



**AGENDA FOR ORDINARY MEETING
TO BE HELD IN COUNCIL CHAMBERS, BUNDABERG
ON TUESDAY 27 JUNE 2017, COMMENCING AT 10.00 AM**

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**Item****27 June 2017****Item Number:**

E1

File Number:

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Part:

FINANCE

Portfolio:

Organisational Services

Subject:

Financial Summary as at 31 May 2017

Report Author:

Anthony Keleher, Chief Financial Officer

Authorised by:

Stuart Randle, General Manager Organisational Services

Link to Corporate Plan:

Our People, Our Business - 3.1 A sustainable financial position.

Background:

In accordance with Section 204 of the *Local Government Regulation 2012* a Financial Report must be presented to Council on a monthly basis. The attached Financial Report contains the Financial Summary and associated commentary as at 31 May 2017.

Consultation:

John Kelly, Sustainable Finance Manager; Financial Services Team

Legal Implications:

There appear to be no legal implications.

Policy Implications:

There appear to be no policy implications.

Financial and Resource Implications:

There appear to be no financial or resource implications.

Risk Management Implications:

There appears to be no risk management implications.

Communications Strategy:

Communications Team consulted. A Communication Strategy is:

- Not required
 Required

Attachments:

[↓](#) 1 Financial Summary as at 31 May 2017

Recommendation:

That the Financial Summary as at 31 May 2017 (as detailed on the 20 pages appended to this report) – **be noted by Council.**

Financial Summary
as at 31 May 2017

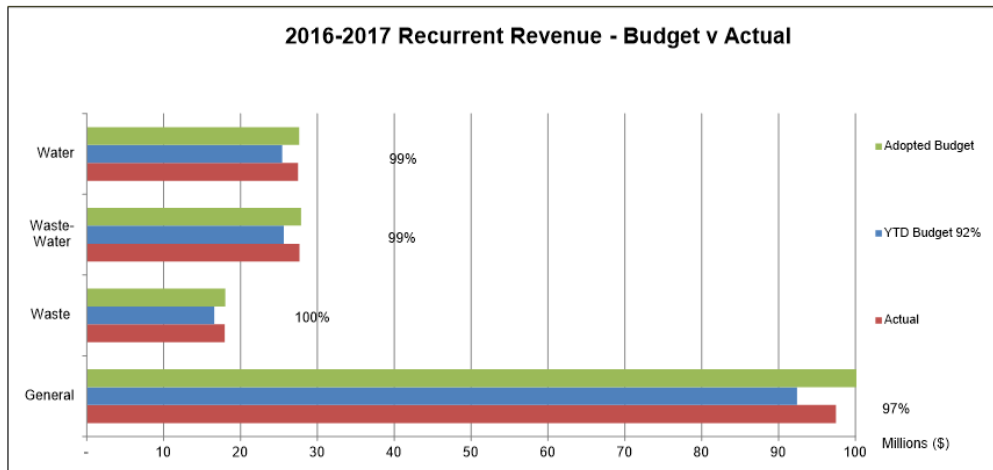
Progress check - 92%	Council			General			Waste			Wastewater			Water		
	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act/ Bud	Actual YTD	Adopted Budget	% Act/ Bud
Recurrent Activities															
<i>Revenue</i>															
General Rates and Utility Charges	141,036,528	142,359,000	99%	74,619,368	75,895,000	98%	14,061,951	14,053,000	100%	26,481,140	26,470,000	100%	25,874,069	25,941,000	100%
Less: Discounts and pensioner remissions	(7,841,213)	(7,821,000)	100%	(7,268,922)	(7,244,000)	100%	(194,962)	(195,000)	100%	(212,369)	(213,000)	100%	(164,960)	(169,000)	98%
Fees and Charges	133,195,315	134,538,000	99%	67,350,446	68,651,000	98%	13,866,989	13,858,000	100%	26,268,771	26,257,000	100%	25,709,109	25,772,000	100%
Interest Revenue	22,731,892	23,842,124	95%	17,304,260	18,205,183	95%	3,933,720	4,073,441	97%	713,353	740,500	96%	780,559	823,000	95%
Grants, Subsidies & Donations	2,871,318	3,316,000	87%	1,029,730	1,315,000	78%	154,751	93,000	166%	696,662	857,000	81%	990,175	1,051,000	94%
Sale of Developed Land Inventory	11,684,503	12,210,639	96%	11,680,051	12,192,951	96%	4,452	-	-	-	17,688	0%	-	-	-
Total Recurrent Revenue	170,579,128	173,981,863	98%	97,460,587	100,439,234	97%	17,959,912	18,024,441	100%	27,678,786	27,872,188	99%	27,479,843	27,646,000	99%
<i>Expenses</i>															
Employee, Material and Services Costs	99,680,265	117,792,823	85%	68,587,554	81,464,712	84%	12,192,666	14,730,650	83%	8,697,894	10,192,299	85%	10,202,151	11,405,162	89%
Finance Costs	3,326,271	4,816,463	69%	1,427,390	1,823,000	78%	809,764	1,446,463	56%	913,164	1,209,000	76%	175,953	338,000	52%
Depreciation	43,513,029	47,657,395	91%	32,722,395	35,885,794	91%	1,033,235	1,127,166	92%	5,005,431	5,460,470	92%	4,751,968	5,183,965	92%
Total Recurrent Expenditure	146,519,565	170,266,681	86%	102,737,339	119,173,506	86%	14,035,665	17,304,279	81%	14,616,489	16,861,769	87%	15,130,072	16,927,127	89%
Operating Surplus	24,059,563	3,715,182		(5,276,752)	(18,734,272)		3,924,247	720,162		13,062,297	11,010,419		12,349,771	10,718,873	
<i>Transfers to</i>															
Restricted Capital Cash	(1,488,754)	2,511,246	-59%	-	-		(1,488,754)	(1,488,754)	100%	-	4,000,000	0%	-	-	
NCP Transfers	1	-		(13,189,923)	(14,389,008)	92%	(1,482,230)	(1,616,978)	92%	6,702,347	7,311,651	92%	7,969,807	8,694,335	92%
Total Transfers	(1,488,753)	2,511,246	-59%	(13,189,923)	(14,389,008)	92%	(2,970,984)	(3,105,732)	96%	6,702,347	11,311,651	59%	7,969,807	8,694,335	92%
Movement in Unallocated Surplus	25,548,316	1,203,936		7,913,171	(4,345,264)		6,895,231	3,825,894		6,359,950	(301,232)		4,379,964	2,024,538	
Unallocated Surplus (Deficit) brought forward from prior year(s)	879,083	879,083	100%	(10,409,604)	(10,409,604)	100%	-	-		-	-		11,288,687	11,288,687	100%
Unallocated Surplus (Deficit)	26,427,399	2,083,019		(2,496,433)	(14,754,868)		6,895,231	3,825,894		6,359,950	(301,232)		15,668,651	13,313,225	
Capital Activities															
<i>Council's Capital Expenditure (Excludes Donated Assets)</i>															
Council Expenditure on Non-Current Assets	62,518,711	95,516,244	65%	38,004,577	60,454,608	63%	302,105	551,759	55%	21,617,016	31,096,959	70%	2,595,013	3,412,918	76%
Loan Redemption	3,901,879	5,376,000	73%	2,526,057	3,456,000	73%	316,978	442,000	72%	858,886	1,200,000	72%	199,958	278,000	72%
Total Capital Expenditure	66,420,590	100,892,244	66%	40,530,634	63,910,608	63%	619,083	993,759	62%	22,475,902	32,296,959	70%	2,794,971	3,690,918	76%
Cash opening balance (incl. investments)	94,357,604	94,357,604													
Cash closing balance (incl. investments)	119,886,960	70,427,900													

Please note Year to Date (YTD) Budget is the 2016/2017 3rd Quarter Revised Budget

Further to the Financial Summary Report as at 31 May 2017, the following key features are highlighted.

Recurrent Revenue

- Net Rates and Utility Charges revenue is currently following the normal pattern of income for Council during a financial year, with the rates having been levied for the 2nd half of the year and the revenue YTD at 99% of budget. The General Fund is as anticipated at 98%, with Council expecting to receive around \$1.2 million in prepayments prior to the end of financial year.
- Interest revenue across funds is influenced by the amount of cash held within the Business Units at a point in time. The General Fund amount excludes interest earned from current Term Deposits and At Call funds, which accounts for the discrepancy between budget and actuals. Interest earned on At Call funds is receipted at the beginning of each month, for the month prior. Term Deposit interest is receipted upon maturity.
- Operating Grants and subsidies received to date include the full year Financial Assistance Grants, State Library Queensland Grants, Home and Community Care services grants, First Start Funding Grant, Works for Queensland Funding and Fuel Tax Credits. Council has been advised that it will receive in June, half of the Financial Assistance Grant allocation for 2017/2018 in advance. An amount of \$3.9 million will be shown as unbudgeted revenue in the 2016/2017 financial year, and will result in a significant increase in Council's operating position at 30 June.



