.3 The power pursuant to Regulation 89(6)(b) of the General Regulations to request a written copy of the certificate and plan (or certificates and plans) referred to in Regulation 89(3) of the General Regulations.	Services (72), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r93(1)(b)	<p>61. Notifications During Building Work</p> <p>61.1 The power pursuant to Regulation 93(1)(b) of the General Regulations to specify by notice to the building owner and to the licensed building work contractor responsible for carrying out the relevant building work (if any), when development approval is granted in respect of the work, any stage of the building work to which the periods and stages prescribed for the purposes of Section 146(1) of the PDI Act relate.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
r93(1)(c)	<p>61. Notifications During Building Work</p> <p>61.2 The power pursuant to Regulation 93(1)(c) of the General Regulations to specify by notice in writing to the building owner on the granting of development approval in respect of the work any stage of the building work to which the periods and stages prescribed for the purposes of Section 146(1) of the PDI Act relate.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r94(13)	<p>62. Essential Safety Provisions</p> <p>62.1 The power pursuant to Regulation 94(13) of the General Regulations to require compliance with Regulation 94(10) of the General Regulations if:</p> <p>62.1.1 the essential safety provisions were installed</p> <p>62.1.1.1 under a condition attached to a consent or approval that is expressed to apply by virtue of a variance with the performance requirements of the Building Code; or</p> <p>62.1.1.2 as part of a performance solution under the Building Code; or</p> <p>62.1.2 the building has been the subject of a notice under Section 157 of the PDI Act.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
r102(3)	<p>63. Classification of Buildings</p> <p>63.1 The power pursuant to Regulation 102(3) of the General Regulations to require an application under Regulation 102(1) or (2) of the General Regulations to be accompanied by:</p> <p>63.1.1 such details, particulars, plans, drawings, specifications, certificates and other documents as the delegate may reasonably require to determine the building's classification.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r102(4)	<p>63. Classification of Buildings</p> <p>63.2 The power pursuant to Regulation 102(4) of the General Regulations, to subject to Regulation 102(5) of the General Regulations, assign the appropriate classification under the Building Code to a building if the delegate is satisfied, on the basis of the owner's application, and accompanying documentation, that the building, in respect of the classification applied for, possesses the attributes appropriate to its present or intended use.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
r102(5)	<p>63. Classification of Buildings</p> <p>63.3 The power pursuant to Regulation 102(5) of the General Regulations, if an application under Regulation 102 of the General Regulations is made in respect of an existing Class 2 to Class 9 building, to require the applicant to satisfy the delegate that the provisions of any relevant Ministerial building standard relating to 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).</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
r102(6)	<p>63. Classification of Buildings</p> <p>63.4 The power pursuant to Regulation 102(6) of the General Regulations, on assigning a classification to a building (or part</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>of a building) to, if relevant, determine and specify in the notice to the owner under Section 151(3) of the PDI Act:</p> <p>63.4.1 the maximum number of persons who may occupy the building (or part of the building); and</p> <p>63.4.2 if the building has more than 1 classification—the part or parts of the building to which each classification relates and the classifications currently assigned to the other parts of the building.</p>	<p>Development Services (72), Team Leader Building Services (286)</p>	
r103(2)	<p>64. Certificates of Occupancy</p> <p>64.1 The power pursuant to Regulation 103(2) of the General Regulations to, require the following documentation:</p> <p>64.1.1 if the development has been approved subject to conditions, such evidence as the delegate may reasonably require to show that the conditions have been satisfied;</p> <p>64.1.2 if the 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, such evidence as the delegate may reasonably require to show:</p> <p>64.1.2.1 in the case of a building more than 1 storey - that the requirements of any relevant Ministerial building standard have been complied with; or</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)</p>	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	64.1.2.2 in any other case - that the building is suitable for occupation.		
r103(3)	<p>64. Certificates of Occupancy</p> <p>64.2 The power pursuant to Regulation 103(3) of the General 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 12 March 2018, dispense with the requirement to provide a Statement of Compliance under Regulation 103(2)(a) of the General Regulations if:</p> <p>64.2.1 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 or certifications; and</p> <p>64.2.2 it appears to the delegate, after undertaking an inspection, that the relevant building is suitable for occupation.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	Subject to concurrence by the Team Leader Building Services or the Level 1 Building Surveyor
r103(4)	64. Certificates of Occupancy	Assessment Manager (72), Building Officer (380), Building Officer (453), Building	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>64.3 The power pursuant to Regulation 103(4) of the General Regulations if:</p> <p>64.3.1 a building is:</p> <p>64.3.1.1 to be equipped with a booster assembly for use by a fire authority; or</p> <p>64.3.1.2 to have installed a fire alarm that transmits a signal to a fire station or to a monitoring service approved by the relevant authority; and</p> <p>64.3.2 facilities for fire detection, fire fighting or the control of smoke must be installed in the building pursuant to an approval under the PDI Act,</p> <p>to not grant a certificate of occupancy unless or until the delegate has sought a report from the fire authority as to whether those facilities have been installed and operate satisfactorily and to seek such a report from the fire authority.</p>	Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	Subject to concurrence by the Team Leader Building Services or the Level 1 Building Surveyor
r103(5)	<p>64. Certificates of Occupancy</p> <p>64.4 The power pursuant to Regulation 103(5) of the General Regulations if a report is not received from the fire authority within 15 business days, to presume that the fire authority does not desire to make a report.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r103(6)	<p>64. Certificates of Occupancy</p> <p>64.5 The power pursuant to Regulation 103(6) of the General Regulations to have regard to any report received from a fire authority under Regulation 103(4) of the General Regulations before the delegate issues a certificate of occupancy.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
r103(6a)	<p>64. Certificates of Occupancy</p> <p>64.6 The power pursuant to Regulation 103(6a) of the General Regulations, on receipt of a notification of intended completion of building work under Regulation 93(1)(f) of the General Regulations, to determine that building work will be inspected by an authorised officer.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
r103(9)	<p>64. Certificates of Occupancy</p> <p>64.7 The power pursuant to Regulation 103(9) of the General Regulations to revoke a certificate of occupancy:</p> <p>64.7.1 if:</p> <p>64.7.1.1 there is a change in the use of the building; or</p> <p>64.7.1.2 the classification of the building changes; or</p> <p>64.7.1.3 building work involving an alteration or extension to the building that will increase the floor area of the building by</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	Subject to concurrence by the Team Leader Building Services or the Level 1 Building Surveyor

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>more than 300m² is about to commence, or is being or has been carried out; or</p> <p>64.7.1.4 the building is about to undergo, or is undergoing or has undergone, major refurbishment,</p> <p>and the delegate considers that in the circumstances the certificate should be revoked and a new certificate sought; or</p>		
r103(9)	<p>64. Certificates of Occupancy</p> <p>64.7 The power pursuant to Regulation 103(9) of the General Regulations to revoke a certificate of occupancy:</p> <p>64.7.2 if the delegate considers that the building is no longer suitable for occupation because of building work undertaken, or being undertaken, on the building, or because of some other circumstance; or</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)</p>	<p>Subject to concurrence by the Team Leader Building Services or the Level 1 Building Surveyor</p>
r103(9)	<p>64. Certificates of Occupancy</p> <p>64.7 The power pursuant to Regulation 103(9) of the General Regulations to revoke a certificate of occupancy:</p> <p>64.7.3 if a schedule of essential safety provisions has been issued in relation to the building and the owner of the building has failed to comply with the requirements of Regulation 94(10) of the General Regulations; or</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)</p>	<p>Subject to concurrence by the Team Leader Building Services or the Level 1 Building Surveyor</p>

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r103(9)	<p>64. Certificates of Occupancy</p> <p>64.7 The power pursuant to Regulation 103(9) of the General Regulations to revoke a certificate of occupancy:</p> <p>64.7.4 if the delegate considers:</p> <p>64.7.4.1 that a condition attached to a relevant development authorisation has not been met, or has been contravened, and that, in the circumstances, the certificate should be revoked; or</p> <p>64.7.4.2 that a condition attached to the certificate of occupancy has not been met, or has been contravened, or is no longer appropriate.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	Subject to concurrence by the Team Leader Building Services or the Level 1 Building Surveyor
r109(1)(b)	<p>65. Mining Production Tenements</p> <p>65.1 The power pursuant to Regulation 109(1)(b) of the General Regulations to make submissions to the appropriate Authority and object to the granting of the tenement.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)	NIL
r111(2)	<p>66. Register of Land Management Agreements (Section 193)</p> <p>66.1 The power pursuant to Regulation 111(2) of the General Regulations to establish a register of agreements entered into by the Council under Section 193 of the PDI Act.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		(195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r111(3)	<p>66. Register of Land Management Agreements (Section 193)</p> <p>66.2 The power pursuant to Regulation 111(3) of the General Regulations to include in a register, or provide access to a copy of each agreement entered into by the Council under Section 193 of the PDI Act and such other information the delegate considers appropriate.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r112(1)	<p>67. Authorised Officers and Inspections</p> <p>67.1 The power pursuant to Regulation 112(1) of the General Regulations to appoint at least 1 authorised officer under Section 210(1)(b) of the PDI Act:</p> <p>67.1.1 who is an accredited professional who is:</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72)	NIL

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	67.1.1.1 an Accredited professional - building level 1; or 67.1.1.2 an Accredited professional - building level 2; or 67.1.1.3 an Accredited professional - building level 3; or 67.1.1.4 an Accredited professional - building level 4; or 67.1.2 who holds a current accreditation recognised by the Chief Executive for the purposes of this Regulation; or 67.1.3 who holds an approval from the Chief Executive.		

Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r5(1)	68. Calculation of Assessment of Fees 68.1 The power pursuant to Regulation 5(1) of the Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019 (the Fees Regulations) in	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer	NIL

Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>relation to an application which is duly lodged under a related set of regulations (including via the SA planning portal):</p> <p>68.1.1 to require the applicant to provide such information as the delegate may reasonably require to calculate any fee payable under the Fees Regulations or a related set of regulations; and</p> <p>68.1.2 to make any other determination for the purposes of the Fees Regulations or a related set of regulations (even if the Council is not a relevant authority).</p>	<p>(463), Building Officer (73), Chief Executive Officer (95), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	
r5(2)	<p>68. Calculation of Assessment of Fees</p> <p>68.2 The power pursuant to Regulation 5(2) of the Fees Regulations, if the delegate acting under Regulation 5(1) of the Fees Regulations, believes that any information provided by an applicant is incomplete or inaccurate, to calculate any fee on the basis of estimates made by the delegate.</p>	<p>Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader</p>	<p>NIL</p>

Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Building Services (286), Team Leader Statutory Planning (326)	
r5(3)	<p>68. Calculation or Assessment of Fees</p> <p>68.3 The power pursuant to Regulation 5(3) of the Fees Regulations to at any time, and despite an earlier calculation or acceptance of an amount in respect of the fee, reassess a fee payable under the Fees Regulations or a related set of Regulations.</p>	<p>Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
r7	<p>69. Waiver or Refund of Fee</p> <p>69.1 The power pursuant to Regulation 7 of the Fees Regulations to, as the delegate considers appropriate to do so:</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Team Leader Statutory Planning (326)</p>	In accordance with Council's Fee Waiver Policy and Fee Refund Policy.

Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>69.1.1 waive the payment of the fee, or the payment of part of the fee; or</p> <p>69.1.2 refund the whole or a part of the fee.</p>		

State Planning Commission Practice Direction - 2 Preparation and Amendment of Designated Instruments

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
cl5(1)	<p>70. Requirements in Relation to Preparing an Engagement Plan</p> <p>70.1 The power pursuant to clause 5(1) of the State Planning Commission Practice Direction – 2 Preparation and Amendment of Designated Instruments (PD2), to prepare a community engagement plan that:</p> <p>70.1.1 meets the principles and performance outcomes of the Charter;</p> <p>70.1.2 describes the persons or bodies to be consulted;</p> <p>70.1.3 outlines any relevant previous engagement undertaken to inform the proposal;</p> <p>70.1.4 describes the evaluation framework for the engagement.</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)</p>	NIL

State Planning Commission Practice Direction - 2 Preparation and Amendment of Designated Instruments

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
cl5(2)	<p>70. Requirements in Relation to Preparing an Engagement Plan</p> <p>70.2 The power pursuant to clause 5(2) of PD2 to submit the community engagement plan to the Commission for approval with the exception of an amendment to the Code and a Design Standard.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with Council.
cl6(2)	<p>71. Requirements in Relation to Preparing an Engagement Report Following Consultation</p> <p>71.1 The power pursuant to clause 6(2) of PD2 to set out in the report:</p> <p>71.1.1 details of the engagement undertaken and how that engagement met the agreed community engagement plan, and reasons for variations, if any to that plan;</p> <p>71.1.2 the outcome of the engagement including a summary of the feedback made;</p> <p>71.1.3 the response to the details of, and reasons for, changes to the proposal to prepare or amend a designated instrument when compared to the proposal that was engaged on, and to specifically indicate:</p> <p>71.1.3.1 where changes are proposed to the designated instrument based on the engagement; and</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with Council.

State Planning Commission Practice Direction - 2 Preparation and Amendment of Designated Instruments

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	71.1.3.2 any other changes proposed based on additional investigations or information not available when the proposal was released for engagement.		
cl6(3)	<p>71. Requirements in Relation to Preparing an Engagement Report Following Consultation</p> <p>71.2 The power pursuant to clause 6(3) of PD2 to, in the engagement report also include an evaluation of the effectiveness of the engagement that considers whether:</p> <p>71.2.1 the principles of the Charter have been achieved; and</p> <p>71.2.2 all mandatory requirements identified in the Charter have been met where the consultation category is applicable.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with Council.
cl7(1)	<p>72. Requirements in Relation to Initiating a Code Amendment Pursuant to Section 73 of the Act</p> <p>72.1 The power pursuant to clause 7(1) of PD 2 to provide a proposal to the Commission to initiate a code amendment that sets out:</p> <p>72.1.1 Scope - an explanation of the reasons for the preparation of the amendment and a description of the changes in circumstance leading the need for the amendment and the range of issues to be addressed in the amendment;</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with Council, Assessment Manager and Team Leader Statutory Planning.

State Planning Commission Practice Direction - 2 Preparation and Amendment of Designated Instruments

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>72.1.2 Code Modules - an outline of any overlay, general policy, zone or subzones being considered for amendment and/or the intended spatial application of an overlay, general policy, zone or subzone over an identified area, or draft instructions for the proposed amendments;</p> <p>72.1.3 Area Affected - A map or description of the area affected by the proposed amendment;</p> <p>72.1.4 State Planning Policies - an identification of the relevant key state planning policies and a statement of assessment of the amendment's consistency with those policies;</p> <p>72.1.5 Regional Plans - An indication of how the matters or issues proposed to be addressed by the amendment will relate to the relevant regional plan and any relevant infrastructure planning;</p> <p>72.1.6 Infrastructure Provision -</p> <p>72.1.6.1 an explanation of any infrastructure provision that is required and how the infrastructure provision will be provided; and</p> <p>72.1.6.2 an indication whether it is likely that an infrastructure agreement or agreements will need to be entered into in connection with the code amendment process, identifying the tools that will be used for this process;</p> <p>72.1.7 Joint Planning Board Comments - that the Council has discussed the proposal with the relevant Regional Planning Board;</p>		

State Planning Commission Practice Direction - 2 Preparation and Amendment of Designated Instruments

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>72.1.8 Consultation – information regarding any other consultation that has occurred;</p> <p>72.1.9 in relation to designating a place as a place of local heritage value or a heritage area - a heritage review prepared by a heritage architect or historian or similar occupation in accordance with the Commission's guidelines prepared under Section 67(2)(c) of the PDI Act;</p> <p>72.1.10 in relation to designating a tree a significant tree - an assessment of the tree against the criteria under Section 68(1)(a) of the PDI Act;</p> <p>72.1.11 in relation to designating a stand of trees to be significant trees – an assessment of the trees against the criteria under Section 68(1)(b) of the PDI Act.</p>		
cl7(2)	<p>72. Requirements in Relation to Initiating a Code Amendment Pursuant to Section 73 of the Act</p> <p>72.2 The power pursuant to clause 7(2) of PD2 to, in addition, provide:</p> <p>72.2.1 Timetable - an outline of the proposed timetable for each step of the process (ensuring that the process is completed within reasonable time limits), and a commitment on the part of the Council that it will take steps to update this timetable if it appears at any stage that the Council will require an extension;</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)</p>	<p>In consultation with Council, Assessment Manager and Team Leader Statutory Planning.</p>

State Planning Commission Practice Direction - 2 Preparation and Amendment of Designated Instruments

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	72.2.2 Investigations - an outline of the investigations and justifications that will be undertaken (and those that may have already been undertaken) and the form that those investigations will take in order to address the strategic and social, economic and environmental issues of the proposed amendment, or an explanation and summary of the investigations undertaken and how these support the amendment.		
cl8(1)	<p>73. Requirements in Relation to Preparation of the Draft Proposal Prior to Consultation and Decision</p> <p>73.1 The power pursuant to clause 8(1) of PD 2 to, prior to consultation, provide to the Department:</p> <p>73.1.1 instructions that set out the intent of the proposed policy amendment for the purposes of the Department writing the draft Code Policy for the Council;</p> <p>73.1.2 any maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council;</p> <p>73.1.3 in relation to heritage lists a local heritage data sheet and a significant trees data sheet.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with Council, Assessment Manager and Team Leader Statutory Planning.
cl8(2)	73. Requirements in Relation to Preparation of the Draft Proposal Prior to Consultation and Decision	Assessment Manager (72), Chief Executive Officer (95), Director	

State Planning Commission Practice Direction - 2 Preparation and Amendment of Designated Instruments

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>73.2 The power pursuant to clause 8(2) of PD2, if amendments are proposed to the consultation versions, to provide to the Department:</p> <p>73.2.1 instruction to write the amendments to the Code Policy;</p> <p>73.2.2 amendments to the maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council.</p>	Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with Council, Assessment Manager and Team Leader Statutory Planning.
cl9(1)	<p>74. Requirements in Relation to Preparation of the Draft Proposal for Consultation</p> <p>74.1 The power pursuant to clause 9(1) of PD2 to, for engagement purposes, support a code amendment by the following information:</p> <p>74.1.1 an explanation about why and how the Code is proposed to be amended;</p> <p>74.1.2 an assessment of the amendment against the relevant provisions of State Planning Policies and the relevant regional plan;</p> <p>74.1.3 if any amendment is not fully consistent with the State Planning Policies or the region plan, to so specifically identify that and include an explanation setting out the reason or reasons for the inconsistency;</p> <p>74.1.4 an explanation and summary of the investigations undertaken and how these support the amendment;</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with Council, Assessment Manager, Team Leader Statutory Planning and Director Infrastructure & Operations.

State Planning Commission Practice Direction - 2 Preparation and Amendment of Designated Instruments

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	74.1.5 an explanation of any infrastructure provision that is required and how the infrastructure will be provided.		
cl11(1)	<p>75. Requirements in Relation to Complying Changes Under Section 75</p> <p>75.1 The power pursuant to clause 11(1) of PD2, in relation to a proposal to agree to a complying change, to provide the following information to the department:</p> <p>75.1.1 a reference to the documentation and recommendation in relation to the proposed amendment in the relevant regional plan;</p> <p>75.1.2 a summary of the consultation in accordance with the Charter that has occurred in relation to the proposal including reference to the Engagement Report prepared for the regional plan and any additional consultation that has occurred;</p> <p>75.1.3 instructions that set out the intent of the proposed policy amendment for the purposes of the department writing the draft Code Policy for the Council;</p> <p>75.1.4 any maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with Council.
cl12(1)	76. Requirements in Relation to Early Commencement Under Section 78	Assessment Manager (72), Chief Executive Officer (95), Director	

State Planning Commission Practice Direction - 2 Preparation and Amendment of Designated Instruments

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>76.1 The power pursuant to clause 12(1) of PD2, in relation to a request for a code amendment to come into operation without delay, to provide to the department:</p> <p>76.1.1 an explanation about how early commencement is required to counter applications for undesirable development (development that would detract from, negate the object of the amendment) during consultation and consideration of the code amendment;</p> <p>76.1.2 instructions that set out the intent of the proposed policy amendment for the purposes of the Department writing the draft Code Policy for the Council;</p> <p>76.1.3 any maps in an industry standard GIS format to enable the production version of mapping to be prepared and returned to the Council.</p>	Development and Regulatory Services (70), Manager Development Services (72), Senior Strategic and Policy Planner (200)	In consultation with Council, Assessment Manager and Team Leader Statutory Planning.

State Planning Commission Practice Direction - 3 (Notification of Performance Assessed Development Applications) 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
cl6(3)(b)	<p>77. Responsibility to Undertake Notification</p> <p>77.1 The power pursuant to clause 6(3)(b) of the State Planning Commission Practice Direction – 3 (Notification of Performance Assessed Development</p>	Assessment Manager (72), Chief Executive Officer (95), Manager	

State Planning Commission Practice Direction - 3 (Notification of Performance Assessed Development Applications) 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Applications) 2019 (PD3) to determine the relevant fee as being appropriate to cover the relevant authority's reasonable costs in giving public notice of the application under Section 107(3)(a)(i) of the PDI Act.	Development Services (72)	As set during the Annual Business Plan process in the Fees & Charges Register.

State Planning Commission Practice Direction (Council Inspections) 2020

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
cl2(2)	<p>78. Mandatory Inspections</p> <p>78.1 The power pursuant to clause 2(2) of Part 2 of the State Planning Commission Practice Direction (Council Inspections) 2020 (PD9) to, in carrying out an inspection under PD9, take all reasonable steps to ensure each inspection includes an inspection and assessment of the following elements (elements), as may be present at the time of inspection:</p> <p>78.1.1 primary structural elements;</p> <p>78.1.2 structural framing and roof trusses;</p> <p>78.1.3 wet areas and waterproofing;</p> <p>78.1.4 barriers to prevent falls;</p> <p>78.1.5 cladding;</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL

State Planning Commission Practice Direction (Council Inspections) 2020

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	78.1.6 egress provisions; 78.1.7 bushfire protection systems; 78.1.8 passive and active fire safety elements; 78.1.9 private bushfire shelters; and 78.1.10 performance solutions.		
cl3(2)	79. Additional Inspections 79.1 The power pursuant to clause 3(2) of Part 2 of PD9 to consider carrying out an inspection in addition to any specified in clause 2 of Part 2 of PD9 (additional inspections) if the delegate has information to indicate that the circumstances warrant it, having regard to the objects of PD9.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
cl4(3)	80. Inspections Generally 80.1 The power pursuant to clause 4(3) of Part 2 of PD9, in relation to building work listed in Schedule 7 of the General Regulations to consider if an additional inspection may be appropriate.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	NIL
cl1(2)	81. General Requirements	Assessment Manager (72), Chief Executive Officer (95), Manager	NIL

State Planning Commission Practice Direction (Council Inspections) 2020

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	81.1 The power pursuant to clause 1(2) of Part 3 of PD9 to ensure that an inspection under PD9 and subsequent assessment of each of the applicable elements in clause 2(2) of Part 2 of PD9 is carried out by a person who has the appropriate qualifications, skills, knowledge and experience to carry out an inspection assigned to that officer under PD9.	Development Services (72), Team Leader Building Services (286)	

State Planning Commission Practice Direction 10 (Staged Occupation of Multi-Storey Buildings) 2020

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
cl5(2)	<p>82. Conditions that Must be Met for the Staged Occupation of a Partially Completed Building</p> <p>82.1 The power pursuant to clause 5(2) of the State Planning Commission Practice Direction 10 (Staged Occupation of Multi-Storey Buildings 2020 (PD10) to, agree to partial occupancy of a partially completed multistorey building.</p>	Assessment Manager (72), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	In consultation with an Accredited Professional Building Level 1.

Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B)

Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice Directions of Powers of a Council as a Relevant Authority (Instrument B);			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s7(5)(a)	<p>1. Environment and Food Production Areas – Greater Adelaide</p> <p>1.1 The power pursuant to Section 7(5)(a) of the Planning, Development and Infrastructure Act 2016 (the PDI Act), in relation to a proposed development in an environment and food production area that involves a division of land that would create 1 or more additional allotments to seek the concurrence of the Commission in the granting of the development authorisation to the development.</p>	Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Staff to seek concurrence from Team Leader Statutory Planning or Assessment Manager with delegate report signed.
s7(5)(d)	<p>1. Environment and Food Production Areas – Greater Adelaide</p> <p>1.2 The power pursuant to Section 7(5)(d) of the PDI Act in relation to a proposed development in an environment and food production area that involves a division of land that would create one or more additional</p>	Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory	Staff to seek concurrence from Team Leader Statutory Planning or Assessment Manager with delegate report signed where the matter is not reported to CAP.

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	allotments, to, if the proposed development will create additional allotments to be used for residential development, refuse to grant development authorisation in relation to the proposed development.	Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s99(2)(b)(ii)	<p>2. Related Provisions</p> <p>2.1 The power pursuant to Section 99(2)(b)(ii) of the PDI Act to, if appropriate, grant development approval in the case of Section 99(1)(d) of the PDI Act.</p>	Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	Administration Building Support Officer is limited to issuing development approvals only relating to Class 10A buildings.
s99(3)	<p>2. Related Provisions</p> <p>2.2 The power pursuant to Section 99(3) of the PDI Act where a proposed development is to be undertaken within the area of the Council, to, subject to the</p>	Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463),	

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	regulations, if appropriate, grant the final development approval after all elements of the development have been approved by one or more relevant authorities under Section 99 of the PDI Act.	Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	Administration Building Support Officer is limited to issuing development approvals only relating to Class 10A buildings.
s102(1)	<p>3. Matters Against Which Development Must be Assessed</p> <p>3.1 The power pursuant to Section 102(1) of the PDI Act to assess a development against and grant or refuse a consent in respect of the relevant provisions of the Building Rules (building consent).</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Manager Development Services (72), Team Leader Building Services (286)	Assessment Report for Refusal must be countersigned by Assessment Manager, Manager Development Services or Team Leader Building prior to decision being issued.
s102(8)	<p>3. Matters Against Which Development Must be Assessed</p> <p>3.2 The power pursuant to Section 102(8) of the PDI Act, when all relevant consents have been granted in</p>	Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief	Administration Building Support Officer is limited to issuing development approvals relating to Class 10A buildings only.

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	relation to a development, to in accordance with the PDI Act, indicate that the development is approved.	Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s118(1)	<p>4. Building Consent</p> <p>4.1 The power pursuant to Section 118(1) of the PDI Act, if the Regulations provide that a form of building work complies with the Building Rules, to grant any such building work a building consent (subject to such conditions or exceptions as may be prescribed by the regulations).</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s118(2)(a)	4. Building Consent	Assessment Manager (72), Building Officer (380), Building	

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	4.2 The power pursuant to Section 118(2)(a) of the PDI Act to seek the concurrence of the Commission to grant a building consent in respect of a development that is at variance with the performance requirements of the Building Code or a Ministerial building standard.	Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s118(2)	<p>4. Building Consent</p> <p>4.3 The power pursuant to Section 118(2) of the PDI Act, subject to Section 118(6) of the PDI Act, to grant a building consent to a development that is at variance with the Building Rules if:</p> <p>4.3.1 the variance is with a part of the Building Rules other than the Building Code or a Ministerial building standard and the delegate determines that it is appropriate to grant the consent despite the variance on the basis that the delegate is satisfied:</p> <p>4.3.1.1 that:</p> <p>(a) the provisions of the Building Rules are inappropriate to the particular building or building work,</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>or the proposed building work fails to conform with the Building Rules only in minor respects; and</p> <p>(b) the variance is justifiable having regard to the objects of the Planning and Design Code or the performance requirements of the Building Code or a Ministerial building standard (as the case may be) and would achieve the objects of this Act as effectively, or more effectively, than if the variance were not to be allowed; or</p> <p>4.3.1.2 in a case where the consent is being sought after the development has occurred - that the variance is justifiable in the circumstances of the particular case.</p>		
s118(4)	<p>4. Building Consent</p> <p>4.4 The power pursuant to Section 118(4) of the PDI Act, to at the request or with the agreement of the applicant, refer proposed building work to the Commission for an opinion on whether or not it complies with the performance requirements of the Building Code or a Ministerial building standard.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)</p>	<p>NIL</p>

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s118(6)	<p>4. Building Consent</p> <p>4.5 The power pursuant to Section 118(6) of the PDI Act if an inconsistency exists between the Building Rules and the Planning Rules in relation to a State heritage place or a local heritage place, to, in determining an application for building consent, ensure, so far as is reasonably practicable, that standards of building soundness, occupant safety and amenity are achieved in respect of the development that are as good as can reasonably be achieved in the circumstances.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s118(7)	<p>4. Building Consent</p> <p>4.6 The power pursuant to Section 118(7) of the PDI Act to seek and consider the advice of the Commission before imposing or agreeing to a requirement under Section 18(6) of the PDI Act that would be at variance with the performance requirements of the Building Code or a Ministerial building standard.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s118(8)	<p>4. Building Consent</p> <p>4.7 The power pursuant to Section 118(8) of the PDI Act, to, subject to the PDI Act, accept that proposed building work complies with the Building Rules to the extent that:</p> <p>4.7.1 such compliance is certified by the provision of technical details, particulars, plans, drawings or specifications prepared and certified in accordance with the regulations; or</p> <p>4.7.2 such compliance is certified by a building certifier.</p>	Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	Administration Building Support Officer is limited to accepting compliance certified by a building certifier in relation to Class 10A buildings only.
s118(10)	<p>4. Building Consent</p> <p>4.8 The power pursuant to Section 118(10) of the PDI 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</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	Delegate Report for Refusal must be countersigned by Assessment Manager or Team Leader Building Services prior to decision being issued.

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s118(11)	<p>4. Building Consent</p> <p>4.9 The power pursuant to Section 118(11) of the PDI Act, if a relevant authority decides to grant building consent in relation to a development that is at variance with the Building Rules, to, subject to the regulations, in giving notice of the relevant authority's decision on the application for that consent, specify (in the notice or in an accompanying document):</p> <p>4.9.1 the variance; and</p> <p>4.9.2 the grounds on which the decision is being made.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s119(1)(b)	<p>5. Application and Provision of Information</p> <p>5.1 The power pursuant to Section 119(1)(b) of the PDI Act to require an application to the relevant authority for the purposes of Part 7 of the PDI Act, to include any information as the delegate may reasonably require.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s119(3)	<p>5. Application and Provision of Information</p> <p>5.2 The power pursuant to Section 119(3) of the PDI Act to request an applicant:</p> <p>5.2.1 to provide such additional documents, assessments or information (including calculations and technical details) as the delegate may reasonably require to assess the application;</p> <p>5.2.2 to remedy any defect or deficiency in any application or accompanying document or information required by or under the PDI Act;</p> <p>5.2.3 to consult with an authority or body prescribed by the regulations;</p> <p>5.2.4 to comply with any other requirement prescribed by the regulations.</p>	Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	Administration Building Support Officer is limited to 5.2.2.
s119(6)(b)	<p>5. Application and Provision of Information</p> <p>5.3 The power pursuant to Section 119(6)(b) of the PDI Act if a request is made under Section 119(3) of the</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463),	

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	PDI Act and the request is not complied with within the time specified by the Regulations, subject to Section 119(6)(b)(ii), to refuse the application.	Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Statutory Planning Cadet (355), Team Leader Building Services (286), Team Leader Statutory Planning (326)	Where not reported to CAP, Assessment Report for Refusal must be concurred by Assessment Manager, Manager Development Services or Team Leader Statutory Planning prior to decision being issued.
s119(7)	5. Application and Provision of Information 5.4 The power pursuant to Section 119(7) of the PDI Act to, in dealing with an application that relates to a regulated tree, consider that special circumstances apply.	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory	Refer to special circumstances section of Development Applications Involving Regulated Tree(s) Policy.

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (82), Statutory Planning Cadet (355), Team Leader Statutory Planning (326)	
s119(9)	<p>5. Application and Provision of Information</p> <p>5.5 The power pursuant to Section 119(9) of the PDI Act to:</p> <p>5.5.1 permit an applicant:</p> <p>5.5.1.1 to vary an application;</p> <p>5.5.1.2 to vary any plans, drawings, specifications or other documents that accompanied an application, (provided that the essential nature of the proposed development is not changed);</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
s119(9)	5. Application and Provision of Information	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463),</p>	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>5.5 The power pursuant to Section 119(9) of the PDI Act to:</p> <p>5.5.2 permit an applicant to lodge an application without the provision of any information or document required by the regulations;</p>	<p>Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	
s119(9)	<p>5. Application and Provision of Information</p> <p>5.5 The power pursuant to Section 119(9) of the PDI Act to:</p> <p>5.5.3 to the extent that the fee is payable to the relevant authority waive payment of whole or part of the application fee, or refund an application fee (in whole or in part);</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)</p>	<p>In accordance with Council Fee Waiver Policy and Council Development Application Fee Refund Policy.</p>

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s119(9)	<p>5. Application and Provision of Information</p> <p>5.5 The power pursuant to Section 119(9) of the PDI Act to:</p> <p>5.5.4 if there is an inconsistency between any documents lodged with the relevant authority for the purposes of Part 7 of the PDI Act (whether by an applicant or any other person), or between any such document and a development authorisation that has already been given that is relevant in the circumstances, return or forward any document to the applicant or to any other person and determine not to finalise the matter until any specified matter is resolved, rectified or addressed.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
s119(10)	<p>5. Application and Provision of Information</p> <p>5.6 The power pursuant to Section 119(10) of the PDI Act to grant a permission under Section 119(9) of the PDI Act unconditionally or subject to such conditions as the delegate thinks fit.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior</p>	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s119(12)	<p>5. Application and Provision of Information</p> <p>5.7 The power pursuant to Section 119(12) of the PDI Act to, in a consent, provide for, or envisage, the undertaking of development in stages, with separate consents or approvals for the various stages.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s119(14)	<p>5. Application and Provision of Information</p> <p>5.8 The power pursuant to Section 119(14) of the PDI Act to if an applicant withdraws an application to determine to refund the application fee.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	In accordance with the Development Application Fee Refund Policy.
s120(1)	<p>6. Outline Consent</p> <p>6.1 The power pursuant to Section 120(1) of the PDI Act and subject to Section 120 of the PDI Act, to on application, grant a consent in the nature of an outline consent.</p>	Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	In accordance with Practice Direction released by the SPC.
s120(3)	<p>6. Outline Consent</p> <p>6.2 The power pursuant to Section 120(3) of the PDI Act if an outline consent is granted and a subsequent</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	In accordance with Practice Direction released by the SPC.