Recurrent Expenditure

There are 3 main expense items which form the "Total Recurrent Expenditure" for Council.

a) Employee, Materials and Services Costs

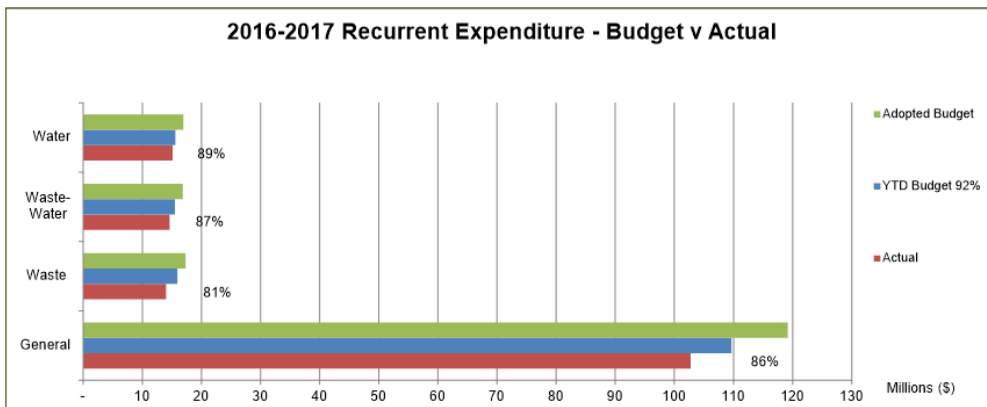
In assessing this month's expenditure, it is reasonable to expect the Employee, Materials and Services costs to be sitting around 92%. As at the date of this report the expenditure for the whole of Council is at 85%. The difference represents actual expenditure incurred not yet being reflected in the finance system. End of year adjustments and increased activity in June will reduce this variance.

b) Finance Costs

Finance Costs largely consist of interest paid on Council loans. These payments are made quarterly, with the final payment due on 15th June. The finance costs associated with the landfill restoration provision of approximately \$0.5 million will be processed at 30 June.

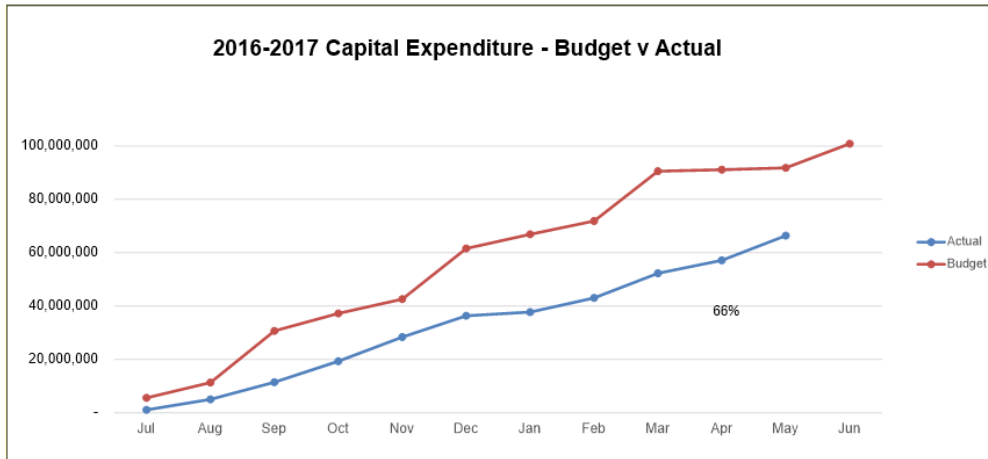
c) Depreciation

The budgeted depreciation expenditure is apportioned evenly across the 12 months of the year and is processed every month. The depreciation amount for May has been processed and the overall expenditure is as expected. Actual depreciation will be accurately captured once the asset valuations are finalised later in the financial year.



Capital Expenditure

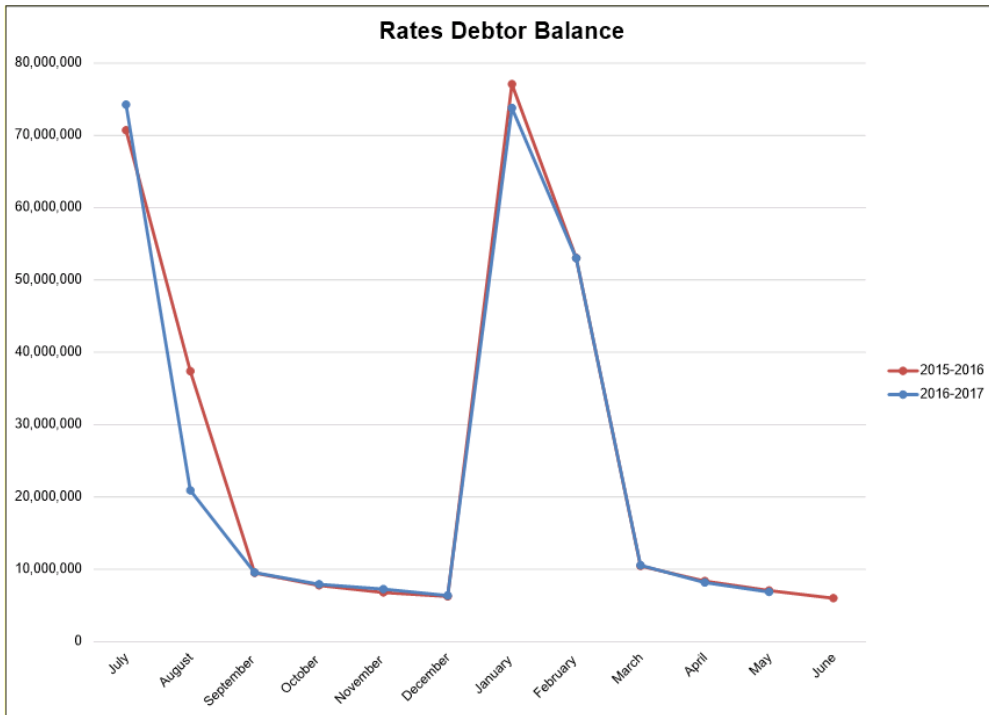
- Capital Expenditure is currently at 66% of the budget, an increase of 9% from 30 April 2017.
- It is anticipated that there will be significant contractual payments made in the month of June for projects such as Rubyanna Wastewater Treatment Plant, Multiplex Stage 2 and Road Rehabilitation Works. For more information on Capital Expenditure projects please refer to the Project reports herein.



Revenue Statistics

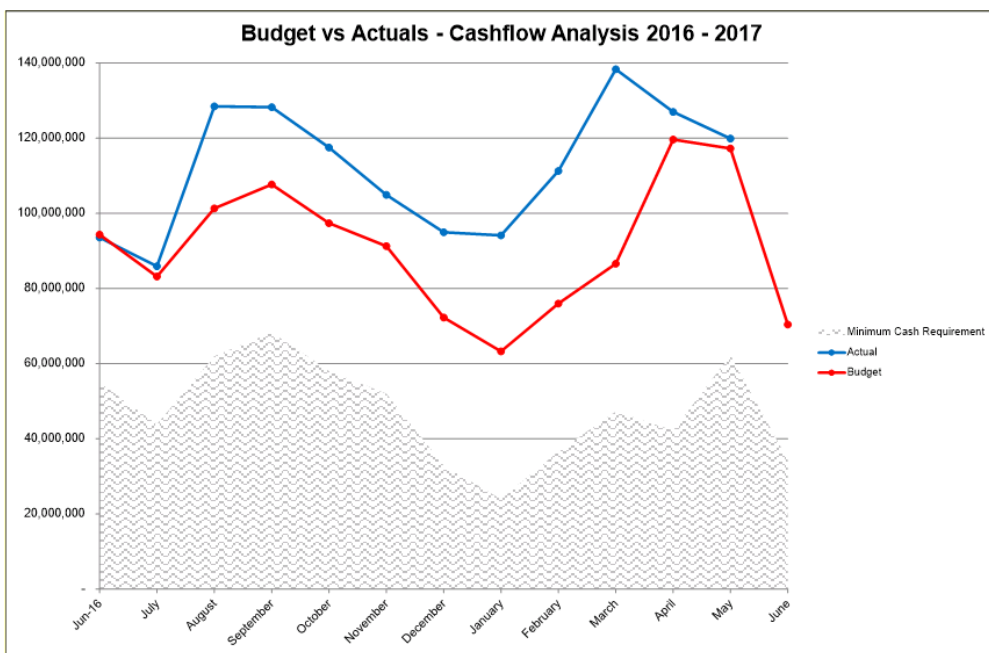
Rates Debtor

- Council's Rates were levied in July and February this financial year.
- As at 31 May 2017 the Rates Debtor balance sits at \$6.8 million. This is slightly lower than the balance at 31 May 2016.
- Outstanding rates, as a percentage of the 2016-2017 levy, are sitting at 4.49% compared with 4.83% at 31 May 2016.



Cash Flow

- The cash balance as at 31 May 2017 was \$120 million, a decrease of \$7 million from 30 April 2017. This is consistent with the expected decrease in cash in the final few months of the financial year.
- Council's restricted cash at 31 May totals \$95 million. Therefore unrestricted cash currently totals \$25 million.
- Restricted cash comprises the following components:
 - Grants \$11.3 million
 - Infrastructure Charges \$18.5 million
 - Reserves \$65.2 Million
- Council is yet to make a transfer to the Wastewater Reserve of \$4 million to fund the construction of Rubyanna Wastewater Treatment Plant.
- No short-term liquidity issues are foreseeable.