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>application is made with respect to the same development (subject to any variations allowed by a practice direction) to:</p> <p>6.2.1 grant any consent contemplated by the outline consent; and</p> <p>6.2.2 not impose a requirement that is inconsistent with the outline consent.</p>	<p>Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	
s122(1)	<p>7. Referrals to Other Authorities or Agencies</p> <p>7.1 The power pursuant to Section 122(1) of the PDI Act, where an application for consent to, or approval of, a proposed development of a prescribed class is to be assessed by a relevant authority, to:</p> <p>7.1.1 refer the application, together with a copy of any relevant information provided by the applicant, to a body prescribed by the regulations (including, if so prescribed, the Commission); and</p> <p>7.1.2 not make a decision until the relevant authority has received a response from that prescribed body in relation to the matter or matters for which the referral was made</p>	<p>Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	<p>Exception: Where a response is not received from the body within the prescribed period it will be presumed, unless the body notifies the relevant authority within that prescribed period that the body requires an extension of time, that the body does not desire to make a response or concurs (as the case requires).</p>

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	where the regulations so provide, subject to Section 122 of the PDI Act.		
s122(5)(b)	<p>7. Referrals to Other Authorities or Agencies</p> <p>7.2 The power pursuant to Section 122(5)(b) of the PDI Act, acting by direction of a prescribed body:</p> <p>7.2.1 to refuse the application; or</p> <p>7.2.2 consent to or approve the development and impose such conditions as the prescribed body thinks fit, (subject to any specific limitation under another Act as to the conditions that may be imposed by the prescribed body)</p> <p>where the regulations so provide.</p>	<p>Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	<p>1. Refusal: Delegate Report for Refusal must be countersigned by Assessment Manager or Team Leader Statutory Planning prior to decision being issued.</p> <p>2. New dwellings outside of townships: Delegate Report must be countersigned by another Statutory Planner prior to decision being issued.</p> <p>3. Licensed premises Delegate Report must be countersigned by another Statutory Planner prior to the decision being issued.</p>
s122(7)	<p>7. Referrals to Other Authorities or Agencies</p> <p>7.3 The power pursuant to Section 122(7) of the PDI Act, if the relevant authority is directed by a prescribed</p>	<p>Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and</p>	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	body to refuse an application and the refusal is the subject of an appeal under the PDI Act, to apply for the relevant authority to be joined as a party to the proceedings.	Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	
s122(10)	<p>7. Referrals to Other Authorities or Agencies</p> <p>7.4 The power pursuant to Section 122(10) of the PDI Act to, if requested by an applicant, defer a referral under Section 122 of the PDI Act to a particular stage in the process of assessment.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Relevant Authority must comply with the request unless it is inconsistent with the Regulations.
s124(1)	<p>8. Proposed Development Involving Creation of Fortifications</p> <p>8.1 The power pursuant to Section 124(1) of the PDI Act, if the delegate has reason to believe that a proposed development may involve the creation of fortifications, to refer the application for consent to, or</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	approval of, the proposed development to the Commissioner of Police (the Commissioner).	(215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s124(5)	<p>8. Proposed Development Involving Creation of Fortifications</p> <p>8.2 The power pursuant to Section 124(5) of the PDI Act, if the Commissioner determines that the proposed development involves the creation of fortification, to:</p> <p>8.2.1 if the proposed development consists only of the creation of fortifications – refuse the application;</p> <p>8.2.2 in any other case – impose conditions in respect of any consent to or approval of the proposed development prohibiting the creation of the fortification.</p>	Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	Refusal: Delegate Report for Refusal must be countersigned by Assessment Manager or Team Leader Statutory Planning prior to decision being issued where CAP is not the relevant authority.
s124(6)	<p>8. Proposed Development Involving Creation of Fortifications</p> <p>8.3 The power pursuant to Section 124(6) of the PDI Act, if the relevant authority acting on the basis of a determination of the Commissioner under Section 124(2) of the PDI Act refuses an application or imposes</p>	Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	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 124 of the PDI Act.	Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s124(7)	<p>8. Proposed Development Involving Creation of Fortifications</p> <p>8.4 The power pursuant to Section 124(7) of the PDI Act, if a refusal or condition referred to in Section 124(5) of the PDI Act is the subject of an appeal under the PDI Act, to apply to the Court to be joined as a party to the appeal.</p>	Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	NIL
s126(1)	<p>9. Determination of Application</p> <p>9.1 The power pursuant to Section 126(1) of the PDI Act to, on making a decision on an application under Part 7 of the PDI Act, give notice of the decision in accordance with the regulations (and, in the case of a refusal, to include in the notice the reasons for the refusal and any appeal rights that exist under the PDI Act).</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s126(3)	<p>9. Determination of Application</p> <p>9.2 The power pursuant to Section 126(3) of the PDI Act to, on the delegate's own initiative or on the application of a person who has the benefit of any relevant development authorisation, extend a period prescribed under Section 126(2) of the PDI Act.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s127(1)	<p>10. Conditions</p> <p>10.1 The power pursuant to Section 127(1) of the PDI Act to make a decision subject to such conditions (if any) as the delegate thinks fit to impose in relation to the development.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
s127(2)(c)	<p>10. Conditions</p> <p>10.2 The power pursuant to Section 127(2)(c) of the PDI Act to vary or revoke a condition in accordance with an application under Part 7 of the PDI Act.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and</p>	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s128(2)(d)	<p>11. Variation of Authorisation</p> <p>11.1 The power pursuant to Section 128(2)(d) of the PDI Act to approve an application for a variation to a development authorisation previously given under the PDI Act, which seeks to extend the period for which the relevant authorisation remains operative.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building</p>	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Services (286), Team Leader Statutory Planning (326)	
s133(3)	<p>12. Saving Provisions</p> <p>12.1 The power pursuant to Section 133(3) of the PDI Act to, in order to avoid or reduce hardship, extend the limitation period referred to in Section 133(2) of the PDI Act.</p>	<p>Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	<p>Subject to concurrence by the Assessment Manager or Team Leader Statutory Planning.</p>
s134(1)	<p>13. Requirement to Up-grade</p> <p>13.1 The power pursuant to Section 134(1) of the PDI Act to form the opinion that the building is unsafe, structurally unsound or in an unhealthy condition.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager</p>	<p>NIL</p>

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Development Services (72), Team Leader Building Services (286)	
s134(1)	<p>13. Requirement to Up-grade</p> <p>13.2 The power pursuant to Section 134(1) of the PDI Act, if:</p> <p>13.2.1.1 building work in the nature of an alteration to a building constructed before the date prescribed by regulation for the purposes of Section 134(1) of the PDI Act; or</p> <p>13.2.1.2 a change of classification of a building; and</p> <p>13.2.2 the building is, in the opinion of the delegate, unsafe, structurally unsound or in an unhealthy condition,</p> <p>to require 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.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s134(2)	13. Requirement to Up-grade	Assessment Manager (72), Building Officer (380), Building	

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	13.3 The power pursuant to Section 134(2) of the PDI Act, when imposing a requirement under Section 134(1) of the PDI Act, to specify (in reasonable detail) the matters under Section 134(1)(b) of the PDI Act that must, in the opinion of the delegate, be addressed.	Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s134(3)	<p>13. Requirement to Up-grade</p> <p>13.4 The power pursuant to Section 134(3) of the PDI Act to impose a requirement under Section 134(1) of the PDI Act:</p> <p>13.4.1 subject to Section 134(3)(b) of the PDI Act - on the basis that the relevant matters must be addressed as part of the application before the relevant authority will grant building consent; and</p> <p>13.4.2 in cases prescribed by the regulations - as a condition of the building consent that must be complied with within a prescribed period after the building work to which the application for consent relates is completed</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
s134(4)	13. Requirement to Up-grade	Assessment Manager (72), Building Officer (380), Building	

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>13.5 The power pursuant to Section 134(4) of the PDI Act if:</p> <p>13.5.1 an application is made for building consent for building work in the nature of an alteration of a class prescribed by the regulations; and</p> <p>13.5.2 the delegate is of the opinion that the affected part of the building does not comply with the performance requirements of the Building Code or a Ministerial building standard in relation to access to buildings, and facilities and services within buildings, for people with disabilities,</p> <p>to require 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 or the Ministerial building standard (as the case may be).</p>	<p>Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)</p>	<p>NIL</p>
s134(5)	<p>13. Requirement to Up-grade</p> <p>13.6 The power pursuant to Section 134(5) of the PDI Act to impose a requirement under Section 134(4) of the PDI Act:</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory</p>	<p>NIL</p>

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>13.6.1 subject to Section 134(5)(b) of the PDI Act - on the basis that the building work or other measures to achieve compliance with the relevant performance requirements must be addressed before the relevant authority will grant building consent; and</p> <p>13.6.2 in cases prescribed by the regulations - as a condition of the building consent that must be complied with within a prescribed period after the building work to which the application for consent relates is completed.</p>	Services (70), Manager Development Services (72), Team Leader Building Services (286)	
s135(2)(d)	<p>14. Urgent Building Work</p> <p>14.1 The power pursuant to Section 135(2)(d) of the PDI Act to issue any direction.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	Concurrence of Assessment Manager must be sought before the Direction is issued to reinstate the land or building as far is practical to the state that existed immediately prior to the commencement of the work.
s143(1)	<p>15. Cancellation of Development Authorisation</p> <p>15.1 The power pursuant to Section 143(1) of the PDI Act to, on the application of a person who has the</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76),	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	benefit of the authorisation, cancel a development authorisation previously given by the relevant authority.	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
s143(2)	<p>15. Cancellation of Development Authorisation</p> <p>15.2 The power pursuant to Section 143(2) of the PDI Act to make a cancellation under Section 143(1) of the PDI Act subject to such conditions (if any) as the delegate thinks fit to impose.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory	NIL

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
s235(1)	<p>16. Professional Advice to be Obtained in Relation to Certain Matters</p> <p>16.1 The power pursuant to Section 235(1) of the PDI Act, to, in the exercise of a prescribed function, rely on a certificate of a person with prescribed qualifications.</p>	Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	Administration Building Support Officer in relation to private certification for Class 10 Buildings only.

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s235(2)	<p>16. Professional Advice to be Obtained in Relation to Certain Matters</p> <p>16.2 The power pursuant to Section 235(2) of the PDI Act to seek and consider the advice of a person with prescribed qualifications, or a person approved by the Minister for that purpose, in relation to a matter arising under the PDI Act that is declared by regulation to be a matter on which such advice should be sought.</p>	Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	Administration Building Support Officer in relation to private certification for Class 10 Buildings only.
cl18(2) sch8	<p>17. Continuation of Processes</p> <p>17.1 The power pursuant to Clause 18(2) of Schedule 8 of the PDI Act, to:</p> <p>17.1.1 adopt any findings or determinations of a relevant authority under the repealed Act that may be</p>	Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel),	Administration Building Support Officer in relation to private certification for Class 10 Buildings only.

**Instrument of Delegation under the Planning, Development and Infrastructure Act 2016, Regulations, Planning and Design Code and Practice
Directions of Powers of a Council as a Relevant Authority (Instrument B);**

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>relevant to an application to which Clause 18(1) of Schedule 8 of the PDI Act applies; and</p> <p>17.1.2 adopt or make any decision (including a decision in the nature of a determination), direction or order in relation to an application to which Clause 18(1) of Schedule 8 of the PDI Act applies; and</p> <p>17.1.3 deal with any matter that is subject to a reserved decision under the repealed Act before the designated day; and</p> <p>17.1.4 deal with any requirement or grant any variation imposed or proposed in connection with an application to which Clause 18(1) of Schedule 8 of the PDI Act applies; and</p> <p>17.1.5 take any other step or make any other determination authorised by the regulations, or that is reasonably necessary to promote or ensure a smooth transition on account of the transfer of functions, powers or duties under Clause 18 of Schedule 8 of the PDI Act.</p>	<p>Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r25(7)(c)	<p>18. Accredited Professionals</p> <p>18.1 The power pursuant to Regulation 25(7)(c) of the Planning, Development and Infrastructure (General) Regulations 2017 (the General Regulations) to form the opinion and be satisfied, on the basis of advice received from the accreditation authority under the Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019, a relevant professional association, or other relevant registration or accreditation authority, that a person has engineering or other qualifications that qualify the person to act as a technical expert under Regulation 25 of the General Regulations.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
r31(1)	<p>19. Verification of Application</p> <p>19.1 The power pursuant to Regulation 31(1) of the General Regulations, on the receipt of an application under Section 119 of the PDI Act, and in addition to any other requirement under the General Regulations, to, in order to ensure that an application has been correctly lodged and can be assessed in accordance with the PDI Act:</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230),</p>	NIL

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	19.1.1 determine the nature of the development; and	Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r31(1)	<p>19. Verification of Application</p> <p>19.1 The power pursuant to Regulation 31(1) of the General Regulations, on the receipt of an application under Section 119 of the PDI Act, and in addition to any other requirement under the General Regulations, to, in order to ensure that an application has been correctly lodged and can be assessed in accordance with the PDI Act:</p> <p>19.1.2 if the application is for planning consent - determine:</p> <p>19.1.2.1 whether the development involves 2 or more elements and, if so, identify each of those elements for the purposes of assessment against the provisions of the Planning and Design Code; and</p> <p>19.1.2.2 the category or categories of development that apply for the purposes of development assessment; and</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r31(1)	19. Verification of Application	Assessment Manager (72), Chief Executive Officer (95), Director	NIL

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>19.1 The power pursuant to Regulation 31(1) of the General Regulations, on the receipt of an application under Section 119 of the PDI Act, and in addition to any other requirement under the General Regulations, to, in order to ensure that an application has been correctly lodged and can be assessed in accordance with the PDI Act:</p> <p>19.1.3 determine whether the relevant authority is the correct entity to assess the application under the PDI Act; and</p>	<p>Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	
r31(1)	<p>19. Verification of Application</p> <p>19.1 The power pursuant to Regulation 31(1) of the General Regulations, on the receipt of an application under Section 119 of the PDI Act, and in addition to any other requirement under the General Regulations, to, in order to ensure that an application has been correctly lodged and can be assessed in accordance with the PDI Act:</p> <p>19.1.4 if the relevant authority is the correct entity to assess the application (or any part of the application):</p> <p>19.1.4.1 check that the appropriate documents and information have been lodged with the application; and</p>	<p>Administration Building Support Officer (418), Administration Support Officer (76), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462),</p>	<p>NIL</p>

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>19.1.4.2 confirm the fees required to be paid at that point under the Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019; and</p> <p>19.1.4.3 provide an appropriate notice via the SA planning portal; and</p>	<p>Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	
r31(1)	<p>19. Verification of Application</p> <p>19.1 The power pursuant to Regulation 31(1) of the General Regulations, on the receipt of an application under Section 119 of the PDI Act, and in addition to any other requirement under the General Regulations, to, in order to ensure that an application has been correctly lodged and can be assessed in accordance with the PDI Act:</p> <p>19.1.5 if the relevant authority is not the correct entity to assess the application (or any part of the application):</p> <p>19.1.5.1 provide the application (or any relevant part of the application), and any relevant plans, drawings, specifications and other documents and information in its possession, to the entity that the delegate considers to be the correct relevant authority in accordance with any practice direction; and</p>	<p>Administration Building Support Officer (418), Administration Support Officer (76), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	<p>NIL</p>

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	19.1.5.2 provide an appropriate notice via the SA planning portal.		
r35(3)	<p>20. Amended Applications</p> <p>20.1 The power pursuant to Regulation 35(3) of the General Regulations if an application is varied following referral under Division 2 or giving of notice under Division 3, to, if the variations are not substantial, consider the application without the need to repeat an action otherwise required under Division 2 or Division 3.</p>	Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	NIL
r35(4)	<p>20. Amended Applications</p> <p>20.2 The power pursuant to Regulation 35(4) of the General Regulations if a variation would change the essential nature of a proposed development (as referred to in Section 119(9)(a) of the PDI Act), to agree with the applicant to proceed with the variation on the basis that the application (as so varied) will be treated as a new application under the General Regulations.</p>	Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230),	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r38(1)	<p>21. Withdrawing/Lapsing Applications</p> <p>21.1 The power pursuant to Regulation 38(1) of the General Regulations if an application is withdrawn by the applicant under Section 119(14) of the PDI Act, to notify:</p> <p>21.1.1 any agency to which the application has been referred under Division 2 of the General Regulations; and</p> <p>21.1.2 any person who has made a representation in relation to the application under Division 3 of the General Regulations, of the withdrawal.</p>	Administration Building Support Officer (418), Administration Support Officer (76), Assessment Manager (72), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Statutory Planning (326)	NIL
r38(2)	<p>21. Withdrawing/Lapsing Applications</p> <p>21.2 The power pursuant to Regulation 38(2) of the General Regulations to lapse an application for a development authorisation under Part 7 of the PDI Act if</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Assessment Manager	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	at least one year has passed since the date on which the application was lodged with the relevant authority.	(72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Statutory Planning Cadet (355), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r38(3)	<p>21. Withdrawing/Lapsing Applications</p> <p>21.3 The power pursuant to Regulation 38(3) of the General Regulations before taking action to lapse an application under Regulation 38(2) of the General Regulations to:</p> <p>21.3.1 take reasonable steps to notify the applicant of the action under consideration; and</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	21.3.2 allow the applicant a reasonable opportunity to make submissions to the delegate (in a manner and form determined by the delegate) about the proposed course of action.	(215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r40	<p>22. Court Proceedings</p> <p>22.1 The power pursuant to Regulation 40 of the General Regulations to, subject to Section 214(14) of the PDI Act, by notice in writing to the applicant, decline to deal with the application until any proceedings under the PDI Act have been concluded.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	NIL
r42(1)	<p>23. Additional Information or Amended Plans</p> <p>23.1 The power pursuant to Regulation 42(1) of the General Regulations if the relevant authority has referred an application to a prescribed body under</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	NIL

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Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	Division 1 of the General Regulations and the relevant authority subsequently receives additional information, or an amended plan, drawing or specification, which is materially relevant to the referral, or to any report obtained as part of the referral process, to repeat the referral process.	Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)	
r45(1)	<p>24. Building Matters</p> <p>24.1 The power pursuant to Regulation 45(1) of the General Regulations to, if, in assessing an application for building consent, the delegate considers that:</p> <p>24.1.1 a proposed performance solution within the meaning of the Building Code requires assessment against a performance requirement of the Building Code which provides for the intervention of a fire authority; or</p> <p>24.1.2 the proposed development is at variance with a performance requirement of the Building Code which provides for the intervention of a fire authority; or</p> <p>24.1.3 special problems for fire fighting could arise due to hazardous conditions of a kind described in Section E of the Building Code,</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	refer the application to the relevant fire authority for comment and report unless the fire authority indicates to the relevant authority that a referral is not required.		
r45(2)	<p>24. Building Matters</p> <p>24.2 The power pursuant to Regulation 45(2) of the General Regulations, if a report is not received from the fire authority on a referral under Regulation 45(1) of the General Regulations within 20 business days, to presume that the fire authority does not desire to make a report.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r45(3)	<p>24. Building Matters</p> <p>24.3 The power pursuant to Regulation 45(3) of the General Regulations to have regard to any report received from a fire authority under Regulation 45 of the General Regulations.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r45(4)	24. Building Matters	Assessment Manager (72), Building Officer (380), Building Officer (453),	NIL

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	<p>24.4 The power pursuant to Regulation 45(4) of the General Regulations, if, in respect of an application referred to a fire authority under Regulation 45 of the General Regulations, the fire authority:</p> <p>24.4.1 recommends against the granting of building consent; or</p> <p>24.4.2 concurs in the granting of consent on conditions specified in its report,</p> <p>but the delegate:</p> <p>24.4.3 proposes to grant building consent despite a recommendation referred to in Regulation 45(4)(a) of the General Regulations; or</p> <p>24.4.4 does not propose to impose the conditions referred to in Regulation 45(b) of the General Regulations, or proposes to impose the conditions in varied form, on the grant of consent,</p> <p>to:</p> <p>24.4.5 refer the application to the Commission; and</p> <p>24.4.6 not grant consent unless the Commission concurs in the granting of the consent.</p>	<p>Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)</p>	

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r45(5)	<p>24. Building Matters</p> <p>24.5 The power pursuant to Regulation 45(5) of the General Regulations to provide to the Commission a copy of any report received from a fire authority under Regulation 45(1) of the General Regulations that relates to an application that is referred to the Commission under the PDI Act.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r57(4)(a)	<p>25. Notice of Decision (Section 126(1))</p> <p>25.1 The power pursuant to Regulation 57(4)(a) of the General Regulations to endorse a set of any approved plans and other relevant documentation with an appropriate form of authentication.</p>	Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	Administration Building Support Officer in relation to private certification for Class 10 Buildings only.

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r60	<p>26. Consideration of Other Development Authorisations</p> <p>26.1 The power pursuant to Regulation 60 of the General Regulations, to, in deciding whether to grant a development authorisation, take into account any prior development authorisation that relates to the same proposed development under the PDI Act, and any conditions that apply in relation to that prior development authorisation.</p>	<p>Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	<p>Administration Building Support Officer in relation to private certification for Class 10 Buildings only.</p>
r61(4)(c)	<p>27. Certificate of Independent Technical Expert in Certain Cases</p> <p>27.1 The power pursuant to Regulation 61(4)(c) of the General Regulations to form the opinion and be satisfied on the basis of advice received from the accreditation authority under the Planning, Development and Infrastructure (Accredited Professionals) Regulations 2019, a relevant professional association, or another relevant registration or accreditation authority, that a</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)</p>	<p>NIL</p>

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	person has engineering or other qualifications, qualify the person to act as a technical expert under this regulation.		
r63(1)	<p>28. Urgent Work</p> <p>28.1 The power pursuant to Regulation 63(1) of the General Regulations to,</p> <p>28.1.1 determine a telephone number determined for the purposes of Regulation 63(1)(a) of the General Regulations; and</p> <p>28.1.2 determine the email address for the purposes of Regulation 63(1)(b) of the General Regulations.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL
r63(2)	<p>28. Urgent Work</p> <p>28.2 The power pursuant to Regulation 63(2) of the General Regulations to, for the purposes of Section 135(2)(c) of the PDI Act, allow a longer period.</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r63(3)	<p>28. Urgent Work</p> <p>28.3 The power pursuant to Regulation 63(3) of the General Regulations to, for the purposes of Section 135(2)(c) of the PDI Act, allow a longer period.</p>	<p>Assessment Manager (72), Chief Executive Officer (95), Development Compliance Officer (211), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Statutory Planning (326)</p>	NIL
r65(1)(a)	<p>29. Variation of Authorisation (Section 128)</p> <p>29.1 The power pursuant to Regulation 65(1)(a) of the General Regulations to, for the purposes of Section 128(2)(b) of the PDI Act, if a person requests the variation of a development authorisation previously given under the Act (including by seeking the variation of a condition imposed with respect to the development authorisation) to form the opinion and be satisfied that the variation is minor in nature, and approve the variation.</p>	<p>Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462),</p>	<p>Except variations to development decisions previously made by the CAP where a condition is requested to be completely revoked either by the lodgment of a separate application or simply by written request or where the variation is adding new elements or substantively amending the proposal.</p>

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Statutory Planner (82), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r99(4)	<p>30. Construction Industry Training Fund</p> <p>30.1 The power pursuant to Regulation 99(4) of the General Regulations, if after assessing a proposed development against the building rules the delegate is yet to be satisfied that the appropriate levy has been paid under the Construction Industry Training Fund Act 1993 or is not payable, to notify the applicant that the delegate cannot issue a building consent until the delegate is satisfied that the levy has been paid or is not payable.</p>	Administration Building Support Officer (418), Administration Support Officer (369), Administration Support Officer (76), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Executive Assistant Dev'ment and Reg Services (69), Manager Development Services (72), Team Leader Administration (77), Team Leader Building Services (286)	NIL
r99(5)	<p>30. Construction Industry Training Fund</p> <p>30.2 The power pursuant to Regulation 99(5) of the General Regulations, if a notification has been given under Regulation 99(4) of the General Regulations and if satisfactory evidence is not provided to the delegate within 20 business days after the date of the notification</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager	NIL

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	to, if the delegate thinks fit, determine that the application has lapsed.	Development Services (72), Team Leader Building Services (286)	
cl4(3) sch8	<p>31. Plans for Building Work</p> <p>31.1 The power pursuant to Clause 4(3) of Schedule 8 of the General Regulations, in relation to an application for building consent for development consisting of or involving an alteration to a building if:</p> <p>31.1.1 the applicant is applying for a change in the classification of the building to a classification other than Class 10 under the Building Code; or</p> <p>31.1.2 the building was erected before 1 January 1974 and the applicant is applying for a classification other than Class 10 under the Building Code to be assigned to the building,</p> <p>to require the application to be accompanied by such details, particulars, plans, drawings, specifications and other documents (in addition to the other documents required to accompany the application) as the delegate reasonably requires to show that the entire building will, on completion of the building work, comply with the requirements of the PDI Act and the General Regulations for a building of the classification applied for or with so many of those requirements as will ensure</p>	Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Planning, Development and Infrastructure (General) Regulations 2017

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	that the building is safe and conforms to a proper structural standard.		

Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r5(1)	<p>32. Calculation or Assessment of Fees</p> <p>32.1 The power pursuant to Regulation 5(1) of the PDI (Fees, Charges and Contributions) Regulations 2019 (the Fees Regulations) in relation to an application which is duly lodged with the Council under a related set of regulations (including via the SA planning portal):</p> <p>32.1.1 to require the applicant to provide such information as the delegate may reasonably require to calculate any fee payable under the Fees Regulations or a related set of regulations; and</p> <p>32.1.2 to make any other determination for the purposes of the Fees Regulations or a related set of regulations (even if the Council is not a relevant authority).</p>	Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Building Services (286)	NIL

Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r5(2)	<p>32. Calculation or Assessment of Fees</p> <p>32.2 The power pursuant to Regulation 5(2) of the Fees Regulations, if the delegate is acting under Regulation 5(1) of the Fees Regulations, or as the delegate of a relevant authority, believes that any information provided by an applicant is incomplete or inaccurate, to calculate any fee on the basis of estimates made by the delegate.</p>	<p>Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)</p>	NIL
f5(3)	<p>32. Calculation or Assessment of Fees</p> <p>32.3 The power pursuant to Regulation 5(3) of the Fees Regulations to, at any time, and despite an earlier calculation or acceptance of an amount in respect of the fee, reassess a fee payable under the Fees Regulations or a related set of regulations.</p>	<p>Administration Building Support Officer (418), Assessment Manager (72), Building Officer (380), Building Officer (453), Building Officer (463), Building Officer (73), Chief Executive Officer (95), Director Development and Regulatory Services (70), Duty Planner (265a), Duty Planner (265b), Manager Development Services (72), Senior Statutory Planner (80), Statutory</p>	NIL

Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Planner (195), Statutory Planner (215), Statutory Planner (230), Statutory Planner (462), Statutory Planner (82), Team Leader Administration (77), Team Leader Building Services (286), Team Leader Statutory Planning (326)	
r7	<p>33. Waiver or Refund of Fee</p> <p>33.1 The power pursuant to Regulation 7 of the Fees Regulations to, as the delegate considers appropriate to do so:</p> <p>33.1.1 waive the payment of the fee, or the payment of part of the fee; or</p> <p>33.1.2 refund the whole or a part of the fee.</p>	Assessment Manager (72), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72), Team Leader Statutory Planning (326)	In accordance with Council Fee Waiver Policy and Development Application Fee Refund Policy.

Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017

Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
r8(1)(c)	<p>40. Adoption of DPAs</p> <p>40.1 The power pursuant to Regulation 8(1)(c) of the Planning, Development and Infrastructure (Transitional Provisions) Regulations 2017 (the Transitional Provisions Regulations) to apply to the Minister under Regulation 8 of the Transitional Provisions Regulations in accordance with any requirement determined by the Minister.</p>	<p>CAP (Council's Assessment Panel), Chief Executive Officer (95), Director Development and Regulatory Services (70), Manager Development Services (72)</p>	<p>To be read in conjunction with CAP Delegation Policy</p>

Appendix 4

Combined Instruments of Delegation

15 March 2021



ADELAIDE HILLS COUNCIL

COMBINED INSTRUMENT OF DELEGATION

15 MARCH 2021

APPENDIX 4

Instruments of Delegation in this Document

- Authorisations under the Road Traffic Act 1961 Approved by the Chief Executive Officer of the Council in Accordance With the Instrument of General Approval and Delegation to Council
- Instrument of Delegation under the Road Traffic (Miscellaneous) Regulations 2014
- Instrument of Delegation under the Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014
- Sub-delegation to the Chief Executive Officer under the Road Traffic Act 1961

Delegation Sources

- Authorisations under Road Traffic Act 1961 Made in Accordance with the Notice to Council 22 August 2013 from the Minister for Transport
- Road Traffic (Miscellaneous) Regulations 2014
- Road Traffic (Road Rules- Ancillary and Miscellaneous Provisions) Regulations 2014
- Road Traffic Act 1961

Positions

Abbreviation	Position
Chief Executive Officer (95)	Chief Executive Officer (95)
Coordinator Civil Operations (117)	Coordinator Civil Operations (117)
Coordinator Civil Projects (109)	Coordinator Civil Projects (109)
Director Community Capacity (350)	Director Community Capacity (350)
Director Development and Regulatory Services (70)	Director Development and Regulatory Services (70)
Director Infrastructure and Operations (114)	Director Infrastructure and Operations (114)
Events Officer (444)	Events Officer (444)
Manager Civil Services (402)	Manager Civil Services (402)
Manager Communications Engagement and Events (439)	Manager Communications Engagement and Events (439)
Manager Open Space (409)	Manager Open Space (409)
Senior Civil Engineer (184)	Senior Civil Engineer (184)

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Authorisations under the Road Traffic Act 1961 Approved by the Chief Executive Officer of the Council in Accordance With the Instrument of General Approval and Delegation to Council

Authorisations under Road Traffic Act 1961 Made in Accordance with the Notice to Council 22 August 2013 from the Minister for Transport			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
s17	<p>AUTHORISATIONS</p> <p>2. TRAFFIC CONTROL DEVICES</p> <p>2.1 Pursuant to Clause A of the Instrument the Minister granted the Council approval, for the purposes of Sections 17(1) and (2) of the Act, to install, maintain, alter, operate, or remove, or cause to be installed, maintained, altered, operated or removed, any traffic control device, on, above or near a road which is under the Council's care, control and management subject to the conditions specified in the Instrument, other than those specified in Clause A.8 of the Instrument, or those dealt with in other Clauses of the Instrument.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL
Clause A.1	<p>AUTHORISATIONS</p> <p>2. TRAFFIC CONTROL DEVICES</p> <p>2.2 Pursuant to Clause A.1 of the Instrument, the Council may authorise any Officer to exercise, for and on behalf of the Council, the powers conferred on the Council pursuant to Clause A of the Instrument, provided that such authorisation is made by instrument in writing and approved by the Chief Executive Officer of the Council.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL

Authorisations under Road Traffic Act 1961 Made in Accordance with the Notice to Council 22 August 2013 from the Minister for Transport

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
Clause A.1	<p>AUTHORISATIONS</p> <p>2. TRAFFIC CONTROL DEVICES</p> <p>2.3 In accordance with Clause A.1 of the Instrument, I, as Chief Executive Officer of the Council approve on behalf of the Council, the following Officers to be AUTHORISED to exercise, for and on behalf of the Council, the powers conferred on the Council pursuant to Clause A of the Instrument, subject to the conditions specified in the Instrument in relation to Clause A of the Instrument:</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL
Clause B	<p>AUTHORISATIONS</p> <p>3. SPEED LIMITS AT WORKS ON ROADS</p> <p>3.1 Pursuant to Clause B of the Instrument, the Minister granted the Council approval, for the purposes of Section 20(2) of the Act, to place signs for the purpose of indicating the maximum speed to be observed by drivers while driving by or towards a work area or a worksite where workers are engaged or works are in progress at the direction of the Council subject to the conditions specified in the Instrument.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL
Clause B.1	<p>AUTHORISATIONS</p> <p>3. SPEED LIMITS AT WORKS ON ROADS</p> <p>3.2 Pursuant to Clause B.1 of the Instrument, the Council may authorise any Officer to exercise, for and on behalf of the Council, the powers conferred on the Council</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL

Authorisations under Road Traffic Act 1961 Made in Accordance with the Notice to Council 22 August 2013 from the Minister for Transport

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	pursuant to Clause B of the Instrument, provided that such authorisation is made by instrument in writing and is approved by the Chief Executive Officer of the Council.		
Clause B.1	<p>AUTHORISATIONS</p> <p>3. SPEED LIMITS AT WORKS ON ROADS</p> <p>3.3 In accordance with Clause B.1 of the Instrument, I, as Chief Executive Officer of the Council approve on behalf of the Council the following Officer(s) to be AUTHORISED to exercise for and on behalf of the Council the powers conferred on the Council pursuant to Clause B of the Instrument, subject to the conditions specified in the Instrument in relation to Clause B of the Instrument: [insert name of Council employee(s)].</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL
Clause C	<p>AUTHORISATIONS</p> <p>4. TRAFFIC CONTROL DEVICES SIGNS AT WORKS ON ROADS</p> <p>4.1 Pursuant to Clause C of the Instrument, the Minister granted the Council approval for the purposes of Section 17(3) of the Act, to install, display, alter, operate or remove any traffic control device in relation to an area where persons are engaged in work or an area affected by works in progress, or in relation to part of a road temporarily closed to traffic under the Act or any other Act, subject to the conditions specified in the Instrument.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL

Authorisations under Road Traffic Act 1961 Made in Accordance with the Notice to Council 22 August 2013 from the Minister for Transport

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
Clause C.1	<p>AUTHORISATIONS</p> <p>4. TRAFFIC CONTROL DEVICES SIGNS AT WORKS ON ROADS</p> <p>4.2 Pursuant to Clause C.1 of the Instrument, the Council may authorise any Officer to exercise, for and on behalf of the Council, the powers conferred on the Council pursuant to Clause C of the Instrument, provided that such authorisation is made by instrument in writing and is approved by the Chief Executive Officer of the Council.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL
Clause C.1	<p>AUTHORISATIONS</p> <p>4. TRAFFIC CONTROL DEVICES SIGNS AT WORKS ON ROADS</p> <p>4.3 In accordance with Clause C.1 of the Instrument, I, as Chief Executive Officer of the Council approve on behalf of the Council the following Officer(s) to be AUTHORISED to exercise for and on behalf of the Council the powers conferred on the Council pursuant to Clause C of the Instrument, subject to the conditions specified in the Instrument in relation to Clause C of the Instrument: [insert name of Council employee(s)].</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL
Clause D	<p>AUTHORISATIONS</p> <p>5. TEMPORARY PARKING CONTROLS</p> <p>5.1 Pursuant to Clause D of the Instrument the Minister granted the Council approval for the purposes of Section 17(3) of the Act, to install, display, alter, operate or remove a traffic control device for the purposes of imposing, varying or abolishing a</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL

Authorisations under Road Traffic Act 1961 Made in Accordance with the Notice to Council 22 August 2013 from the Minister for Transport

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	parking control on a temporary basis on a road or road which is under the Council's care, control or management subject to the conditions specified in the Instrument.		
Clause D.1	<p>AUTHORISATIONS</p> <p>5. TEMPORARY PARKING CONTROLS</p> <p>5.2 Pursuant to Clause D.1 of the Instrument, the Council may authorise any Officer to exercise, for and on behalf of the Council, the powers conferred on the Council in Clause D of the Instrument, provided that such authorisation is made by instrument in writing and is approved by the Chief Executive Officer of the Council.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL
Clause D.1	<p>AUTHORISATIONS</p> <p>5. TEMPORARY PARKING CONTROLS</p> <p>5.3 In accordance with Clause D.1 of the Instrument, I, as Chief Executive Officer of the Council approve, on behalf of the Council the following Officers to be AUTHORISED to exercise for and on behalf of the Council the powers conferred on the Council pursuant to Clause D of the Instrument, subject to the conditions specified in the Instrument in relation to Clause D of the Instrument: [insert name of Council employee(s)].</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL
Clause F	<p>AUTHORISATIONS</p> <p>6. GRANT APPROVAL TO ANOTHER ROAD AUTHORITY</p>	Chief Executive Officer (95), Director Infrastructure and	NIL

Authorisations under Road Traffic Act 1961 Made in Accordance with the Notice to Council 22 August 2013 from the Minister for Transport

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
	6.1 Pursuant to Clause F of the Instrument the Minister delegated to the Council the power conferred on the Minister pursuant to Section 17 of the Act to specifically approve the installation, maintenance, alteration, operation, or removal of a traffic control device in the municipality or district of the Council by a road authority, on, above, or near a road under the care control or management of the Council, subject to the conditions specified in the Instrument.	Operations (114), Manager Civil Services (402)	
Clause F.1	<p>AUTHORISATIONS</p> <p>6. GRANT APPROVAL TO ANOTHER ROAD AUTHORITY</p> <p>6.2 Pursuant to Clause F.1 of the Instrument, the Council may authorise any Officer(s) to exercise, for and behalf of the Council, the powers conferred on the Council in Clause F of the Instrument, provided that such authorisation is made by instrument in writing and is approved by the Chief Executive Officer of the Council.</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL
Clause F.1	<p>AUTHORISATIONS</p> <p>6. GRANT APPROVAL TO ANOTHER ROAD AUTHORITY</p> <p>6.3 In accordance with Clause F.1 of the Instrument, I, as Chief Executive Officer of the Council, approve on behalf of the Council, the following Officer(s) to be AUTHORISED to exercise, for and on behalf of the Council, the powers conferred on the Council pursuant to Clause F of the Instrument, subject to the conditions specified in the Instrument in relation to Clause F of the Instrument: [insert name of Council employee(s)].</p>	Chief Executive Officer (95), Director Infrastructure and Operations (114), Manager Civil Services (402)	NIL

Instrument of Delegation under the Road Traffic (Miscellaneous) Regulations 2014

Road Traffic (Miscellaneous) Regulations 2014			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 6(2)	Participate in consultation with respect to an event management plan	Chief Executive Officer (95), Coordinator Civil Operations (117), Director Community Capacity (350), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Events Officer (444), Manager Civil Services (402), Manager Communications Engagement and Events (439), Manager Open Space (409)	NIL
regulation 7(1)(b)	Participate in consultation with respect to an order to close a road	Chief Executive Officer (95), Coordinator Civil Operations (117), Director Community Capacity (350), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Events Officer (444), Manager Civil Services (402), Manager Communications Engagement and Events (439), Manager Open Space (409)	NIL
regulation 8	Provide information supplied by the Minister for the inspection of the public at the office of the council until the event causing a road closure has occurred	Chief Executive Officer (95), Coordinator Civil Operations (117), Director Community Capacity (350), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Events Officer (444), Manager Civil Services (402), Manager Communications Engagement and Events (439), Manager Open Space (409)	NIL

Road Traffic (Miscellaneous) Regulations 2014

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 66	Designate an area for parking	Chief Executive Officer (95), Coordinator Civil Operations (117), Director Community Capacity (350), Director Development and Regulatory Services (70), Director Infrastructure and Operations (114), Events Officer (444), Manager Civil Services (402), Manager Communications Engagement and Events (439), Manager Open Space (409)	NIL

Instrument of Delegation under the Road Traffic (Road Rules—Ancillary and Miscellaneous Provisions) Regulations 2014

Road Traffic (Road Rules- Ancillary and Miscellaneous Provisions) Regulations 2014			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
regulation 17(2)	Determine for the purposes of rule 185 of the Australian Road Rules: (a) the class of permits required for vehicles to stop in the permit zone; (b) the persons entitled to such permits; (c) any fees to be paid for such permits; (d) the conditions to which the permits will be subject (which may include conditions as to the period for which such permits remain in force and conditions as to the display of permits in vehicles)	Chief Executive Officer (95), Coordinator Civil Projects (109), Director Infrastructure and Operations (114), Manager Civil Services (402), Manager Open Space (409), Senior Civil Engineer (184)	NIL
regulation 17(2)	Vary a determination under regulation 17(2)	Chief Executive Officer (95), Coordinator Civil Projects (109), Director Infrastructure and Operations (114), Manager Civil Services (402), Manager Open Space (409), Senior Civil Engineer (184)	NIL
regulation 17(3)	Issue for the purposes of rule 185 of the Australian Road Rules permits in respect of the permit zone to persons entitled to them	Chief Executive Officer (95), Coordinator Civil Projects (109), Director Infrastructure and Operations (114),	NIL

Road Traffic (Road Rules- Ancillary and Miscellaneous Provisions) Regulations 2014

Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
		Manager Civil Services (402), Manager Open Space (409), Senior Civil Engineer (184)	
regulation 17(3)	Determine conditions to apply to permits issued under regulation 17(3)	Chief Executive Officer (95), Coordinator Civil Projects (109), Director Infrastructure and Operations (114), Manager Civil Services (402), Manager Open Space (409), Senior Civil Engineer (184)	NIL
regulation 22(2)	Determine for the purpose of rule 207(2) of the Australian Road Rules the fees payable for parking in the length of a road or area by operation of a parking ticket-vending machines or parking meter installed or to be installed in or near the length of road or area	Chief Executive Officer (95), Coordinator Civil Projects (109), Director Infrastructure and Operations (114), Manager Civil Services (402), Manager Open Space (409), Senior Civil Engineer (184)	NIL
regulation 22(2)	Vary a fee determined under regulation 22(2)	Chief Executive Officer (95), Coordinator Civil Projects (109), Director Infrastructure and Operations (114), Manager Civil Services (402), Manager Open Space (409), Senior Civil Engineer (184)	NIL

Sub-delegation to the Chief Executive Officer under the Road Traffic Act 1961

Road Traffic Act 1961			
Provision	Powers and Functions Delegated	Delegate	Conditions and Limitations
S33(1)	<p>POWER TO CLOSE ROADS AND GRANT EXEMPTION FOR EVENTS</p> <p>2. The power pursuant to Section 33(1) of the Act to declare an event to be an event to which Section 33 of the Act applies and to make orders directing:</p> <p>2.1 that specified roads (being roads on which the event is to be held or roads that, in the opinion of the Delegate, should be closed for the purposes of the event) be closed to traffic for a specified period; and</p> <p>2.2 that persons taking part in the event be exempted, in relation to the specified roads, from the duty to observe the Australian Road Rules specified in Clause G.4 of the Instrument, subject to the conditions in Clause G.5 of the Instrument.</p>	Chief Executive Officer (95)	NIL

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item: 12.8

Responsible Officer: Steven Watson
Governance & Risk Coordinator
Office of the Chief Executive

Subject: Council Resolutions Update

For: Decision

SUMMARY

The Action List is updated each month by the responsible officer and outlines actions taken on resolutions passed at Council meetings. In some cases actions can take months or years to be completed due to the complexity and/or the level of influence Council has in the matter.