2017 Financial Year

A Year to Date Summary of Capital Projects, with a budget exceeding \$500,000

Department	Project Description	Status *	Monitor (Descriptor)	Budget	2017 FY YTD Actuals	% Spend	Est Final Cost 2017	\$ Variance
Water and Wastewater	Coral Cove Sewer - Deering Place Innes Park - New Sewer Pump Station & Pressure Main	★	Costs have been finalised	440,000	451,501	103%	451,501	11,501
	Coral Cove Sewer - Pebble Beach Drive New Pump Station, Rising Main and Gravity Main	✓	Contracts have been awarded to Berajondo. Construction has commenced and due to be completed June 2017.	910,000	564,691	62%	910,000	-
			<i>Subtotal</i>	<i>1,350,000</i>	<i>1,016,191</i>	<i>75%</i>	<i>1,361,501</i>	<i>11,501</i>
	Rubyanna STP - Design & Construction of Plant	✓	Several of the water retaining structures are currently being water tested. Work has commenced on the Regional Pump Station.	21,700,000	13,072,096	60%	21,700,000	-
	Project Administration and Control (All Stages)	✓	Work is ongoing	200,000	115,641	58%	200,000	-
	Rubyanna River Outfall for Rubyanna WWTP	○	Project is practically complete awaiting financial completion.	4,300,000	4,111,036	96%	4,300,000	-
			<i>Subtotal</i>	<i>26,200,000</i>	<i>17,298,773</i>	<i>66%</i>	<i>26,200,000</i>	<i>-</i>
	Gin Gin Water Treatment Plant Upgrade	✓	Internal delivery, completion expected early June 2017	369,000	306,330	83%	369,000	-
	Mellifont Street Water Pump Station (to transfer Treated Water to Kalkie WTP)	✓	Internal delivery, completion expected mid June 2017	480,000	212,164	44%	480,000	-
	Mellifont Street Water Pump Station - Generator	✓	Generator has been installed.	121,000	120,905	100%	121,000	-
			<i>Subtotal</i>	<i>601,000</i>	<i>333,069</i>	<i>55%</i>	<i>601,000</i>	<i>-</i>
	Woodgate Vaccum Sewer Extension	✓	Design and Construct Tender was let. Tender was not awarded. Method of Service Delivery to be amended to Design and Construction to be done separately. Design has commenced and will be completed in September 2017. Construction will occur next financial year.	280,000	33,257	12%	280,000	-

2017 Financial Year

A Year to Date Summary of Capital Projects, with a budget exceeding \$500,000

Department	Project Description	Status *	Monitor (Descriptor)	Budget	2017 FY YTD Actuals	% Spend	Est Final Cost 2017	\$ Variance
	Belle Eden Gravity Main Construction	✓	Project commencement pending development of site and subject to finalising sewerage infrastructure solutions for the area. Project has been reprogrammed for 2017/18	-	-	0%	-	-
	Hughes Road/ Blain Street, Bargara - Reticulation Renewal - SPS Gravity Main Conversion to Rising Main	✓	Construction is ongoing due to be completed mid June 2017	650,000	449,659	69%	650,000	-
	Port Water Infrastructure	★	Costs have been finalised	361,301	361,301	100%	361,301	-
	Port Water Infrastructure	✓	Tender has been awarded for the directional drilling. Construction to be complete by end of June.	50,000	-	0%	50,000	-
			<i>Subtotal</i>	<i>411,301</i>	<i>361,301</i>	<i>88%</i>	<i>411,301</i>	<i>-</i>
	Water Service Restoration (Water Hydrants)	✓	Project to be undertaken annually until standards are met in relation to water hydrant requirements.	515,000	442,425	86%	515,000	-
	Port Sewerage Infrastructure - Installation of Gravity Reticulation System	✓	Design complete. Project estimated cost reduced by adopting a more cost effective option. Tenders are currently being assessed. Tender to be awarded by end of May. Construction expected to commence in June.	180,000	67,646	38%	180,000	-

2017 Financial Year**A Year to Date Summary of Capital Projects, with a budget exceeding \$500,000**

Department	Project Description	Status *	Monitor (Descriptor)	Budget	2017 FY YTD Actuals	% Spend	Est Final Cost 2017	\$ Variance
Major Projects	Bundaberg Showgrounds Development - Multi-Use Sport and Community Centre (Multiplex) - Stage 1	★	Costs have been finalised	11,196,276	10,976,088	98%	10,976,088	(220,188)
	Bundaberg Showgrounds Development - Multi-Use Sport and Community Centre (Multiplex) - Stage 2	✓	Tender awarded to Murchie Constructions. Construction has commenced and is now expected to be completed November 2017 due to recent rain events. Concrete tilt panels are fully erected. Roof sheeting and installation, underground services and ground floor slabs are currently in progress.	3,100,000	1,211,670	39%	3,100,000	-
	<i>Subtotal</i>			<i>14,296,276</i>	<i>12,187,758</i>	<i>85%</i>	<i>14,076,088</i>	<i>(220,188)</i>
Information Systems	Corporate Applications - Core Systems Replacement Program	✓	The five shortlisted vendors for Enterprise Asset Management (EAM) have now completed their onsite presentations. The Project Evaluation Panel are completing their evaluations following on from the product demonstrations. Recommendation to Council for tender award will follow in June. ERP requirements gathering workshops are continuing. Council have engaged with KPMG to conduct an objective review of the Core Systems Replacement program from its inception in 2015. The review will focus specifically on the process followed to reach the current state and key decisions made to ensure the program is operating to meet expected outcomes. The KPMG review will be completed in June.	1,445,960	-	0%	1,445,960	-
	Corporate Applications - Rugged Tablets (2) - Proof of Concept - Core Systems Replacement Project	★	Costs have been finalised	10,000	10,000	100%	10,000	-
	<i>Subtotal</i>			<i>1,455,960</i>	<i>10,000</i>	<i>1%</i>	<i>1,455,960</i>	<i>-</i>

2017 Financial Year**A Year to Date Summary of Capital Projects, with a budget exceeding \$500,000**

Department	Project Description	Status *	Monitor (Descriptor)	Budget	2017 FY YTD Actuals	% Spend	Est Final Cost 2017	\$ Variance	
Roads and Drainage	Kay McDuff Drive Extension	✓	Tender has been awarded to Berajondo. Construction has commenced in January 2017. Constuction is due to be completed in June 2017.	1,000,000	646,700	65%	1,000,000	-	
	Winfield Road Widening	✓	Tender has been awarded to Stabilised Pavements of Australia. Construction due to commence June 2017. Council Day Labour Crews completed preliminary works.	1,150,000	684,085	59%	1,150,000	-	
	Monduran Bridge	✓	Construction completion will be delayed until June due to water releases from Monduran Dam. Project savings have been achieved due to competitive tenders.	2,200,000	1,892,043	86%	2,200,000	-	
	Monduran Road Approach Road on East Side of Kolan River	✓	Construction has commenced in March 2017 to be completed in June.	550,000	194,923	35%	550,000	-	
				<i>Subtotal</i>	<i>2,750,000</i>	<i>2,086,966</i>	<i>76%</i>	<i>2,750,000</i>	<i>-</i>
	Eggmolsesse Street	✓	Tender has been awarded to Devcon. Construction commenced in January 2017. Construction is due to be completed September 2017.	2,200,000	1,221,159	56%	2,200,000	-	
	Thabeban Stormwater Drainage Scheme - Stage 1B	★	Costs have been finalised.	436,643	436,643	100%	436,643	-	
	Thabeban Stormwater Drainage Scheme Stage 2	★	Costs have been finalised	446,697	446,697	100%	446,697	-	
	Thabeban Stormwater Drainage Scheme Stage 3	✓	Currently being designed.	700,000	23,178	3%	700,000	-	
				<i>Subtotal</i>	<i>1,583,340</i>	<i>906,518</i>	<i>57%</i>	<i>1,583,340</i>	<i>-</i>
	Winfield Road Construction - Rocky Point Road Turnoff to Boat Ramp	★	Costs have been finalised	701,000	708,480	101%	708,480	7,480	

2017 Financial Year

A Year to Date Summary of Capital Projects, with a budget exceeding \$500,000

Department	Project Description	Status *	Monitor (Descriptor)	Budget	2017 FY YTD Actuals	% Spend	Est Final Cost 2017	\$ Variance
Parks, Sport & Natural Areas	Christsen Park - Redevelopment	✓	Costs have been finalised for Stage 1. Amenities Completed and in use. 4 Double Shelters with BBQ's completed and commissioned. Playground installed, first milestone payment received. Official opening to occur 7th July 2017	851,078	592,078	70%	851,078	-
	Nanning Garden Upgrade - Bundaberg Botanic Gardens	✓	Construction commenced in February 2017. Pavillion Roof removed, paving and tiling materials ordered. Expected completion date 30th June 2017.	1,189,098	182,709	15%	1,189,098	-

Indicator Status Indicator Meaning

- ✓ On track Initiative is proceeding to plan with no indication of future impediments
- ★ Completed Initiative has been completed
- Monitor Progress is not as expected but action is being/has been taken and is expected to be on track within the next quarter or financial year
- Action Progress is significantly behind schedule or is rated 'closely monitor'. Decisive action is required to get back on track
- ✘ Required

Please note that completed projects may still have outstanding costs

Moderate + High Governance Projects - Life to Date

A Life to Date Summary of Moderate + High Governance Projects, with a budget exceeding \$500,000 over the life of the works

Department	Project Description	Capital/Non-Capital	Status *	Monitor (Descriptor)	Original Budget	Current Budget	LTD Actuals	Est Final Cost
	Coral Cove Sewer - Deering Place Innes Park - New Sewer Pump Station & Pressure Main	Capital	★	Costs have been finalised	2,700,000	2,568,127	2,579,627	2,579,627
	Coral Cove Sewer - Deering Place Innes Park - New Sewer Pump Station & Pressure Main	Capital	★	Developer Contribution complete	(949,061)	(925,694)	(925,694)	(925,694)
	Coral Cove Sewer - Pebble Beach Drive New Pump Station, Rising Main and Gravity Main	Capital	✓	Contracts have been awarded to Berajondo. Construction has commenced and due to be completed June 2017.	-	910,000	564,691	910,000
	Coral Cove Sewer - Pebble Beach Drive New Pump Station, Rising Main and Gravity Main	Capital	★	Developer Contribution is complete	-	(55,000)	(55,000)	(55,000)
	Coral Cove Sewer - Easement Negotiations and compensation	Non Capital	✓	Work is ongoing	-	40,000	17,251	40,000
				<i>Cost to Council</i>	<i>1,750,939</i>	<i>2,537,432</i>	<i>2,180,875</i>	<i>2,548,933</i>
	Rubyanna STP - Design & Construction of Plant	Capital	✓	Several of the water retaining structures are currently being water tested. Work has commenced on the Regional Pump Station.		52,861,589	21,891,375	52,861,589
	Purchase of Land	Capital	★	Costs have been finalised		2,667,537	2,667,536	2,667,537
	Rubyanna SPS Concept Study	Non Capital	★	Costs have been finalised		53,700	53,700	53,700
	Project Administration and Control (All Stages)	Capital	✓	Work is ongoing		1,005,000	815,585	1,005,000
	Non Capital Costs for Design and Construction of Plant	Non Capital	●	Work is ongoing		231,000	234,029	234,029
	Rubyanna STP - Trunk Pipelines Concept Design & Survey	Capital	★	Costs have been finalised	95,726,237	7,057,331	7,057,331	7,057,331
	Rubyanna River Outfall for Rubyanna WWTP	Capital	●	Project is practically complete awaiting financial completion.		4,564,971	4,327,823	4,564,971
	Rubyanna WWTP Pipelines - Springhill Road to RWWTP	Capital	★	Costs have been finalised		487,880	487,880	487,880
	Rubyanna WWTP Pipelines - Darnell Street Sewerage Cutting	Capital	★	Costs have been finalised		321,020	321,020	321,020