In March 2015, Council resolved that outstanding resolutions passed before 31 March 2013 would be the subject of a report outlining the reasons why the resolutions have not been completed, detailing what actions have been taken and an estimated date of completion.

While the above resolution referred to a date, the duration was two (2) years and the intent of the Council's resolution has been carried forward as a prudent accountability mechanism.

RECOMMENDATION

Council resolves:

- 1. That the report be received and noted**
- 2. That the status of the uncompleted resolutions be noted and the following completed items be removed from the Action List:**

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI
26/03/2019	Ordinary Council	70/19	Aboriginal Place Naming	None declared
26/05/2020	Ordinary Council	93/20	Support for Road Closures - 2020 Shannons Adelaide Rally & 2020 Gorge Rallysprint	Cr Chris Grant - Perceived
27/10/2020	Ordinary Council	231/20	Draft Road, Footpath & Kerb Asset Management Plan 2020	None declared
15/12/2020	Ordinary Council	311/20	Citizen of the year 2021 - Period of Confidentiality	None declared
27/01/2021	Ordinary Council	4/21	Amended Access & Inclusion Plan 2020 - 2024	None declared
27/01/2021	Ordinary Council	12/21	MWN - 15.1 Horsnell White Rock Quarry Mine Operations Plan	None declared
27/01/2021	Ordinary Council	21/21	CWMS Review	None declared
23/02/2021	Ordinary Council	26/21	White Rock Quarry Horsnell Gully	None declared
23/02/2021	Ordinary Council	30/21	Economic Development Plan	None declared
23/02/2021	Ordinary Council	33/21	Long Term Financial Plan 2021	None declared
23/02/2021	Ordinary Council	37/21	External Audit Plan	None declared
23/02/2021	Ordinary Council	38/21	Strategic Internal Audit Plan Revision	None declared

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal 5 A Progressive Organisation

Objective O5 We are accountable, informed, and make decisions in the best interests of the whole community

Priority O5.1 Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations

➤ Legal Implications

There are no direct legal implications associated with reviewing and reporting Council Resolutions.

➤ **Risk Management Implications**

Regular reporting on outstanding action items will assist in mitigating the risk of:

Actions arising from Council resolutions may not be completed in a timely manner

Inherent Risk	Residual Risk	Target Risk
High (4C)	Low (2E)	Low

➤ **Financial and Resource Implications**

There is no specific budget for the review of Council resolutions however administrative costs are provided for in the Governance & Performance budget. The financial implications of individual reports are identified when submitted for Council's consideration.

➤ **Customer Service and Community/Cultural Implications**

Reviewing and reporting Council Resolutions allow Council's legislative obligations to be discharged in an effective and efficient manner.

➤ **Sustainability Implications**

There are no direct sustainability implications from this report.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Chief Executive Officer
Director Community Capacity and Directorate Officers
Director Corporate Services and Directorate Officers
Director Infrastructure & Operations and Directorate Officers
Director Development & Regulatory Services and Directorate Officers
Executive Manager Governance & Performance and Directorate Officers

External Agencies: Not Applicable

Community: Not Applicable

2. BACKGROUND

At its meeting of 24 March 2015 Council resolved:

That the CEO provides a report to the 28 April 2015 Council meeting in relation to outstanding resolutions passed before 31 March 2013 outlining the reasons why the resolutions have not been completed, detailing what actions have been taken and an estimated date of completion.

The contents of this report formed a workshop discussion with Council Members on 3 May 2017.

While the above resolution referred to a date, the duration was two (2) years and the intent of the Council's resolution has been carried forward as a prudent accountability mechanism.

3. ANALYSIS

The Action list has been updated to provide Council with information regarding outstanding actions. Completed resolutions are identified in the recommendation for removal from the Action List.

In total there are eleven (11) uncompleted resolutions for which an update is required for Council. An update for these resolutions is provided below:

Resolution 69/16 – Land Acquisition Colonial Drive Norton Summit

Background

The purpose of this report is to seek Council consideration of a request to purchase a parcel of land on Colonial Drive at Norton Summit. The request was initiated by the Norton Summit CFS and seeks to provide for improved parking adjoining the CFS building which is located on the corner of Colonial Drive and St John Road, Norton Summit.

This matter was considered by the Property Advisory Group on 1 February 2016 where it was agreed that Council should consider the request prior to commencing additional work associated with survey, design and planning.

Current Situation

Final plans and valuation are being considered by the Anglican Church State Diocese and upon confirmation from them a report will be presented to Council for consideration.

Council staff met with the State Diocese to discuss the matter and work through some of their queries. It is now in the hands of the State Diocese to present a formal position to Council for consideration.

The Norton Summit Church has advised that the State Diocese has consented to progress the matter and Council is awaiting contact from them to progress.

Resolution 83/16 - Croft & Harris Road Precinct, Lenswood

Background

This report provides information on issues raised by members of the Lenswood community regarding the increased usage of Cudlee Creek Forest Reserve, and the impact on the adjoining properties and road network.

Current Situation

Director Infrastructure & Operations is now representing AHC on a Project Steering Group to assist in development of the ForestrySA Cudlee Creek Forest Trails Fire Recovery Strategy. First meeting occurred in May 2020 which incorporated visioning exercise and SWOT Analysis with a broad range of stakeholders

Following a successful funding application by Forestry SA, where \$2.5M has been committed to rebuild and improve visitor facilities at Fox Creek Bike Park, via Local Economic Recovery (LER) support under the National Bushfire Recovery Fund, we are now exploring where the local road infrastructure fits into priorities moving forward.

Resolution 29/16 – MON - Woodforde Road and Reserve Naming

Background

Staff pursue, with the developer, the inclusion of indigenous names within Hamilton Park and in relation to future stages. A progress report be made to Council or the Strategic Planning & Development Policy Committee within 3 months.

Current Situation

The Reconciliation Working Group and the developer continue to progress use of indigenous names within Hamilton Park. Signage designs currently under development.

There are 5 key areas in the reserve area of the development, which will be presented to Council Members in the coming months.

Resolution 7/17 – Cromer Cemetery Revocation of Community Land

Background

The purpose of this report is to seek a resolution of Council to prepare and submit a report to the Minister for Local Government to request approval to revoke the community land classification of a portion of Section 83 Hundred of Talunga known as the Cromer Cemetery. This revocation will enable boundary realignment with the surrounding Cromer Conservation Reserve owned by the Crown as detailed in the report to Council at the meeting of 27 September 2016.

Current Situation

DEWNR have requested that the revocation be put on hold whilst they investigate the requirements to alter the trust affecting the land and undertake an assessment of the native vegetation on the land, this is likely to take some months.

DEW advised on 4/12/18 that there are some impediments to the progression of the proposed boundary realignment due to the mining operations on the adjacent land, which

are being negotiated with the Dept for Mining. Advice is that these negotiations could take considerable time (2yrs).

In the interim, consideration will be given to the granting of a right of way to ensure that the cemetery has legal access.

DEW staff member dealing with this matter has left DEW so there may be an extended delay whilst it is reallocated and assessed.

DEW awaiting finalisation of negotiations with Dept for Mining.

Resolution 200/18 – Proposal to enter 11 AHC Reserves into Heritage Agreements 2018

Background

This report seeks Council's approval to enter 11 AHC properties of biodiversity value into Heritage Agreements to protect them and leverage external funding for their ongoing conservation. Placing these sites under Heritage Agreements would also put Council in Significant Environmental Benefit credit, to offset any future developments or roadworks where native vegetation clearance is required

Current Situation

The Heritage Applications were phased over the years in order to be accommodated within available resourcing.

Heritage Agreement have been registered over:

- Kiley Reserve
- Shanks Reserve
- Kyle Road Nature Reserve,
- Leslie Creek Reserve
- Aldgate Valley 2 Reserve
- Doris Coulls Reserve

Heritage Agreement applications lodged and still in progress (waiting for DEW):

- Mylor Parklands
- Heathfield Waste Facility

Heritage Assessments to be scheduled 21/22:

- Reserve 26 - "Stock Rd 1"
- Mi Mi Reserve
- Carey Gully Water Reserve
- Heathfield Stone Reserve

Resolution 229/18 – Road Exchange McBeath Drive, Skye Horsnell Gully

Background

The purpose of this report is to seek a resolution to undertake an exchange of land to facilitate an alteration to the location of an unmade section of the road known as McBeath Drive which borders the suburbs of Skye and Horsnell Gully in accordance with Preliminary Plan No. 17/0066 (Appendix 1). This section of unmade road is the border between Adelaide Hills Council (AHC) and the City of Burnside (COB) with the boundary being the centreline of the unmade road in the location identified in Appendix 2.

Current Situation

Road exchange documentation has been executed and provided to Boral for lodgement with the Surveyor-General. Submission has been prepared and lodged with the Boundaries Commission jointly on behalf of the COB and AHC. The Boundaries Commission has agreed to investigate the proposal and that process is underway. Further feedback has been provided to the Boundaries Commission to progress. Boral are negotiating a Land Management Agreement with the State Government which has delayed the completion of the land division and road exchange. Awaiting advice that land division has been completed so that the boundary realignment can occur.

Resolution 232/28 – Revocation of Community Land – Bridgewater Retirement Village

Background

The purpose of this report is to seek a resolution of Council to commence a process to revoke the Community Land classification and to vary the charitable trust for the land located on the corner of Mt Barker Road and Second Avenue Bridgewater contained in Certificate of Title Register Book Volume 5488 Folio 788 known as 511 Mt Barker Road Bridgewater (Land).

Current Situation

Initial consultation to identify possible locations for the establishment of a garden and memorial concluded on 28 January 2019 with only one submission received being a suggestion from the Retirement Village residents to investigate Carripook Park as their preferred option. Council, at the meeting of 27 August 2019, approved Carripook Park as the location to vary the trust. The Attorney-General has provided in-principle support to the proposal so a design for the landscaped garden and bushfire memorial at Carripook Park will be prepared for submission to the Supreme Court.

Resolution 238/18 – Ashton Landfill

Background

The purpose of this report is to provide Council Members with information in relation to the alleged breach of contract when designing and overseeing landslip remediation works during 2013 and 2014 at the former Ashton Landfill.

Current Situation

Matter continues to be progressed. Further updates will be provided when a material change occurs.

Resolution 70/19 – Aboriginal Place Naming

Background

The purpose of this report is to advise the Council on the potential for dual naming, incorporating traditional Aboriginal place names alongside existing place names, of localities and places in the district. The matter arose through a resolution made at the Council Meeting of 28 August 2018. This report provides advice on the potential for dual naming or standalone naming for new and unnamed places, and recommends that the matter be put to the newly formed Reconciliation Working Group for advice and guidance.

Current Situation

This matter has been worked through with the Reconciliation Working Group and is likely to be an ongoing topic of discussion. The Group is at this stage advising the Council to focus on some 'easy wins' with places like Uraidla, Gumeracha and Cudlee Creek, whose names are anglicised versions of traditional Aboriginal names, to start building awareness in community. The Administration is continuing to work with the Group on how this should be done in practice. This will also be incorporated in the Innovate Reconciliation Action Plan.

Resolution 77/19 – Randell's Cottages, Beavis Court, Gumeracha

Background

The purpose of this report is to provide background information to the Randell's Cottages on Beavis Court Gumeracha ("Cottages") and seek a resolution of Council to undertake an expression of interest process in relation to those Cottages. The Cottages are located at 1 Beavis Court, Gumeracha on Allotment 103 (Reserve) and contained in Certificate of Title Volume 5119 Folio 166 ("Land").

Current Situation

The land sits within the Environmental Food Protection Area and proposed use is not supported. An application will be made to DPTI for a review once the Minister announces the review, which is expected to commence in March 2021. Subject to a removal of the land from the EFPA, a development application will then be lodged for the division of the cottages (noting that it will be a non-complying development) Note that the implementation of the new legislation (*Planning Development and Infrastructure Act 2016*) has been deferred to March 2021 which has delayed the review of the EFPA.

Resolution 78/19 – Scott Creek Cemetery Reserve Fund

Background

The purpose of this report is to provide information to Council in relation to the funds held in reserve for the Scott Creek Cemetery and obtain a resolution to support the expenditure of these funds through consideration of this report.

Current Situation

Investigations as to options for marking of graves has commenced and once collated will be finalised for installation. Council staff have met with the Scott Creek Progress Association Committee to progress. Construction of concrete plinths is progressing and plaques will be finalised for installation. A fenced area is proposed for the unmarked grave area. Works for driveway upgrade will be scheduled this financial year. Works will be undertaken in the 20/21FY.

4. OPTIONS

Council has the following options:

- I. Note the status of the outstanding items and the proposed actions (recommended).
- II. Resolve that other actions are required (not recommended).

5. APPENDIX

- (1) Action List

Appendix 1
Action List

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
22/03/2016	Ordinary Council	69/16	Land Acquisition Colonial Drive Norton Summit	None declared	Negotiate with the Anglican Church and CFS regarding the proposed boundary realignment and the preparation of preliminary plans	Terry Crackett	In Progress	Final plans and valuation are being considered by the Anglican Church State Diocese and upon confirmation from them a report will be presented to Council for consideration. Council staff met with the State Diocese to discuss the matter and work through some of their queries. It is now in the hands of the State Diocese to present a formal position to Council for consideration. The Norton Summit Church has advised that the State Diocese has consented to progress the matter and Council is awaiting contact from them to progress. Feb 21 - CFS have enquired as to progress and have been advised of the current situation. The Norton Summit Church has again contacted the State Diocese to request progression of the matter.
26/04/2016	Ordinary Council	83/16	Croft & Harris Road Precinct, Lenswood	None declared	2. That the Office for Recreation and Sport and Department of Planning, Transport and Infrastructure be approached to discuss any potential funding opportunities to undertake bituminising works up to where the bicycle access occurs. 3. That a further report be presented on potential road treatments for Croft Road Lenswood and the surrounding road network once additional data has been collected on peak traffic numbers generated through a major event and staff continue negotiations with ForestrySA regarding infrastructure improvements for Cudlee Creek Forest Reserve.	Peter Bice	In Progress	Director Infrastructure & Operations is now representing AHC on a Project Steering Group to assist in development of the ForestrySA Cudlee Creek Forest Trails Fire Recovery Strategy. First meeting occurred in May which incorporated visioning exercise and SWOT Analysis with a broad range of stakeholders Following a successful funding application by Forestry SA, where \$2.5M has been committed to rebuild and improve visitor facilities at Fox Creek Bike Park, via Local Economic Recovery (LER) support under the National Bushfire Recovery Fund, we are now exploring where the local road infrastructure fits into priorities moving forward.
24/01/2017	Ordinary Council	7/17	Cromer Cemetery Revocation of Community Land	None declared	a report be prepared and submitted to the Minister for Local Government seeking approval for the revocation of the community land classification of a portion of the land contained in Certificate of Title Volume 5880 Folio 219 identified in red on the plan attached as Appendix 1.	Terry Crackett	In Progress	DEWNR have requested that the revocation be put on hold whilst they investigate the requirements to alter the trust affecting the land and undertake an assessment of the native vegetation on the land, this is likely to take some months. DEW advised on 4/12/18 that there are some impediments to the progression of the proposed boundary realignment due to the mining operations on the adjacent land, which are being negotiated with the Dept for Mining. Advice is that these negotiations could take considerable time (2yrs). In the interim, consideration will be given to the granting of a right of way to ensure that the cemetery has legal access. DEW staff member dealing with this matter has left DEW so there may be an extended delay whilst it is reallocated and assessed. DEW awaiting finalisation of negotiations with Dept for Mining March 21 - Council staff have requested an update from DEW as to the status of this matter
28/08/2018	Ordinary Council	200/18	Proposal to enter 11 AHC Reserves into Heritage Agreements 2018	None declared	1. That the report be received and noted. 2. That the Biodiversity Officer be authorised to enter: Doris Coulls Reserve, 152 Old Mt Barker Road, Aldgate Heathfield Waste Facility, 32 Scott Creed Road, Heathfield Kiley Reserve, 15 Kiley Road, Aldgate Shanks Reserve, 1 Shanks Road, Aldgate Stock Reserve, Stock Road, Mylor Leslie Creek Reserve, Leslie Creek Road, Mylor Mi Mi Reserve, 125 Aldgate Valley Road, Mylor Aldgate Valley 2 Reserve, 114 Aldgate Valley Road, Mylor Kyle Road Nature Reserve, Kyle Road, Mylor Carey Gully Water Reserve, Deviation Road, Carey Gully Heathfield Stone Reserve, 215 Longwood Road, Heathfield Mylor Parklands, Mylor all being of significant biodiversity value, into Heritage Agreements. 3. That the Heritage Agreements retain the existing dog access arrangements in place for each of those reserves.	Peter Bice	In Progress	The Heritage Applications were phased over the years in order to be accommodated within available resourcing. Heritage Agreement have been registered over: • Kiley Reserve • Shanks Reserve • Kyle Road Nature Reserve, • Leslie Creek Reserve • Aldgate Valley 2 Reserve • Doris Coulls Reserve Heritage Agreement applications lodged and still in progress (waiting for DEW): • Mylor Parklands • Heathfield Waste Facility Heritage Assessments to be scheduled 21/22: • Reserve 26 - "Stock Rd 1" • Mi Mi Reserve • Carey Gully Water Reserve • Heathfield Stone Reserve

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
11/09/2018	Special Council	229/18	Road Exchange McBeath Drive, Skye Horsnell Gully	None declared	<p>In accordance with sections 12 and 15 of the Roads (Opening and Closing) Act 1991, as regards the land within the Adelaide Hills Council area, enter into an Agreement for Exchange with Boral Resources (SA) Ltd and issue a Road Process Order to open as road portions of Section 906 Hundred of Adelaide numbered "1", "2" and "3" on Preliminary Plan No. 17/0066 (Appendix 1) and in exchange to close portions of McBeath Drive marked "A", "B", "C" and "D" on Preliminary Plan No. 17/0066, subject to the following: Boral Resources (SA) Ltd agreeing to pay all costs associated with the road exchange process including but not limited to all survey, valuation and reasonable legal costs; Boral Resources (SA) Ltd agreeing to pay all costs associated with a Council boundary adjustment between Adelaide Hills Council and the City of Burnside to rectify the resulting Council boundary anomaly from the road exchange process.</p> <p>The closed road is excluded as Community Land pursuant to the Local Government Act 1999.</p> <p>Council approves the sale of the differential between the total area of closed road and the total area of opened road of approximately 1,242m² to Boral Resources (SA) Ltd for the amount of \$6,210 as determined by an independent valuation.</p> <p>Subject to the successful completion of the road exchange process, Council undertakes a process in conjunction with the City of Burnside to realign the local government boundary along the new location of McBeath Drive to the south side of pieces 42, 52 and 62 of the proposed residential allotments in accordance with the provisions of the Local Government (Boundary Adjustment) Amendment Act 2017 (to commence on 1 January 2019) and/or Part 2 of Chapter 3 of the Local Government Act 1999.</p> <p>The Mayor and Chief Executive Officer be authorised to sign all documents necessary, including affixation of the common seal, to give effect to this resolution.</p>	Terry Crackett	In Progress	<p>Road exchange documentation has been executed and provided to Boral for lodgement with the Surveyor-General.</p> <p>Submission has been prepared and lodged with the Boundaries Commission jointly on behalf of the City of Burnside and Adelaide Hills Council. The Boundaries Commission has agreed to investigate the proposal and that process is underway. Further feedback has been provided to the Boundaries Commission to progress. Boral are negotiating a Land Management Agreement with the State Government which has delayed the completion of the land division and road exchange.</p> <p>Awaiting advice that land division has been completed so that the boundary realignment can occur.</p> <p>March 21 - further advice has been sought from Boral in relation to completion of the land division to enable the boundary change to be progressed.</p>
11/09/2018	Special Council	232/18	Revocation of Community Land – Bridgewater Retirement Village	None declared	<p>To commence a process to revoke the Community Land classification of the land located on the corner of Mt Barker Road and Second Avenue Bridgewater known as 511 Mt Barker Road Bridgewater contained in Certificate of Title Volume 5488 Folio 788 (Land) on which a portion of the Bridgewater Retirement Village is located by: Preparing a report as required under section 194(2)(a) of the Local Government Act 1999 and making it publicly available. Undertaking consultation in accordance with its Public Consultation Policy as required under section 194(2)(b) of the Local Government Act 1999.</p> <p>To commence a process to vary the charitable trust affecting the Land by investigating land parcels owned by the Adelaide Hills Council, including Carripool Park, Candlebark Reserve and Vincent Playground Reserve, that may be suitable for the development of a landscaped garden for the benefit of the community and for the construction of a memorial to the Ash Wednesday Bushfires of 1983 as contemplated by the charitable trust over the Land and invite community suggestions and feedback in relation to any appropriate land parcels.</p> <p>To approve a budget allocation in the amount of \$10,000 for legal expenses for the preparation of an Application to the Supreme Court to vary the charitable trust.</p> <p>That a further report be presented to Council for consideration after community consultation and further investigations have been completed.</p>	Terry Crackett	In Progress	<p>Initial consultation to identify possible locations for the establishment of a garden and memorial concluded on 28 January 2019 with only one submission received being a suggestion from the Retirement Village residents to investigate Carripool Park as their preferred option.</p> <p>Council, at the meeting of 27 August 2019, approved Carripool Park as the location to vary the trust to.</p> <p>The Attorney-General has provided in-principle support to the proposal so a design for the landscaped garden and bushfire memorial at Carripool Park will be prepared for submission to the Supreme Court.</p> <p>March 21 - landscape designs are being developed and will undergo a community consultation process prior to being progressed.</p>
11/09/2018	Special Council	238/18	Ashton Landfill – Confidential Item	None declared	<p>Until 10 September 2019.</p> <p>Pursuant to section 91(9)(c) of the Local Government Act 1999, Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.</p> <p>Refer to confidential minute.</p>	Peter Bice	In Progress	Matter continues to be progressed. Further updates will be provided when a material change occurs.
26/03/2019	Ordinary Council	70/19	Aboriginal Place Naming	Nil	That advice on the potential for Aboriginal place naming be sought from the Reconciliation Working Group, including a proposed approach for progressive implementation.	David Waters	Completed	<p>This matter has been worked through with the Reconciliation Working Group and is likely to be an ongoing topic of discussion. The Group is at this stage advising the Council to focus on some 'easy wins' with places like Uraidla, Gumeracha and Cudlee Creek, whose names are anglicised versions of traditional Aboriginal names, to start building awareness in community.</p> <p>The Administration is continuing to work with the Group on how this should be done in practice.</p> <p>This will also be incorporated in the Innovate Reconciliation Action Plan.</p>
26/03/2019	Ordinary Council	77/19	Randell's Cottages, Beavis Court, Gumeracha	None declared	<p>That, acknowledging that a land division in Watershed (Primary Production) is non-complying, an initial approach be made to the State Commission Assessment Panel to determine the possibility of a land division to create a separate allotment for the potentially local heritage listed building located at 1 Beavis Court, Gumeracha known as Randell's Cottages being supported.</p> <p>That subject to the response from the State Commission Assessment Panel, a Development Application be lodged for a non-complying land division.</p> <p>That, if a land division is not supported, an expression of interest (EOI) process be undertaken in respect of the local heritage listed building located at 1 Beavis Court, Gumeracha known as Randell's Cottages to determine any interest in restoring the building for tourism or other purpose (other than long term residential) under a long term lease arrangement.</p> <p>That the CEO be delegated to prepare the necessary documentation to undertake the EOI.</p> <p>That a report be presented to Council following the EOI detailing the results of that process and providing further options.</p>	Terry Crackett	Not Started	<p>The land sits within the Environmental Food Protection Area and proposed use (land division) is not supported. An application will be made to DPI for a review once the Minister announces the review, which is expected to commence in March 2021. Subject to a removal of the land from the EFPA, a development application will then be lodged for the division of the cottages (noting that it will be a non-complying development).</p> <p>Note that the implementation of the new legislation (Planning Development and Infrastructure Act 2016) has been deferred to March 2021 which has delayed the review of the EFPA.</p>

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
26/03/2019	Ordinary Council	78/19	Scott Creek Cemetery Reserve Fund	None declared	That the reserve funds held in relation to the Scott Creek Cemetery be expended to achieve the following outcomes: Marking of unmarked graves with a small and simple identification piece detailing the name and date of death of the deceased; installation of a single plaque with the names of the deceased who are buried in unmarked graves where the exact location of the graves is unknown; Renewal of existing gravel driveways; and Creation/extension of driveways to facilitate expansion of the cemetery	Terry Crackett	In Progress	Investigations as to options for marking of graves has commenced and once collated will be finalised for installation. Council staff have met with the Scott Creek Progress Association Committee to progress. Construction of concrete plinths is progressing and plaques will be finalised for installation following cross check by the Scott Creek Progress Association. A fenced area is proposed for the unmarked grave area. These works will be completed in the 20/21FY. Plans for the construction of the new driveway are underway and will be completed as soon as they are able to be scheduled.
7/05/2019	Special Council	94/19	Stonehenge Reserve Masterplan Update and Findings from Consultation	None declared	That the report be received and noted. To not proceed with any of the masterplanning options at Stonehenge Reserve at this point in time. To proceed with resurfacing works at both the Stonehenge Reserve and Heathfield sites. To delegate to the CEO to seek variations and finalise arrangements to the grant funding agreements with the Office for Recreation, Sport & Racing, and Tennis SA that allow new court construction at alternative sites. The CEO to report back to Council on those finalised arrangements. To notify those who have registered through the Stonehenge Reserve Project's engagement site of the outcome of the consultation and this report.	Peter Bice	In Progress	As per the original grant agreement, resurfacing works at the Heathfield (Council owned) site have been completed. Works to the existing courts at the Stonehenge site will commence shortly. Council staff are in the process of submitting a formal variation to the grant funding agreement with the ORSR that will allow the third component of the project (works originally intended for the creation of new courts at the Stonehenge site) to be undertaken at the Heathfield High School site instead. Over the past few months Council staff have been working with staff from Heathfield High School and the Department for Education to facilitate an agreement that will allow these works to occur. Project scoping and preparation for a tender process has begun. Works funded by the ORSR grant funding will include the extension and reconstruction of the Heathfield High School courts. Update 11/2 - Variations and extensions to ORSR funding have been approved, & relevant agreements have been signed with the Department for Education for work to occur on Heathfield High School land. Consultants are currently undertaking a detailed design process, with a tender process for court reconstruction to occur in the near future. Associated amenity (including court lighting, club space, access & pathways) are also included in the current detailed design process, with their tender expected in mid 2021.
7/05/2019	Special Council	104/19	Unsolicited Approach to Purchase Community Land – Period of Confidentiality	None declared	that the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the matter is further presented to Council for a decision, but not longer than 12 months.	Terry Crackett	In Progress	Matter not requiring action at this time.
25/06/2019	Ordinary Council	173/19	Library Services Review	None declared	That the report be received and noted. That the Administration proceed with the replacement of the mobile library as per the provision in the 2018-19 Capital Works Budget and the Long Term Financial Plan as budgeted for in the 2018/19 Annual Business Plan, with the Council noting that the budget will need to be carried forward into 2019-20. That a Library Services Strategy be developed during 2019-20. That Council consults with the community on any changes to operating hours and services.	David Waters	In Progress	The procurement process for the mobile library was suspended pending a review of the effectiveness of alternative service delivery models resulting from the Covid-19 pandemic restrictions and higher than expected tender prices. Matter under review and to be brought back to Council for consideration. Draft Library Services Strategy presented at a Council Workshop 10 November 2020 for feedback. Further consideration and development before return to Council.
23/07/2019	Ordinary Council	188/19	LED Street Lighting Upgrade	None declared	That the report be received and noted. To approve an increase of \$365k in Council's 2019/20 capital budget to commence the transition of 900 P – category public streetlights to LED with the funding source to be recommended to Council at its next budget review. That Council engage SAPN to commence the changeover of P-Category lights to LED public lighting on Council roads and that authority is given to the CEO to finalise a contract with SAPN and sign that agreement. That Council enter into a PLC tariff agreement for public lighting with SAPN until 30 June 2020 and subsequently move to the tariff set by the Australian Energy Regulator from July 2020. That Council continues to liaise with SAPN and DPTI on the changeover of Council public lighting on roads under the care and control of the State Government. That a further report be provided to Council on the outcome of the continued discussions with SAPN and DPTI.	Peter Bice	In Progress	The Public Lighting Working Group has established a sub-group to work with DIT on the transition of V Category lights on state maintained roads. Timing of any agreements unknown. V Category lights identified and process to update on Council roads being developed. A new customer portal has been developed by SAPN and this will assist in light ownership and validation of V-Category (road category lighting from the Aust Standards) lighting owned by Council. DPTI request for all new lights to be V3 or V4 standard for DPTI roads. Council is also reviewing V category lighting on Council roads to determine the appropriate LED options and costs. Meeting with DPTI and SAPN undertaken to discuss main road requirements. Assessment of requirements being investigated. Phase One roll-out of P Category street lights on Council roads has been completed. SAPN Letter of Offer accepted. Hardware supplier agreed and notified. SAPN final contract offer being reviewed. Procurement process for hardware installation has commenced. Subject to availability of hardware, installation on site is proposed to commence prior to the end of the calendar year. Follow-up contact made with SAPN to progress contract and management of roll-out including any design work, communications and project management.
27/08/2019	Ordinary Council	223/19	Review of Primary Production Incentive Grant Funding	None declared	1. That the report be received and noted. 2. That the Primary Production Incentive Grant be discontinued and the balance of the funds be redirected to community education on rural land management issues and European Wasp control for the benefit of the primary production sector.	Marc Salver	In Progress	The successful tenderer has been formally engaged to undertake the work which will commence this month (i.e. February).

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
17/09/2019	Special Council	239/19	Circular Procurement Pilot Project	None declared	Council resolves:That the report be received and noted.To approve participation in the Circular Procurement Pilot Project.That the Chief Executive Officer be authorised to execute the Memorandum of Understanding as contained in Appendix 1 of this report.That the Council endorses, in principle, the following targets:subject to the procurement needs and requirements of Council in 2020/21 purchasing recycled plastic products or materials equivalent to 10% of the weight of plastic collected within the Council area, which is equivalent to approximately 25 tonnes based on 2017/18 data.subject to the procurement needs and requirements of Council, commencing in 2021/22 Council will incrementally increase its purchasing of recycled plastic products or materials thereafter until it is equivalent to 50% of the weight of plastic collected within the Council area, which is equivalent to 124 tonnes based on 2017/18 data.That a report be provided to Council in early 2021/22 providing an update on the Council's participation in the Circular Procurement Pilot Project for the period 2020/21.	Peter Bice	In Progress	<p>The Circular Procurement Project is now underway, and the Memorandum of Understanding has been executed.</p> <p>Amendments to Council's procurement processes has been completed to provide effect to Council's participation in the Circular Procurement trial.</p> <p>Staff training in the Circular Procurement Project has been undertaken.</p> <p>Recording of goods purchased with recycled content has commenced including bin surrounds, wheelie bins, office paper, fence posts and road construction materials.</p> <p>To date council has purchased 3446 tonnes of recycled product including predominantly recycled road base and other items such as wheelie bins, bollards, picket fence panels and steel rails.</p> <p>Training is ongoing as required, staff continue to record purchases of recycled product through the procurement process.</p> <p>Staff continue to record purchases of recycled product through the procurement process.</p> <p>Email sent to budget holders 10 March 2021 reminding them of Circular Procurement Pilot.</p>
24/09/2019	Ordinary Council	252/19	Kenton Valley War Memorial Park	None declared	That the report be received and notedThat no further action be taken at this time to progress the revocation of community land classification for the land located at the intersection of Kenton Valley and Burfords Hill Roads known as the Kenton Valley War Memorial Park, being Allotment 64 in Filed Plan No. 155479 contained in Certificate of Title Volume 5718 Folio 775 ("Land")That Council staff provide assistance to the proposed community group to form plans for the use and maintenance of the Land within existing budget and resources, including assistance to identify grant opportunities that may be available to the groupA review be undertaken with the community working group in 12 months and an update report be provided to Council by 31 December 2020.	Terry Crackett	In Progress	<p>The Kenton Valley area was impacted by the Cudlee Creek Bushfire.</p> <p>The community group remains active in looking at opportunities to improve the park with new fencing recently installed.</p> <p>Consultation with the community group has commenced in March 2021 with a report to be presented to Council in April 2021</p>
22/10/2019	Ordinary Council	249/19	Crown Land Review	None declared	<p>That the report be received and notedThat Council commence a community land revocation process in relation to the following land:</p> <p>CR 5752/186, Lot 32 Fullgrave Road, CrafersCR 5753/725, Section 1609 Illert Road, Mylor CR 5753/729, Section 1657 Scott Creek Road, Scott CreekCR 5753/741, Sections 53 and 54 Sandy Waterhole Road, WoodsideCR 5753/742, Section 547 Schuberts Road, LobethalCR 5753/744, Section 553 Pedare Park Road, WoodsideCR 5753/745, Section 556 Tiers Road, WoodsideCR 5753/746, Section 565 Old Carey Gully Road, StirlingCR 5753/751, Section 489 Chapman Road, InglewoodCR 5753/754, Section 511 North East Road, Inglewood CR 5753/758, Section 262 Reserve Road, ForrestonCR 5763/631, Section 1591 Silver Road, BridgewaterCR 5763/634, Section 71 Magarey Road, Mount TorrensCR 5763/635, Section 72 Magarey Road, Mount TorrensCR 5763/636, Section 84 Forreston Road, ForrestonCR 6142/329, Lot 501 Greenhill Road, BalhannahCR 5926/487, Lot 20 Bell Springs Road, CharlestonCR 5753/718, Section 1544 Reserve Terrace, AldgateCR 5753/753, Section 495 off Kersbrook Road, Kersbrook Community consultation be undertaken in accordance with the Council's Public Consultation Policy. A further report be presented to Council following completion of the community consultation process.</p>	Terry Crackett	In Progress	Consultation has closed with a report to be presented to Council in March 2021
26/11/2019	Ordinary Council	277/19	MON Water Usage from Bores	None declared	<ol style="list-style-type: none"> 1. That the CEO investigates any circumstances where Council provides water to or receives water from a person/organisation. 2. Following the investigation, a report detailing, among other things, any contractual arrangements, costs, risks and liabilities, be provided to Council by 30 April 2020 	Terry Crackett	In Progress	Investigations as to various arrangements is being undertaken with a report being presented to Council in April 2021
17/12/2019	Ordinary Council	314/19	Road Exchange Montacute Road Montacute	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted 2. To execute under seal a Deed of Assignment of Rights to Occupation to bring land identified as proposed Allotment 11 in DP 72622 under the <i>Real Property Act 1886</i> 3. To, in conjunction with Giuseppe Meccariello, Filomena Sanche, Vincenzo Meccariello and Telstra Corporation Ltd, undertake the road widening process in accordance with the plan attached as Appendix 2, to vest allotments 12 and 14 as public road for nil consideration 4. The road to be closed as identified as "A" in Preliminary Plan 05/0056 be excluded as Community Land pursuant to the Local Government Act 1999 5. To authorise the Chief Executive Officer and Mayor to finalise and sign all documentation, including under seal if necessary, to give effect to this resolution. 	Terry Crackett	In Progress	<p>Council has executed documents to support a process to bring land under the provisions of the Real Property Act 1886.</p> <p>Awaiting completion of that process before the road exchange can progress.</p>
28/01/2020	Ordinary Council	11/20	Revocation of Community Land - Bridgewater Retirement Village	None declared	That the report be received and notedSubject to the Supreme Court issuing an order granting approval for a trust variation scheme, a report be prepared and submitted to the Minister for Planning seeking approval to revoke the community land classification of Allotment 220 in Filed Plan No. 8131 known as 511 Mount Barker Road Bridgewater.The Mayor and CEO be authorised to sign all necessary documentation to give effect to this resolution.	Terry Crackett	In Progress	Application to the Minister for Planning will be made once the trust variation scheme has been approved by the Supreme Court. The Attorney-General has provided in-principle support for the proposal. A detailed landscape design is being prepared, including some community consultation on the design, for submission to the Attorney-General and the Supreme Court.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
26/05/2020	Ordinary Council	93/20	Support for Road Closures - 2020 Shannons Adelaide Rally & 2020 Gorge Rallysprint	Cr Chris Grant - Perceived	That the report be received and noted. That, in relation to the 2020 Shannons Adelaide Rally and 2020 Gorge Rallysprint, Council supports the event contingent on the organisers, to the satisfaction of the Chief Executive Officer: Providing evidence of satisfactory insurance to cover any damage to third party property caused by the event Entering into a road repair agreement with Council to cover any rectification works required as a result of damage caused by the event Providing confirmation that the affected business owners are aware of the road closures Providing written confirmation that the concerns raised by affected residents have been adequately addressed and that arrangements for egress and regress for those properties can be managed within the event where possible Written confirmation from the organisers that they will erect advance notice of road closures on the affected roads, at least three weeks prior to the event. That subject to the requirements of item 2. being undertaken, Council provides consent for road closure orders in relation to the two events, to be held on Sunday 13 September and between Wednesday 25 and Saturday 28 November as follows: Refer to Minutes 4. That the Council confirms that the Chief Executive Officer may use existing powers under delegation to consider, and determine whether or not to provide consent to, any proposals for minor changes to the road closures in the lead up to the event. 5. That organisers of the 2020 Shannons Adelaide Rally be required to attend a Council workshop by February 2021 to provide feedback on the 2020 event and allow elected members the opportunity to ask questions in relation to the event.	David Waters	Completed	All requirements relating to the new date 24-27 March 2021 have been met by the organiser.
23/06/2020	Ordinary Council	105/20	Community & Recreation Facility Framework Project Update	None declared	That the report be received and noted That Council endorses the Community & Recreation Facilities Framework - Community Consultation Implementation Plan, contained in <i>Appendix 1</i> .	Peter Bice	In Progress	The CRFFIWG members will continue to progress & develop models, service levels & policy positions, which will be presented to a Council Member workshop in early 2021. In addition, CRFFIWG members & staff recently held a targeted stakeholder consultation session to discuss various service level options. Update 11/2 - A draft document is scheduled to be presented to Council Member workshop in March, with a final draft for community consultation due for endorsement at the June Council's meeting. Update 16/3 - Draft service levels & policy positions were discussed at a Council Member workshop in March. The final draft for community consultation due for endorsement at the June Council's meeting.
23/06/2020	Ordinary Council	122/20	Event Opportunity - Confidential Item	None declared	Refer to Confidential Minute	David Waters	In Progress	The matter remains subject to the confidentiality order.
23/06/2020	Ordinary Council	123/20	Event Opportunity - Period of Confidentiality	None declared	...that the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the event agreements are signed and the relevant event details are announced by the relevant Minister, but not longer than 31 December 2021.	David Waters	In Progress	This item remains in confidence under the provisions contained in the resolution and a report will be going to Council regarding the 2022 TDU once routes are confirmed.
28/07/2020	Ordinary Council	148/20	Road Closure adj Posen Road Birdwood	None declared	1. That the report be received and noted 2. To make a Road Process Order pursuant to the <i>Roads (Opening & Closing) Act 1991</i> to close and merge the piece of land identified as "A" in the Preliminary Plan No. 20/0005 attached to this report with Piece 14 in Deposited Plan No. 63287 comprised in Certificate of Title Volume 5911 Folio 108. 3. Subject to the closure of the road identified in the Preliminary Plan attached, that: The closed road be excluded as Community Land pursuant to the <i>Local Government Act 1999</i> ; and The piece marked "A" be sold to Mrs Elizabeth Addams-Williams, the owner of the property with which it is merging for the amount of \$8,000 plus GST (if applicable) and all fees and charges associated with the road closure process. 4. Authorise the Chief Executive to finalise and sign all necessary documentation to close and sell the above portion of closed road pursuant to this resolution.	Terry Crackett	In Progress	Commenced in accordance with the resolution. Awaiting gazettal notification of completion of the road closure process
28/07/2020	Ordinary Council	149/20	Road Widening Netherhill Road Kenton Valley	None declared	1. That the report be received and noted 2. To purchase the areas of land totalling 335 sqm identified in red on the Land Acquisition Plan attached as <i>Appendix 2</i> ("land") from Stephen Paul Cowie the land owner at 67 Nether Hill Road, Kenton Valley, for the purchase price of \$6,700 (excl GST) plus all reasonable costs to vest the Land as public road. 3. To purchase the area of land being 188 sqm identified in red on the Land Acquisition Plan attached as <i>Appendix 2</i> ("land") from Paul Andrew Arnup and Danielle Marie Beatrice Helbers the land owner at 109 Nether Hill Road, Kenton Valley, for the purchase price of \$3,760 (excl GST) plus all reasonable costs to vest the Land as public road. 4. The road land being acquired to be excluded as Community Land pursuant to the <i>Local Government Act 1999</i> ; and 5. That the Mayor and CEO be authorised to sign all necessary documentation, including affixing the common seal, to give effect to this resolution. 6. To approve an expenditure budget of \$10,460 to purchase the two areas of land on Nether Hill Road, Kenton Valley, with funding to be sourced from favourable capital revenue identified within the 2020-21 Capital Works budget.	Terry Crackett	In Progress	Progress has commenced in accordance with the resolution Conveyancer has been instructed to prepare boundary realignment documents

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
25/08/2020	Ordinary Council	165/20	Replacement LMA 3 & 5 Pomona Road Stirling	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted 2. To enter into a deed of rescission, rescinding Land Management Agreement 10923983 dated 10 March 2008 and Variation of Land Management Agreement 12221145 dated 22 October 2014 noted on the land comprised and described in Certificate of Title Book Volume 6127 Folio 47, known as 3 Pomona Road, Stirling 3. To enter into a deed of rescission, rescinding Land Management Agreement 13038239 dated 29 November 2018 noted on the land comprised and described in Certificate of Title Book Volume 6218 Folio 57, known as 5 Pomona Road, Stirling 4. To enter into the new Land Management Agreement with Aldi Foods Pty Ltd attached in Appendix 1 of this report for Certificate of Title Volume 6127 Folio 47 and Certificate of Title Volume 6128 Folio 57, known as 3 & 5 Pomona Road, Stirling, subject to the acceptance by the Council Assessment Panel to the variation of the approved landscaping plan for Development Application 16/463/473 and subject to the acceptance of the State Commission Assessment Panel to the variation of the approved landscaping plan for Development Application 19/272/473 (19/E9/473) 5. The Mayor & CEO are authorised to affix the Council Seal and execute the new Land Management Agreement, the Deeds of Rescission, and Consents to Note the new Land Management Agreement and Rescissions for 3 & 5 Pomona Road Stirling, and 6. The costs associated with the preparation, review by Council's lawyers and registration of the new Land Management Agreement and the rescission of the existing Land Management Agreements and Variation of Land Management Agreement shall be borne by the Aldi Foods Pty Ltd. 	Marc Salver	In Progress	Council approved the minor variation to the amended landscaping plan so that it aligns with the LMA on 18 January 2021. SCAP has approved the minor variation to the amended landscaping and the LMA can now be executed and registered
25/08/2020	Ordinary Council	168/20	Gumeracha Court Resurfacing Project	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted. 2. To approve the 2020-21 capital expenditure budget of \$220k to be funded by \$220k in capital grants income from the Federal Government Community Development Grants Program in accordance with initial funding documentation. 3. That \$150,000 be brought forward from the 2021-22 LTFP allocation into the 2020-21 Capital Program to enable the lighting and associated works at the Gumeracha courts to be undertaken. 4. That \$50,000 from the 2019-20 Capital Program be carried forward into the 2020-21 Capital Program to enable the lighting and associated works at the Gumeracha courts to be undertaken. 	Peter Bice	In Progress	<p>Update 14/9 - Staff are progressing the funding agreement with the relevant Federal Governemnt agency, & have organised to meet with community representatives in the coming weeks.</p> <p>Update 8/10 - Staff are finalising the funding agreement with the relevant Federal Government agency. Staff have also met with a club representative to understand their needs & ensure that these are reflected in the project scope. Project scoping works, in preparation for tender have begun.</p> <p>Update 17/11 - As per above update.</p> <p>Update 7/12 - After an unsuccessful initial tender process, staff have considered some alternative options & will engage a consultant to produce Detailed Concept Documentation for the project, which then be used in tender documentation for a Design & Construct project.</p> <p>Update 11/2 - Detailed plans and costings are progressing.</p> <p>Update 16/3 - Detailed plans and costings are progressing.</p>
25/08/2020	Ordinary Council	169/20	Heathfield Change Room & Cricket Net Project	None declared	<p>That the report be received and noted.</p> <p>To approve an increase in the 2020-21 Capital Expenditure Budget of \$1,088,949, resulting in a total project cost of \$1,414,851, to be funded by \$1,088,949 in grants and associated contributions for the Heathfield Oval Change Room and Cricket Net Project, in accordance with the Funding Agreements.</p>	Peter Bice	In Progress	<p>Update - 14/9 -Council staff & project managers are currently waiting for outcomes of planning assessment. Tender documentation continues to be progressed.</p> <p>Update 8/10 - Development Plan Consent has been completed for the project, & the Building Rules Consent process has begun. Staff & club representatives have formed a Building Reference Group that will meet throughout the duration of the project to ensure that all necessary outcomes are met. Tender documentation continues to progress.</p> <p>Update 17/11 - The various clubs have started some site preparation works, that form part of their in-kind & cash contributions towards the project. Detailed design documents continue to progress, for use in the tender process, as does the Building Rules Consent process.</p> <p>Update 7/12 - Club representatives & staff have provided some design updates for the consultant as the detailed documentation process progresses.</p> <p>Update 11/2 - The detailed design process, for Building Rules Consent & tender continues to progress.</p> <p>Update 16/3 - The detailed design phase is complete, with staff & stakeholders currently undertaking a final review.</p>
22/09/2020	Ordinary Council	203/20	Long Term Strategic Tree Planting Program	None declared	<p>That the Chief Executive Officer provides a report to inform the 2021/2022 budget process on the establishment of a long term (approximately 10 years) tree planting program. Such a report to address, inter alia: Possible locations including roadsides, reserves, council and community owned land Potential involvement of schools, volunteers and/or community groups Priorities for plantings which may inform the number of trees to be planted, and/or a \$ cost per annum</p>	Peter Bice	In Progress	<p>Draft Program has been prepared.</p> <p>The fund allocation has been allocated in the draft LTFP for potential inclusion in the Annual Business Plan and budget moving forward.</p>

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
22/09/2020	Ordinary Council	205/20	100 Old Mt Barker Road Stirling	Material - Cr Kirilee Boyd	<ol style="list-style-type: none"> 1. That the report be received and noted 2. To progress the budgeted upgrade of the old school building located at 100 Old Mt Barker Road Stirling including the replacement of the roof, gutters, fascia boards, downpipes and damaged internal ceilings, with the anticipated cost to be \$155,000. 3. To apply to the Minister for Environment and Water for approval to lease the land located at 100 Old Mt Barker Road Stirling, including the old school building, to The Old School Community Garden Inc. 4. Subject to obtaining the approval specified in 3 above, offer to The Old School Community Garden a 2 year lease over the land located at 100 Old Mt Barker Road Stirling, including the old school building. The rent under the lease to be \$1 per annum (if demanded). 5. That the Mayor and Chief Executive Officer be authorised to sign all necessary documents, including affixing the common seal, to give effect to this resolution. 	Terry Crackett	In Progress	Initial information provided to Crown Lands in relation to approval for lease, Ministerial approval is required for the lease and this is being sought. Designs and scope of works have been completed with a development application being lodged and tender for works now complete with works to commence in late March 2021.
22/09/2020	Ordinary Council	207/20	S210 Conversion to Public Road	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted. 2. To undertake a process pursuant to Section 210 of the <i>Local Government Act 1999</i> for the conversion of private road to public road for the land described as: Russell Terrace, Bridgewater being the land comprised in CT 5411/603 of 1494m2 currently owned by Bridgewater Park Ltd (In Liquidation). Lot 82 Western Branch Road, Lobethal being the land comprised in CT 5696/27 of 105m2 currently owned by Margaret Dixon Dearman, Ernest William Dearman & Burton Stirling Dearman. 1 Robert Street Woodside being the land comprised in CT 5695/342 of 58m2 currently owned by James Johnston and William Johnston. Pieces 29 and Lot 30 in FP 156206 on Western Branch Road, Lobethal being the land comprised in CT 5696/31 of 446m2 and 337m2 currently owned by South Australian Company. Norman Road, Bridgewater being Allotment 16 and 17 in DP 2167 as the land comprised in CT 5890/905 of 738m2 and 1265m2 currently owned by Donald Frederick Canham & Eileen Agnes Canham. 3. That the Mayor and the Chief Executive be authorised to finalise the above matter including signing all necessary documentation to complete all transactions. 4. That a further report be presented to Council following the completion of the notice period required under Section 210(2) of the Act detailing the outcome of the attempts to locate the owners of the roads detailed above. 	Terry Crackett	In Progress	Advertisements seeking land owners or beneficiaries of land owners have been undertaken. Council's intention to declare the parcels as public roads was listed in the Government Gazette on Thursday 4/2/2021. A report will be presented to Council in May 2021 following the completion of the mandatory 3 month notification period.
27/10/2020	Ordinary Council	224/20	MON Speed Limit Reduction Longwood & Red Hill Roads	None declared	<p>That Council:</p> <ol style="list-style-type: none"> 1. receives the residents' request as contained in Appendix 1 and 2. undertakes a speed limit review on sections of Longwood and Red Hill Roads in response to the submission received from local residents, and 3. communicates the outcome of the review and proposed action to Council Members via the Council and Committee Meeting Action Tracker. 	Peter Bice	In Progress	Community consultation has now been completed, with the majority of responses being supportive of the speed limit reduction. Council engineering staff will now engage a consultant to prepare a Traffic Impact statement, which is a DIT requirement, to support an application for DIT to consider the proposed speed reduction.
27/10/2020	Ordinary Council	226/20	Memorial Seat for former Cr Bill Gale	None declared	That, in conjunction with the Gale family, Council purchase and install a park seat with a plaque to commemorate the contribution the late ex Cr Bill Gale made to the Adelaide Hills Council and, in particular, to the Woodside area.	Peter Bice	In Progress	Seat has been ordered, working with DIT as the land owner for approval to install
27/10/2020	Ordinary Council	227/20	Lew Brickhill Memorial	None declared	Council resolves: That the report be received and noted. That Council approve a \$5,600 expenditure budget to undertake an engineering design for the restoration and reinstatement of the lookout tower at Lobethal Bushland Park. Subject to recommendation 2 above, a quote for restoration and reinstatement works of the lookout tower at Lobethal Bushland Park be obtained. That consideration be given to funding the restoration and reinstatement of the Lobethal Bushland Park lookout tower in the development of the 2021-2022 budget.	Peter Bice	In Progress	Design has been completed and project is to be considered as part of the Local Roads & Community Infrastructure program 2021-22
27/10/2020	Ordinary Council	231/20	Draft Road, Footpath & Kerb Asset Management Plan 2020	None declared	<p>Council resolves:</p> <ol style="list-style-type: none"> 1. That the report be received and noted. 2. That the Draft Road, Footpath and Kerb Asset Management Plan 2020 as contained in <i>Appendix 1</i> be released for community consultation. 3. That the CEO be authorised to determine the consultation timings, media and processes while ensuring consistency and compliance with the provisions of applicable legislation and Council's Public Consultation Policy. 	Peter Bice	Completed	Community consultation completed and report on consultation outcomes and Asset Management Plan presented for adoption at February 2021 Council meeting.
27/10/2020	Ordinary Council	233/20	Resilient Hills and Coasts Sector Agreement	None declared	That the report be received and noted. To note the achievements of the Resilient Hills & Coasts partnership to date, and its future priorities for action. To recommit to the partnership by authorising the Mayor to sign the RH&C Sector Agreement 2020-2025, as contained in Appendix 1.	Peter Bice	In Progress	Signing of the Sector Agreement now needs to wait on other Council's formally endorsing the process.
27/10/2020	Ordinary Council	235/20	Revocation of Community Land - Closed Road R855 Upper Hermitage	None declared	That the report be received and noted. To commence a revocation of community land process for the land described as "A" in Road Plan No. 855 ("Closed Road") including consultation in accordance with Council's Public Consultation Policy and the <i>Local Government Act 1999</i> with the intention of selling the Closed Road to the adjoining owners. That a further report be presented to Council at the completion of the consultation.	Terry Crackett	In Progress	Community consultation plans are being developed and community consultation will be commenced in respect of the proposal to revoke the community land classification
27/10/2020	Ordinary Council	261/20	Confidential - Event Opportunity	None declared	As per confidential minute	David Waters	Not Started	Subject to confidentiality order.
27/10/2020	Ordinary Council	262/20	Confidential - Event Opportunity - Period of Confidentiality	None declared	until the event agreements are signed and the relevant event details are announced by the relevant Minister, but not longer than 31 December 2020	David Waters	Not Started	Triggers for bringing this item out of confidence have not yet occurred.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
24/11/2020	Ordinary Council	278/20	Shannons Adelaide Rally 2020 proposed date changes	None declared	<p>1. That the report be received and noted.</p> <p>2. That the Council determines that, due to the extraordinary situation posed by the COVID-19 emergency declaration and directions, the normal provisions of the Festivals and Events Policy as they apply to motorsport events regarding consultation with residents on affected sections of road, not be required to be applied in this instance, on the basis that: It is the same event, postponed to a new date. The roads, times and days of week that sections of road are proposed to be closed are the same as that previously consulted on and consented to by the Council. The requirement to undertake the usual process of consultation would jeopardise the ability for the organisers to reschedule the event and maintain existing entries.</p> <p>3. That, in relation to the 2020 Shannons Adelaide Rally, Council supports rescheduling of the event to March 2021 contingent on the organisers, to the satisfaction of the Chief Executive Officer: Providing evidence of satisfactory insurance to cover any damage to third party property caused by the event. Entering into a road repair agreement with Council to cover any rectification works required as a result of damage caused by the event. Working in collaboration with Council staff to inform the community of the new event date and seek their feedback regarding issues, concerns or support. Providing written confirmation that the concerns raised by affected residents have been taken into account and that arrangements for egress and regress for those properties can be managed within the event where possible. Written confirmation from the organisers that they will erect advance notice of road closures on the affected roads, at least three weeks prior to the event.</p> <p>4. That subject to the requirements of item 2 being undertaken, Council provides consent for road closure orders in relation to the event, to be held between Wednesday 24 and Saturday 27 March 2021 as follows - see minute</p>	David Waters	In Progress	The Shannons Adelaide Rally has been postponed from 25-28 November 2020 to new dates from 24 - 27 March 2021. Resident notification letters have been sent out and .
15/12/2020	Ordinary Council	296/20	Youth Action Plan	None declared	That the report be received and noted. That the Youth Action Plan 2021-24 be adopted for implementation. That the Chief Executive Officer, or delegate, be authorised to make any formatting or minor changes to the Plan for publication purposes.	David Waters	In Progress	The plan is being finalised for publication.
15/12/2020	Ordinary Council	300/20	Road Exchange Pomona Road Stirling	None declared	<p>1. That the report be received and noted.</p> <p>2. In accordance with sections 12 and 15 of the Roads (Opening and Closing) Act 1991, enter into an Agreement for Exchange with the owner of the land of 21 Pomona Road Stirling and issue a Road Process Order to open as public road the area identified as "Road to be opened 1" on the Preliminary Plan No 20/0038 and in exchange to close a portion of Pomona Road as identified on the Preliminary Plan No 20/0038 as "Public Road A", subject to the owner of the land at 21 Pomona Road Stirling agreeing to pay all costs associated with the road exchange process including but not limited to all survey, valuation and reasonable legal costs.</p> <p>3. The closed road be excluded as Community Land pursuant to the Local Government Act 1999.</p> <p>The Mayor and Chief Executive Officer be authorised to sign all documents necessary, including affixation of the common seal, to give effect to this resolution</p>	Terry Crackett	In Progress	Awaiting receipt of final plans and road process documents from surveyor
15/12/2020	Ordinary Council	311/20	Citizen of the year 2021 - Period of Confidentiality	None declared	that the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until the presentation of the awards on 26 January 2021, with the exception of appropriate release of information to media outlets to enhance coverage of the awards.	David Waters	Completed	
27/01/2021	Ordinary Council	3/21	MON - Cemeteries	None declared	That the CEO prepares a report accompanied by a draft policy on the Council's role in regard to assuming control of church (i.e. private) cemeteries, such report and draft policy to be discussed at a workshop in April 2021 prior to consideration by Council prior to 30 June 2021.	Terry Crackett	In Progress	A workshop will be held in April and report presented to Council by 30 June. March 21 - the matter was discussed with the Council's Cemetery Advisory Group
27/01/2021	Ordinary Council	4/21	Amended Access & Inclusion Plan 2020 - 2024	None declared	<p>1. That the report be received and noted.</p> <p>2. To revoke the <i>Provisional Disability Access and Inclusion Plan (DAIP) 2020-24</i> which was adopted on 27 October 2020 and to adopt the amended <i>Access and Inclusion Plan 2020-24</i>, as contained in <i>Appendix 1</i>.</p> <p>3. That the Chief Executive Officer be authorised during the currency of the <i>Access and Inclusion Plan 2020-24</i> (the DAIP) to make any formatting, nomenclature or other minor changes : To ensure that the Plan is consistent with an Act of the State or the Commonwealth, or To ensure that the Plan remains consistent with the <i>State Disability Inclusion Plan</i>, or To correct an error or omission.</p>	David Waters	Completed	The revoked provisional DAIP was removed from Council's website and replaced with the adopted amended AIP on 28/01/2021.
27/01/2021	Ordinary Council	5/21	Advisory Group Independent Members – Selection Panels	None declared	<p>That the report be received and noted</p> <p>To establish Selection Panels for the recruitment of Independent/Community Members for the identified Advisory Groups with the following Council Members, assisted by the respective Executive Officers, to undertake the short-listing and interviews of the candidates with a view to making recommendations for appointment at a future Council meeting(s): Biodiversity Advisory Group – Cr Chris Grant and Cr John Kemp Cemetery Advisory Group – Cr Pauline Gill and Cr Ian Bailey Rural Land Management Advisory Group – Cr John Kemp and Cr Ian Bailey Sustainability Advisory Group – Cr Kirrilee Boyd and Cr Leith Mudge</p>	Andrew Aitken	In Progress	Advertisements in media 17 & 18/2. Details of EOIs on Council website. EOIs close on 5/3/21. Interviews to follow with a report to Council in April for appointment.

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
27/01/2021	Ordinary Council	6/21	Appointment of Building Fire Safety Committee	None declared	That the report be received and noted That Council appoints the following members to the Adelaide Hills Building Fire Safety Committee as the appropriate Authority for the purposes of Section 157 (17) of the <i>Planning, Development and Infrastructure Act 2016</i> commencing on the designated date of implementation of the Section 157(17) of the <i>Planning, Development and Infrastructure Act 2016</i> for Phase 3 Councils and expiring on 31 May 2022: Peter Harmer (Contract Building Surveyor Engineer) as a person with expertise and qualifications in building surveying, engineering and building fire safetyPersons nominated by the Country Fire Service to act as the CFS representative member and deputy membersJeff Grinnell as Team Leader Building Services as an authorised Council Officer with expertise and qualifications in building surveying and building fire safety with Tom Warneke as deputy member, andDeryn Atkinson as Manager Development Services as an authorised Council Officer with Marc Salver appointed as deputy member.	Marc Salver	In Progress	Members of the BFSC have been advised of their appointment. No further action required.
27/01/2021	Ordinary Council	7/21	Hard Waste Service	Material - Cr Linda Green Material - Cr Malcolm Herrmann Material - Cr Andrew Stratford	1. the report be received and noted 2. any additional budget requirements to meet service demand for the Kerbside Hard Waste Service during 2020-21 be addressed through Council's budget review process 3. a user contribution fee equal to 50% of budgeted costs to provide the Kerbside Mattress Service be considered during the development of the 2021-22 Annual Business Plan and Budget 4. a user contribution fee equal to 50% of budgeted costs to provide the Kerbside Hard Waste Service be considered during the development of the 2021-22 Annual Business Plan and Budget.	Peter Bice	In Progress	Matter will be progressed further once consultation commences on 2021/22 Annual Business Plan and Budget.
27/01/2021	Ordinary Council	9/21	Delegations Review January 21	None declared	That the report be received and noted That, having considered a review of Council's Delegations as presented, the Council hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under the following Acts:Refer to Minutes (too long)	Andrew Aitken	In Progress	Item is in progress as once Council approves it creates a peak workload to update all instruments for the website and officers.
27/01/2021	Ordinary Council	12/21	MWN - 15.1Horsnell White Rock Quarry Mine Operations Plan	None declared	1. the Mayor write to the Minister for Energy & Mining, the Hon. Dan van Holst Pellekaan, seeking that no decision be made on the Horsnell White Rock Quarry Mine Operations Plan (MOP) until Council has submitted its views/comments on this proposal. 2. representatives of the Hanson White Rock Quarry be invited to present to their proposal to Council at its 23 February 2021 ordinary meeting. 3. staff prepare a report for Council's consideration on this matter, including recommendations, on how resident concerns could be addressed, whether as part of the existing State Government approval process, or by legislative amendment, including, yet not limited to: a. Potential noise impacts on adjoining residents b. Pollution of the adjoining creek c. Impacts of heavy vehicle traffic on Council's roads d. Impacts on fauna and flora within the proposed expansion area e. Management of Crystalline Silica dust generated by the quarrying activity f. Meeting of EPA separation guidelines g. Impact on the Hills Face Zone h. Buffer or exclusion zones	Marc Salver	Completed	The letter was sent to the Minister as required and representatives of White Rock Quarry presented to the Council meeting on 23 February. A report was also tabled at the aforementioned Council meeting and Council again resolved to write to the Minister seeking a number of actions.
27/01/2021	Ordinary Council	21/21	CWMS Review	None declared	Refer to Confidential Minute	Peter Bice	Completed	
27/01/2021	Ordinary Council	22/21	CWMS Review	None declared	that the report, related attachments and the discussion and considerations of the subject matter be retained in confidence until 30 July 2021.	Peter Bice	In Progress	
23/02/2021	Ordinary Council	24/21	Petition - Reduction of Speed Limit Torrens Valley Road Birdwood	None declared	the petition signed by 47 signatories requesting the reduction of speed limit on Torrens Valley Road Birdwood, from the town boundary to Randell Road junction, be received and noted the CEO advise the principal signatory of the Council's noting of the petition and of any resolutions relating to the matter.Council writes to the Minister for Transport with a request to change the speed limit on Torrens Valley Road Birdwood from 100kph to 80kph from the Birdwood town boundary to the Randell Road junction.	Peter Bice	In Progress	A letter been sent to the Petitioner, and another letter is being drafted for the Minister.
23/02/2021	Ordinary Council	25/21	Road Closure adjacent 9 Melrose Avenue Stirling	None declared	1. That the report be received and noted 2. To make a Road Process Order pursuant to the <i>Roads (Opening & Closing) Act 1991</i> to close and merge the pieces of land identified as "A" in the Preliminary Plan No. 20/0040 attached to this report with Allotment 34 in Deposited Plan No. 4120 comprised in Certificate of Title Volume 5489 Folio 961. 3. Subject to the closure of the road identified in the Preliminary Plan attached, that:The closed road be excluded as Community Land pursuant to the <i>Local Government Act 1999</i> ; andThe piece marked "A" be sold to the owners of 9 Melrose Avenue Stirling, being the owners of the property with which it is merging for the amount of \$9,000 plus GST (if applicable) and all fees and charges associated with the road closure process. 4. Authorise the Chief Executive to finalise and sign all necessary documentation to close and sell the above portion of closed road pursuant to this resolution.	Terry Crackett	In Progress	

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
23/02/2021	Ordinary Council	26/21	White Rock Quarry Horsnell Gully	None declared	<p>1. Council resolves that the report be received and noted.</p> <p>2. That the Mayor, on behalf of Council, writes to the Minister for Energy and Mining, the Hon Dan van Holst Pellekaan, together with the Hon Vickie Chapman, Member for Bragg, advising that Council:</p> <p>2.1 having carefully considered the Mine Operations Plan [MOP], that has been publicly released by Hanson Construction Materials Pty Ltd, and specifically noting the position of the City of Burnside, the views of the local community, and together with the fact that the mine is wholly within the Hills Face Zone, is opposed to approval being granted beyond Stage 3 [excluding Stage 3A], due to the environmental impacts that expansion beyond Stage 3 is likely to have on the environment, including yet not limited to, the significant natural flora and fauna habitat.</p> <p>2.2 is concerned that with any expansion of the mine's current operation, that such expansion is likely to have an adverse impact on traffic management for the area. Noting that traffic management / impact has not been addressed in the MOP, Council requests that this issue be addressed by Hanson Construction Materials Pty Ltd, as a priority, in consultation with Council, prior to any approval being granted.</p> <p>2.3 notes that separation distances do not apply to 'existing' private mines. However, notwithstanding this, Council's firm view is that given the sensitive nature of the MOP, and, importantly, the fact that the current Mining Act 1971 stipulates a 400-metre separation distance for mining operations, that no approval be granted unless a minimum 400 metre [preferably 500 metre] separation distance is adopted [noting that the EPA suggests a 500-metre separation distance for mining operations, involving blasting]. Should this require legislation to achieve this desired outcome, given that this is a private mine, seeking to expand, that legislative change be pursued, in the absence of agreement from Hanson Construction Materials Pty Ltd, in order to achieve this desired outcome.</p> <p>2.4 is concerned with the MOP's proposed hours of operation. Council is of the view that none of these activities should occur on a Sunday. Further, that any operation outside of the hours stipulated in the MOP, should not occur unless absolutely necessary to meet specific client need. Council's view</p>	Marc Salver	Completed	Letter to the Minister has been drafted and will be sent by the Mayor shortly
23/02/2021	Ordinary Council	28/21	Relief & Recovery Fund	None declared	<p>1. the CEO investigate the establishment of an Adelaide Hills Disaster Relief and Recovery Fund. Considerations must include but may not be limited to the following:What "triggers" would activate the Fund allowing donations to be madeHow funds raised would be dispersed to alleviate the distress, suffering and personal hardships, brought about by a disaster or emergency in our regionHow the activities of the fund would be overseen, for example, what type of Committee should be established and what operational rules would applyEnsuring the structure of the Fund adheres to all relevant legislationAn analysis of the costs associated with establishing and administering the FundSteps required for the Fund to obtain Deductible Gift Recipient status from the Australian Taxation Office.</p> <p>2. The results of the investigation be presented at a future Council Workshop for feedback, and that a report be provided for Council's consideration on this matter by 23 November 2021.</p>	David Waters	In Progress	Preliminary research has commenced to ascertain other municipalities which administer similar funds.
23/02/2021	Ordinary Council	29/21	Traffic Management Bridgewater	None declared	<p>1. The Mayor write to the Minister for Infrastructure and Transport, Corey Wingard MP, requesting the Department of Infrastructure and Transport consider the construction of a roundabout at the intersection of Mount Barker Road and Carey Gully Road in Bridgewater as part of their 2021/22 capital works program in order to improve community safety and traffic management. That a copy of the letter also be forwarded to Member for Heysen, Josh Teague MP.</p> <p>2. The CEO determine what traffic calming works are appropriate for Mill Road (Bridgewater) and, if necessary, include any works which cannot be addressed within existing resources for consideration as part of the 2021/22 budget process.</p>	Peter Bice	In Progress	<p>A draft traffic management proposal has been prepared and as of 5/3/2021 Council officers have contacted the Bridgewater Mill seeking support regarding the proposed scheme.</p> <p>Letter has been prepared for Minister Corey Wingard, Mayor has signed and letter has been emailed to the Minister on 11 March 2021.</p>
23/02/2021	Ordinary Council	30/21	Economic Development Plan	None declared	That the report be received and noted.To adopt the Economic Development Plan, as contained in Appendix 1.That the CEO, or delegate, be authorised to make any necessary formatting, nomenclature or other minor changes to the Economic Development Plan prior to being published.	David Waters	Completed	
23/02/2021	Ordinary Council	31/21	Tree Management	None declared	Council resolves that the report be received and noted.That Council acknowledges the significant impact that climate change is having on our ability to manage and fund tree related fire and emergency events.That Council acknowledges the increasing importance, costs and growing community expectation relating to tree management.That Council acknowledges the funding and related support provided by the State and Federal Governments for Council and our community following the Cudlee Creek BushfireThat the Mayor write to the State and Federal Governments to thank them for the support provided to our Council and our community following the Cudlee Creek Bushfire and that we seek to continue working with them to further reduce the financial and related impact of this bushfire (and the more recent Cherry Gardens Bushfire) and future emergency events on Council and affected members of our community.	David Waters	Not Started	
23/02/2021	Ordinary Council	32/21	2020 - 21 Budget Review 2	None declared	<p>That the report be received and noted.</p> <p>To adopt the proposed budget adjustments presented in the 2020-21 Budget Review 2 which result in:A reduction in the Operating Surplus from \$2.343m to \$1.883m for the 2020-21 financial year.Changes to Capital Works, increasing capital income by \$175k and reducing capital expenditure by \$1.404m for the 2020-21 financial year resulting in a revised capital expenditure budget for 2020-21 of \$20.083m.A decrease in Council's current Net Borrowing Result from \$4.984m to \$3.865m for the 2020-21 financial year as a result of the proposed operating and capital adjustments.</p>	Terry Crackett	In Progress	

Meeting Date	Meeting	Res No.	Item Name	Previously Declared COI	Action Required (Council Resolution)	Responsible Director	Status	Status (for Council reporting)
23/02/2021	Ordinary Council	33/21	Long Term Financial Plan 2021	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted 2. To endorse the Draft <i>Long Term Financial Plan</i> , as contained in Appendix 1 for community consultation in accordance with Section 122 of the <i>Local Government Act 1999</i> . 3. That the CEO be authorised to:Make any formatting, nomenclature or other minor changes to the Plan prior to being released for public consultation and Determine the consultation timings, media and processes while ensuring consistency and compliance with the provisions of applicable legislation and Council's <i>Public Consultation Policy</i> . 	Terry Crackett	Completed	Draft LTFP now out for consultation for period 3 March to 31 March 2021
23/02/2021	Ordinary Council	35/21	Establishment of Fee Placing DA Public Notices on Land	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted 2. To adopt a fee of \$350 including GST to cover the reasonable costs of placing signs on land for the purpose of giving notice of performance assessed development applications as required by Section 107 (9) of the <i>Planning, Development and Infrastructure Act 2016</i> . 3. That the CEO be authorised to adjust this fee within the next 12 months if it is determined that the reasonable costs for undertaking this task are either less or more than anticipated. 	Marc Salver	Not Started	
23/02/2021	Ordinary Council	36/21	Feedback & Adoption of Road Footpath & Kerbs Asset Management Plan	None declared	<ol style="list-style-type: none"> 1. That the report be received and noted. 2. That Council note the community feedback on the Draft Road, Footpaths and Kerbs Asset Management Plan. 3. That the Draft Road, Footpath and Kerb Asset Management Plan 2021 as contained in (Appendix 1) be endorsed by Council. 4. That the CEO, or delegate, be authorised to make any necessary formatting, nomenclature or other minor changes to the Asset Management Plan 2021 prior to being published. 	Peter Bice	In Progress	Final Document being prepared for upload to Council website.
23/02/2021	Ordinary Council	37/21	External Audit Plan	None declared	That the report be received and notedTo approve the 2020-21 <i>External Audit Plan</i> by Galpins Accountants, Auditors and Business Consultants as contained in Appendix 1.	Andrew Aitken	Completed	Approved Plan communicated to Galpins
23/02/2021	Ordinary Council	38/21	Strategic Internal Audit Plan Revision	None declared	<p>That the report be received and noted.</p> <p>To adopt the revised Strategic Internal Audit Plan (v1.7a) as contained in Appendix 1.</p>	Andrew Aitken	Completed	Approved SIAP 1.7 finalised
23/02/2021	Ordinary Council	39/21	Delegations Review Feb 2021	None declared	<p>That the report be received and noted</p> <p>That, having considered a review of Council's Delegations as presented, the Council hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under the following Acts:Instrument of Delegation<i>Disability Inclusion Act 2018Disability Inclusion Regulations 2019Fines Enforcement and Debt Recovery Act 2017Magistrates Court Rules 1992Ombudsman Act 1972Water Industry Act 2012Water Industry Regulations 2012</i></p> <p>3. That, having considered a review of Council's Delegations as presented, in exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the following Acts and statutory instruments made thereunder contained in the proposed Instrument of Delegation attached to the Report dated 23rd day of February 2021 and entitled as detailed in the table below are hereby delegated this 23rd Day of February 2021 to the person occupying or acting in the office of Chief Executive Officer of the Council subject to the conditions and/or limitations, if any, specified herein or in the Schedule of Conditions in the proposed Instrument of Delegation.</p> <p>Delegation.Instrument of DelegationAppendix Number<i>Disability Inclusion Act 2018 Appendix 2Disability Inclusion Regulations 2019 Appendix 3Fines Enforcement and Debt Recovery Act 2017 Appendix 4Magistrates Court Rules 1992 Appendix 5Ombudsman Act 1972 Appendix 6Water Industry Act 2012 Appendix 7Water Industry Regulations 2012 Appendix 8</i></p> <p>a. Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the <i>Local Government Act 1999</i> as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation.</p> <p>4. That the Chief Executive Officer be authorised to make any formatting, nomenclature or other minor changes to the Instruments during the period of currency.</p>	Andrew Aitken	In Progress	Item is in progress as once Council approves it creates a peak workload to update all instruments for the website and officers.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item: 13.1

Responsible Officer: Rebecca Shepherd
Manager Community Development
Community Capacity

Subject: Regional Public Health Plan Progress Report

For: Information

SUMMARY

In 2015 the Adelaide Hills Council collaborated with Mt Barker District Council, Alexandrina Council, City of Victor Harbor, District Council of Yankalilla and Kangaroo Island Council under the auspice of the Southern and Hills Local Government Association (SHLGA) to develop the *Southern and Hills Local Government Association Regional Public Health Plan* (Regional Public Health Plan).