Moderate + High Governance Projects - Life to Date

A Life to Date Summary of Moderate + High Governance Projects, with a budget exceeding \$500,000 over the life of the works

Department	Project Description	Capital/Non-Capital	Status *	Monitor (Descriptor)	Original Budget	Current Budget	LTD Actuals	Est Final Cost
Water and Wastewater	Decommissioning of East Bundaberg WWTP	Non Capital	✓	Expression of Interest has closed. Received one submission. Currently drafting a Feasibility Study to present to Council for consideration by the end of the financial year.		1,800,000	8,417	1,800,000
	<i>Cost to Council</i>				95,726,237	71,050,028	37,864,696	71,053,057
	Gin Gin Water Treatment Plant Upgrade	Capital	✓	Internal delivery, completion expected early June 2017	1,100,000	1,167,193	1,104,524	1,167,193
	Mellifont Street Water Pump Station (to transfer Treated Water to Kalkie WTP)	Capital	✓	Internal delivery, completion expected mid June 2017	700,000	530,768	262,932	530,768
	Mellifont Street Water Pump Station - Capital Generator	Capital	✓	Generator has been installed.	-	121,000	120,905	121,000
	<i>Cost to Council</i>				700,000	651,768	383,837	651,768
	Woodgate Vacuum Sewer Extension	Capital	✓	Design and Construct Tender was let. Tender was not awarded. Method of Service Delivery to be amended to Design and Construction to be done separately. Design has commenced and will be completed in September 2017. Construction will occur next financial year.	1,300,000	280,000	33,257	1,400,000
	Belle Eden Gravity Main Construction	Capital	✓	Project commencement pending development of site and subject to finalising sewerage infrastructure solutions for the area. Project has been reprogrammed for 2017/18	1,000,000	-	-	-
Hughes Road/ Blain Street, Bargara - Reticulation Renewal - SPS Gravity Main Conversion to Rising Main	Capital	✓	Construction is ongoing due to be completed mid June 2017	600,000	655,230	454,888	655,230	

Moderate + High Governance Projects - Life to Date

A Life to Date Summary of Moderate + High Governance Projects, with a budget exceeding \$500,000 over the life of the works

Department	Project Description	Capital/Non-Capital	Status *	Monitor (Descriptor)	Original Budget	Current Budget	LTD Actuals	Est Final Cost
	Port Water Infrastructure	Capital	★	Costs have been finalised	750,000	756,526	756,526	756,526
	Port Water Infrastructure	Capital	✓	Tender has been awarded for the directional drilling. Construction to be complete by end of June.	-	-	-	50,000
				<i>Cost to Council</i>	<i>750,000</i>	<i>756,526</i>	<i>756,526</i>	<i>806,526</i>
	Water Service Restoration (Water Hydrants)	Capital	✓	Project to be undertaken annually until standards are met in relation to water hydrant requirements.	-	516,237	443,662	856,526
	Port Sewerage Infrastructure - Installation of Gravity Reticulation System	Capital	✓	Design complete. Project estimated cost reduced by adopting a more cost effective option. Tenders are currently being assessed. Tender to be awarded by end of May. Construction expected to commence in June.	-	180,000	67,646	180,000

Moderate + High Governance Projects - Life to Date

A Life to Date Summary of Moderate + High Governance Projects, with a budget exceeding \$500,000 over the life of the works

Department	Project Description	Capital/Non-Capital	Status *	Monitor (Descriptor)	Original Budget	Current Budget	LTD Actuals	Est Final Cost	
Major Projects	Bundaberg Showgrounds Development - Multi-Use Sport and Community Centre (Multiplex) - Stage 1	Capital	★	Costs have been finalised	9,500,000	15,843,005	15,622,817	15,622,817	
	Intersections and Internal Roads	Capital	★	Costs have been finalised.	3,115,118	3,115,118	3,115,118	3,115,118	
	Bundaberg Showgrounds Development - Multi-Use Sport and Community Centre (Multiplex) - Stage 2	Capital	✓	Tender awarded to Murchie Constructions. Construction has commenced and is now expected to be completed November 2017 due to recent rain events. Concrete tilt panels are fully erected. Roof sheeting and installation, underground services and ground floor slabs are currently in progress.	12,500,000	10,741,399	1,353,069	12,641,399	
	Demolition of Skating Rink & Lessee Compensation	Non Capital	✓	Demolition to occur in 2017/18.	250,000	-	-	31,379,334	
	<i>Cost to Council</i>					25,365,118	29,699,522	20,091,004	31,629,334
	Mount Perry Road Flood Evacuation Route Upgade	Non Capital	★	Construction is complete	8,758,570	4,581,121	4,675,500	4,675,500	
	Mount Perry Road Flood Evacuation Route Upgade Complementary Works including Retaining Wall, Open Drain, Botanic Gardens Pit and Water Main.	Capital	★	Construction is complete		1,273,584	1,273,584	1,273,584	
	<i>Cost to Council</i>					8,758,570	5,854,705	5,949,084	5,949,084

Moderate + High Governance Projects - Life to Date

A Life to Date Summary of Moderate + High Governance Projects, with a budget exceeding \$500,000 over the life of the works

Department	Project Description	Capital/Non-Capital	Status *	Monitor (Descriptor)	Original Budget	Current Budget	LTD Actuals	Est Final Cost
Information Systems	Corporate Applications - Core Systems Replacement Program - Initial product scope and product selection	Non Capital	✓	The five shortlisted vendors for Enterprise Asset Management (EAM) have now completed their onsite presentations. The Project Evaluation Panel are completing their evaluations following on from the product demonstrations. Recommendation to Council for tender award will follow in June. ERP requirements gathering workshops are continuing. Council have engaged with KPMG to conduct an objective review of the Core Systems Replacement program from its inception in 2015. The review will focus specifically on the process followed to reach the current state and key decisions made to ensure the program is operating to meet expected outcomes. The KPMG review will be completed in June.	-	1,036,034	980,152	1,036,034
	Corporate Applications - Core Systems Replacement Program	Capital	✓	The five shortlisted vendors for Enterprise Asset Management (EAM) have now completed their onsite presentations. The Project Evaluation Panel are completing their evaluations following on from the product demonstrations. Recommendation to Council for tender award will follow in June. ERP requirements gathering workshops are continuing. Council have engaged with KPMG to conduct an objective review of the Core Systems Replacement program from its inception in 2015. The review will focus specifically on the process followed to reach the current state and key decisions made to ensure the program is operating to meet expected outcomes. The KPMG review will be completed in June.	4,500,000	4,934,188	-	4,934,188
	Corporate Applications - Rugged Tablets (2) - Proof of Concept - Core Systems Replacement Project	Capital	★	Costs have been finalised	-	10,000	10,000	10,000
	Corporate Applications - Software Programs	Capital	★	Costs have been finalised.	-	22,277	22,277	22,277
				<i>Cost to Council</i>	<i>4,500,000</i>	<i>6,002,498</i>	<i>1,012,429</i>	<i>6,002,498</i>

Moderate + High Governance Projects - Life to Date

A Life to Date Summary of Moderate + High Governance Projects, with a budget exceeding \$500,000 over the life of the works

Department	Project Description	Capital/Non-Capital	Status *	Monitor (Descriptor)	Original Budget	Current Budget	LTD Actuals	Est Final Cost
Roads and Drainage	Kay McDuff Drive Extension	Capital	✓	Tender has been awarded to Berajondo. Construction has commenced in January 2017. Constuction is due to be completed in June 2017.	2,900,923	1,700,923	953,623	1,700,923
	Kay McDuff Drive Extension - Costs association with Construction of Bundaberg Ring Road Intersection	Non Capital	✓	Costs associated with the Bundaberg Ring Road Intersection are non-capital as the Road is a State owned road.	-	1,200,000	871,328	1,200,000
	<i>Cost to Council</i>				2,900,923	2,900,923	1,824,951	2,900,923
	Winfield Road Widening	Capital	✓	Tender has been awarded to Stabilised Pavements of Australia. Construction due to commence June 2017. Council Day Labour Crews completed preliminary works.	1,150,000	1,185,473	719,558	1,185,473
	Monduran Bridge	Capital	✓	Construction completion will be delayed until June due to water releases from Monduran Dam. Project savings have been achieved due to competitive tenders.	3,300,000	2,387,370	2,079,413	2,387,370
	Monduran Road Approach Road on East Side of Kolan River	Capital	✓	Construction has commenced in March 2017 to be completed in June.	-	550,000	194,923	550,000
	<i>Cost to Council</i>				3,300,000	2,937,370	2,274,336	2,937,370
	Eggmolsesse Street	Capital	✓	Tender has been awarded to Devcon. Construction commenced in January 2017. Construction is due to be completed September 2017.	4,200,000	3,665,249	1,286,408	2,965,249
	Thabeban Stormwater Drainage Scheme - Stage 1B	Capital	★	Costs have been finalised.	1,308,000	574,896	574,896	574,896
	Thabeban Stormwater Drainage Scheme Stage 2	Capital	★	Costs have been finalised	-	446,697	446,697	446,697
Thabeban Stormwater Drainage Scheme Stage 3	Capital	✓	Currently being designed.	-	700,000	23,178	700,000	