The Regional Public Health Plan was developed to meet legislative requirements following the enactment of the *South Australian Public Health Act 2011* under which local councils are identified as the local public health authority for their areas.

Public health does not simply focus on traditional primary health strategies but incorporates a range of physical, mental, environmental and social elements that contribute to health and wellbeing. The plan is entitled *Wellbeing in our Community* due to its overarching wellbeing focus which incorporates much of Council's work from the development of footpaths to the provision of immunisation clinics.

In addition to the development of a Regional Public Health Plan, Council is required to produce a progress report once every two years. The report for 1 July 2018 – 30 June 2020 has been prepared collaboratively by the six participating councils and has been submitted to Professor Nicola Spurrier, the Chief Public Health Officer for SA Health Professor, by Graeme Martin, the Executive Officer of SHLGA.

The *Southern and Hills Regional Public Health Plan Progress Report 1 July 2018 – 30 June 2020* (Southern and Hills Regional Public Health Plan Progress Report) is attached for the Council's information (**Appendix 1**). The Regional Public Health Plan itself can be found on the SHLGA website www.shlga.sa.gov.au.

RECOMMENDATION

Council resolves that the report be received and noted.

1. GOVERNANCE

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal 2 Community Wellbeing

Objective C4 An active, healthy, thriving and resilient community

Priority C4.1 Support community wellbeing through our contribution to public health planning, disaster recovery activities and the implementation of strategies that aim to measure and enhance wellbeing

The activities undertaken to achieve the objectives of the Regional Public Health Plan support several priorities under Goal 2 of Council's Strategic Plan. In particular, Council's ongoing collaboration on the Regional Public Health Plan, in partnership with the other member councils of the SHLGA, is the primary vehicle through which Council is currently achieving its strategic priority of contributing to public health planning (Priority C4.1).

➤ Legal Implications

The development of a Regional Public Health Plan is a statutory obligation under Section 51 of the *South Australian Public Health Act 2011*. Section 52(1) of the Act prescribes that:

A council responsible for a regional public health plan must, on a two-yearly basis, prepare a report that contains a comprehensive assessment of the extent to which, during the reporting period, the council has succeeded in implementing its regional public health plan to the Chief Public Health Officer.

The Southern and Hills Regional Public Health Plan Progress Report (**Appendix 1**) has been developed to meet Council's section 52(1) obligations. The Chief Executive Officer has delegation to prepare the report on the Council's behalf and, in this instance, the Chief Executive Officer has determined that this council's submission be via the SHLGA's submission on behalf of its member councils.

➤ Risk Management Implications

The submission of a Regional Public Health Plan Progress Report to the Chief Public Health Officer on a two yearly basis will assist in mitigating the risk of:

Non-compliance with regulatory obligations under the South Australian Public Health Act 2011 leading to potential enforcement actions.

Inherent Risk	Residual Risk	Target Risk
High (3B)	Low(3E)	Low(3E)

The Community Development department has taken responsibility for meeting Regional Public Health Plan requirements and the progress report (**Appendix 1**) has been sent to the Chief Public Health Officer as an existing control.

➤ **Financial and Resource Implications**

There is no specific budget for Council's contribution to periodic progress reporting on the *S&HLGA Regional Public Health Plan* (via the Working Group) however administrative costs are provided for in the Regional Health Planning Initiatives – Staffing budget.

The resourcing associated with the development and delivery of Council's public health-related services and initiatives for the reporting period, which are reported in **Appendix 1** and highlighted in this report, were incorporated into the responsible department's budget.

There are no further resource implications of the Regional Public Health Plan Progress Report.

➤ **Customer Service and Community/Cultural Implications**

Not applicable.

➤ **Sustainability Implications**

Not applicable.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of the Regional Public Health Plan progress report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Director Infrastructure and Operations
Manager Development Services Manager Economic Development
Team Leader Environmental Health

Sustainability Officer

External Agencies: Not Applicable

Community: Not Applicable

2. BACKGROUND

In 2011 the *South Australian Public and Environmental Health Act 1987* was replaced by the *South Australian Public Health Act 2011*. A key element of the new Act is the requirement for public health planning to be undertaken at both the state and regional levels.

Public health incorporates a range of physical, mental, environmental and social elements that contribute to health and wellbeing.

Section 51 of the Act requires local councils to prepare and maintain a Regional Public Health Plan that is consistent with the State Public Health Plan. The first state Public Health Plan was developed in 2013.

In 2015 the Adelaide Hills Council collaborated with Mt Barker District Council, Alexandrina Council, City of Victor Harbor, District Council of Yankalilla and Kangaroo Island Council under the auspice of SHLGA to develop the Southern and Hills Regional Public Health Plan.

The focus areas of the plan are healthy environments, healthy lifestyles and planning and partnerships. The range of topics includes built and natural environments, climate change, economic development, development planning, social issues, connection, health education and networking and collaboration.

In order to progress the Regional Public Health Plan the Southern and Hills Regional Public Health Plan Working Group was formed. It consists of staff from participating councils who work in a range of fields. The project and group are auspiced by the SHLGA.

Section 52 (1) of the South Australian Public Health Act 2011 (the Act) prescribes that:

A council responsible for a regional public health plan must, on a two-yearly basis, prepare a report that contains a comprehensive assessment of the extent to which, during the reporting period, the council has succeeded in implementing its regional public health plan to the Chief Public Health Officer.

Section 52 reports build the picture of councils' achievements and contribute to the Chief Public Health Officer's biennial report on the broader collective effort of implementing the State Public Health Plan.

The Section 52 progress report on implementation of the Southern and Hills Regional Public Health Plan for the reporting period 1 July 2018 – 30 June 2020 was developed as a collaborative project involving all six participating councils. The report is not intended to capture every activity of every council.

The report, which is contained in **Appendix 1**, was developed during the second half of 2020 and submitted to the Chief Public Health Officer on 17 December 2020. SHLGA member councils' administrations were subsequently advised to put the report to their respective councils for information.

3. ANALYSIS

The progress report on the implementation of the Southern and Hills Regional Health Plan was prepared by the SHLGA Regional Public Health Plan Working Group. The group is made up of staff from the six participating councils who all contributed highlights from their council's achievements under the relevant strategy headings.

In addition to meeting our Section 52 reporting requirements, the report is designed to highlight the region's achievements against the plan. It is not an exhaustive list of all that has been achieved individually but rather a combined approach.

All participating councils have made significant contributions to the health of the Region. Adelaide Hills Council has made achievements across all strategies.

The following highlight Adelaide Hills Council achievements that contribute to the health and wellbeing of the community:

Healthy Environments

- Three new play spaces in at Bridgewater, Birdwood and Paracombe
- A new BMX track in Stirling and pump track at Birdwood
- Undertaking an audit of trail and cycling network strategic documents and assets to inform new policy positions and service levels for both trails and cycling infrastructure and assets.
- Master planning processes at three regional sporting sites (Heathfield, Woodside & Gumeracha) with the aim of achieving more integrated and sustainable assets that serve multiple user groups
- Continued strong partnerships with Trees for Life through the Bush for Life Program
- Continued to manage fuel loads through facilitating weed management programs
- Reviewed and updated Roadside Vegetation Management Plan (2020)
- Developed and reviewed 5 Council Management Plans for high value reserves
- Adapted to the immediate needs of those who found themselves homeless due to bushfire – facilitating immediate needs for housing solutions and working in tandem with the local Recovery Offices.
- Working with the community in the Cudlee Creek Bushfire Recovery, prioritising development and wastewater applications support affected residents
- Assisting property owners with aerobic wastewater systems to meet their legislative requirements.
- Offering Food Safety Training to local businesses to assist them in ensuring their staff are aware of food hygiene and handling to better protect the community.
- Finalised a Corporate Carbon Management Plan with goals of 100% renewable energy by 2024 and striving towards carbon neutrality.

- Developed an incident operations manual and incident management framework to respond to emergency-related threats to community which has been successful in supporting a response to recent bushfires and COVID-19.
- Worked with community to help members engage with climate change issues. For example, the film '2040' by Damon Gamaeu was screened. Afterwards sessions for families and children helped them think about climate change and to create an artistic response to the issue. The resulting large-scale collage was displayed in the Coventry Library, Stirling.
- Supported local business groups to deliver key projects for their main street and encouraging and supporting a new agri-tourism event: Pome Fest.
- Working closely with Adelaide Hills Tourism to improve and enhance visitor information provided through digital platforms, including a new visitor website.

Healthy Lifestyles

- Delivered capacity-building workshops for representatives from sporting clubs.
- Received an Active Neighbourhoods for Older Australians grant to deliver over 65s dance classes at its Community Centres.
- Supported regional health education initiatives for people working within the aged care sector through the Hills Positive Ageing Taskforce and Southern Fleurieu and KI Positive Ageing Taskforce.
- Provided infection Control training with AHC community care staff in response to COVID-19.
- Facilitated parenting groups for new parents around literacy.
- Provided school holiday programs at community centres, such as movie mornings, Lego, nature play, virtual reality, shed activities, art based activities, etc. Regular programs include Lego/board games groups, story time and virtual reality.
- Delivered programs such as sensory story time for children with additional needs, Indigenous language story time, bedtime stories, visits from the library bus to schools, winter activity programs and STEM programs.
- During COVID lockdown, provided opportunities for children to access non-screen time activities such as treasure hunts and art projects.
- Delivered a Youth Leadership Program to provide young people with leadership development opportunities such as soft skill development workshops and an opportunity to plan events and projects.
- Facilitated a Year 12 Support program and school holiday programs, Driver Awareness training, LAN parties and regular music jamming workshops, and an annual Hills Youth Arts exhibition, SHARE.
- Opened Fabrik – a new arts and heritage hub at the former Onkaparinga Woollen Mill, Lobethal –and supported public art and place-making activities through the provision of grant funding.
- Appointed a Digital Learning Officer to actively support shaping and delivering digital learning across the Adelaide Hills community.

- Offered various workshops and regular programs at its community centres such as exercise classes, arts and craft based classes, cards and games, bus outings, community sheds, garden group, cooking classes, rug weaving, mindfulness and yoga.
- Provided an annual Hills Harmony Picnic to celebrate multiculturalism in the Hills.
- Partnered with Mount Barker District to establish a networking group to provide opportunities for those who lead volunteers in the community to connect, receive sector updates and hear from guest speakers
- Delivered training workshops focused on engaging and recruiting volunteers to assist community leaders develop their volunteer management skills.
- Partnered with Alexandrina and Mount Barker District Councils to recognise and celebrate the contribution of volunteers across the region through hosting a collaborative volunteer event held during National Volunteer Week

Planning & Partnerships

- Endorsed a Play Space Policy in 2019 that includes principles and guidelines for how Council will plan, develop and manage play spaces.
- Advocating to State Government to support the community in recovering from recent bushfires and developing strategies to support recovery, mental health and resilience throughout impacted communities.
- Partnered with Mount Barker and Alexandrina Councils to deliver transport services and support for positive ageing service providers.
- Received the grant funding for the delivery of priority sports projects: Heathfield Oval Change Room Project - Sports Australia - \$499,199; Heathfield Oval Change Room & Cricket Net Project – Office for Recreation Sport & Racing - \$490,000; Bushfire Impacted Oval's Remediation - AFL Bushfire Recovery Fund - \$212,250; Lobethal Bushland Park Play Space Project - State Emergency Relief Fund - \$150,000; Gumeracha Court Reconstruction & Resurfacing Project - Federal Government; Community Development Grants - \$220,000.
- Partnered with neighbouring community centres to provide a coordinated approach to service provision and accessing funding opportunities, and with Mount Barker District Council to run a Reconciliation Working Group and to support volunteering in our communities.

Key regional challenges during the reporting period included:

- Funding for Mental Health and access to adequate services.
- Expenses associated with transport to Adelaide for health-related services which are not available in the region.
- The impact of losing active volunteers due to the COVID-19 pandemic.
- Implementation of the Planning and Design Code, particularly ensuring that the policies that are introduced will reflect the housing needs of the community with respect to accessibility, adaptability and energy efficiency, and that the new Code will promote health and wellbeing through the built environment.

The characteristics of the region are quite diverse resulting in a variance in health issues for each council area; however the following are considered emerging public health issues for the region:

- Increased extreme climate events such as heat waves and bushfire.
- COVID-19 pandemic.
- Safety of staff in emergency departments due to a rise in violent drug and alcohol presentations.
- Transport disadvantage.
- Resourcing to create and renew infrastructure and environments that are accessible and inclusive for all.
- Emergency housing, homelessness, hoarding and squalor.
- Sport facility upgrades and replacement of ageing infrastructure.
- Decline in volunteerism.

One of the main opportunities identified by the Working Group is to further develop awareness of social determinants of health and health equity in order to better measure the impact of public health plans on the health and wellbeing of communities.

The Working Group will ensure that the S&HLGA Regional Public Health Plan (RPHP) is revised, where necessary, to address the above challenges and emerging issues when it works through the process to review the current RPHP. It is expected that the S&HLGA Regional Public Health Plan will be reviewed and updated where required by September 2021.

4. OPTIONS

Council has the following options:

- I. Receive the report (Recommended).
- II. Not receive the report (Not Recommended).

5. APPENDIX

Southern and Hills Regional Public Health Plan Progress Report 1 July 2018 – 30 June 2020

Appendix 1

Southern and Hills Regional Public Health Plan

Progress Report

1 July 2018 – 30 June 2020



Wellbeing in Our Community

Regional Public Health Plan
S&HLGA Progress Report
1 July 2018 – 30 June 2020

Section 1: PROGRESS REPORT ON IMPLEMENTATION OF THE SOUTHERN & HILLS REGIONAL PUBLIC HEALTH PLAN FOR THE REPORTING PERIOD 1 July 2018 to 30 June 2020

Notes

- The regional plan involves the following Councils - Adelaide Hills Council, District Council of Mount Barker, Alexandrina Council, City of Victor Harbor, District Council of Yankalilla and Kangaroo Island Council.
- The report includes achievements and activities of individual councils that have contributed to achieving the objectives of the regional plan and include significant activities, special projects and ongoing activities. It is not intended that every activity of every council is included.

THEMES/TOPICS/ STRATEGIES FOR THE REGION	STATE PUBLIC HEALTH PLAN PRIORITY	ACHIEVEMENTS 2018 - 2020
THEME 1: HEALTHY ENVIRONMENTS		
Built Environments 1.1 Aim for built environments that support communities to be active and socially connected (including all generations and levels of ability) and contribute to the health and well-being of communities. This will require a focus on creating liveable and 'walkable' towns and places with appealing and good quality public realm and open spaces.	Stronger and Healthier Communities and Neighbourhoods for all Generations Increasing Opportunities for Healthy Living, Healthy Eating and Being Active	<p>Walkable towns Councils across the region constructed footpaths to support walkable and liveable communities. Councils also improved accessibility by identifying and upgrading problem footpaths, and areas requiring additional car parks for disabled permit holders.</p> <p>City of Victor Harbor is implementing its Footpath and Pedestrian Improvement Program, including priority networks for disability access and inclusion. This improvement plan is based on recommendations from the Disability Access and Inclusion Committee, and community consultations from the Disability Access and Inclusion Plan and the Community Plan.</p> <p>Quality public realm Councils across the region completed public realm upgrades:</p> <ul style="list-style-type: none"> Main street improvements in Nairne, Mount Barker and Macclesfield, as well as concept designs for Hahndorf and Littlehampton main streets (Mount Barker District Council) City of Victor Harbor have completed Stage One and Two of the Main Street Upgrade and continue to improve universal access and inclusion through further stages of the Main Street, Coral Street and Railway Terrace Precinct in Victor Harbor. Upgraded footpaths and kerb ramps in Kingscote to make them more user friendly (KI Council) Signage and drinking fountains in the Yankalilla township and along the Normanville foreshore to assist with interpretation and wayfinding as well as encouraging walking activity (Yankalilla Council) <p>Kangaroo Island Council received \$2M in grants to fund main street upgrades in all four main townships on the island consisting of paving, landscaping, street furniture etc.</p> <p>Play opportunities Councils across the region completed play space projects:</p> <ul style="list-style-type: none"> George T Fischer Playground, Stage One (Victor Harbor) Three new play spaces in at Bridgewater, Birdwood and Paracombe (Adelaide Hills Council) A new BMX track in Stirling and pump track at Birdwood (Adelaide Hills Council) Redevelopment of Bythorne Park Nairne to include adventure play elements (Mount Barker District Council) A new nature playground in the Main Street of the Myponga township in 2018 in partnership with the Myponga Progress Association (Yankalilla Council). A new skate park, BMX track and recreational facility in Mt Compass, construction of a new pump track in Goolwa and renewal of the Lions Park playground in Strathalbyn (Alexandrina Council). <p>Open space and trails Councils across the region maintained and improved public open space (reserves)</p>

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		<p>including facilities and equipment to support passive and active recreation opportunities. Councils completed open space and recreational trail projects:</p> <ul style="list-style-type: none"> • Mount Barker District Council completed designs and planning for open space including Nairne Village Green, Yantaringa Reserve, Hahndorf and the Glebe in Littlehampton. • Construction of shared trails throughout the Mount Barker growth area (Mount Barker District Council) • Stages 4 and 5 of the Brownlow to Kingscote Walking trail, ending at Reeves Point, and a new 120m high staircase up Prospect Hill (KI Council) • An off-road Nature Walking Trail was constructed from Second Valley foreshore to Randalsea and the Cape Jervis Nature Walking Trail was extended from the start of the Heysen Trail at the Cape Jervis ferry terminal extending the length of the township (Yankalilla Council). • The City of Victor Harbor undertook a walking trails development program including the development of the Inman River walking trail and a new shared pathway from Kent Reserve to the Bluff is also in development. • Adelaide Hills Council is undertaking an audit of trail and cycling network strategic documents and assets. Data from the audit will be used to inform new policy positions and service levels for both trails and cycling infrastructure and assets. <p>Sport and recreation facilities Councils also undertook sports and recreation facility projects:</p> <ul style="list-style-type: none"> • Commencement of construction of the Regional Sports Hub in Mount Barker and other recreation infrastructure projects in Callington, Littlehampton and Mount Barker • KI Council undertook improvements in Parndana (lawn bowling green and lights, oval lights) and Kingscote (spots club pavilion and swimming pool) • Master planning processes at three regional sporting sites (Heathfield, Woodside & Gumeracha) with the aim of achieving more integrated & sustainable assets that serve multiple user groups (Adelaide Hills Council) <p>Other infrastructure and facilities</p> <ul style="list-style-type: none"> • Mount Barker Council supported the relocation of Mount Barker Community Centre to a new home in a central location. • Kangaroo Island Council also supported the community initiated Heartsafe KI program which saw KI having more defibrillators than any other region in SA. Yankalilla Council also installed two 24-hour access Automated External Defibrillators (AEDs) on several public buildings.
<p>Natural Environments</p> <p>1.2 Plan for and maintain appealing and accessible natural environments and landscapes that contribute to the liveability of the region and provide unique and diverse activity opportunities.</p>	<p>Stronger and Healthier Communities and Neighbourhoods for all Generations</p> <p>Increasing Opportunities for Healthy Living, Healthy Eating and Being Active</p>	<p>Coastal landscapes Coastal councils completed priority works to protect and enhance the coastal environment including</p> <ul style="list-style-type: none"> • KI Council completed stage 1 of the KI Coastal Hazards Mapping pilot project which utilized LIDAR mapping and coastal impact modelling for sea level rise and inundation. This is now being considered to inform the State Planning Policy in 2020-2021. • The City of Victor Harbor has undertaken coastal and estuarine biodiversity projects in partnership with the community and other groups as per the Southern Fleurieu Coastal Action Plan, Inman and Hindmarsh Rivers Estuarine Action Plans, and Environmental Plans. • Alexandrina continues to be actively involved in the Murray Darling Basin Advocacy as a member of Region 6 of the Murray Darling Association. <p>Pest plant and animal control Councils across the region undertook pest plant and animal control programs including:</p> <ul style="list-style-type: none"> • KI Council has continued its support of Natural Resources KI (now Landscapes SA) to pursue the Feral Cat Management Program to eradicate feral cats on the island, assisting with targeted community trapping and permission for the cat fence to

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		<p>traverse Council land.</p> <p>Biodiversity Councils also undertook biodiversity protection and improvement initiatives including:</p> <ul style="list-style-type: none"> • Kangaroo Island Council has revisited signs for beach access to limit cars on beaches and is working with Birdlife Australian on signs to protect the endangered Hooded Plovers. Council obtained a \$50,000 grant for the removal of boxthorn on the Dudley Peninsular and liaised with the NRM which undertook the work. • The Cape Jervis Progress Association, Cape Jervis Coastal Community Group and Rapid Bay Primary School assisted with planting 5,000 native seedlings at the Cape Jervis Nature Walking Trail. • The City of Victor Harbor is continuing its Native Vegetation Program. • Alexandrina Council expanded its management of natural areas and works in collaboration with DEW and community groups. Council supported Bush for Life programs across the district and undertook invertebrate pest control program which assists with the conservation of the Hooded Plovers. • Mount Barker Council implemented Council's biodiversity strategy including management programs and works at key biodiversity sites across the district, a revegetation program that saw 10,000 + native plants planted each year, and distributed Sustainable Mount Barker native garden kits in association with the Goolwa to Wellington LAP. • Adelaide Hills Council's Biodiversity Team has continued strong partnerships with Trees for Life through the Bush for Life Program - 28 sites of 95.3 hectares; 203 NVMS sites (Blue Marker sites) or 87.6 kilometres were managed by bushcare contractors, mainly focusing on Declared and serious Environmental weeds • AHC continued to manage fuel loads through facilitating weed management programs (DEW Burning on Private Lands Program, AHC Woody Weed Control Program, and management of APZ's, Council Management Plans and collaborative Work Plans, and key collaborations (Trees for Life / Conservation Volunteers Australia etc) and other volunteer organisations (eg Friends, Landcare etc). It also annually donates Butterfly kits to residents. <p>Planning for natural areas Councils also prepared plans and strategies to protect important natural places and biodiversity:</p> <ul style="list-style-type: none"> • Adelaide Hills Council reviewed and updated its Roadside Vegetation Management Plan (2020), developed and reviewed 5 Council Management Plans for high value reserves and supported and developed the Native Vegetation Council Local Government Tree Management Guidelines (2018) • Mount Barker Council updated the Mount Barker Watercourse Management Plan and the Mount Barker Summit Reserve Management Plan.
<p>Housing</p> <p>1.3 Encourage the provision of diverse housing choices including affordable housing and housing choices that support older adults and 'ageing in place', people with a disability and young people. This includes allowing for and encouraging diverse housing options through Development Plans and town planning.</p>	<p>Stronger and Healthier Communities and Neighbourhoods for all Generations</p>	<p>Planning policy Councils across the region participated in development of the Planning and Design Code including:</p> <ul style="list-style-type: none"> • reviewing policies within the new Planning and Design Code to ensure that allotment sizes and housing choices are consistent with existing Development Plan policies. • working with the Department of Planning on the introduction of the Planning and Design Code to ensure a diverse range of housing options in appropriate locations. <p>Yankalilla Council completed a Structure Plan for Yankalilla, Normanville and Carrickalinga to guide land supply for residential growth, environmental and employment needs for the next 15 years and staging for future dwellings and open space along the Bungala River and coastal fringe. The Plan identifies areas where future urban infill can be accommodated close to Town Centre areas.</p> <p>Alexandrina Council prepared two Development Plan Amendments to provide land supply for diverse housing in Strathalbyn and Goolwa.</p>

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		<p>Housing Strategies</p> <ul style="list-style-type: none"> Alexandrina Council participated in SA Government Housing and Homelessness Strategy consultations 2019. Mount Barker Council adopted a Housing Strategy for the District. <p>Other housing initiatives</p> <p>KI and AHC councils adapted to the immediate needs of those who found themselves homeless due to bushfire – spending much effort on facilitating immediate needs housing solutions and working in tandem with the local Recovery Offices.</p> <p>The City of Victor Harbor supported the Fleurieu Community Foundation to employ an Early Intervention Housing Support Officer, based with Junction Australia. This position supports people at risk of homelessness to maintain their current housing. CVH continues to support the Southern Fleurieu Housing Round Table as well.</p>
<p>Environmental Health</p> <p>1.4 Undertake and facilitate environmental health services and programs that respond to the requirements of legislation and reflect community issues. Specific initiatives that respond to the health risks in the region are considered in the Council Public Health Action Plans in accordance with available resources.</p>	<p>Sustaining and Improving Public and Environmental Health Protection</p> <p>Increasing Opportunities for Healthy Living, Healthy Eating and Being Active</p>	<p>Councils across the region continued to apply specific public health legislation relating to food safety, on site waste-water management, manufactured water systems, swimming pools/spas, disease prevention and control, pest and vermin control, sanitation, housing/accommodation, water quality, environmental management, contaminated land and emergency management.</p> <p>Numerous outbreak investigations were undertaken by Councils in conjunction with SA Health, dealing with issues such as legionella, salmonella and pests of public health significance. Councils across the region were involved in enforcement activities ranging from warnings through to prosecutions under the Food Act and Wastewater Regulations.</p> <p>Emergency response</p> <p>Councils across the region have responded to emergencies and significant challenges in the environmental health services.</p> <p>Adelaide Hills Council has been working closely with the community in the Cudlee Creek Bushfire Recovery, prioritising development and wastewater applications to ensure residents are able to get back into their homes and resume their normal lives quickly.</p> <p>KI Council waived all statutory fees for development and wastewater applications for all bushfire affected properties. It also worked with GISA to manage asbestos and scrap metal waste removal from bushfire affected areas and currently working on burnt and felled tree removal from the roadside.</p> <p>During 2020 all councils were involved in the Covid19 pandemic response, including providing their communities with COVID Safe information, resources and compliance. Environmental Health Officers were at the forefront of ensuring food businesses were not only compliant but also were kept up to date with the latest changes to allow them to operate their businesses safely.</p> <p>At Mount Barker District Council social distancing monitoring was prioritised under the requirements of the <i>Emergency Management Act 2004</i>. To date EHOs have undertaken 1002 COVID-19 compliance checks. Food inspection fees were waived from mid-May to the end of the financial year to support stressed food premise owners.</p> <p>Wastewater</p> <p>A significant focus across the region was the assessment and inspection of the installation of wastewater management systems (as the local areas are largely outside of proclaimed SA Water sewer areas), routine inspections, and education of community in regard to wastewater options.</p> <ul style="list-style-type: none"> Adelaide Hills Council is undertaking a program to assist property owners with aerobic wastewater systems ensure they meet their legislative requirements. This program involves 2 officer visiting site that have issues and providing guidance as to what is

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		<p>require and how to achieve this. AHC continues to work with SA Water to minimise the impact of onsite wastewater systems on the water catchment</p> <ul style="list-style-type: none"> Yankalilla Council transferred the Community Waste Management Scheme and Wirrina Water to SA Water in 2019 relieving forecast maintenance (especially Wirrina Water) and saving ratepayers approximately \$734,000 each year. The transfer also enables significant upgrades of both systems to take place earlier that would have otherwise been the case. KI Council has completed an eastern and a western extension to the Penneshaw Community Wastewater Management Scheme to mitigate onsite wastewater issues. <p>Food and water</p> <p>Adelaide Hills Council has been offering Food Safety Training to local businesses to assist them in ensure their staff are aware of food hygiene and handling to better protect the community. The City of Victor Harbor continued the rollout of the South Australian Food Rating Scheme to food businesses. Kangaroo Island Council undertook an audit of businesses that fall under the Safe Drinking Water Act requirements.</p> <p>Mount Barker Council also participated in the Food Safety Rating Scheme. Since 2018/19 there has been a 10% increase in the number of premises that have achieved a 5-star rating and a 6% reduction in under rated premises which indicates industry standards are improving in the local area.</p> <p>Mount Barker Council's EHOs attended allergen training in October 2019, which detailed the findings from coroner's cases where individuals had died from consuming products with undeclared allergens. Further to the training there has been a greater focus on EHOs undertaking food recall inspections for undeclared allergens to ensure businesses are following food recall protocols. Non-compliant recalls have been identified with some businesses in the area.</p> <p>Immunisation Programs</p> <p>Councils across the region facilitated school and community immunisation programs, with many also offering influenza vaccinations free to staff as an initiative to reduce absenteeism and set a positive example to the community.</p> <p>The City of Victor Harbor partnered with the City of Onkaparinga in the delivery of a school-based immunisation program. Yankalilla Council participated in the final stage of the South Australian Meningococcal B Immunity study in 2018/19, throat swabbing and vaccinating students at the Yankalilla Area School. Mount Barker Council delivered community immunisation program as per SA Health funding and have improved delivery through an outreach approach. This has included running community immunisation programs within childcare centres and other locations.</p> <p>Other environmental health</p> <p>KI Council installed 48 sharps containers in various public facilities and public toilets.</p> <p>Mount Barker District Council actively approached skin pen and beauty businesses within the District to obtain registration and co-operation from business owners in order to assess their suitability and safety measures in relation to protecting public health in accordance to the SA Health Code of Practice and SA Public Health Act. Additional businesses were identified, with three times more registrations than previously captured. Inspections conducted by EHOs in this area increased by:</p> <ul style="list-style-type: none"> 266% beauty inspections 200% skin pen inspections <p>A major contributing factor to the rise comes from the inclusion of home-based businesses providing services such as microblading and manicures, and allied health care facilities providing therapeutic services such as dry needling and acupuncture.</p>

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<p>Climate Change</p> <p>1.5 Identify opportunities for responding to the impacts of climate change on the health and well-being of communities, including the health risks associated with extreme heat, disease and personal safety.</p>	<p>All State Public Health Plan priorities</p> <p>Preparing for Climate Change</p>	<p>Resilient Hills and Coasts</p> <p>The Resilient Hills and Coasts regional climate change partnership continued with numerous actions identified and implemented. A new Regional Coordinator was engaged and continued to be hosted by Alexandrina Council. Adaptation actions are as follows:</p> <ul style="list-style-type: none"> • Obtained funding from the Insurance Council of Australia and the SA Disaster Resilience grant fund and finalized the key project 'Where we build/What we build'. This project mapped the exposure of the regions housing to flood, heat and bushfire risk, categorized the sensitivity of existing housing and analysed the economics of retrofitting. • Finalised the Community Energy Program suite of documents, tool kit and information. • Held numerous workshops on Water Sensitive Urban Design (WSUD) planning and design. • Completed mapping of projected coastal hazards for Kangaroo Island and Alexandrina Councils and shared the maps with communities and co-developed adaptation strategies. • Partnered with Resilient South to deliver a Climate Risk for Councils workshop, followed by the first SA pilot of a Climate Risk Governance Assessment. Adelaide Hills and Mt Barker Council took part in the pilot. <p>Southern & Hills LGA has continued its support via representational membership on the Resilient Hills & Coast Climate Change Adaptation Committee.</p> <p>In addition to this regional project, each Council has implemented actions that reflect community priorities and the Council's risks, resources and capacity. These included:</p> <p>Planning climate change responses and for a low carbon future</p> <ul style="list-style-type: none"> • Adelaide Hills Council finalised a Corporate Carbon Management Plan with goals of 100% renewable energy by 2024 and striving towards carbon neutrality. • Mount Barker District Council adopted a new Climate Change Action Plan. <p>Reducing risks of heat in urban environments</p> <ul style="list-style-type: none"> • Adelaide Hills Council is trialing a road surface that contains recycled plastic to test for heat reduction and resilience. • MBDC conducted a range of urban greening activities including street tree planting and revegetation, as well as tree canopy mapping in Mount Barker • Yankalilla District Council provided facilities which support the community during heat waves such as an unrestricted cool/warm environment to the community during opening hours – 31 hours per week at the Library, and a covered outdoor pergola is available to the community 24/7 at "The Centre". It also introduced streetscaping initiatives for the reduction in heat on road surfaces on Main South Road Normanville and Yankalilla. <p>Preparing for emergencies related to climate change</p> <ul style="list-style-type: none"> • AHC also developed an incident operations manual and incident management framework to respond to emergency related threats to community which AHC been successful in supporting a response to recent bushfires and COVID 19. <p>Protecting community from risks of sea level rise and storms</p> <ul style="list-style-type: none"> • City of Victor Harbor undertook priority coastal protection works as identified in the Victor Harbor Coastal Management Study, including upgrading the existing rock wall adjacent to the Victor Harbor Bowling Club. • KI Council has received funding from Coastal Protection Board SA for an American River Levee Bank and plans have been prepared. This is a direct result of the Hazard Mapping study. <p>Integrating climate change risk into decision-making</p> <ul style="list-style-type: none"> • Mount Barker District Council conducted a Climate Change Adaptation Governance