Moderate + High Governance Projects - Life to Date

A Life to Date Summary of Moderate + High Governance Projects, with a budget exceeding \$500,000 over the life of the works

Department	Project Description	Capital/Non-Capital	Status *	Monitor (Descriptor)	Original Budget	Current Budget	LTD Actuals	Est Final Cost
				<i>Cost to Council</i>	1,308,000	1,721,593	1,044,770	1,721,593
	Winfield Road Construction - Rocky Point Road Turnoff to Boat Ramp	Capital	★	Costs have been finalised	750,000	701,000	708,480	739,000
	Winfield Road Land Resumption	Non Capital	★	Land Resumption Costs are non-capital	-	-	10,237	10,237
				<i>Cost to Council</i>	750,000	701,000	718,717	749,237
Parks, Sport & Natural Areas	Christsen Park - Redevelopment	Capital	✓	Costs have been finalised for Stage 1. Amenities Completed and in use. 4 Double Shelters with BBQ's completed and commissioned. Playground installed, first milestone payment received. Official opening to occur 7th July 2017	800,000	1,273,237	1,019,981	1,273,237
	Nanning Garden Upgrade - Bundaberg Botanic Gardens	Capital	✓	Construction commenced in February 2017. Pavillion Roof removed, paving and tiling materials ordered. Expected completion date 30th June 2017.	-	1,189,098	182,709	1,189,098

Indicator Status Indicator Meaning

- ✓ On track Initiative is proceeding to plan with no indication of future impediments
- ★ Completed Initiative has been completed
- Monitor Progress is not as expected but action is being/has been taken and is expected to be on track within the next quarter or financial year
- Action Progress is significantly behind schedule or is rated 'closely monitor'. Decisive action is required to get back on track
- ✘ Required

Please note that completed projects may still have outstanding costs

Capital Grants - Life to Date

Department	Project Description	Funding Name	Total Approved Funding	LTD Grant Income Actuals	Percentage Received	Total Approved Expenditure	LTD Grant Expenditure Actuals	Percentage Spend	Approved Cost to Council	Current Actual Cost to Council	Funding Completion Date	Comments
Community Development	Bundaberg Recreation Precinct - Construction of New Amenities	Queensland Governments 2016-17 Grants and Subsidies Program	144,000	43,200	30%	240,000	25,008	10%	96,000	(18,192)	25/08/2017	30% funding received at execution of sub agreement. Next Milestone payment to be received once initial payment expended. Next Milestone payment due in July.
Disaster Management	Childers SES Shed for Flood Boat	National Disaster Resilience Program	12,000	3,800	30%	20,000	18,400	92%	8,000	14,800	24/11/2017	Next Milestone payment due in June 2017.
	Bundaberg SES Installations of Solar Panels	National Disaster Resilience Program	15,000	4,500	30%	25,000	19,545	78%	10,000	15,045	24/11/2017	Next Milestone payment due in June 2017.
	Walla Gauge and Trio of Rain Gauges	National Disaster Resilience Program	42,000	12,800	30%	70,000	33,921	48%	28,000	21,321	24/11/2017	Next Milestone payment due in June 2017.
Parks, Sport and Natural Areas	Redevelopment of Christen Park, Bargaera	National Stronger Regions Funding	401,078	200,539	50%	1,273,237	1,019,981	80%	872,159	819,442	30/06/2017	Stage 2 Funding. Next Milestone payment due in June 2017.
Major Projects	Multi-Use Sports and Community Centre - Stage 1	Building Our Regions	5,000,000	4,797,863	98%	14,500,000	15,622,817	108%	9,500,000	10,824,954	30/03/2017	\$13,913,804 was the total claimable final cost of the project, resulting in a revenue reduction of \$202,137. The final claim has been submitted and is currently being evaluated. Council will receive the funds when this process is complete.
	Multi-Use Sports and Community Centre - Stage 2	Building Our Regions	5,000,000	1,000,000	20%	12,200,000	1,353,069	11%	2,200,000	353,069	14/02/2018	Milestone 2 will be submitted and payment will be received in June 2017.
		Community Development Grant	5,000,000	-	0%						14/02/2018	Milestone 1 will be submitted in June 2017. Payment due in July 2017.
Wastewater	Rubyanna Sewerage Treatment Plant	Building Our Regions	5,000,000	4,250,000	85%	62,050,000	21,891,375	35%	57,050,000	17,841,375	30/07/2018	Please note that total approved expenditure refers to the minimum expenditure required by the Grant funding.
	Kay McDuff Drive Extension	Heavy Vehicle Safety and Productivity Programme Round Five	1,407,166	985,016	70%	2,387,574	953,623	40%	-	(1,011,801)	31/07/2017	Heavy Vehicle Safety and Productivity Programme Round Five final claim to be submitted and paid in July 2017.
		TIDS	980,408	980,408	100%						31/07/2017	Further TIDS funding approved for 18/19 and 19/20 Financial Year.
	New Monduran Bridge over Kolan River	Bridges Renewal Programme	1,560,000	1,200,000	75%	2,318,000	2,274,336	98%	-	346,336	30/06/2017	Construction completion will be delayed until June due to water releases from Monduran Dam.
		TIDS	728,000	728,000	100%						30/06/2017	Bridges Renewal Programme final claim will be submitted in June. Payment due in July 2017. Project savings have resulted in a reduction in revenue estimated to be \$53,500. Further TIDS funding approved for 18/19 and 19/20 Financial Year.
Eggmolesse Street - Upgrade to Sealed Standard (Johanna Boulevard End)	TIDS	103,839	130,839	126%	3,707,678	1,286,408	35%	103,839	487,166	30/06/2018	Next Milestone payment due in June 2017.	
	Roads to Recovery	3,500,000	668,403	19%						30/06/2018	Further TIDS funding approved for 18/19 and 19/20 Financial Year.	

Capital Grants - Life to Date

Department	Project Description	Funding Name	Total Approved Funding	LTD Grant Income Actuals	Percentage Received	Total Approved Expenditure	LTD Grant Expenditure Actuals	Percentage Spend	Approved Cost to Council	Current Actual Cost to Council	Funding Completion Date	Comments
Roads and Drainage	On-Road Cycle Facilities (PCNP) on Avoca Street/Branyan Drive	Cycle Network Local Government Grants Program	362,500	196,250	50%	884,500	24,147	3%	462,000	(172,103)	31/08/2017	50% funding received at execution of agreement. The next Milestone payment of 25% is due in June 2017.
	Winfield Road from Rocky Point Road Turnoff to Winfield Boat Ramp Construct and Seal Gravel Road	Roads to Recovery	750,000	603,173	80%	750,000	708,480	94%	-	105,307	30/04/2017	Project savings have resulted in a reduction in revenue of \$38,000. Next Milestone payment due in June 2017.
	Winfield Road Widening	Roads to Recovery	1,150,000	200,000	17%	1,150,000	1,581,641	138%	-	1,381,641	31/05/2017	Next Milestone payment due in June 2017.
	Eastgate Street/Scotland Street Bundaberg East - Construct Concrete Pathway	TIDS	21,000	945	5%	42,000	1,890	5%	21,000	945	30/06/2017	Construction scheduled to commence and complete in June. Next Milestone payment due in June 2017.
	Bundaberg North State School - Construct Concrete Pathway	TIDS	4,875	-	0%	9,750	-	0%	4,875	-	30/06/2017	Construction scheduled to commence and complete in June. Next Milestone payment due in June 2017.
	Bundaberg Central State School Construct Childrens Crossing	TIDS	17,500	1,594	9%	35,000	3,447	10%	17,500	1,853	30/06/2017	Construction scheduled to commence and complete in June. Next Milestone payment due in June 2017.
	Branyan Drive Culvert	National Disaster Resilience Program	181,560	54,468	30%	302,600	64,693	21%	121,040	10,228	24/11/2017	Next Milestone payment due in June 2017.
	Windermere Road Culvert	National Disaster Resilience Program	327,600	98,280	30%	546,000	30,192	6%	218,400	(68,088)	24/11/2017	30% funding received at execution of agreement. Next Milestone can be claimed once expenditure exceeds received revenue.
	Long Distance Coach Stop - Crescent Street Childers	Passenger Transport Facilities Program	17,500	8,750	50%	35,000	5,356	15%	17,500	(3,394)	30/06/2017	Next Milestone payment due in June 2017.
	Commercial Street/Production Street/Brickworks Circuit - Intersection Safety Improvements	BLACKSPOT	90,000	45,000	50%	90,000	72,098	80%	-	27,098	30/06/2017	50% funding received at execution of agreement. The final 50% will be received on completion of the project. Final payment due in June 2017.
	Scotland Street/Eastgate Street - Intersection Safety Improvements	BLACKSPOT	410,000	205,000	50%	410,000	41,085	10%	-	(163,915)	30/06/2017	50% funding received at execution of agreement. The final 50% will be received on completion of the project.
	Walla Street and George Street - Intersection Safety Improvements	BLACKSPOT	360,000	195,000	50%	360,000	28,425	7%	-	(166,575)	30/06/2017	50% funding received at execution of agreement. The final 50% will be received on completion of the project. Final payment due in July 2017.
	Pathway Que Hee Street to Ring Road	Get Playing Plus	739,900	-	0%	1,479,800	16,271	1%	739,900	16,271	30/09/2018	Funding is received progressively during construction. First Milestone payment due July 2017.
Various	Works for Queensland	Works for Queensland	10,710,000	6,405,600	60%	10,710,000	585,761	5%	-	(5,816,839)	31/12/2017	50% funding received at execution of agreement. A further 30% will be received upon expending 50% of the total allocation. This is expected to be received in July 2017.