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		<p>Assessment</p> <ul style="list-style-type: none"> AHC's new Strategic Plan includes strategic priority N3.3: 'Continue to work in partnership with the Resilient Hills and Coasts region to build Council and community resilience to the impacts of climate change'. KI Council has introduced a number of strategic actions into its new Strategic Plan 2020-2024 under Strategic Outcome 4.2 'Proactively adapt to environment change' and 4.4 'Support initiatives for a sustainable carbon neutral future'. KI Council also undertook a Climate Governance Assessment including all policies and introduced "Climate Change" as a governance consideration in its Council Report template. <p>Involving the community in climate change initiatives</p> <ul style="list-style-type: none"> AHC worked with community to help members engage with climate change issues. For example, the film '2040' by Damon Gamaeu was screened. Afterwards sessions for families and children helped them think about climate change and to create an artistic response to the issue. The resulting large-scale collage was displayed in the Coventry Library, Stirling. CVH undertook initiatives that increased community understanding of local environmental issues. This included environmental education projects in partnership with the Adelaide and Mount Lofty Ranges NRM Board, Fleurieu Regional Waste Authority, The South Australian Whale Centre and other environmental groups. Alexandrina has actively involved the community in responding to climate change. Some recent examples include extending library hours during extreme heat events to provide a cool and safe place for residents and visitors to relax, a Community Energy Forum, Climate Ready Communities training, Passive House Seminar.
<p>Economic Development</p> <p>1.6 Support and encourage private sector investments in the region that contribute to the health and well-being of communities, including the development of lifestyle oriented housing developments and leisure and tourism facilities.</p>	<p>Stronger and Healthier Communities and Neighbourhoods for all Generations</p> <p>Increasing Opportunities for Healthy Living, Healthy Eating and Being Active</p>	<p>Support for Local Businesses</p> <ul style="list-style-type: none"> Alexandrina Council launched a business Hub to support local businesses. The City of Victor Harbor partnered with Business Victor Harbor to provide Mainstreet Programs and Activities. Yankalilla District Council continues to prioritise the support of local businesses wherever ever possible within its procurement processes. It also waived the initial \$2,000 fee for start-up owners of Mobile Food Van businesses residing in the District. Adelaide Hills Council has supported local business groups to deliver key projects for their main street eg tree bud lighting in Stirling; and encouraging and supporting a new agri-tourism event Pome Fest. Mount Barker Council became a Small Business Friendly Council and provided a variety of business support activities. <p>Regional economic development, partnership and investment attraction</p> <ul style="list-style-type: none"> Kangaroo Island developed a draft Prospectus and complete Stage 5 of the Brownlow to Kingscote walking trail, taking the trail to the top of Flagstaff Hill, Reeves Point. The City of Victor Harbor participated in the Fleurieu Peninsula Tourism Board, The Regional Tourism Plan and worked with Regional Development Australia (Adelaide Hills, Fleurieu and KI) to support business linkages and economic development activities. Alexandrina Council partnered with Tourism Industry Council SA to help support our local tourism operators. Adelaide Hills Council has been working on building the profile of the region as the tourism destination of choice, making it easier to do business in the area, and improving its liveability for our community. Key projects have included: working closely with Adelaide Hills Tourism to improve and enhance visitor information provided through digital platforms, including a new visitor website; contributing to the development of the new State Planning and Design Code. Mount Barker Council attracted new investment to the region through innovative planning and partnership development, proactive marketing and a supportive,

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		<p>business friendly approach.</p> <p>Economic planning and strategy</p> <ul style="list-style-type: none"> Alexandrina Council is reviewing its Economic Development Strategy that includes tourism activities. Mount Barker implemented its Economic Development Strategy.
THEME 2: HEALTHY LIFESTYLES		
<p>Active Communities</p> <p>2.1 Facilitate and encourage active communities through diverse programs, services and activity opportunities linked the 'healthy environments'.</p>	<p>Stronger and Healthier Communities and Neighbourhoods for all Generations</p> <p>Increasing Opportunities for Healthy Living, Healthy Eating and Being Active</p>	<p>Physical activity - sport</p> <ul style="list-style-type: none"> Alexandrina, Victor Harbor, Yankalilla and Kangaroo Island supported a regional model for the STARCLUB Field Office Program with funding assistance from the Office for Recreation and Sport, to deliver improved support to local sporting clubs and enhanced support to Councils on a range of recreation and sport matters. In 2019 Alexandrina Council reviewed and resolved to cease its participation in this partnership and is adapting its response to recreation and sport beyond 2020. The City of Victor Harbor provided a Recreation and Sport Small Grants Program The Adelaide Hills Council provided a Community and Recreation Facility Grants Program Alexandrina Council has taken on the management of the Goolwa Recreation Stadium and in 2020 has improved amenities at the stadium, activating the space, increasing usage of the facility and the range of user groups. Alexandrina Council works closely with the YMCA who are contracted to run the Fleurieu Aquatic Centre and the Strathalbyn Pool. This includes operational and program management of the facility. Adelaide Hills Council delivered capacity-building workshops for representatives from sporting clubs. <p>Other physical activity initiatives</p> <ul style="list-style-type: none"> Mount Barker Council participated in the Way2Go program which promotes safer, greener and more active travel for primary school students and their communities. It uses a whole school approach built on a partnership between local councils, school communities and the Department of Planning, Transport and Infrastructure (DPTI). Alexandrina and Mount Barker collaborated with Nature Play SA in 2018 and 2019 to create the Kuitpo Forest Nature Play Festival for families in the region which attracted 4,000 people in 2018 and 4,000 children and families in 2019. The 2020 Festival was cancelled due to COVID-19. In 2019 Alexandrina Council and the Office of Sport and Recreation funded the design and construction of an asphalt pump track in Goolwa. The pump track is an addition to the Goolwa Skate Park. In 2020 a new shelter and seating with Wi-Fi and charging station was added to the park to improve amenities available for park users. Yankalilla Council was successful in winning an Age Friendly SA grant for 'Green Gym: Well-being through Ecotherapy' where volunteers propagated seedlings at the Yankalilla Community accessible nursery for planting in public spaces across in the district. Yankalilla Council has installed the <i>Step It Out - Yankalilla</i> track in the main street of Yankalilla – a walking track designed for people of all ages to measure a small walking journey in stages of 250m, 500m, 750m and 1km. It is ideal for people who have mobility issues, older people, people who are undertaking post-surgery rehabilitation or people who simply want to walk more. Yankalilla Council introduced the Fleurieu Coast Free Bike Hire scheme in 2018 in partnership with the Department of Transport, Planning and Infrastructure. New collection nodes had increased usage by 38% in 2019. The City of Victor Harbor replaced the Adult Outdoor Gym Equipment in Kent Reserve. <p>Seniors and active aging</p> <ul style="list-style-type: none"> Through the Australian Government Commonwealth Home Support Program a

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		<p>number of Councils provided programs that support older people to stay independent and in their homes and communities for longer.</p> <ul style="list-style-type: none"> • The City of Victor Harbor Provided the Caring Neighbourhood Program and The Positive Ageing Task force that provided activities and initiatives that supported an active and inclusive environment for older people. • Adelaide Hills received an Active Neighborhoods for Older Australians grant to deliver over 65s dance classes at its Community Centres. • Mount Barker District Council provides a social program through the Commonwealth Home Support Program (CHSP) for seniors which includes a range of outings – coffee clubs, cinema, bus outing and a men’s lunch group • Mount Barker Council also delivered programs for seniors including Have fun with Painting, Have fun with Acting, High Tea and Dance events and the Op Shop Hop event. Council supported Nairne Nifty +50’s, Contemporary Dance for Seniors, Parkinson’s SA group, Hills Treasure event, Top Hat meetings, Mount Barker Men’s Shed and the University of the Third Age. • Yankalilla Council’s CHSP Transport Service engages local residents as volunteer drivers to deliver safe, efficient transport for eligible people who are over 65 years. Transport is provided for attending medical appointments and for well-being and re-ablement activities across metropolitan and regional SA. A wheelchair-accessible vehicle was purchased in 2020 increasing the CHSP fleet to 4 vehicles. • Alexandrina Council is transitioning out of the delivery of the Commonwealth Home Support Program and the SA HACC program by June 2020. Alexandrina Council recognises the benefits of active ageing and will continue to provide opportunities for mature aged residents in its community to live healthy lives.
<p>Health Education</p> <p>2.2 Contribute to community awareness of health risks in the region (obesity, substance abuse, driver safety etc) and the benefits of healthy living through physical activity and health eating.</p>	<p>Increasing Opportunities for Healthy Living, Healthy Eating and Being Active</p>	<p>Healthy aging</p> <p>Councils across the region supported health education initiatives for people working within the aged care sector through the Hills Positive Ageing Taskforce and Southern Fleurieu & KI Positive Ageing Taskforce including:</p> <ul style="list-style-type: none"> • Aged Care Quality Standards for aged care providers • Aged Friendly Assessments for local business • Dementia Training • Wellbeing training • Community education around changes in the Aged Care Sector • LGBTI Inclusivity Training • Cultural Diversity • Older Person Mental Health First Aid training • Men’s Health and Wellbeing <p>Through the Positive Ageing Taskforce, Victor Harbor, Alexandrina and Yankalilla Councils worked with key stakeholders to continue the Dementia Friendly Communities Initiative in order to raise awareness of local dementia services, information and support. The resources developed as a result of the Dementia Caddy Project will be made accessible to the community through the development of a website with links to Dementia education and support.</p> <p>Yankalilla District Council’s <i>Ounce of Prevention</i> program was developed from the results of our Age Friendly survey and Community survey, requesting free health-based short information sessions. It was a 5-week program, with 30-minute weekly sessions, using guest presenters on such subjects as Diabetes, CPR, Fall Prevention, Meditation for Beginners and Food Labelling.</p> <p>Mount Barker District Council also provided health and wellbeing information sessions for seniors including talks about volunteering, emergency plans, continence, diabetes, arthritis, mental health, staying healthy in hot weather, advanced care directives, dementia, My Health Record, controlling your energy bills, scams, home security and personal safety, road safety, digital resources at the library and disability aids.</p>

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		<p>Food safety education Mount Barker District Council continues to facilitate TAFE SA food safety training for businesses and volunteer food handlers. Council staff also presented at the Lifestyle Retirement Village Mt Barker on food safety for vulnerable population (over 65 years).</p> <ul style="list-style-type: none"> • How to purchase food safely • Identifying risks when storing and cooking potentially hazardous foods • Managing those risks <p>Youth Mount Barker District Council supported learn to drive school holiday programs for young people in partnership with Alexandrina Council and TAFE, and nutrition programs in partnership with headspace. Working in partnership with the Strathalbyn Suicide Prevention Network and Eastern Fleurieu School, Alexandrina Council supported mental health awareness talks with internationally renowned guest speaker Nic Newling, offered both to all high school students in Strathalbyn in Years 10 and 11 and the local community.</p> <p>Driver safety Kangaroo Island Council continued the Drive / Enjoy / Survive and “Drive to the Conditions” road safety awareness program. Adelaide Hills Council provided Young Drivers Awareness Courses.</p> <p>Nutrition education Alexandrina Council supports the Mount Compass Long Table Lunches which is a monthly activity that promotes healthy and nutritious meal preparation for a group of local women in Mount Compass.</p> <p>Mental health Mental Health Awareness raising activities were undertaken at Mental Health Week Youth Wellbeing Workshops October 2018 in the Alexandrina Council.</p> <p>Drug and alcohol education Alexandrina Council is a member of the Strathalbyn Local Drug Action Team. An initiative of the Strathalbyn LDAT undertaken in 2019 was the Aim Higher project, which offered funding to groups of young people to facilitate an activity for young people that would encourage a “natural high”, aimed to prevent young people from choosing to use drugs and alcohol. Three youth-led events were funded in Strathalbyn, a Halloween themed event, a model train themed fundraising event and a LAN party. Information was available on local drug and alcohol services at these events.</p> <p>Other health education</p> <ul style="list-style-type: none"> • The City of Victor Harbor has provided Child Safe Environments Training to the region. • Adelaide Hills Council provided infection Control training with AHC community care staff in response to COVID-19.
<p>Childhood and Youth Development</p> <p>2.3 Encourage and support initiatives that contribute to the positive development children and young people, with a particular focus on welfare dependant families and children of and youth at risk.</p>	<p>Stronger and Healthier Communities and Neighbourhoods for all Generations</p>	<p>Family support</p> <ul style="list-style-type: none"> • Alexandrina, Victor Harbor and Yankalilla, through the Fleurieu Families program, and in partnership with local services, the state and commonwealth governments, provided resources and workshops to increase community connections, parenting knowledge and skills, and an early intervention home visiting program to support families. • Led by Fleurieu Families, the <i>Thriving on The Fleurieu Collective Impact Plan 2019-2021</i> aims to improve wellbeing, connectedness and resilience of families, children and young people across the Fleurieu Region. • Adelaide Hills Council has a partnership with C&YH to run parenting groups for new parents around literacy.

THEMES/TOPICS/ STRATEGIES FOR THE REGION	STATE PUBLIC HEALTH PLAN PRIORITY	ACHIEVEMENTS 2018 - 2020
		<p>Children</p> <ul style="list-style-type: none"> • Councils across the region provides development opportunities for children and youth through their Community Libraries. These include early literacy, school holiday programs, children's STEM programs such as the Little Bang Science Club, Book Week events and author talks, partnering with local primary schools to offer library services, participating in Nature Play activities, and computer facilities. • Adelaide Hills Council provides school holiday programs at community centres, such as movie mornings, Lego, nature play, virtual reality, shed activities, art based activities, etc. Regular programs include Lego/board games groups, story time and virtual reality. • AHC also provides services such as sensory story time for children with additional needs, Indigenous language story time, bedtime stories, visits from the library bus to schools, winter activity programs and STEM programs. • During COVID lockdown Adelaide Hills Council provided opportunities for children to access non screen time activities such as treasure hunts and art projects. • KIC sponsored the local school to send students to Canberra, to Adelaide to attend Youth Parliament, and for purchases and travel associated with the Oliphant Science Awards. <p>Youth</p> <ul style="list-style-type: none"> • The City of Victor Harbor supports a Youth Advisory Committee to provide youth leadership opportunities and support the involvement of young people in the planning and development of youth activities. • Yankalilla Council has established the Fleurieu Coast Youth Advisory Committee (YAC) to enable young people to design the activities they want to participate in. • Alexandrina Council hosts Mental Health Week events annually, these have included youth focused workshops. • Kangaroo Island Council continued with its Youth Sponsorship Program, where young people between 12-24 can apply for assistance to pursue learning opportunities or access travel to attend training and competition off island. • KI Council has also included two youth focused strategies in its new Strategic Plan: 'Create opportunities for a sustainable future for youth on the island, including implementing a Council work experience and training program' and 'Develop a Youth Engagement Strategy'. • MBDC Council delivered Sunday Sessions at the Mount Barker Skate Park, Reconciliation Event, training programs in partnership with TAFE SA, Operation Flinders Program, Star of the Hills program, Adelaide Hills Career Expo, Just Too Deadly Awards and the Heartlands Program. Council continued to develop its partnership with the Mount Barker Community Centre, Ink Pot Arts and other organisations to coordinate and deliver programs and services to the district's youth. Some programs, such as Youth Week and involvement in the Nature Play Festival were suspended due to COVID-19 restrictions. • Adelaide Hills Council has developed a Youth Leadership Program to provide youth with leadership development opportunities based on facilitated transferrable soft skill development workshops and an opportunity to plan events and projects around identified youth issues and needs. Adelaide Hills Council have also run widely appreciated Year 12 Support program, to normalize the pressures of Year 12 on students, and have continued to run school holiday programs, Driver Awareness training, LAN parties and regular music jamming workshops. AHC Youth Development have also developed and run their annual Hills Youth Arts exhibition, SHARE. • Yankalilla Council's 'Youth Week 2018' – a successful Skate Park event - was jointly planned and run by the YAC, and in partnership with local service clubs and neighbouring Councils. • Yankalilla Council is an active partner in the Operation Flinders Camp to the Flinders Ranges, engaging at-risk youth in team building, self-development activities. • Until the end of 2019, Alexandrina Council employed a Youth Development Officer, focused mainly on the Strathalbyn region. Some initiatives supported through that role included:

THEMES/TOPICS/ STRATEGIES FOR THE REGION	STATE PUBLIC HEALTH PLAN PRIORITY	ACHIEVEMENTS 2018 - 2020
		<ul style="list-style-type: none"> Strath Community Youth (SCY) – a group for young people with a focus on active citizenship and community involvement. Members were encouraged to volunteer at or participate in a range of community events, including the Strath Show, Christmas Where the Angas Flows, Nature Play Forest Festival, Dads & Kids Dinners and Tour Down Under Summer & Spokes event The establishment of a Youth Writing Group to encourage and support young writers. Activities included a launch event with the Libraries team to recognise and promote a book written by one of the young writers in the group. This group transitioned to the Libraries team at the start of 2020. Youth Week activities in 2019, including the facilitation of planning meetings, a Youth Music Festival and a Civic Engagement Workshop for local high school students, attended by Council EM's, Rebekah Sharkie and Josh Teague.
Connected Communities 2.4 Facilitate opportunities for people within communities to connect to each other, including a focus on connecting commuters, temporary residents and isolated people in the region.	Stronger and Healthier Communities and Neighbourhoods for all Generations	<p>Transport A number of Councils, with funding assistance from state and commonwealth governments, provided community transport services to assist transport disadvantaged people to access essential services. Kangaroo Island sponsored Junction Australia (Kingscote's) community bus service.</p> <p>Festivals and events Councils across the region encouraged a vibrant community culture and social connections through support and provision of festivals, markets and events. These included Christmas events and New Year's Eve celebrations, bonfire nights, art exhibitions, music festivals and Fringe events, NAIDOC Week, Reconciliation Week, as well as a range of special events connected to the region's communities, heritage and natural environment. These included: Wooden Boat Festival, Goolwa Regatta Week, The Compass Cup, Aquafest, Cittaslow Smoke Off Festival, Lower Lakes Stockmen's Challenge & Bush Festival, Medieval Fair, Santos Tour Down Under.</p> <ul style="list-style-type: none"> KI Council worked with organisations to gain external funding and encourage festivals on island such as The Fringe and the Adelaide Guitar Festival (Fringe events held in Penneshaw and A Guitar Festival in American River). <p>Community grants Councils across the region provided funding and grants to community centres, community halls and Institutes, men's sheds, community gardens, sporting clubs and recreation grounds to facilitate activities that build social connection and stimulate community development, festival/events, arts/culture, sport/recreation, and environmental activity.</p> <p>Arts and culture</p> <ul style="list-style-type: none"> Adelaide Hills Council opened Fabrik – its new arts and heritage hub at the former Onkaparinga Woollen Mill, Lobethal –and supported public art and placemaking activities through the provision of grant funding. The City of Victor Harbor developed the Coral Street Art Space and continues plans to extend this to an Arts and Culture Precinct including the purchase of the Victa Cinema. Alexandrina Council supported various arts and cultural activities at its Signal Point Gallery, South Coast Regional Arts Centre and Centennial Hall. It has now added school holiday movies to the 'Just Add Water' Program, providing an opportunity for holiday makers and local children and families to enjoy family experiences locally. Alexandrina Council continued its support of <p>New technologies Adelaide Hills Council appointed a Digital Learning Officer to actively support shaping and delivering digital learning across the Adelaide Hills community.</p> <p>Community Libraries Councils across the region provided Libraries with a range of services, programs and resources to meet community needs. The libraries are part of the state-wide OneCard</p>

THEMES/TOPICS/ STRATEGIES FOR THE REGION	STATE PUBLIC HEALTH PLAN PRIORITY	ACHIEVEMENTS 2018 - 2020
		<p>Network, connecting public libraries to a shared database of resources and customers. Services offered by Council's libraries include Toy Library, sessions for babies and pre-school children for literacy development, educational events and activities for adults and children provided by school holiday activities, author talks, information sessions and programs, children's STEM programs, computer and printing facilities, supporting and providing resources for book clubs (valuable to the community to combat isolation and loneliness) craft groups, a Be Connected digital literacy program for 50+ to improve digital literacy skills, a mobile digital devices program which loans devices to the community to improve skills in their homes, a home library delivery service to aged care facilities and private residences to assist with access to library materials.</p> <p>Social programs</p> <ul style="list-style-type: none"> Adelaide Hills Council offers various workshops and regular programs at its community centres such as exercise classes, arts and craft based classes, cards and games, bus outings, community sheds, garden group, cooking classes, rug weaving, mindfulness and yoga. AHC also runs an annual Hills Harmony Picnic to celebrate multiculturalism in the Hills. Hills Connected Communities Consortium (AHC & MBDC) delivered programs to increase social connection, with regional collaboration around activities such as Reconciliation Week, skate park series and nature play festivals. Yankalilla Council commenced its Community Outreach Program working with the individual townships across the district to encourage vibrant community culture by supporting local projects. Council empowers and partners with key stakeholders to deliver projects such as: <ul style="list-style-type: none"> Establishment of the Cape Jervis Progress Association Kids' Markets Wellness Day Workshop CPR sessions Men's Cancer Fundraiser event Family Games Day Junior Football Mental Health workshops Yankalilla Council presented a range of affordable activities and classes for all age groups at the Yankalilla Community Centre including: <ul style="list-style-type: none"> School Holiday & Summer programs Health & Wellbeing Information sessions My Aged Care information sessions Advanced Care Directives Social & recreational sessions <p>Support for vulnerable or disadvantaged community members</p> <ul style="list-style-type: none"> Victor Harbor Council, in partnership with the Alexandrina Council and with funding assistance from the Australian Government, supported the Caring Neighbourhood Program to support isolated residents, especially older people, to develop connection with their community. The City of Victor Harbor provides Support Groups in a number of areas including, grandparents who permanently care for children, families living with children with disability, women and children impacted by family and domestic violence, young people and parents/carers of young people in the LGBTIQ+ community Yankalilla Council hosts 2 locations for Food Hamper collection. This supports local churches who provide food hampers to low-income residents. Council also formed and co-ordinated the Community Welfare Support Group at the start of COVID-19 restrictions to provide food hampers and mental health support to isolated residents. Community Connect is a partnership program involving Yankalilla Council and other service agencies which hosts a weekly drop-in service where residents can meet other community members and service providers to share information. Workshops and guest speakers are arranged on a regular basis. Yankalilla Council supports the local Fleurieu Refugee Support Group.

THEMES/TOPICS/ STRATEGIES FOR THE REGION	STATE PUBLIC HEALTH PLAN PRIORITY	ACHIEVEMENTS 2018 - 2020
Volunteering and Skills 2.5 Encourage and support volunteering and skills development opportunities that support and encourage active and connected communities.	Stronger and Healthier Communities and Neighbourhoods for all Generations	Council volunteers Councils across the region supported volunteering opportunities through their Libraries, Community Centres, Visitor Centres, CHSP programs, conservation areas and public reserves. Development of volunteering <ul style="list-style-type: none"> Victor Harbor, Alexandrina and Yankalilla councils supported Southern Volunteering to provide a local volunteer referral service for residents wanting to get involved in community life and share their skills and experience Supporting the growth of volunteering in the community, Adelaide Hills and Mount Barker District Councils provide an online recruitment platform assisting community groups and organisations to list volunteering vacancies and individuals to search and find suitable volunteering roles. Adelaide Hills and Mount Barker District established a networking group to provide opportunity for those who lead volunteers in the community to connect, receive sector updates and hear from guest speakers. Adelaide Hills Council has delivered training workshops focused on engaging and recruiting volunteers to assist community leaders develop their volunteer management skills. Recognition of volunteers <ul style="list-style-type: none"> The City of Victor Harbor provided a Volunteer Week Small Grants Program to encourage and assist communities to recognize the contribution of their volunteers. Due to COVID restrictions the grant recipients were given an extension to use and report on the grant. Kangaroo Island Council continued with Young Achiever of the Year Awards and Citizen of the Year, Project of the Year and Event of the Year awards. Adelaide Hills, Alexandrina and Mount Barker District Councils continue to recognise and celebrate the contribution of volunteers across the region through hosting a collaborative volunteer event held during National Volunteer Week.
Access to services 2.6 Advocate for good access to health services across the region including through increased and improved health services for vulnerable communities through health agencies and the private sector. This includes advocating for improved medical and health services and public transport.	Stronger and Healthier Communities and Neighbourhoods for all Generations	In partnership with relevant agencies and services Councils have advocated for, or contributed to reviews on a range of health and related services including: <ul style="list-style-type: none"> Improved security services at the Southern Fleurieu Emergency Department and Hospital Increases and changes to Mental Health funding in the region The local and regional needs of older people through contributing to consultations and submissions related to aged care policy reform and related issues. State Housing and Homelessness Strategy and increase in local services and support for people experiencing homelessness. Need for a dialysis service at Mount Barker Hospital. Establishment and expansion of headspace services in the region. Strathalbyn Health Precinct and SA Health's co-design plans for Strathalbyn aged care population. Public education services in Goolwa and Mount Barker. Access to tertiary education services in the region. The Primary Health Network and Yankalilla Council have jointly developed its Online Service Directory for health services in the region.
THEME 3: PLANNING AND PARTNERSHIPS		
Planning and Policies 3.1 Integrate health objectives and outcomes within future planning for towns, new	All State Public Health Plan priorities	Strategic Plans Councils across the region commenced or completed preparation of new Strategic Management Plans, required by the Local Government Act. These planning processes have in most cases resulted in Community Wellbeing strategies and actions being imbedded in the Strategic Plans. For example.

THEMES/TOPICS/ STRATEGIES FOR THE REGION	STATE PUBLIC HEALTH PLAN PRIORITY	ACHIEVEMENTS 2018 - 2020
<p>developments, facilities and open spaces. This includes reflecting health principles and objectives within Development Plans, Strategic Plans, community, open space and asset planning, and climate change planning.</p>		<ul style="list-style-type: none"> Yankalilla Council undertook a significant process of connecting with the community to inform the development of the Strategic Management Plan 2020-2030. This process called <i>Nature's Best – Let's Plan the Rest</i> was the biggest community consultation ever undertaken by Council, engaging with over 10% of the population in a conversation about the future. The process resulted in collectively identifying 12 Key Priorities. Kangaroo Island Council has included in its Strategic Plan 2020-2024 strategic outcome 2.2 'Enrich community culture, health and wellbeing' AHC has included in its Strategic Plan 2020-2024 strategic outcome C4: 'An active, healthy, thriving and resilient community' <p>Disability Access and Inclusion Plans (DAIPs) Councils across the region commenced their DAIP development in this period.</p> <p>Other plans and policies</p> <ul style="list-style-type: none"> Adelaide Hills Council endorsed a Play Space Policy in 2019 that includes principles and guidelines for how Council will plan, develop and manage play spaces. The policy will assist Council to make strategic, sustainable and equitable decisions regarding play space provision and ensure that opportunities for participation are enhanced. Mount Barker Council completed Township Plans for Hahndorf, Macclesfield, Callington, Echunga, Meadows and Harrogate/Brukunga. Mount Barker Council developed a Reconciliation Action Plan, a new Climate Change Action Plan, completed a Housing Strategy and commenced reviewing its Open Space Strategy and Trails Strategy. Yankalilla Council was a key participant in the development and implementation of <i>Thriving on The Fleurieu Collective Impact Plan 2019-2021</i>. Yankalilla Council developed its community engagement framework called <i>Connecting with Our Community</i>. This framework will guide how Council communicates and engages with community members. <p>Planning and Design Code, and planning policy</p> <ul style="list-style-type: none"> Councils considered strategic planning priorities in the context of the implementation of the Planning, Development and Infrastructure Act. The implementation of the Statewide planning reform process will result in a subsequent change from a Development Plan to the Planning and Design Code. Councils across the region reviewed the proposed policies within the new Planning and Design Code to ensure that they reflect the type of communities they wish to see in the region. Alexandrina commenced the Development Plan Amendment process for the Goolwa North Growth Area in which the policies seek to ensure that there is provision for active public spaces and access to equitable open space, shops, education facilities and a range of community services. Housing diversity is also encouraged to ensure that there is affordability, provision for different household sizes and preferences. It also provides for the protection of native vegetation and a 'green network' to revegetate drainage corridors and recreational linkages.
<p>Advocating on Social issues</p> <p>3.2 With potential health partners, advocate for social health issues in the region to be addressed, including drug and alcohol abuse, mental health, domestic violence and homelessness. A</p>	<p>Stronger and Healthier Communities and Neighbourhoods for all Generations</p> <p>Increasing Opportunities for Healthy Living, Healthy</p>	<p>In partnership with relevant agencies and services, Councils have advocated for social issues and service reforms impacting on vulnerable people.</p> <p>City of Victor Harbor and Alexandrina Council advocated for the local and regional needs of older people through contribution to consultations and submissions related to aged care policy reform and related issues.</p> <p>City of Victor Harbor and Alexandrina Council prepared submissions to the State Governments Housing and Homelessness Strategy.</p> <p>Adelaide Hills Council and Mount Barker District Council have been advocating to State Government for support for the community to recover from recent bushfires and are in</p>

THEMES/TOPICS/ STRATEGIES FOR THE REGION	STATE PUBLIC HEALTH PLAN PRIORITY	ACHIEVEMENTS 2018 - 2020
coordinated approach to responding to these issues will be required.	Eating and Being Active	<p>the process of implementing strategies to support recovery, mental health and resilience throughout impacted communities.</p> <p>Alexandrina and Kangaroo Island Councils provided local government nominees to respective Country Health SA Health Advisory Councils (Hills Area, Kangaroo Island and South Coast) to relay ideas and views from the community to facilitate planning for new and improved health and wellbeing services.</p>
<p>Networking</p> <p>3.3 Participate in and support networking within the health sector, including resource sharing and partnering opportunities.</p>	Stronger and Healthier Communities and Neighbourhoods for all Generations	<p>Councils across the region facilitated and / or supported a range of networks to encourage information sharing, networking, collaboration, partnerships and advocacy including:</p> <ul style="list-style-type: none"> • Southern Fleurieu Youth Network • The Southern Fleurieu Housing Round Table • The Fleurieu Region Aboriginal Community Initiatives Network • The Southern Fleurieu Service Provider Network • The High Risk Infants Meetings • KI Health Advisory Council. • Strathalbyn & District Health Service Clinical Services Committee • Strathalbyn Service providers Network • Hills Positive Ageing Taskforce • Southern Fleurieu & Kangaroo Island Positive Ageing Taskforce • Hills Community Passenger Network • Adelaide Hills Youth Sector Network • Hoarding and Squalor Working Group • Goolwa Community Network • Growing Life Connections • Special Interest Groups relating to the following public health topics – Wastewater, Food Act and Health Managers Forum. <ul style="list-style-type: none"> • Mount Barker Council supported the establishment of the Adelaide Hills Disability and Inclusion Reference Group (DIRG) and the Disability Sector Network. • Mount Barker District Council supported the establishment of a Suicide Prevention Network in the area which now has a strong and stable membership of over 15 people. • Yankalilla Council supports the local Fleurieu Refugee Support Group and is a declared Refugee Welcome Zone. • The Hills Positive Ageing Project was part of the workgroup who facilitated the State Regional Aged Care Forum themed 'Ageing with Independence and Purpose' was held in Port Augusta 2019 with many from our regions attending • State-wide Collaborative Project – Research project: CHSP COVID Recovery Response Project which was forwarded to the Department of Health. <p>Councils continue to network with other regional Councils at various levels to identify potential opportunities to partner in funding applications and new health initiatives.</p>
<p>Across Region initiatives</p> <p>3.4 Consider opportunities for across region initiatives (including between 'sub regions') to achieve health initiatives and services that are beyond the scope of an individual Council or there is an economic or social benefit to establishing a partnership.</p>	All State Public Health Plan priorities	<p>The Southern & Hills LGA participated in the Community Wellbeing Alliance Pilot Project (funded by the LGASA) to support coordination between Council on public health. A number of workshops and collaborative projects were initiated in this period through the Pilot Project.</p> <p>Councils participated in the Adelaide Hills, Fleurieu and Kangaroo Island Zone Emergency Committee in order to maintain a Zone Management Plan. Councils participated in the Fleurieu Bushfire Management Committee to develop and maintain a Regional Bushfire Management Plan.</p> <p>Fleurieu councils partnered to provide a range of community services and other initiatives, including the Fleurieu Region Aquatic Centre and Fleurieu Region Waste Authority.</p>

THEMES/TOPICS/ STRATEGIES FOR THE REGION	STATE PUBLIC HEALTH PLAN PRIORITY	ACHIEVEMENTS 2018 - 2020
		<p>Adelaide Hills, Mount Barker and Alexandrina Councils work collaboratively across the region to deliver transport services and support for positive ageing service providers. They have received funding from Department for Health and Wellbeing, Office for Ageing Well run a wellbeing project aimed at building wellbeing champions throughout the region to support older people to age well.</p> <p>Adelaide Hills and Mount Barker Councils work collaboratively to provide support for volunteer involving organisations.</p> <p>Arts and Culture Facilitator is a shared resource between Yankalilla Council, the City of Victor Harbor and Country Arts SA to provide arts and cultural programs and initiatives within the region.</p> <p>Victor Harbor, Yankalilla and Alexandrina Councils are members of the Fleurieu Regional Community Services Advisory Committee where the Regional Health Plan is a regular agenda item allowing cross-Council discussion of current issues and trends.</p> <p>Yankalilla, Victor Harbor and Alexandrina Councils partnered in the provision of Fleurieu Families to provide a range of supports for families with children. At 30 June 2020 Alexandrina Council ceased partnering in this program. Fleurieu Families will continue to deliver services to the regions the Commonwealth and State Governments fund them to support, this includes Goolwa through to Port Elliot in the Alexandrina Council Region.</p> <p>Through the STARCLUB Field Office Program, the Alexandrina, Yankalilla and Kangaroo Island Councils and City of Victor Harbor supported the development of strong and sustainable sporting clubs and enhanced support to councils on a range of recreation and sport matters. As of 30th June 2020 Alexandrina Council ceased partnering in this program. The Office of Recreation and Sport fund the ongoing Star Club Field Officer Program across the region.</p>
<p>Funding and resources</p> <p>3.5 Seek additional funding and resources from other levels of government and funding providers to contribute to achieving health initiatives in the region.</p>	<p>All State Public Health Plan priorities</p>	<p>Councils across the region collaborated to attract grant funding for four public health projects hosted by the Southern & Hills LGA:</p> <ul style="list-style-type: none"> • Community Wellbeing Alliance Pilot Project • Community Wellbeing Indicators for South Australian Local Governments • Regional Champions for Accessible Destinations in the S&HLGA • Regional Champions for Accessible Communications in the S&HLGA <p>Councils receive funding from state and commonwealth governments for a wide range of health and wellbeing initiatives including:</p> <ul style="list-style-type: none"> • Office for Recreation, Sport and Racing • Department for Human Services • Commonwealth Department of Health • Commonwealth Department of Social Services • Commonwealth Department of Infrastructure, Regional Development and Cities <p>Adelaide Hills Council has received the following grant funding for the delivery of priority sports projects:</p> <ul style="list-style-type: none"> • Heathfield Oval Change Room Project - Sports Australia - \$499,199 • Heathfield Oval Change Room & Cricket Net Project – Office for Recreation Sport & Racing - \$490,000 • Bushfire Impacted Oval's Remediation - AFL Bushfire Recovery Fund - \$212,250 • Lobethal Bushland Park Play Space Project - State Emergency Relief Fund - \$150,000 • Gumeracha Court Reconstruction & Resurfacing Project - Federal Government Community Development Grants - \$220,000 <p>Mount Barker District Council has been successful in obtaining funding for the following open space projects:</p>

THEMES/TOPICS/ STRATEGIES FOR THE REGION	STATE PUBLIC HEALTH PLAN PRIORITY	ACHIEVEMENTS 2018 - 2020
		<ul style="list-style-type: none"> • Littlehampton Greening (Miels Park and the Glebe, Littlehampton); - Places for People State Government funding - \$400k • Extension to the Laratinga linear trail, Mount Barker - \$380k <p>Kangaroo Island Council also received Place for People grant for main street improvements in four towns.</p> <p>The City of Victor Harbor received funding from State and Federal Governments for the provision of:</p> <ul style="list-style-type: none"> • STARCLUB Field Officer • Fleurieu Families • Positive Ageing Task Force • Caring Neighbourhood Programs • Southern Communities Transport Scheme <p>Alexandrina Council has successfully obtained funding for the following:</p> <ul style="list-style-type: none"> • State Government- Goolwa Sports Precinct - \$800,000 • Surf Life Saving South Australia (SLSSA) & Alexandrina council & Goolwa Surf Life Saving Club (GSLSC) - GSLSC build - \$3.5 million • SLSSA & Alexandrina Council & Chiton Surf Life Saving Club (CSLSC) - CSLSC re-build - \$3.53 million • SLSSA & Alexandrina Council & Port Elliot Surf Life Saving Club (PESLSC) PESLSC re-build – 5.5 million • Federal and State Funding for the Goolwa Wharf Precinct Revitalisation Project - \$7.5 million • Federal - Regional Arts Fund Community Grant (youth theatre program) \$14,446 <p>A number of Councils received funding from the Commonwealth Department of Health, Commonwealth Home Support program for services to support older people to remain within their own homes.</p>
<p>Coordinated approach</p> <p>3.6 Adopt a coordinated and strategic approach to obtaining funding, strengthening health partner relationships and achieving health related initiatives. This could involve a region-wide working group that liaises on health opportunities and initiatives.</p>	<p>All State Public Health Plan priorities</p>	<p>All councils in the region participate in the S&HLGA Regional Public Health Working Group. The Southern & Hills LGA Executive Officer provides administrative and secretarial assistance to this group. The key outcomes and successes of the Southern and Hills Local Government Association Regional Public Health Working Group are reported to the Southern & Hills LGA Board via the Executive Officer Board report.</p> <p>The Fleurieu Region Community Services Advisory Committee (a Section 41 Committee) supported a regional approach between the Victor Harbor, Alexandrina and Yankalilla to:</p> <ul style="list-style-type: none"> • Advise on planning, development and implementation of regional community service programs. • Monitor and review the operations of Councils' regional community service programs. • Identify current and emerging regional community service needs and make recommendations on priorities for future planning and service development. • Facilitate regional advocacy and support for responses to local community services issues, and in particular local initiatives with regional significance. <p>Through the Fleurieu Families Program, Alexandrina, Victor Harbor and Yankalilla Councils continue to develop a Collective Impact Plan to support a regional approach between agencies and services to support for the wellbeing of children.</p> <p>Adelaide Hills Council also partners with neighboring community centers to provide a coordinated approach to service provision and accessing funding opportunities, and with Mount Barker District Council to run a Reconciliation Working Group and to support volunteering in our communities.</p>

Section 2: EMERGING PUBLIC HEALTH ISSUES AND OPPORTUNITIES

Challenges 2018-2020

Mental Health

- There are ongoing challenges in the region regarding funding for Mental Health and access to adequate services. These existing challenges have been exacerbated by the impacts of bushfire on communities in three of the Councils in this region, and by the effects of the Covid 19 pandemic.
- Yankalilla District Council notes that the community based agencies have started to collaborate to prepare a mental health plan for the Yankalilla district to enable more funding for services to be available for community members in the district.

Transport

- Expenses associated with transport to Adelaide for health-related services which are not available in the region. The issue is being close enough to Adelaide not to have services provided in the region, but not close enough to be in the metro-ticket scheme for transport. For example, from City of Victor Harbor the ticket cost is \$28 per adult. When people need regular transport (eg 5 days per week) to attend a health service this is very expensive.
- A Strategic Directions and Public Transport Action Plan for the Adelaide Hills – Fleurieu Peninsula Region was developed in this period. Implementation of this plan will require new investments in public transport. The Plan aims to significantly improve public transport services and infrastructure in the region under 3 key themes
 - a. Regional equity (be as good as comparable other regions)
 - b. Smart investment (future proof, improve ROI and reduce congestion)
 - c. Economic Growth (enable, attract more tourists and support the region's population and businesses).

Managing COVID 19 and the assessment of Gaps highlighted by the pandemic.

- Covid 19 pandemic highlighted the high reliance on volunteers in the region and the impact of losing these volunteers was considerable. For example, 80% of volunteer drivers in one council's medi-ride system were in the vulnerable groups for covid-19 and were not able to continue providing very important volunteer services during the pandemic. There is a need to mitigate the risks related to having high numbers of volunteers in essential roles.

State – Local Government collaboration in public health

- The Mount Barker and Murray Bridge Hoarding and Squalor working group is currently not operating. The lack of funding support at a state level to provide collaborative resources to respond to hoarding and Squalor cases made it difficult get constructive outcomes. Without any real commitment from SA Health and the State Government to respond to the growing issue of Squalor and Hoarding the working group is really only a platform for the discussion of various case studies.

Managing growth and funding for infrastructure and services.

- Mount Barker District Council continues to experience challenges regarding funding and providing sufficient services and community infrastructure. Building the healthy communities of the future requires access to local services, schools, employment opportunities, recreation and open space, community meeting places, health services and public transport. Mount Barker is experiencing significant growth and change as a result of the 30-year Plan for Greater Adelaide. There is a need and opportunity to improve the alignment of other systems such as education, transport, infrastructure and health with the urban planning system of South Australia.
- Alexandrina Council is also experience growth, and challenges providing balanced infrastructure spending across its 10 townships.

State Planning Reform

- Councils note there are challenges with implementation of the Planning and Design Code, particularly ensuring that the policies that are introduced will reflect the housing needs of the community with respect to adaptability and energy efficiency, and that the new Code will promote health and wellbeing through the built environment.

Impact of funding and reforms in Aged/Disability Services on Local Government

- State/Commonwealth governments have changed, and continue to change, how aged care and disability services are funded and delivered. Key principle underpinning reform is the change in Commonwealth support from 'block funding' to a 'packaged care' funding model - an individualised budget. In 2019 Alexandrina Council identified the need to commence planning to enable Council to make informed and proactive decisions before the funding regime changes and, Council was forced into reaction without the time to plan for transition of services, clients or staff. Alexandrina Council's decision to cease delivery of South Australian Home and Community Care (SA HACC) /Commonwealth Home Support Program (CHSP) services from 2021 required a substantial transition

plan to ensure:

- relevant service providers are active in the region
- current HACC and CHSP clients are carefully and sensitively moved to alternate service providers
- that Council adequately assesses its role in 'filling any gaps', and
- that workforce planning is appropriately managed.

Emerging public health issues 2018-20

Increased extreme climate events such as heat waves and bushfire.

- Kangaroo Island Council, Adelaide Hills Council and Mount Barker District Council were all impacted by bushfire during 2019/20.

Social impacts and disruption from population growth

Mount Barker District Council has emerging challenges regarding rapid growth and change including:

- Integrating new and existing communities, particularly in the growth areas.
- Keeping the best of local culture, connection, heritage and identity in townships.
- Supporting our priority populations, who have likely been disproportionately impacted by the effects of climate change and Covid-19, so that they are also not 'left behind' during growth.

Covid-19 pandemic

- Financial hardship driven from economic downturn due to Covid-19
- Mental health and wellbeing impacts of COVID-19 Pandemic and social isolation
- Restrictions on travel for holiday property owners, especially in coastal communities
- Restrictions on delivery of events that attract visitor populations and help connect communities.

Councils also noted emerging issues regarding:

- Safety of staff in emergency departments due to a rise in violent drug and alcohol presentations.
- Emergency housing, homelessness, hoarding and squalor
- Poverty
- Transport disadvantage
- Resourcing to implement the DAIP and resourcing to support mainstream services to be accessible for all
- Sport facility upgrades and replacement of ageing infrastructure
- Decline in volunteerism.

Opportunities

Sharing learning and experiences. There is significant opportunity for councils in the region to better share their learning and experience in developing and implementing programs that respond to the public health needs of communities.

Partnerships and collaboration. While there is already significant partnering and collaboration between councils in the region there is an opportunity to enhance collaboration and build new partnerships in responding to the public health needs of communities.

Measuring success. There is an opportunity to further develop awareness of social determinants of health and health equity as a basis for measuring whether public health plans are having a positive impact of the health and wellbeing of communities.

Funding reforms for Aged/Disability Care Sector. Funding for this sector, post reform, remains dynamic. Alexandrina Council is taking the opportunity to re-imagine its programs and services to better meet the needs of the whole community, and to transition to a new model in a staged and appropriately managed manner from 2021.

Grant funding opportunities have increased due to government stimulus funding. The challenge is to harness these for public health outcomes (eg footpath construction programs, not just road upgrades).

Cross departmental collaborations. There is potential for more collaboration between Council's departments to align efforts and improve public health. In this period, Councils engaged in cross-departmental collaboration to develop Disability Access and Inclusion Plans.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item: 13.2

Responsible Officer: David Waters
Director Community Capacity
Community Capacity

Subject: Recovery Update

For: Information

SUMMARY

The purpose of this report is to provide a progress report on the implementation of the Council's Cudlee Creek Bushfire Recovery Action Plan and initiatives supporting recovery from the COVID-19 pandemic. It also provides a progress report on discussions with government and non-government agencies on opportunities to help communities and businesses develop resilience to future events.

RECOMMENDATION

Council resolves that the report be received and noted.

1. GOVERNANCE

➤ **Strategic Management Plan/Functional Strategy/Council Policy Alignment**

Strategic Plan 2020-24 – A brighter future

Goal Community wellbeing

Objective C2 A connected, engaged and supported community.

Priority C2.5 Continue to work with government agencies and non-governmental organisations to support the community recovery from natural disasters and the COVID-19 pandemic.

➤ **Legal Implications**

The *Local Government Act 1999* defines one function of a council to be:

7(d) to take measures to protect its area from natural and other hazards and to mitigate the effects of such hazards.

The *Emergency Management Act 2004* defines no specific role for local government in emergency management, but the principles contained in Section 2 include that emergency management arrangements must:

- (b) *reflect the collective responsibility of all sectors of the community, including both State and local government, the business and non-government sectors, and individuals; and*
- (c) *recognise that effective arrangements require a co-ordinated approach from all sectors of the community, including both State and local government, the business and non-government sectors, and individuals.*

➤ **Risk Management Implications**

Prudent decision making in determining the level and type of initiatives undertaken in recovery will assist in mitigating the risk of:

Failure to adequately formulate and execute a plan for helping the community recovery from bushfire and COVID-19 leading to a significant and prolonged loss of community confidence. Major adverse impact on community wellbeing.

Inherent Risk	Residual Risk	Target Risk
Extreme (4B)	Medium (2C)	Low

Existing controls include the development of a *Bushfire Recovery Action Plan* and the implementation of measures contained therein to date.

Further controls to reduce the risk include pursuing additional funding to enable the Council to fully implement its Bushfire Recovery Action Plan and to conduct initiatives to restore confidence following the COVID-19 pandemic.

➤ **Financial and Resource Implications**

Bushfire recovery

The Council allocated a net \$430,000 in its 2020-21 Budget to go along with a net \$570,000 in 2019-20 for a total Council bushfire recovery net contribution of \$1.0m.

Changes in the accounting treatment for income initially recognised in 2019-20 following consultation with the Council's auditors, resulted in \$1.55m of recovery grant income being transferred to 2020-21. Nevertheless, the total budgeted amount for bushfire recovery remains \$1.0m. It should be noted that some of this budget will need to be allocated into 2021-22 to recognise some extended recovery activities.

The following table indicates the latest estimate of costs and income against key recovery initiatives.

Recovery initiative	Original estimated cost	Latest estimated cost*	Offsetting income and source
Roadside tree management	\$3.0m	\$4.082m	\$3.732m \$1.225m Cat D federal grant \$2.487m State Government
Biodiversity and habitat restoration	\$770,000	\$520,000 (inc. \$30,000 for LBP masterplan)	\$378,200 \$49,200 wildlife recovery grant \$40,000 trails development grant \$25,000 landcare grant \$25,000 threatened species grant \$139,000 wildlife and habitat community grant \$100,000 LERP
Planning and development	\$560,000	\$400,000	\$175,000 Development application fees
Community development activities	\$255,000	\$255,000	\$250,000 Community Recovery Fund (State/Fed)
Commonwealth Home Support Program – additional support	\$220,000	Nil	N/A
Business recovery activities	\$150,000	Nil	State Government has appointed this role.
Fencing repairs	\$50,000	\$65,000	
Fencing contributions	\$100,000	\$85,000	
Sports fields rehabilitation	\$75,000	\$210,000	\$210,000 AFL Bushfire Relief Fund
Fire tracks assessment and rehabilitation	\$75,000	\$50,000	
Other expenses (inc waste management, events, communications, rates relief, etc)	\$650,000	\$272,000	
Other income (inc. insurance)			\$192,000
TOTAL	\$5.905m	\$5.939m	\$4.937m

*Excludes costs for Lobethal Bushland Park Playspace, which has been given a separate allocation of capital funding (\$150,000).

The table above shows a difference of \$1,002,000 between identified recovery costs and secured offsetting income, which is an improvement on the position reported in December 2020 and brings the net recovery costs in line with the \$1.0m amount budgeted by Council. Further grants will continue to be pursued where possible and discretionary elements are under constant review in order to control costs.

Since the December 2020 update report, the most significant change is to costs and offsetting income against the roadside tree management item. The total estimated cost of works has risen from \$3.88m to \$4.08m as further necessary tree work has been identified. At the same time, however, the Council has been successful in securing a range of additional environmental grants. In recent weeks, the Council has secured a \$139,000 grant through the Commonwealth Bushfire Recovery for Wildlife and Habitat Community Grants Program for the restoration of significant roadside biodiversity. It will also benefit from access to approximately \$100,000 from a recently announced Local Economic Recovery Program (joint State and Federal Governments) grant to PIRSA and Landscapes Hills & Fleurieu for weed management across a range of fire impacted sites. Total grant funding secured for biodiversity recovery now comes to \$378,200.

It should be noted that some of the funding will need to be moved into 2021-22 to reflect ongoing work, particularly in development application assessment and biodiversity recovery.

COVID-19 pandemic support

The Council allocated \$120,000 in its 2020-21 operating budget for *“Financial support to assist the business and community to recover from bushfires and COVID-19 (incl. rates)”*.

The Council also allocated \$50,000 to cover operational costs associated with service continuity, including things such as additional vehicle hire to enable works crews to distance while continuing to travel to and from work sites, Perspex barriers in service areas, hand sanitiser, masks, etc. At this stage, the costs associated with this aspect are around \$150,000.

The \$120,000 budget amount was primarily intended to offset lost revenue including through the deferral of rates, waiving of fines/interest where people impacted with either the bushfire or COVID-19 pandemic sought assistance through the Council’s hardship provisions as well as, if the demand for hardship consideration allowed, provide the Council with capacity to address other needs in a targeted fashion.

The following points are also of note:

- a. As at the end of February 2021, 732 ratepayers had rate balances outstanding, being a further decrease on the 861 ratepayers outstanding as at the end of November 2020. Of the 732, 89 had applied under Council’s hardship provisions including COVID-19 and the Cudlee Creek Bushfire and had their interest waived for the month of February 2021.
- b. Together with fines waived for the 3rd quarter instalment due 1 March 2021, the total amount of rate fines and interest remitted for the 2020-21 financial year to March 2021 now totals \$17,628.
- c. As advised previously, an amount of \$13,426 relating to outdoor dining permits for businesses within the Council area were also waived in the 2020-21 financial year resulting in a total balance of \$31,054 allocated to the Financial Support Operating Initiative to the end of March 2021.

While it is difficult to predict what may happen in the remainder of the financial year, it can be inferred from the above points that while the number of people struggling to pay rates on time has only increased marginally, a significant additional percentage of ratepayers have elected to pay their rates in instalments rather than in full up front. It is not known whether this reflects a hardship situation or that people are just being more conservative with spending (or both).

It should also be noted that the Federal Government's Job Keeper and Job Seeker programs are being wound back this month. The impact of this is not yet known, so although it is apparent that the full \$120,000 budget may not need to be spent in this way, it would be prudent to retain the budget provision to enable the Council to respond accordingly.

It is intended to consider both of these budget items in Budget Review 3, with a view to balancing them out as far as possible.

➤ **Customer Service and Community/Cultural Implications**

There has been a significant focus on continuity of service provision during both the bushfire recovery and the COVID-19 pandemic.

In relation to the bushfire, the Administration had customer service and development assessment staff based at the Recovery Centre at Lobethal for a number of weeks in order to be as accessible as possible to the impacted community.

In relation to the COVID-19 pandemic, which forced the shutdown of the Council's physical sites, as many programs and services as possible were moved online or conducted in an alternative manner. These included library programs, community centre programs and Fabrik programs. The borrowing of physical library items continued throughout the restrictions with protocols put in place to enable people to safely collect and return items they had reserved online. The only exception to this was during the November 2020 'stay at home' direction, where all on site services were paused for three days. Most programs and services are now back up and running in-house, with COVID-safe Plans in place where required by the Police Commissioner's health directions. The Mobile Library returned to service in mid-September (albeit not servicing schools) and in-house group library programs recommenced in October.

➤ **Sustainability Implications**

Not applicable.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

Council Committees: Not applicable.

Council Workshops: Nil since the previous update report in September 2020.

Advisory Groups: Not applicable.

Administration: The following staff had input to the Recovery Action Plan updates:
Manager Economic Development

Manager Community Development
Manager Financial Services
Manager Development Services
Arboriculture Officer
Community Recovery Officer
Biodiversity Officer
Trails Officer

External Agencies: There has been regular engagement with relevant government agencies regarding the development, funding and execution of the Council's Recovery Action Plan.

Community: Not applicable.

2. BACKGROUND

The Cudlee Creek Bushfire started on 20 December 2019 and the COVID-19 pandemic started to significantly impact in March 2020. In both cases, the Council quickly recognised its role in supporting its community through recovery.

The Council has received numerous reports and held workshops on these matters and for the sake of brevity, the complete history is not repeated here.

Pertinent to this report, however, the Council adopted three performance targets for the Chief Executive Officer in 2020-21, being:

- 1. Provide quarterly progress reports to Council on the implementation of the Council's Bushfire Recovery Action Plan and initiatives supporting recovery from the COVID-19 pandemic.*
- 2. Actively pursue opportunities to work with government and non-government partners on programs to assist communities and businesses develop resilience and readiness for future disasters. Include regular updates to Council as part of the quarterly Recovery Action Plan reporting.*
- 3. Engage with local communities and businesses in developing a Lobethal Bushland Park Masterplan. Present the draft masterplan to Council for its consideration.*

Further, at its meeting held on 25 August 2020, following consideration of a Motion on Notice, the Council resolved as follows:

Moved Cr Linda Green
S/- Cr Malcolm Herrmann

163/20

That Staff provide a report to Council on support for community groups in response to impacts from COVID-19 at the Ordinary Council Meeting in September 2020.

Carried Unanimously

Following consideration of an update report at its meeting held on 22 September 2020, the Council resolved as follows:

12.3 Recovery Update

Moved Cr Pauline Gill
S/- Cr Linda Green

206/20

Council resolves:

1. That the report, including the update on the Council's activities in support of recovery from the Cudlee Creek Bushfire and COVID-19 pandemic, be received and noted.
2. That Council approve the submission of an application for funding of \$140,000 per year for two years for the establishment of a Resilience and Readiness Program.
3. That Council work with the Office of the Premier's Advocate for Suicide Prevention to initiate a Suicide Prevention Network in the Adelaide Hills.
4. That subject to the success of the pilot series of workshops currently being conducted to support community groups in the recovery from both the Cudlee Creek Bushfire and the COVID-19 pandemic, that a further series of workshops be held to target the needs of community and sporting associations throughout the district.

Carried Unanimously

This report addresses the matters contained in the Chief Executive Officer's performance target, as well as providing an update on resolutions made at the September 2020 meeting.

3. ANALYSIS

Bushfire Recovery Action Plan

Updates against each item in the Council's *Bushfire Recovery Action Plan* are contained in **Appendix 1**. In general, the Council's recovery initiatives are in line with the plan considered and endorsed by the Council at its meeting held on 24 March 2020.

Notable amendments include:

- Amending the business recovery aspect to recognise that the State Government has appointed resources to manage this
- Adding the development of a masterplan to guide the recovery and development of Lobethal Bushland Park
- Adding the development of Fabrik as a local economic recovery initiative.

One indicator of a community's progress in recovery is the rate of rebuilding. At the time of writing this report, Council had received 312 development applications from bushfire affected properties, including 65 dwellings. Of the 312 development applications, 282 or 90% have now received either full Development Approval or Planning Consent.

Given there were some 550 structures destroyed by the fire, including 87 dwellings, this suggests a good rate of rebuilding. It is recognised that some people will, and should, take some time to determine whether or not to rebuild and may in fact rebuild differently.

Council Members' attention is drawn in particular to the progress made since the December 2020 update in securing environmental grants to help in the recovery of impacted biodiversity. In recent weeks, the Council has secured a \$139,000 grant through the Commonwealth Bushfire Recovery for Wildlife and Habitat Community Grants Program for the restoration of significant roadside biodiversity. It will also benefit from access to approximately \$100,000 from a recently announced Local Economic Recovery Program (joint State and Federal Governments) grant to PIRSA and Landscapes Hills & Fleurieu for weed management across a range of fire impacted sites. Total grant funding secured for biodiversity recovery now comes to \$378,200.

It should also be noted that the Council has recently secured a \$3.0m grant from the Local Economic Recovery Program to go with \$1.3m already committed by the Council to develop Fabrik. The capital cost and income associated with this project is not included in the bushfire recovery costs outlined in this report as it is considered a standalone project.

COVID-19 pandemic recovery

Although there is no formal 'recovery structure' in place for the COVID-19 pandemic, there were a range of things done by the Council to support its community and a number of these are ongoing. Primarily this is focussed on tailoring normal council programs and services to emerging needs and ensuring continuity of programs and services in a COVID-safe way.

Although the Council does offer community immunisation clinics, it is worth noting that the Council has not, to date, been approached by health authorities about getting involved in COVID-19 vaccinations.

Community support measures include:

- Contacting Commonwealth Home Support Program (CHSP) clients regularly by phone to maintain contact and conduct welfare checks, including in the latter part of 2020, the provision of single-use facemasks for use by contractors and clients when services are undertaken in a private home
- Resuming in-house CHSP and community centre programs in line with increasing confidence in program participants' desire to come back to in-house programs. All programs are conducted in line with relevant health directions and recommendations
- Adjusting program offerings to match community needs
- Providing alternative forms of support to CHSP clients through, for instance, home delivery of activity packs
- Utilising home delivery service in lieu of the Mobile Library
- Offering children's programs on line – by livestreaming in-house programs on Facebook and posting videos on YouTube (subject to copyright limitations)
- Offering interactive science, technology and creative programs through Zoom
- Re-covering customer seating with easily cleaned faux leather and progressively restoring public seating across libraries

- Separating physical service points to ensure continuity of access while achieving physical distancing
- Installing perspex screens between computer stations to ensure all stations are still accessible while providing physical distancing
- Encouraging community groups and sporting associations to apply for grants to support the community recovery
- Referring community members to appropriate avenues of support through normal customer service channels, the Council's dedicated COVID-19 information webpage and through other communications channels (e-newsletter, social media posts, etc).

Business support measures include:

- Utilising the Council's business newsletter (over 6,000 subscribers) to share information and promote support available to businesses from other levels of government
- Direct referral to government and non-government support services available to businesses
- Encouraging an industry led response to challenges facing the tourism industry including sourcing grant funding for regional tourism initiatives, including:
 - \$30,000 for Pome Fest 2020
 - \$40,000 for trail upgrades in Lobethal Bushland Park to enhance visitor appeal
 - \$60,000 for improved signage and other facilities to improve visitor experiences along the Amy Gillet Bikeway.

Council Members will also be aware that Council allocated \$780,000 in Commonwealth funding from the Local Roads and Community Infrastructure Program to the following projects supporting economic recovery:

- New Toilets – Woodside Institute (\$200,000)
- Lobethal Centennial Hall Toilet Upgrade (\$80,000)
- Fabrik – Building upgrades (\$230,000)
- Mill Road Corner Community Pocket Forest (\$40,000)
- Stirling to Crafers Bikeway (\$125,000)
- Footpath – Crafers (\$66,415)
- Footpath – Cudlee Creek, Redden Drive (\$40,000).

The Commonwealth has since committed further funding under this program, with Adelaide Hills Council allocated approximately \$1.6m. At the time of writing this report, work was underway to identify candidate projects for this additional money and the Council is receiving a separate report on this matter at this meeting.

Supporting community groups through the COVID-19 pandemic

At the 22 September 2020 meeting, Council considered a range of ways to support community groups through the COVID-19 pandemic. Since that meeting, and in furtherance of the Council's resolution in this regard, the following has taken place:

- Community Development Grants have been considered and awarded by the Council at its meeting held on 24 November 2020. A number of these grants were awarded to community groups which specifically highlighted the impacts of the COVID-19 pandemic on their ability to raise funds, as well as the benefits their proposals would have on communities impacted by pandemic restrictions
- A workshop providing tips on securing grants was held in September 2020
- A workshop on securing sponsorships in a COVID-19 environment was held in September 2020
- A workshop on risk management and running COVID-safe events was held in September 2020 (14 groups represented).

Based on the success of the aforementioned workshops, a further series of workshops is currently being planned.

Council continues to support community groups across the district in ways such as:

- Rent free ('peppercorn') accommodation in Council facilities
- Maintenance grants (for certain sporting groups which own public facilities)
- Insurance subsidies (for committees managing council halls)
- Printing subsidies
- Rate rebates
- Event support grants – 4 grants have already been provided and there is strong interest arising now that events can be more easily held.

Supporting resilience

As mentioned earlier in this report, one of the Chief Executive Officer's performance targets for 2020-21 is to pursue opportunities to work with a range of agencies and organisations to support resilience and readiness for future disasters.

Fruitful discussions were held with a range of government and non-government agencies as outlined in the September update report. Subsequent to the 22 September 2020 resolution, the Administration lodged an application for funding to conduct a Resilience and Readiness Project, with key objectives being to:

- Play a coordinating role in connecting communities and individuals to existing programs aimed at helping communities and individuals prepare for disasters (such as CFS programs and Australian Red Cross Programs)

- Deliver training and awareness to target groups in the area of psychological preparedness, with a focus on young children and adolescents
- Establish and maintain information on the Council's website to assist communities plan for and recover from disasters.

The Council's application was successful and \$280,000 in Commonwealth funding has been secured for the program for the 18 months to 30 June 2022.

Two officers have since been recruited and they are now working on establishing the program.

Suicide Prevention Network

In the September update report, Council Members were appraised of the Office of the Premier's Advocate for Suicide Prevention's invitation for the Council consider working with the Office to establish a Suicide Prevention Network in the Adelaide Hills. Council Members previously received a workshop presentation by the then Premier's Advocate for Suicide Prevention, the Hon. John Dawkins MLC, on 11 August 2020, regarding this matter.

Subsequent to the 22 September 2020 resolution, the Administration advised the Office of the Premier's Advocate for Suicide Prevention (who is now Dan Cregan MP, Member for Kavel).

In recent weeks, the Administration has been working with the Office of the Chief Psychiatrist on a plan for establishing a Network in the Adelaide Hills and it is anticipated that this will occur in the coming months.

Bushland Park masterplan

Progress on the development of the masterplan has been provided in previous quarterly recovery update reports, however, the Council is receiving a separate report on this matter at this meeting.

4. OPTIONS

Council has the following options:

- I. Determine whether or not to receive and note this report, and/or make any further decisions regarding the subject matter.

5. APPENDIX

- (1) Bushfire Recovery Action Plan status report

Appendix 1

Bushfire Recovery Action Plan Status Report

Activity title	Recovery domain	Recovery aspect	Activity description	Responsible officer	Total cost estimate	Potential funding sources	Offsetting income estimate	Status - as at 10 March 2021	Timeframe
Roadside tree clearing and monitoring	Natural	Tree management	Manage trees on roadsides and reserve for public safety and potential damage to public and private infrastructure	Damian Brennan	\$ 4,082,000	Federal Government Cat D funding \$1.225m State Government 'bushfire clean-up' funding \$2.487m	\$ 3,732,000	SUBSTANTIALLY COMPLETE. Final work underway. The Administration negotiated further funding with the State Government to enable additional work to be carried out to address outstanding at-risk trees on roadsides.	Jan - Dec 2020 - initial work Ongoing monitoring and follow up for 3 years
Wood distribution	Social	Tree management	Distribute wood from roadside tree work back to the community for home heating. This involves suitable wood being prepared and distributed by community groups either as a fundraiser and/or charitable exercise.	Damian Brennan		Cost incorporated into tree clearing contractor costs. No external funding requirement anticipated.		COMPLETE. Over 50 tonnes of wood was distributed to people in the bushfire impacted area.	March-May 2020
Lobethal Bushland Park - Play Space Replacement	Built/infrastructure	Recreation, unstructured	The Play Space at Lobethal Bushland Park was destroyed by the fires, & as a result, will need to be replaced. Insurance funding is likely to only cover the 'like for like' (approx \$29,000) replacement of the equipment. It is envisaged that consultation with the community will highlight that additional equipment / landscaping elements are sought, & funding will need to be sought to deliver this.	Renee O'Connor	\$ 450,000	Council has formally allocated \$150k. SERF has awarded \$150k. LERP (State/Fed) funding of \$150k has been committed. Insurance claim from destroyed asset.	\$ 300,000	IN PROGRESS. Community engagement has occurred to inform a draft masterplan for Lobethal Bushland Park, which incorporates the playspace. Tender documentation underway. On track for construction of the playspace in 2021.	July 2020-June 2021
Biodiversity management Reserves	Natural	Biodiversity regeneration and fauna habitat	Restoration of native vegetation/revegetation and weed management in 4 Council reserves (Bell Springs Reserve, Formby Road Cemetery, Mt Charles - excluding Lobethal Bushland Park)	Tonia Brown	\$ 120,000	\$100,000 Local Economic Recovery Program grant (part of \$3m grant to Landscapes H&F/PIRSA) to be spent on AHC reserves). (Some existing Biodiversity operational budget for reserve and roadside management and use of in-house biodiversity staff resources)	\$ 100,000	IN PROGRESS. Council has initiated post bushfire weed management in its significant reserves, such as Lobethal Bushland Park. A comprehensive weed management program will be delivered using Wildlife Recovery Grant funding for a period of 3 years. Council has supported volunteer organisations in their bushfire recovery efforts with additional green waste collection and disposal. Council has also supported the construction of DEW funded 'threatened species fencing' around significant populations of nationally threatened plants to deter overgrazing by native and exotic herbivores. Council is facilitating access to cut Eucalyptus foliage from roadside maintenance, to service the increased demand for koala and possum 'browse' as a result of the rescued wildlife following the bushfire. Council has created a Native Habitat Gardening Guide for 'low flammability' gardens to assist residents in selecting appropriate plant varieties for their gardens in high bushfire risk areas.	Winter / Spring 2020-2025
Recovery of Lobethal Bushland Park	Natural	Biodiversity regeneration and fauna habitat	Recovery of natural areas and park infrastructure within Lobethal Bushland Park following fires.	Tonia Brown	\$ 150,000	\$49,200 Wildlife Recovery Fund grant secured, for post-fire weed management in LBP. \$25,000 Nature Valley Trails Landcare Grant secured, for materials to restore trail infrastructure in partnership with FoLBP. \$40,000 Regional Tourism Bushfire Recovery Grant secured, for restoring walking trails in LBP. \$25,000 Federal Threatened Species Fund secured, for fencing to protect threatened species from Kangaroo grazing in LBP. (Some existing Biodiversity operational budget for reserve and management and use of in-house biodiversity staff resources)	\$ 139,200	As above for Biodiversity Management Reserves	Winter / Spring 2020-2025
Biodiversity Management - Blue Marker Sites	Natural	Biodiversity regeneration and fauna habitat	Restore Blue Marker sites	Tonia Brown	\$ 220,000	\$139,000 secured.	\$ 139,000	ONGOING. The \$139,000 Wildlife and Habitats Community Grant will be used to manage the recovery of 70 roadside 'blue marker' sites impacted by the fire. The sites will then be managed under the Council's Roadside Weed Control Work Plan.	next 5 years
Lobethal Bushland Park - Masterplan	Natural	Recreation, unstructured	A masterplan will be developed to guide the recovery and future development of Lobethal Bushland Park to reinforce its role as a key biodiversity conservation site and maximise its potential for recreation and tourism.	Meridee Jensen	\$ 30,000			IN PROGRESS. Project plan and stakeholder mapping is complete. First open community engagement was held on site on 13 December 2020. Draft has now been developed for Council consideration in March 2021.	September-March 2021

Development applications	Built/infrastructure	Planning and development	Assessing applications for development associated with reconstructing and/or repairing destroyed assets. Fast-track applications for reconstruction by recruiting one additional statutory planner and building officer and additional administration hours to manage application process. Assist applicants to minimise fees where possible. Work with Planning Institute of Australia and Royal Institute of Architects to facilitate referrals of applicants to them, to assist with preparation of plans and development applications. Working with State Government to facilitate changes to the Development Regulations to exempt temporary accommodation and storage facilities from requiring Development Approval.	Deryn Atkinson	\$	400,000	Partially offset by fees.	\$	175,000	ONGOING. Effective 16 March 2021 Council had received 312 development applications from bushfire affected properties, including 65 dwellings. Of the 312 development applications, 282 or 90% have now received either full Development Approval or Planning Consent. The Administration continues to expedite bushfire rebuilding development applications where possible. Two additional staff have been appointed to help with the workload and external consultants are being used as required.	March 2020 - March 2022
Development of Community Recovery Plan and community development focussed activities and events to support community recovery.	Social	Community development, connections and resilience	Development of a Community Recovery Plan and the identification and coordination of a range of initiatives designed to address challenges and opportunities as identified by the community.	Miranda Hampton	\$	255,000	State/Federal Governments are	\$	250,000	ONGOING. The Community Recovery Officer developed the overarching multi-agency Cudlee Creek Bushfire Recovery Plan and is now focussing on implementation of community development initiatives. Recent activities include: -forming and convening regular meetings of a Community Reference Group -organising a 'Building Back Better' workshop for people looking to rebuild -rolling out mental health first-aid training across the fire impacted area -writing and editing regular Cudlee Creek Recovery Community Newsletters and newspaper columns -administering the Cudlee Creek Recovery Facebook page -supporting community groups and individuals to develop and hold events relevant to bushfire recovery -supporting the community in identifying ways sensitively to mark the anniversary, with the subsequent holding of those events (at Lobethal, Mt Torrens, Lenswood, Charleston and Woodside) -organised a 'your hall your hub' event day to showcase the value of local halls and the important work of their committees, which included a focus on community preparedness for bushfires -promoting and supporting Kids Connect events, including a BMX jam in February 2021 in conjunction with Lighthouse Youth Projects -supporting a community initiated Bushfire Expo at Lobethal in December 2020 -facilitating the development of a community art project recognising the bushfire.	March 2020 - June 2021
Supporting older community members who have been fire affected (or who live in high fire risk areas) with an additional in-home service (home maintenance and domestic support)	Social	Aged and vulnerable community	Service delivery to currently registered (or new/eligible) community members needing additional home maintenance, gardening and domestic support to stay living in AHC. (costs have been calculated as one extra service for 30% of currently registered clients) - Service type: Home Maintenance & Domestic assistance	Jessica Sharkie			Possible, additional Commonwealth Home Support (CHSP) Funding			COMPELLE. Some additional services were provided prior to the onset of Covid-19 pandemic restrictions. Demand was not as great as anticipated and with the onset of the restrictions, any additional services were able to be provided without the need to source additional funding.	Jan 2020 - June 2020
Supporting older community members psychologically who have been fire affected (or who live in high fire risk areas).	Social	Aged and vulnerable community	Creation and delivery of social support programs directly targeted to increasing the individuals wellbeing and emotional resilience following the trauma of the 19/20 fire season (costs have been calculated to deliver to extra special events per year for approximately 30% of currently registered clients base)	Jessica Sharkie			Possible, additional Commonwealth Home Support (CHSP) Funding			ONGOING. Covid-19 pandemic restrictions have limited the ability to provide in-house programs, however, programs from Fabrik, the Torrens Valley Community Centre and the Postive Ageing Centre have been particularly focussed on the needs of those impacted by the fire.	Jan 2020 - Dec 2020
Business Recovery Officer	Economic	Business support	Engaging a Business Recovery Officer to complement the Community Recovery Officer with a focus on the needs of directly and indirectly impacted businesses. The BRO is able to assess business needs and connect them directly with available resources. It is very difficult to have a one solution fits all eg some are considering retiring, some are considering rebuilding, some are considering adjusting previous expansion plans therefore a <i>Business Triage</i> is needed so that businesses can be directed to the most relevant services. Grant/application writing assistance for individual businesses. Opportunities of assistance often not taken up because its "just too hard" Building on the success of the #BookThemOut, #BuyThemOut campaign for regional produce	Melissa Bright			State/Federal funding			ONGOING. As a direct consequence of the Council's advocacy, the State Government appointed a Business Recovery Officer to complement the Community Recovery Officer. The BRO assists any businesses (including primary producers) by providing information about the services available to them and helping them make connections with other providers based on the support they need and assist them with completing grant applications etc and engaging with relevant government agencies and services. The State Government is now reviewing and determining the appropriate model for ongoing business support throughout 2021.	2020-21
Fencing replacement	Built/infrastructure	Infrastructure assessment and restoration	Assist residents with replacement of fences that adjoin Council reserves (not roads). Council would apply its discretion to contribute half of the cost of a standard replacement fence or repair existing fence.	Chris Janssan	\$	150,000				IN PROGRESS. Some of the Heritage Agreement fencing at Lobethal Bushland Park is being replaced under DEW's HA insurance claim. Fencing around Lobethal Bushland Park and other Council reserves progressively replaced in cost-share with adjoining owners. To date, \$78,000 has been committed as 50% contributions to neighbouring fences.	Jan 2020 - Jun 2021

Oval Repair / Rejuvenation	Built/infrastructure	Sporting facilities and clubs	Several Ovals (Bahannah, Gumeracha, Lobethal, Mount Torrens and Woodside) were used for CFS Staging during the fire, and the turf surface has been impacted by the vehicles.	Renee O'Connor	\$	210,000	Office for Recreation & Sport, Cricket Australia, AFL	\$	210,000	COMPLETE. Council, in partnership with the SANFL, SACA, Sport SA, Living Turf, and the associated clubs for each site worked together to develop a costed remediation plan for each site. Funding was successfully obtained from the AFL.	March - April 2020
Road Reserves and Fire Track Rehabilitation	Natural	Infrastructure asset restoration	Assess fire impacted road reserves and fire tracks to identify threatened assets for rehabilitation. Conduct weed control on known infestation sites occurring in road reserves and fire tracks.	Andrew Kirkley	\$	50,000				ONGOING. Fire track clearance undertaken in conjunction with normal operation practices.	Annually in Spring to Summer over five years
Green organic drop off days, additional free	Natural	Waste management	Provision of free green organic days over and above business as usual.	Aliza Fuller	\$	20,000				ONGOING. Additional free green organic drop off days were organised during February - May 2020. Tip passes (for all types of waste) are still being made available to people directly impacted by the fire.	March to October 2020
Fence post (CCA treated) disposal service	Natural	Waste management	Provision of a service where residents in the fire affected area can dispose of burnt permepine posts. This service is currently being provided by Green Industries SA (GISA) and the ADF however the longevity of the service is unknown.	Aliza Fuller	\$	20,000				COMPLETE. The Council's Woodside Depot was made available to Green Industries SA as a drop-off point for treated pine posts and other waste.	March to June 2020 (inclusive)
Customer service	Social	Communication and engagement	Providing first-point customer service for Council as one of the key agencies at the Local Recovery Centre. Our presence there enables people and businesses impacted by the fires to get council matters sorted out in their local area, as part of the one-stop-shop Recovery Centre.	Karen Linsner	\$	20,000				COMPLETE. Council Customer Service Officer was stationed at the Recovery Centre for approximately 12 weeks after the fire. A Statutory Planner was also there for approximately 5 weeks.	Jan-March 2020
Infrastructure investment	Economic	Other	Pursuing infrastructure investment in the region for projects that build resilience and achieve betterment in the fire affected communities. Involves working with local RDA group, State and NBRA to identify candidate projects and submit (with business cases) through the appropriate channels for consideration.	Melissa Bright	\$	30,000	Cost/FTE requirement is only that of the effort required to pursue funding, not the requirement for project delivery itself.			COMPLETE. A significant number of potential local investment opportunities were presented to Government via the local RDA. Council has been active in pursuing Local Economic Recovery Program funding for its priority projects and others within the region. The Administration has supported the Mayor in furthering direct advocacy with local members of parliament and the Federal Minister for Infrastructure.	February 2020 - March 2021
Community Development Representative on SERF (State Emergency Relief Fund) committee	Social	Other	Council staff member representation on the SERF Committee, attending designated meetings, review and approval of applications out of session - and investigation and provision of additional information to assist in decision making	Jessica Sharkie		-				COMPLETE. Council has had a staff member appointed to the State Emergency Relief Fund Committee. The Committee has now closed the Fund for this fire.	Jan - Dec 2020
Communications and community engagement	Social	Communication and engagement	Develop a Recovery Communications Plan, manage Council's recovery communications (including website, social media, newsletters, meetings).	Jennifer Blake	\$	50,000				ONGOING. The Administration has managed a significant increase in media liaison this year. A specific bushfire information hub has been created and maintained on the Council's website. Regular information provided for the Community Recovery Newsletter.	Jan 2020 - Dec 2020
Re:Gathered Market	Social	Tourism	A re-staging of the Gathered Design Market that was scheduled for 20-22 December and was cancelled after the fire.	Melinda Rankin	\$	3,000	Event included business support/donated services from Gathered Design Market and CASO lighting			COMPLETE. The event was held in February 2020, raising over \$6,000 for local CFS brigades and bringing thousands of people to Lobethal across the weekend.	8-9 February 2020
Art workshops	Social	Community development, connections and resilience	Art workshops held by a local art teacher and an art journalling workshop offered by a retired counsellor	Melinda Rankin		NA				COMPLETE. Ongoing workshops tailor for people impacted by the fire have been, and continue to be, held at Fabrik.	January 2020
Solastalgia - visual art exhibition	Social	Community development, connections and resilience	Visual art exhibition (part of the Adelaide Fringe Festival) working with the theme of grieving, solace and hope in regards to environmental loss.	Melinda Rankin	\$	2,000				COMPLETE. A SALA exhibition in August, featured works produced using materials from the Kangaroo Island Fire.	15 February - 15 March 2020
Psychological First Aid Sessions, Workgroups or Other	AHC organisational	Staff welfare and wellbeing	Psychological First Aid Sessions Coordinated for AHC staff. Continued Psychological First Aid Sessions being coordinated for various departments through Red Cross. LGARS also offering workshops, group or individual support to AHC and we are investigating options	Lee Merrow	\$	-				COMPLETE.	No End Date - Ongoing Monitoring
Accommodation, temporary	Social	Accommodation, temporary	Work with government to support new development regulations which enable people to stay in temporary accommodation on their property as the rebuild.	Deryn Atkinson						COMPLETE. There was a particular focus on six (6) temporary accommodation pods which were placed in the district for people wanting to live on site as the rebuild.	