**Item****27 June 2017****Item Number:**

E2

File Number:

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Part:

FINANCE

Portfolio:

Organisational Services

Subject:

Amendments to 2017/2018 Fees and Charges Register

Report Author:

Amy Crouch, Executive Assistant

Authorised by:

Stuart Randle, General Manager Organisational Services

Link to Corporate Plan:

Our People, Our Business - 3.1 A sustainable financial position.

Previous Items:

T1 - Fees and Charges Register 2017/2018 - Ordinary Meeting - 16 May 2017

Background:

Council recently adopted the 2017/2018 Fees and Charges Register.

Following review by Council staff, the following minor amendments to the Cost Recovery Section are required which, under Section 97 of the *Local Government Act 2009*, requires Council resolution.

Reference 3.11 – Regulated Parking

Council has received advice from the Department of Infrastructure, Local Government and Planning ([Bulletin 06/17, dated 17 May 2017](#)) informing that the value of a Penalty Unit will increase effective from 1 July 2017. This increase is applicable to Penalty Infringement Notices (PINs) issued by Council.

Advice from the Department is as follows: “*The increase to \$126.15 will only apply to offences committed on or after 1 July 2017. Under the Penalties and Sentences Act 1992, when a penalty unit value is applied to offences enforced through the issuing of a PIN, the amount of the PINS is to be rounded down to the nearest whole dollar, e.g. if an infringement notice prescribes a penalty of one penalty unit, the monetary value of the penalty is \$126.00 (rounded down from \$126.15)*”.

Reference 5.5.2 – Operational Works – Excavating or Filling of Land

A duplication of the fee below was noted, and is requested to be deleted.

- Minor Works (up to 500 m³) - \$574.00 each

Associated Person/Organization:

Nil.

Consultation:

Michael Ellery, Group Manager Development

Adam Gardner, Coordinator Regulatory Services

Legal Implications:

There appear to be no legal implications.

Policy Implications:

There appear to be no policy implications.

Financial and Resource Implications:

There appear to be no financial or resource implications.

Risk Management Implications:

There appears to be no risk management implications.

Communications Strategy:

Communications Team consulted.

Yes

No

Attachments:

Nil

Recommendation:

That the 2017/2018 Fees and Charges Register (adopted by Council at its meeting of 16 May 2017), Cost Recovery Section, be amended as follows:-

- **Reference 3.11: Following advice from the Department of Infrastructure, Local Government and Planning, the value of a Penalty Unit be increased to \$126; and**
- **Reference 5.5.2: The duplicate fee for Minor Works listed under 'Operational Works – Excavating or Filling of Land', be deleted.**

**Item****27 June 2017****Item Number:**

G1

File Number:

-

Part:

INFRASTRUCTURE

Portfolio:

Infrastructure & Planning Services

Subject:

Fleet Management Advisory Committee

Report Author:

Valerie Andrewartha, Executive Assistant

Authorised by:

Andrew Fulton, General Manager Infrastructure & Planning

Link to Corporate Plan:

Our People, Our Business - 3.1 A sustainable financial position.

Background:

In accordance with Council's resolution, the Fleet Management Advisory Committee met on 27 May 2017. The minutes and associated attachments from this meeting are submitted for Council's endorsement.

Associated Person/Organization:

Fleet Management Advisory Committee

Consultation:

None.

Legal Implications:

There appear to be no legal implications.

Policy Implications:

There appear to be no policy implications.

Financial and Resource Implications:

There appear to be no financial or resource implications.

Risk Management Implications:

There appears to be no risk management implications.

Communications Strategy:

Communications Team consulted.

- Yes
- No

Attachments:

- [↓](#) 1 Minutes - 26052017
- 2 Attachments - 26052017 - Confidential

Recommendation:

That the minutes (and associated attachments) of the Fleet Management Advisory Committee meeting held on 26 May 2017, be received and noted.



MINUTES
FLEET MANAGEMENT ADVISORY COMMITTEE
26 May 2017

Where	Burnett Meeting Room, Bargara
When	Friday, 26 May 2017 – 3.00pm
Attendees	Cr. Bill Trevor – Councillor Andrew Fulton – General Manager Infrastructure & Planning Michael Egan – Group Manager Support Services
By Invitation	Gavin Crawford – Manager Waste & Health Services David Zorzan – Co-Ordinator Waste & Recycling Barry Pershouse – OHS Team Leader
Apologies	Andrew Railz – Manager Fleet Services Barry White – Procurement Co-Ordinator John Kelly – Manager Strategic Finance Anthony Keleher – Manager Financial Accounting
Chair	Cr. Wayne Honor – Councillor
Minute Taker	Valerie Andrewartha – Executive Assistant
Next Meeting	Thursday, 31 August 2017 – 2.00pm

1. Welcome

Cr. Wayne Honor welcomed everyone to the meeting and apologies were noted.

Minutes of the previous meeting of 7 February 2017 were accepted as read.

Moved: Michael Egan

Seconded: David Zorzan

2. Business

(a) **Matters Arising from Previous Minutes**

- Plant Hire – Hire Vs Purchase of Graders

Andrew Railz and John Kelly were working on this however they were both absent from the meeting – item to be deferred until next meeting.

Fleet Management Advisory Committee**26 May 2017**

Cr. Honor questioned whether there was sufficient graders within Council and given the ever increasing workload, asked whether additional plant are required.

Cr. Trevor suggested that Council needs to decide what their 'core' work is going to be and base plant retention on that basis.

Michael Egan to discuss report forwarded to Andrew Fulton prior to next meeting.

Action/s:- Deferred – pending further discussion between Michael Egan and Andrew Fulton. *(Michael Egan/Andrew Fulton)*

- Effective Use of Mobile Servicing Vehicle

Complete.

Action/s:- Complete.

- Strategy for Safe Driving

Barry Pershouse distributed a Draft Safe Driving Procedure document. Barry advised that it primarily dealt with situations involving damage to Council plant.

Discussions have been undertaken between Fleet and WHS with respect to reducing incidents through driver education etc.

Andrew Fulton requested that strategies be investigated to ensure that operators behave in a safer manner and be more accountable for its operation, eg. stickers on the rear of the vehicle, GPS (including closer analysis of data with respect to speed etc.), increased drug testing.

Barry Pershouse and Andrew Railz to collate a Policy for presentation to the Committee.

Action/s:- Policy to be drafted and presented to the Committee which includes a proactive approach and accountability to the public. *(Barry Pershouse/Andrew Railz)*

- Disposal of Plant

Michael Egan advised that Andrew Railz is still working on this document. Andrew Railz to distribute this to Committee members ASAP.

Action/s:- Document to be distributed to Committee Members. *(Michael Egan/Andrew Railz)*

Fleet Management Advisory Committee**26 May 2017**

- Identification of surplus mower/s

Identification of mowers that are due for replacement/surplus to Council's requirements for possible donation to Bucca Rowing Club and Gaeta Rural Fire Brigade.

Action/s:- Two (2) mowers be identified to the General Manager and the matter be put to Council for a Resolution of Council to donate plant.

(b) **New Business**

- Retention of 'spare' garbage truck

Gavin Crawford presented the Business Case (attached).

Andrew Fulton requested that an analysis of age Vs maintenance be undertaken.

After further discussion, it was agreed that the 15th and an additional 16th truck be retained next financial year, however further discussion was to be undertaken on this matter.

Action/s:- Analysis of age Vs maintenance be undertaken; 15th and 16th truck be retained next financial year and further discussion be undertaken. *(Andrew Railz)*

Gavin Crawford and David Zorzan left the meeting (3.58pm).

- Review of Fleet Charging

Deferred.

Action/s:- Deferred.

3. Reports

- (a) **Monthly Report/s** (attached)

Reports were noted and discussion undertaken.

4. Other Matters

- (a) 2016/2017 Plant Replacement Program

Michael Egan distributed a Plant Replacement Program Update (attached) and discussion was undertaken on the current status of the program.

Action/s:- None.

Fleet Management Advisory Committee

26 May 2017

5. Next Meeting – Thursday, 31 August 2017 at 2.00pm

Thanks & Close

Close – 4.10pm

**Item****27 June 2017**

Item Number:	File Number:	Part:
J1	LP02	PLANNING

Portfolio:

Infrastructure & Planning Services

Subject:

Implementation of Planning Act 2016 - Delegations to the Chief Executive Officer and Council Employees

Report Author:

Michael Ellery, Group Manager Development

Authorised by:

Andrew Fulton, General Manager Infrastructure & Planning

Link to Corporate Plan:

Our People, Our Business - 3.7 Organisational structure, processes and systems that innovatively support effective governance and service delivery.

Background:

On 16 May 2016 the Queensland Government passed into legislation the *Planning Act 2016* (PA) to replace current planning legislation, the *Sustainable Planning Act 2009* (SPA). The new PA is scheduled to commence on 3 July 2017, together with the Planning Regulation 2017 (PR) and the Development Assessment (DA) Rules.

To ensure that Council can meet its statutory obligations under the PA, PR and the DA Rules from day one, it will be necessary for Council to grant delegated authority for certain powers under these documents to the Chief Executive Officer. The proposed delegations to the CEO are contained in Attachments 1-3.

Further, to allow day to day operations to continue, delegation of a range of administrative matters will need to be given to other staff.