Infrastructure repair and replacement	Built/infrastructure	Infrastructure assessment and restoration	Repairing road surfaces, replacing signage, guardrail, guide posts, etc.	Joel Eckermann	\$	30,000	Disaster Recovery Assistance Arrangements	COMPLETE. Infrastructure repairs on Council roads are complete.	Jan-Dec 2020
Recovery planning and coordination	Social	Other	Establishing a documented plan for the Council's role and activities in disaster recovery. Future: Establish community plans for recovery after disasters. Future: Establish community resilience networks across the district.	David Waters	\$	50,000		COMPLETE. The Director Community Capacity was appointed to the dedicated role of Director Bushfire Recovery for a period of three (3) months March-May 2020 to coordinate the Council's bushfire recovery efforts. The DCC continues to oversee recovery efforts part-time in his substantive role. Establishing Community Recovery Plans and Community Resilience Networks is to be considered if external funding can be obtained to support these.	Jan-May 2020
Bushfire Valuation Amendments	Economic	Financial support	Revaluation of bushfire affected properties effective from date of fire to 30/6/20	Mike Carey	\$	32,000	Cost represents likely lost (credited) rate revenue.	COMPLETE. Valuer-General undertook revaluations and issued to Council with retrospective effect for the second half of 2019-20. Credits were applied to rateable properties accordingly.	July 2020
Events support	Social	Events, community and industry	Supporting community and industry events arising from the recovery process, such as community gatherings, industry markets, Lobethal Parade, 'big bash' sport event, bushfire relief concerts, etc. Council support includes waste management, traffic management, dry area applications, liquor licensing consideration, public risk management, miscellaneous logistical and equipment support.	Jennifer Blake	\$	15,000		ONGOING. A number of planned events were cancelled or deferred as a consequence of the Covid-19 pandemic restrictions.	Jan 2020 - June 2021
Local Economic Recovery Program	Economic		Pursue funding from the Local Economic Recovery Program for potential candidate projects - targeting Fabrik and LBP Play Space in the fire impacted area.	David Waters			Funding secured for Fabrik (\$3.0m) and LBP Playspace (150k) as included above.	ONGOING.	
Other income (insurance, donations, etc)							\$10k donation from Salisbury Council. \$181k insurance.	\$ 192,000	COMPLETE.
					\$	6,389,000		\$ 5,237,200	
				Total exc playspace	\$	5,939,000		\$ 4,937,200	

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
AGENDA BUSINESS ITEM**

Item: 13.3

Responsible Officer: Steven Watson
Governance & Risk Coordinator
Office of the Chief Executive

Subject: Policy Register Review March 2021

For: Information

SUMMARY

Council has developed a range of policies over time, some in response to legislative obligations and others at Council's discretion. Policies are generally adopted with review to occur at a set period (i.e. 3 years) or as required by changes in legislation.

The attached Policy Register is provided for the Council's consideration and review to get a consolidated picture of the schedule of policies and review timeframes.

RECOMMENDATION

Council resolves that the report be received and noted.

1. GOVERNANCE

➤ **Strategic Management Plan/Functional Strategy/Council Policy Alignment**

Strategic Plan 2020-24 – A brighter future

Goal 5 A Progressive Organisation

Objective O5 We are accountable, informed, and make decisions in the best interests of the whole community

Priority O5.1 Enhance governance structures and systems to prudently adapt to changing circumstances and meet our legislative obligations

Council's Policy Framework is a key component of the wider Governance Framework.

➤ **Legal Implications**

The *Local Government Act 1999*, *Local Government (Elections) Act 1999* and *Development Act 1993* require a number of codes and policies to be developed; these include but are not limited to:

- Code of Practice for Access to Council & Committee Meetings and Documents;
- Complaints Handling;
- Caretaker;
- Internal Review of Council Decisions;
- Public Consultation;
- Procurement.

➤ **Risk Management Implications**

Maintenance of a contemporary and legislatively compliant Policy Framework will assist in mitigating the risk of:

Poor governance practices occur which lead to a loss of stakeholder (i.e. customer and regulator) confidence and/or legislative breaches.

Inherent Risk	Residual Risk	Target Risk
Extreme (5C)	Low (3E)	Low

Note that there are many other controls that assist in mitigating this risk.

➤ **Financial and Resource Implications**

There is no specific budget for the development and implementation of the Policy Review process however administrative costs are provided for in the Governance & Performance budget. The financial implications of individual policies will be identified when submitted for Council's consideration.

The resource implications associated with the development, implementation, training and monitoring of each policy is incorporated into the responsible department's budget.

➤ **Customer Service and Community/Cultural Implications**

Specific policies developed/revised as part of this Program will have customer service implications however there is a community expectation that Council has in place a suite of logical, cohesive and legislatively-compliant policies.

➤ **Sustainability Implications**

Not directly applicable.

➤ **Engagement/Consultation with Committee, Regional Subsidiary, Advisory Group and Community**

Consultation regarding the Policy Framework has previously been undertaken within Council.

Some policies are required by legislation to be subject to consultation prior to adoption (i.e. *Public Consultation Policy*) and for some others it may be desirable to undertake a discretionary consultation approach (the Council can determine this on a policy-by-policy basis).

Consultation on the development of this report was as follows:

Council Committees: Not Applicable

Council Workshops: Not Applicable

Advisory Groups: Not Applicable

Administration: Director Regulatory & Development
Director Infrastructure & Works
Director Community Capacity
Executive Manager Governance & Performance
Manager Financial Services
Manager Development Services
Manager Sustainable Assets
Manager Property Services
Manager Open Space
Team Leader Regulatory Services
Sport & Recreation Planner

Community: Not Applicable

2. BACKGROUND

The Policy Register is provided to enable the Council to fulfil its oversight role, in relation to the Policy Framework.

3. ANALYSIS

The Administration has reviewed the Policy Register (**Appendix 1**) and specifically the timings for policy reviews to come before the Council.

Considerable progress has been made in recent years to update and maintain the currency of Council's Policy Framework. A small number of policies remain on the Register which is legislatively or contextually superfluous and these will be targeted for rescission over the forthcoming period.

A number of governance-related policies will be impacted by the proposed legislative changes arising from the Reform Local Government Program. The Statutes Amendment (Local Government Review) Bill (containing these legislative changes) was originally scheduled to be tabled in Parliament in the first half of 2020 however due to the COVID-19 pandemic and the resultant need to bring in more urgent legislative arrangements this was deferred until late 2020 and is anticipated for enactment in mid-2021. On this basis, **Appendix 1** contains a number of policies that have been identified for a review deferral pending the commencement of new legislation.

4. OPTIONS

The Council has the following options:

- I. To note the Policy Register as attached (recommended)
- II. To alter the timings of proposed policy reviews (not recommended).

5. APPENDIX

- (1) Adelaide Hills Council Policy Register – March 2021

Appendix 1

Adelaide Hills Council Policy Register
March 2021

ADELAIDE HILLS COUNCIL POLICY REGISTER

Policy	Policy No.	Category	Mandatory/ Recommended by LGA	Last Adopted Date	Review Date on Policy (traffic light)	Commence Review (traffic light)	Responsible Department	Responsible Officer	Notes
Sport and Recreation Policy	COM-22	Community	Other	16-Dec-08	Apr-11	Jan-11	Open Space	Sport & Recreation Planner	The strategic elements of this policy are going to be incorporated into the Community & Recreation Facility Framework. Subsequent policies or guidelines may be formed as a result. Policy will be revoked when Community & Recreation Facility Framework is in place.
One Team Communication Protocols	GOV-11	Corporate Governance	Other	2-Aug-15	Aug-18	May-18	Governance & Performance	Executive Manager Governance & Performance	It would be premature to review the Protocols prior to the Reforming Local Government (legislative) program being finalised due to the potential for new/alterd provisions impacting on Council Member/Administration relations. Propose to be workshopped with Council Members when the Reform Bill is passed (mid-late 2021).
Mayors/Chairpersons Seeking Legal Advice (LGA s78A)	CM-03	Council Member	Other	8-Sep-15	Sep-18	Jun-18	Governance & Performance	Executive Manager Governance & Performance	While there are not any specific proposed changes to s78A in the Reforming Local Government (legislative) program, given that the current Policy provisions are generally sufficient and relevant, it is not proposed to revise the Policy until the Reform Bill is passed (mid-late 2021).
Development Application Document Reproduction	DEV-03	Development	Recommended	11-Oct-16	Oct-19	Jul-19	Development & Compliance	Manager Development Services	Review of this Policy was delayed due to the delay in implementation of the Planning Reforms. The review will now be undertaken given that the new Planning & Design Code goes live for our Council area on19 March 2021. The review will be finalised end of July 2020.
Public Transport	COM-23	Community	Other	14-Feb-17	Feb-20	Nov-19	Policy Planning	Senior Strategic & Policy Planner	Review of this Policy was delayed due to focus on the roll out of the Planning Reforms. However, the review will be completed by the end of April 2021.
Internal Audit (LGA s125)	GOV-18	Corporate Governance	Mandatory	13-Jun-17	Apr-20	Jan-20	Governance & Performance	Executive Manager Governance & Performance	The Reforming Local Government (legislative) program has identified specific legislative provisions relating to internal audit functions. Given that the current Policy provisions are generally sufficient and relevant, it is not proposed to revise the Policy until the Reform Bill is passed (mid-late 2021).
Prudential Management (LGA s48)	GOV-09	Corporate Governance	Mandatory	13-Jun-17	Apr-20	Jan-20	Governance & Performance	Executive Manager Governance & Performance	The Reforming Local Government (legislative) program has identified specific legislative provisions relating to prudential management arrangements. Given that the current Policy provisions are generally sufficient and relevant, it is not proposed to revise the Policy until the Reform Bill is passed (mid-late 2021).
Public Place & Road Naming (LG Act s219(5))	DEV-02	Infrastructure & Assets	Mandatory	9-May-17	May-20	Feb-20	Sustainable Assets	Manager Sustainable Assets	Public notice must be given of the adopting or altering of a policy (s219(7)) - clarity around owner of policy has delayed review but currently review underway. Proposed for March 2021 Council Meeting.
Liquor Licensing	COM-18	Community	Other	13-Jun-17	Jun-20	Mar-20	Development & Compliance	Assessment Manager / Manager Developemnt Services	This Policy is redundant as Consumer & Business Services's internal processes for liquor licensing applications are no longer referred to councils for comment.
Building & Swimming Pool Inspection (Dev Act s71A(1))	DEV-01	Development	Mandatory	11-Jul-17	Jul-20	Apr-20	Development & Compliance	Assessment Manager / Manager Developemnt Services	This review is not longer required as Council's Policy has been replaced with the mandatory State Government Inpsection Policy for Buildings and Swimming Pools which comes into effect on 19 March 2021 when the Planning & Design Code goes live.
Community Group Use of Photocopiers	COM-02	Community	Other	11-Jul-17	Jul-20	Apr-20	Library & Customer Services	Director Community Capacity	Due to COVID this policy was not reviewed in 2020, but will be reviewed within the next 6 months.
Grant Giving	COM-05	Community	Other	23-Jul-19	Jul-20	Apr-20	Community Development	Director Community Capacity	Minor update to clause 8.1 arising from 23 April 2019 Council meeting, resolution 75/19 has been undertaken along with other minor changes. Review in 2020 will also look more broadly at processes and framework that relate to the policy. Reviewed Policy scheduled for consideration at the March 2021 Council meeting.
Petitions	GOV-22	Corporate Governance	Recommended	11-Jul-17	Jul-20	Apr-20	Governance & Performance	Executive Manager Governance & Performance	Policy was amended in early 2020, a more fulsome review will be more timely when the Local Government Reform Bill is passed (mid-2021).
Development Application Fee Refunds	DEV-07	Development	Other	25-Sep-18	Sep-20	Jun-20	Development & Compliance	Assessment Manager / Manager Developemnt Services	Review of this Policy was delayed due to the delay in implementation of the Planning Reforms. Policy review will now be undertaken given that the new Planning & Design Code goes live for our Council area on19 March 2021. The review will be finalised end of July 2021.
Privately Funded Development Plan Amendments	DEV-10	Development	Other	2-Oct-19	Sep-20	Jun-20	Development & Compliance	Senior Strategic & Policy Planner	The revised Policy was adopted by SPDP2 2 October 2019. This Policy however will become redundant on 19 March 2021 when the Planning & Design Code goes live for our Council area, noting that DPAs are not envisaged under the PDI Act.
Asset Management	INF-03	Infrastructure & Assets	Other	26-Sep-17	Nov-20	Aug-20	Sustainable Assets	Manager Sustainable Assets	To be considered by Audit Committee for recommendation to Council - Proposed to be presented to the April 2021 Audit Committee Meeting.
Buffers	DEV-06	Development	Other	1-Jan-15	Nov-20	Aug-20	Policy Planning	Senior Strategic & Policy Planner	The Australian Pesticides and Veterinary Medicines Authority (APVMA) reviewed the spray drift guidelines and released these in 2020. Staff will now review the Buffers Policy and amend accordingly by then end of June 2021.
Burning Permit Policy	ENV-06	Environment & Open Space	Recommended	26-Feb-19	Nov-20	Aug-20	Waste, Health & Regulatory Services	Team Leader Regulatory Services	The review of this Policy was delayed due to focus on fire prevention inspections post the Cudlee Creek Bushfire.The review will be completed by the end of April 2021 .
Delegations Policy for the Determination of Development Applications by CAP	DEV-12	Strategy & Development	Mandatory	28-Nov-17	Nov-20	Aug-20	Development & Compliance	Assessment Manager / Manager Developemnt Services	As a result of the Planning Reforms, this Policy only applies to applications lodged prior to 19 March 2021 when the new Planning System commences. The Policy will become redundant when the final Development Application processed under the current Planning System has been determined. Therefore the Policy will not be reviewed as intended as it will become redundant in the near future.
Management of Built Heritage	DEV-09	Development	Other	12-Apr-16	Nov-20	Aug-20	Policy Planning	Senior Strategic & Policy Planner	Review of this Policy was delayed due to staff focussing on commenting on the proposed planning policy changes for the proposed Planning & Design Code which comes into effect on 19 March 2021. The Policy will therefore be reviewed by end of May 2021.
Order Making (LGA s259)	GOV-05	Corporate Governance	Mandatory	14-Nov-17	Nov-20	Aug-20	Waste, Health & Regulatory Services	Team Leader Regulatory Services	This Policy was to be reviewed concurrently with the with review of the Enforcement Policy to ensure alignment between the two. The Enforcement Policy was completed in December 2020 and the Order Making Policy will be reviewed by end of May 2021.

ADELAIDE HILLS COUNCIL POLICY REGISTER

Policy	Policy No.	Category	Mandatory/ Recommended by LGA	Last Adopted Date	Review Date on Policy (traffic light)	Commence Review (traffic light)	Responsible Department	Responsible Officer	Notes
Code of Practice for Meeting Procedures (LGPAMR r6)	GOV-14	Corporate Governance	Mandatory	28-Jan-20	Jan-21	Oct-20	Governance & Performance	Executive Manager Governance & Performance	The Code was last amended in January 2021 regarding the Acknowledgement of Country. The Reforming Local Government (legislative) program, specifically contemplates changes to the powers of principal members in the Chamber (disciplinary and deliberate vote) and informal gatherings. As such, a fulsome review of the Code will be required when the Reform Bill is passed (mid-late 2021)
Play Space	COM-10	Community	Other	27-Mar-18	Jan-21	Oct-20	Open Space	Sport & Recreation Planner	The review of the Play Space Policy will be incorporated into the development of Council's proposed Community & Recreation Facility Framework. The draft for this document is due to be presented to Council in June 2021.
Outdoor Dining	COM-19	Community	Other	24-Apr-18	Mar-21	Dec-20	Property Services	Manager Property Services	Is being actively reviewed however needs the outcome of the audit review on S221/222 permits to be incorporated once that is finalised - expected to go to June 21 meeting
Road Rents	INF-06	Infrastructure & Assets	Other	24-Apr-18	Mar-21	Dec-20	Property Services	Manager Property Services	Is being actively reviewed however needs the outcome of the audit review on S221/222 permits to be incorporated once that is finalised - expected to go to June 21 meeting
Roadside Trading (Use of Public Road Verges for Business Purposes)	COM-20	Community	Other	24-Apr-18	Mar-21	Dec-20	Property Services	Manager Property Services	Is being actively reviewed however needs the outcome of the audit review on S221/222 permits to be incorporated once that is finalised - expected to go to June 21 meeting
Waste and Resource Recovery Service	ENV-05	Environment & Open Space	Other	27-Mar-18	Apr-21	Jan-21	Waste, Health & Regulatory Services	Manager Waste & Emergency Management	Review underway
Lease & Licencing	NEW	Community	Other	25-Feb-20	Jun-21	Mar-21	Property Services	Manager Property Services	To be updated in conjunction with the adoption of the Community & Recreation Facility Framework, unlikely to be until mid 2022
Public Interest Disclosure	GOV-16	Corporate Governance	Recommended	25-Jun-19	Jun-21	Mar-21	Governance & Performance	Executive Manager Governance & Performance	Will be considered closer to the scheduled Review Date
Rating (LGA Chpt 10)	FIN-02	Finance	Recommended	30-Jun-20	Jun-21	Mar-21	Financial Services	Manager Financial Services	Rating Policy is always updated and adopted in June as part of ABP
Flags	COM-16	Community	Other	24-Jul-18	Jul-21	Apr-21	Communications & Events	Director Community Capacity	Will be considered closer to the scheduled Review Date
Provision of Physical Models or other Visual Representation Tools for Major Development Proposals which require Public Notification	DEV-11	Development	Other	24-Jul-18	Jul-21	Apr-21	Policy Planning	Senior Strategic & Policy Planner	This Policy will be reviewed closer to scheduled July 2021 review date
Street Lighting	INF-08	Infrastructure & Assets	Other	24-Jul-18	Jul-21	Apr-21	Engineering Asset Management	Director Infrastructure & Operations	Review commenced.
Telecommunications Installation - Small Cell Stobie Pole Mounted Antennae	ENV-02	Development	Other	23-Jul-19	Jul-21	Apr-21	Policy Planning	Senior Strategic & Policy Planner	This Policy will be reviewed closer to the scheduled July 2021 review date
Tributes for Commemorative Services	COM-13	Community	Other	24-Jul-18	Jul-21	Apr-21	Communications & Events	Director Community Capacity	Will be considered closer to the scheduled Review Date
Volunteer Engagement	COM-04	Community	Recommended	24-Jul-18	Jul-21	Apr-21	Community Development	Director Community Capacity	volunteer engagement survey being undertaken which will inform the development of the policy along with other work in the volunteer space.
Directional Signage	INF-07	Infrastructure & Assets	Other	26-Feb-19	Sep-21	Jun-21	Sustainable Assets	Director Infrastructure & Operations	Will be considered closer to the scheduled Review Date
Local Heritage Grant Fund Guidelines - Procedure	DEV-13	Development	Other	26-May-20	Nov-21	Aug-21	Policy Planning	Senior Strategic & Policy Planner	The 2020 review was completed following the first round of the Grant Fund. Refinements have been made to the Procedure to streamline it. A further review will be undertaken following the third grant round in the 2021/22 Financial Year.
Advisory Group Operation and Conduct	GOV-1	Corporate Governance	Other	18-Dec-18	Dec-21	Sep-21	Governance & Performance	Executive Manager Governance & Performance	Review commenced.
Wastewater System Application Fee Refunds	COM-24	Community	Other	18-Dec-18	Dec-21	Sep-21	Waste, Health & Regulatory Services	Team Leader Environmental Health Services	The review of this Policy will be undertaken closer to the scheduled December 2021 review date
Council Member Conduct (LGA s63)	CM-04	Council Member	Mandatory	28-Jan-20	Jan-22	Oct-21	Governance & Performance	Executive Manager Governance & Performance	The Reforming Local Government (legislative) program specifically contemplates changes to the provisions regarding Council Member conduct and complaints handling. As such, a fulsome review of the Code will be required when the Reform Bill is passed (mid-late 2021).
Festivals & Events	COM-11	Community	Other	27-Aug-19	Mar-22	Dec-21	Communications & Events	Manager Communications, Engagement and Events	Staff are working on a draft new F&E Policy with a review focus on motorsport events and fireworks. Council adopted a draft policy for consultation purposes in June 2019 and consultation subsequently occurred. A report on the adoption of a final policy will be prepared for the August 2019 meeting.

ADELAIDE HILLS COUNCIL POLICY REGISTER

Policy	Policy No.	Category	Mandatory/ Recommended by LGA	Last Adopted Date	Review Date on Policy (traffic light)	Commence Review (traffic light)	Responsible Department	Responsible Officer	Notes
Tree Management	ENV-04	Environment & Open Space	Other	26-Mar-19	Mar-22	Dec-21	Sustainable Assets	Manager Open Space	Will be considered closer to the scheduled Review Date
Community Information Display	COM-09	Community	Other	26-Mar-19	Mar-22	Dec-21	Communications & Events	Manager Libraries and Customer Service	Will be considered closer to the scheduled Review Date
Risk Management	GOV-19	Corporate Governance	Recommended	28-May-19	Apr-22	Jan-22	Governance & Performance	Executive Manager Governance & Performance	To be considered by Audit Committee for recommendation to Council
Council Assessment Panel Review of Decisions of the Assessment Manager	CAP-01	Development	Mandatory	10-Jun-20	Apr-22	Jan-22	Development & Compliance	Assessment Manager / Manager Developemnt Services	This is a new Policy which was adopted as part of business readiness and which is only due for review in April 2022
Caretaker (LGEA s91A(1))	GOV-06	Corporate Governance	Mandatory	22-May-18	May-22	Feb-22	Governance & Performance	Executive Manager Governance & Performance	Will be considered closer to the scheduled Review Date
Development Applications Involving Regulated Trees	DEV-08	Development	Other	14-Jun-16	Jun-22	Mar-22	Development & Compliance	Assessment Manager / Manager Developemnt Services	This Policy review will be considered closer to the scheduled June 2022 review date and will include updated legislative references.
Accredited Professionals	DEV-14	Development	Mandatory	23-Jun-20	Sep-22	Jun-22	Development & Compliance	Assessment Manager / Manager Developemnt Services	This is a new Policy which was adopted as part of business readiness and which is only due for review in September 2022
Council Member Training and Development (LGA s 80A)	CM-05	Council Member	Mandatory	24-Jul-18	Sep-22	Jun-22	Governance & Performance	Executive Manager Governance & Performance	Will be considered closer to the scheduled Review Date
Disposal of Assets (LGA s49(1d))	FIN-07	Finance	Mandatory	10-Oct-19	Sep-22	Jun-22	Financial Services	Manager Financial Services	Adopted 27 August 2019, effective 10 September 2019
Acknowledgement And Welcome To Country	COM-25	Community	Other	15-Dec-20	Oct-22	Jul-22	Community Development	Community and Cultural Development Officer	Will be considered closer to the scheduled Review Date
Council Member Allowances and Support (LGA s 77(1)(b))	CM-02	Council Member	Mandatory	22-Sep-20	Nov-22	Aug-22	Governance & Performance	Executive Manager Governance & Performance	Policy lapses at a general election of council.
Genetically Modified Crops	ENV-01	Environment & Open Space	Other	18-Dec-18	Nov-22	Aug-22	Policy Planning	Senior Strategic & Policy Planner	Changes to the legislation resulted in the GM Ban being lifted in the State. Further, Council was unsuccessful in applying for GM Free status in November 2020. As a result of this, the Policy is therefore effectively redundant.
Procurement (LGA s49)	GOV-08	Corporate Governance	Mandatory	27-Aug-19	Nov-22	Aug-22	Financial Services	Manager Financial Services	Adopted 27 Agust 2019, effective 1 October 2019
Public Consultation (LGA s50)	COM-01	Community	Mandatory	28-Jan-20	Jan-23	Oct-22	Communications & Events	Manager Communications, Engagement and Events	The LGA has been undertaking a review and update of a model Public Consultation Policy following the Supreme Court decision in the case of Coastal Ecology Protection Group Inc. & Or v City of Charles Sturt (2017) SASC 136. The LGA has confirmed the review of its model PCP is currently on hold, pending the outcome of an ongoing legal review. It makes sense for AHC to await the outcome of this legal review and release of the model Public Consultation Policy so it can inform review of our own PCP. At this stage the draft Policy is scheduled for Oct 2019 council meeting
Safe Environments	COM-12	Community	Recommended	25-Feb-20	Feb-23	Nov-22	Organisational Development	Executive Manager Organisational Development	Adopted 25 February 2020, effective 10 March 2020
Records and Information Management	GOV-13	Corporate Governance	Recommended	22-Sep-20	Feb-23	Nov-22	Information Systems	Manager Information Systems	Adopted 22 September 2020, effective 8 October 2020
Records and Information Management Procedure for Council Members	GOV-20	Corporate Governance	Recommended	22-Sep-20	Feb-23	Nov-22	Information Systems	Manager Information Systems	Adopted 22 January 2019, effective 1 February 2019
Arts & Heritage Collection	COM-14	Community	Other	28-Jul-20	Aug-23	May-23	Community Development	Community and Cultural Development Officer	Will be considered closer to the scheduled Review Date
Community Loans	FIN-06	Finance	Other	22-Sep-20	Sep-23	Jun-23	Financial Services	Manager Financial Services	Adopted 22 September 2020, effective 8 October 2020
School Parking and Associated Facilities	COM-21	Infrastructure & Assets	Other	25-Aug-20	Sep-23	Jun-23	Sustainable Assets	Director Infrastructure & Operations	Will be considered closer to the scheduled Review Date
Unsealed Roads	INF-09	Infrastructure & Assets	Other	25-Aug-20	Sep-23	Jun-23	Sustainable Assets	Director Infrastructure & Operations	Will be considered closer to the scheduled Review Date

ADELAIDE HILLS COUNCIL POLICY REGISTER

Policy	Policy No.	Category	Mandatory/ Recommended by LGA	Last Adopted Date	Review Date on Policy (traffic light)	Commence Review (traffic light)	Responsible Department	Responsible Officer	Notes
Cemetery Operating	COM-06	Community	Recommended	9-May-17	Oct-23	Jul-23	Property Services	Manager Property Services	Will be considered closer to the scheduled Review Date
Fraud Corruption Misconduct & Maladministration	GOV-02	Corporate Governance	Recommended	28-Apr-20	Oct-23	Jul-23	Governance & Performance	Executive Manager Governance & Performance	Draft revised Policy has been considered by the Audit Committee and adopted by Council. Additional work required on CEO Investigation process which is delaying the scheduling of the report for Council's consideration.
Development Application Fee Waiver	DEV-05	Development	Other	27-Oct-20	Nov-23	Aug-23	Development & Compliance	Assessment Manager / Manager Developemnt Services	Review of this Policy was completed in October 2020 and will be reviewed by the September 2023 review date.
Grant & External Funding Acceptance	GOV-07	Corporate Governance	Other	24-Jan-21	Nov-23	Aug-23	Director's Office, CS	Manager Financial Services	Adopted 8 December 2020, effective 18 January 2021
Code of Practice for Access to Council Meetings, Committees & Documents (LGA s92)	GOV-17	Corporate Governance	Mandatory	15-Sep-20	Nov-23	Aug-23	Governance & Performance	Executive Manager Governance & Performance	May be impacted by the Reforming Local Government (legislative) program, if so the review date will be brought forward.
Complaints Handling (LGA s 270(a1)(b))	GOV-04	Corporate Governance	Mandatory	26-Nov-19	Nov-23	Aug-23	Director's Office, CCS	Director Community Capacity	To be done in consideration of GOV-01, GOV-03, GOV-04 & GOV-08.
Debt Recovery (Inc. CWMS Customer Hardship Policy) (LGA s144)	FIN-04	Finance	Mandatory	24-Jan-21	Nov-23	Aug-23	Financial Services	Manager Financial Services	Adopted 8 December 2020, effective 18 January 2021
Informal Council Gatherings (LGA 90(8a))	GOV-12	Corporate Governance	Mandatory	23-Jul-19	Nov-23	Aug-23	Governance & Performance	Executive Manager Governance & Performance	The Reforming Local Government (legislative) program specifically contemplates changes to the provisions regarding informal gatherings and discussions. As such, a fulsome review of the Policy will be required when the Reform Bill is passed (mid-late 2021).
Internal Review of Council Decisions (LGA s 270(1))	GOV-01	Corporate Governance	Mandatory	26-Nov-19	Nov-23	Aug-23	Service Improvement	Coordinator Services Strategy and Innovation	The Reforming Local Government (legislative) program specifically contemplates changes to the provisions regarding Council Member conduct and complaints handling. As such, a fulsome review of the Code will be required when the Reform Bill is passed.. To be done in consideration of GOV-01, GOV-03, GOV-04 & GOV-08
Request for Service (LGA s270(a1)(a))	GOV-03	Corporate Governance	Mandatory	26-Nov-19	Nov-23	Aug-23	Director's Office, CCS	Coordinator Services Strategy and Innovation	To be done in consideration of GOV-01, GOV-03 & GOV-04.
Treasury	FIN-03	Finance	Recommended	24-Jan-21	Nov-23	Aug-23	Financial Services	Manager Financial Services	Adopted 8 December 2020, effective 18 January 2021
Unreasonable Complainant Conduct Policy	GOV-08	Corporate Governance	Other	26-Nov-19	Nov-23	Aug-23	Director's Office, CCS	Coordinator Services Strategy and Innovation	To be done in consideration of GOV-01, GOV-03, GOV-04 & GOV-08.
Burials Outside Cemeteries	COM-15	Community	Other	22-Jan-19	Jan-24	Oct-23	Property Services	Manager Property Services	Will be considered closer to the scheduled Review Date
Enforcement Policy	GOV-10	Environment & Open Space	Recommended	15-Dec-20	Nov-25	Aug-25	Waste, Health & Regulatory Services	Director Development & Regulatory Services	The review was undetraken and updated policy was endorsed by Council in December 2020. The next review is schedule for late 2025.

**ADELAIDE HILLS COUNCIL
ORDINARY COUNCIL MEETING
Tuesday 23 March 2021
CONFIDENTIAL AGENDA BUSINESS ITEM**

Item: 18.1

Responsible Officer: Marc Salver
Director Development & Regulatory Services
Development & Regulatory Services

Subject: Sale of Land for Recovery of Debt –
Lenswood

For: Decision

1. Sale of Land for Recovery of Debt – Exclusion of the Public

Pursuant to section 90(2) of the *Local Government Act 1999* the Council orders that all members of the public, except:

- CEO, Andrew Aitken
- Director Infrastructure & Operations, Peter Bice
- Director Development & Regulatory Services, Marc Salver
- Director Corporate Services, Terry Crackett
- Director Community Capacity, David Waters
- Manager Financial Services, Mike Carey
- Governance & Risk Coordinator, Steven Watson
- Minute Secretary, Pam Williams

be excluded from attendance at the meeting for Agenda Item 18.1: (Sale of Land for Recovery of Debt) in confidence.

The Council is satisfied that it is necessary that the public, with the exception of Council staff in attendance as specified above, be excluded to enable Council to consider the report at the meeting on the following grounds:

Section 90(3) (i) of the *Local Government Act 1999*, the information to be received, discussed or considered in relation to this Agenda Item is information relating to actual litigation, or litigation that the council or council committee believes on reasonable grounds that we take place, involving the council or an employee of the council, the disclosure of which could reasonably be expected to prejudice the legal processes required to progress the sale of the land.

Accordingly, on this basis the principle that meetings of the Council should be conducted in a place open to the public has been outweighed by the need to keep the information and discussion confidential.

3. Sale of Land for Recovery of Debt – Lenswood - Period of Confidentiality

Subject to the CEO, or his delegate, disclosing information or any document (in whole or in part) for the purpose of implementing Council's decision(s) in this matter in the performance of the duties and responsibilities of office, Council, having considered Agenda Item 18.1 in confidence under sections 90(2) and 90(3)(i) of the *Local Government Act 1999*, resolves that an order be made under the provisions of Sections 91(7) and (9) of the *Local Government Act 1999* that the report, related attachments and the minutes of Council and the discussion and considerations of the subject matter be retained in confidence until either the Warrant of Sale process for the land in question is completed and a settlement reached or until legal proceedings have concluded, but no longer than 12 months.

Pursuant to Section 91(9)(c) of the *Local Government Act 1999*, that Council delegates the power to revoke the confidentiality order either partially or in full to the Chief Executive Officer.