It is proposed that a suite of delegations be given to staff consistent with the current approach under SPA. As detailed in the current delegations, applications are currently categorized into one of three levels, with the most significant matters (level 3) required to be determined at a meeting of the full Council. The current categorization of applications is done as follows:

Applications to be decided by Council (Level 3):

- Any MCU proposing a building exceeding 3 storeys;
- Commercial or industrial development that is impact assessable and over 400 m²;
- Subdivision creating 50 or more lots;
- Where an application has five or more submissions;

- Any development inconsistent with the planning scheme;
- Any MCU or ROL where Council is also the applicant;
- Any request to change or extend the relevant period of any of the above unless of a minor nature and not fundamental to Council's original decision;
- Any refusal;
- Any other application that the CEO, General Manager or Group Manager considers should be sent to Council, or any application that a Councillor has requested to be brought to Council for determination.

Applications to be decided by the Manager Development Assessment (Level 2):

- All other applications that are not a Level 1 or Level 3 application

Applications to be decided by Senior Planner (Level 1):

- Subdivision for 10 lots or less;
- Code assessable against a single overlay code;
- Low Risk/Risk Smart
- Houses, sheds, dual occupancy and other domestic structures (this includes concurrence agency assessments)
- Operational Works (not engineering related)
- Building Works assessable against the planning scheme.

Engineering (operational works) and building (assessable against the Building Act) applications are determined by the Senior Development Engineer and the Building Officer (who is a licensed building certifier).

Attachments 4 -7 outline the proposed delegations from the Chief Executive Officer to employees, and Attachment 8 details the conditions on the exercise of this delegated authority.

Associated Person/Organization:

Not applicable.

Consultation:

Council was consulted about the proposed approach to delegations under the *Planning Act 2016* on 22 May 2017.

Legal Implications:

Section 259 of the *Local Government Act 2009* (LGA) allows the Chief Executive Officer to delegate the chief executive officer's powers to an appropriately qualified employee or contractor of the local government so long as Council has not expressly directed the Chief Executive Officer not to further delegate them. In this case the Council has not made any such direction.

If endorsed by Council, the register of delegations required to be kept by Section 260 of the LGA will be updated.

Policy Implications:

There is no change to current practices, proposed by these new delegations, with the exception of any new procedures introduced by the PA. It is proposed that any new procedures, such as relating to Exemption Certificates, be delegated to management level.

Financial and Resource Implications:

The proposed delegations will not require the allocation of any additional finances or resources.

Risk Management Implications:

The delegations and associated conditions on their use incorporate measures designed to reduce the risk of unintended or inappropriate decision making in relation to development assessment matters.

Communications Strategy:

Communications Team consulted.

- Yes
 No

Attachments:

- [↓ 1](#) Delegations Council to CEO - Planning Act 2016
- [↓ 2](#) Delegations Council to CEO - Planning Regulation 2017
- [↓ 3](#) Delegations Council to CEO - Development Assessment Rules
- [↓ 4](#) Delegations CEO to Employee or Contractor Statutory Matters - Planning Act 2016
- [↓ 5](#) Delegations CEO to Employee or Contractor Administrative Matters - Planning Act 2016
- [↓ 6](#) Delegations CEO to Employee or Contractor - Planning Regulation 2017
- [↓ 7](#) Delegations - CEO to Employee or Contractor - Development Assessment Rules
- [↓ 8](#) Draft Amended Conditions on the Exercise of Delegated Authority by Development Group Staff

Recommendation:

That:-

- A. pursuant to Section 257 of the *Local Government Act 2009*, Council delegate its powers under the *Planning Act 2016* , *Planning Regulation 2017* and the *Development Assessment Rules* to the Chief Executive Officer, excepting those powers that require a resolution of Council (see Attachments 1-3);**

- B.** pursuant to Section 259 of the *Local Government Act 2009*, the Chief Executive Officer delegate certain powers under the *Planning Act 2016*, *Planning Regulation 2017* and the *Development Assessment Rules* to the employees as detailed in Attachments 4 - 7 appended to this report; and
- C.** the amended *Conditions on the Exercise of Development Applications by Development Group Staff* as detailed in Attachment 8 appended to this report be adopted by Council.

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

Version information:

Date Reviewed:	25/5/2017
Reprint No:	25/5/2016
Updated Items:	Sections 19, 46, 75, 115
New Items:	Section 37, 41, 51, 64, 84, 86, 93, 105, 175, 181, 229
Removed Items:	

To view the changes within this document please turn on 'Track Changes' to show 'Final: Show Mark-Up'

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to make submissions to the Minister about the making or amending of a State Planning instrument.	Section 10 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to give notice of a proposed planning scheme or proposed amendment to the chief executive and follow the process for making or amending a planning scheme. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 18, 20 and 26 and as required under a notice give by the chief executive or in the Minister's rules.	Sections 18, 20 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power to apply a planning scheme as a categorising instrument in relation to prescribed tidal works in the tidal area for Council's local government area	Section 19 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to follow the process for the making or amending of an LGIP as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 21 and 26 and as required in the Minister's rules.	Sections 21 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power to follow the process for the making or amending of a planning scheme policy as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 22 and 26 and as required in the Minister's rules.	Sections 22 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power to follow the process for the making or amending of a TLPI as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 23 and 26 and as required in the Minister's rules.	Sections 23 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power to follow the process for repealing a TLPI or planning scheme policy. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 24.	Section 24 <i>Planning Act 2016</i>		This delegation does not include the power to decide to repeal the TLPI or planning scheme policy which is required to be exercised by Council pursuant to a resolution of Council (see subsection (1)).

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to review a planning scheme and a LGIP and follow the process for the review as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 25 and 26 and as required in the Minister's rules.	Sections 25 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power to decide whether or not to agree to a superseded planning scheme request and give notice of the decision.	Section 29 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to decide a compensation claim. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters detailed in sections 32 and 33.	Sections 32 and 33 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to make or amend a designation and follow the process in the designation process rules. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters detailed in sections 35, 36, 37, 38 and the designation process rules.	Sections 35, 36, 37 and 38 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Chief Executive Officer	Power, as an affected party, to make submissions about the proposal to the Minister.	Section 37(4) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to extend the duration of a designation. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 39.	Section 39 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to repeal a designation made by Council. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 40 and 41.	Sections 40 and 41 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an owner of an interest in designated premises, to request a designator to repeal a designation made by the designator on the basis that the designation is causing the owner hardship.	Section 41(1) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to include a note about the making, amendment, extension or repeal of a designation in Council's planning scheme. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 42.	Section 42 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to give an exemption certificate for the development. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 46.	Section 46 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to act as the “assessment manager” for all development applications, change representations, cancellation applications and extension applications received by Council under Chapter 3 of the <i>Planning Act 2016</i> . For avoidance of doubt, the power delegated includes the power to take all actions of an assessment manager and consider all matters as detailed in sections 48, 51, 53, 54, 59, 60, 61, 62, 63, 64, 65, 67, 71, 75, 76, 84, 85, 86, 87, 93, 100, 101, 105, 107 and 109 of the <i>Planning Act 2016</i> .	Sections 48, 51, 53, 54, 59, 60, 61, 62, 63, 64, 65, 67, 71, 75, 76, 84, 85, 86, 87, 93, 100, 101, 105, 107 and 109 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to keep a list of persons who are appropriately qualified to be an assessment manager in relation to a particular type of development.	Section 48(3)(b) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to enter an agreement with a person on Council's list of persons who are appropriately qualified to be an assessment manager in relation to a particular type of development.	Section 48(3)(d) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as the owner of premises, to give written consent to the making of the development application.	Section 51(2)		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to act as a “referral agency” for all development applications and cancellation applications received by Council as a referral agency under Chapter 3 of the <i>Planning Act 2016</i> . For avoidance of doubt, the power delegated includes the power to take all actions of a referral agency and consider all matters as detailed in sections 46, 54, 55, 56, 57, 65, 66, 67, 84, 85, 100, 107 and 109 of the <i>Planning Act 2016</i> .	Sections 46, 54, 55, 56, 57, 65, 66, 67, 84, 85, 100, 107 and 109 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to consult with the Minister about making or amending the instrument mentioned in subsection (8)(c).	Section 64(9)		
	Chief Executive Officer	Power to act as a “responsible entity” for all change applications received by Council as a responsible entity under Chapter 3 of the <i>Planning Act 2016</i> . For avoidance of doubt, the power delegated includes the power to take all actions of a responsible entity and consider all matters as detailed in sections 79, 80, 81, 82, 83, 93, 100, 105, 107 and 109 of the <i>Planning Act 2016</i> .	Sections 79, 80, 81, 82, 83, 93 and 100, 105, 107 and 109 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to act as an “affected entity” for all change applications received by Council as an affected entity under Chapter 3 of the <i>Planning Act 2016</i> . For avoidance of doubt, the power delegated includes the power to take all actions of an affected entity and consider all matters as detailed in section 80 of the <i>Planning Act 2016</i> .	Section 80 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as the owner of land, to give written consent to the cancellation application.	Section 84(3)(b)(i) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a public utility, to give written consent to the cancellation application.	Section 84(3)(b)(iii) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as the owner of land, to give written consent to the extension application.	Section 86(2)(b)(ii) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to note an approval referred to in subsection (1) on Council's planning scheme and give notice of the approval to the chief executive.	Section 89 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to comply with a direction given by the Minister.	Section 93(2) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to make submissions in response to a proposed call in notice received by Council.	Section 102 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as the decision-maker, to give the Minister reasonable help.	Section 105(3) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a participating local government for a distributor-retailer, to enter a break-up agreement about the charges break-up and publish a copy of the agreement on the local government's website.	Section 115 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to carry out the steps required after making a charges resolution.	Section 118 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to give an infrastructure charges notice. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 119, 120, 121 and 129.	Sections 119, 120, 121 and 129 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government that gave an infrastructure charges notice, to agree with the recipient about:- a) whether the levied charge may be paid other than as required under section 122, including whether it may be paid by instalments; and/or b) whether infrastructure may be provided instead of paying all or part of the levied charge.	Section 123 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government, to consider representations made on an infrastructure charges notice and, issue a negotiated notice or give a decision notice.	Section 125 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government with a LGIP that identifies adequate trunk infrastructure to service the subject premises, to impose a development condition requiring either or both of the following to be provided at a stated time: a) the identified infrastructure; and/or b) different trunk infrastructure delivering the same desired standard of service.	Section 128(1) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as a local government with a LGIP that does not identify adequate trunk infrastructure to service the subject premises, to impose a development condition requiring development infrastructure necessary to service the premises to be provided at a stated time.	Section 128(2) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government, to impose an extra payment condition. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 130, 131, 132, 133, 134 and 135.	Sections 130, 131, 132, 133, 134 and 135 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power in the circumstances referred to in subsection (1) to, by notice given to the applicant, amend the infrastructure charges notice.	Section 137 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government, to consider and decide a conversion application. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 140, 141 and 142	Sections 140, 141 and 142 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government, to agree with an applicant that a levied charge, for the purpose of its recovery, is not taken to be rates.	Section 144(2) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as a local government, to impose a development condition about non-trunk infrastructure.	Section 145 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power in the circumstances referred to in subsection (1) to:- (a) pay the amount of the levied charge to the State infrastructure provider; and (b) agree with the State infrastructure provider and the person who provided the replacement infrastructure about when the amount of the levied charge will be paid.	Section 149 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as a local government, to enter an infrastructure agreement. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in Chapter 4, Part 4.	Chapter 4, Part 4 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority, to give a show cause notice.	Section 167 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority, to give an enforcement notice.	Section 168 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to consult with a private certifier before giving an enforcement notice.	Section 169 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to give notice of the giving or withdrawal of an enforcement notice to the chief executive.	Section 170 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to bring offence proceedings for an offence against the Act.	Section 174 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to consent to proceedings being brought on behalf of the corporation.	Section 175(1)(a) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority, to:- (a) take the action required under the enforcement order; and (b) recover the reasonable cost of taking the action as a debt to the authority from the defendant.	Section 176(10) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority in an offence proceeding, to apply for an order for the payment of the expenses.	Section 178(1)(b) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to start proceedings in the P&E Court for an enforcement order.	Section 180 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority, to:- (a) take the action required under the enforcement order; and (b) recover the reasonable cost of taking the action as a debt to the authority from the respondent.	Section 180(13) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to apply to the P&E Court to cancel or change an enforcement order or interim enforcement order.	Section 181(4) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an enforcement authority in an offence proceeding, to apply for a disposal order.	Section 214 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to make a claim for compensation from the State where Council incurs loss because of the exercise, or purported exercise, of a power by or for an inspector.	Section 221 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power as an appellant to start an appeal.	Sections 229(2) and 230 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power as a respondent or co-respondent to be heard in an appeal.	Section 229(4) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, where an appeal is only about a referral agency's response, to apply to the tribunal or P&E Court to withdraw from the appeal.	Section 229(5) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to elect to be a co-respondent in an appeal.	Section 230(6) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to start proceedings for a declaration by a tribunal. For avoidance of doubt, the power delegated includes the power to take all actions detailed in sections 239(1), 240 and 241.	Sections 239(1), 240 and 241, <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to give the registrar information that the registrar reasonably requires for the proceedings.	Section 246(2) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to appear as a party to a tribunal proceeding.	Section 248 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to make submissions to the tribunal.	Section 249 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to give notice to the Registrar once a tribunal's direction or order has been complied with.	Section 257 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to give an applicant the planning and development certificate applied for.	Section 265 <i>Planning Act 2016</i>		
	Chief Executive Officer	Power to note the registration of premises on Council's planning scheme.	Section 267(13) <i>Planning Act 2016</i>		
	Chief Executive Officer	Power, as an owner of premises in an affected area, before entering into a lease of the premises with a person, to give a notice that states :- (a) the premises are in an affected area; and (b) that restrictions may apply to the person in taking proceedings about emissions from registered premises in the affected area.	Section 270 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to make an amendment of a type specified in subsection (1) by following the process set out in the rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in the rules.	Section 293(5) <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Regulation 2017]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to extend the period mentioned in subparagraph (a).	Section 12(b) <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power, as an assessment manager, to make the requested decision.	Schedule 11, Section 10(1) <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power, as an assessment manager, to give notice of the decision.	Schedule 11, Section 10(2) <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power, as an assessment manager, to give notice of the decision, including the reasons for the decision.	Schedule 11, Section 10(3) <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power, where the request complies with the criteria stated in section 2, to approve the request.	Schedule 18, Section 3(1) <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power to give notice of the approval to the person making the request.	Schedule 18, Section 3(2) <i>Planning Regulation 2017</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Regulation 2017]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power to keep the documents listed in subsection (1) available for inspection and purchase.	Schedule 22, Section 1 <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power to keep the documents listed in subsection (1) available for inspection only.	Schedule 22, Section 2 <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power to publish the documents listed in subsections (1) and (4) on Council's website.	Schedule 22, Section 3 <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power, as an assessment manager, to keep the documents listed in subsections (1) and (2) available for inspection and purchase.	Schedule 22, Section 5 <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power, as an assessment manager, to keep the documents listed in subsection (1) available for inspection only.	Schedule 22, Section 6 <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power, as an assessment manager, to publish the documents listed in subsections (1) and (4) on Council's website.	Schedule 22, Section 7 <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power, as a referral agency, to keep the documents listed in subsections (a) to (d) available for inspection and purchase.	Schedule 22, Section 8 <i>Planning Regulation 2017</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Planning Regulation 2017]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as a referral agency, to keep a register for all development applications and change applications given to the referral agency under section 54 of the Act and to make it available for inspection only.	Schedule 22, Section 9 <i>Planning Regulation 2017</i>		
	Chief Executive Officer	Power, as a referral agency, to publish the documents listed in subsections (a) to (d) on Council's website.	Schedule 22, Section 10 <i>Planning Regulation 2017</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as an assessment manager, to determine if the application is a properly made application.	Section 1.2 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager, to give a confirmation notice.	Section 2.3 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager, to give an action notice.	Section 3.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager, to agree to a further period for the applicant to comply with all actions in the action notice and give notice to the assessment manager that it has complied.	Section 3.2 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager, to give a confirmation notice if the applicant has complied with the action notice.	Section 3.4 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager, to accept the application as a properly made application after giving an action notice.	Section 3.5 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager, to agree on a further period for giving a confirmation notice.	Section 3.6(b) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as an assessment manager, to agree to a further period for the applicant to give a copy of the application to a referral agency.	Section 5.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a referral agency, to determine if the application is a properly referred application.	Section 6.2 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a referral agency, to give a confirmation notice.	Section 7.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a referral agency, to give the applicant an action notice	Section 8.1(a) <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a referral agency, to give a copy of the action notice to the assessment manager.	Section 8.1(b) <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a referral agency, to agree to a further period for the applicant to comply with all the actions in the action notice.	Section 8.2 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a referral agency, where the applicant has complied with all the actions in the action notice, to give a referral confirmation notice to the applicant and a copy to the assessment manager.	Section 8.2(b) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as a referral agency, to give the assessment manager notice that the application is taken to have not been referred.	Section 8.3(b) <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a referral agency, to agree to a further period for the referral agency assessment period.	Sections 9.2(a) and (b) <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessing authority, to agree to receive further information from the applicant during the development assessment process.	Section 11.2 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessing authority, to make an information request.	Section 12.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager, to agree to a further period in which to make the information request.	Section 12.2 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a referral agency, to agree to a further period in which to make the information request.	Section 12.4 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessing authority, to give the applicant advice about an information request or any other matter, including how the applicant may change the application.	Section 12.5 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as an assessing authority, to agree to a further period for the applicant to respond to the information request.	Section 13.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager acting under section 53(10) of the Act to comply with the public notice requirements.	Sections 17.1, 17.3 and 17.4 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager, to agree to a further period for the applicant to give notice of compliance with the public notice requirements.	Section 18.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager, to accept properly made submissions and not properly made submissions.	Section 19.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as the assessment manager, to agree to a further period to assess and decide the application.	Section 22.1(a) <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as the assessment manager, to:- (a) give a copy of the notice to each referral agency for the original application and any other referral agency required to be given referral; and (b) advise each referral agency, with a copy to the applicant, of the effect of the change on the development assessment process.	Section 25.1 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as the assessment manager, to determine whether the change:- (a) only deals with a matter raised in a properly made submission for the application; or (b) is in response to an information request for the application; or (c) is in response to further advice provided by an assessing authority about the application.	Section 26.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as the assessment manager, to give the applicant a confirmation notice where part 4 applies to the changed application and part 4 did not apply to the original application.	Section 26.2(a)(i) <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as the assessment manager, to determine whether the change:- (a) would be likely to attract a submission objecting to the thing comprising the change if public notification were to apply to the change; (b) only addresses a matter raised in a properly made submission.	Section 26.2(b) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as the assessment manager, to give notice to the applicant that public notification is required under section 26.2(b) and that it must be carried out in accordance with section 16.4.	Section 26.2(c) <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a referral agency, despite section 11.1, to make an information request as a result of a referral under section 26.	Section 26.5 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessing authority, despite section 11.1, to make an information request about the change.	Section 27.2 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as the assessment manager, to determine whether the change would be likely to attract a submission objecting to the thing comprising the change, if public notification were to apply to the change.	Section 27.3 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a concurrence agency, after the referral agency assessment period and any further periods has ended, to change its referral agency response or give a late referral agency response before the application is decided.	Section 28.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a concurrence agency, to give notice of its intention to change its referral agency response to the assessment manager and the applicant.	Section 28.4(a) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
COUNCIL TO CEO**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Chief Executive Officer	Power, as a concurrence agency, to agree to a further period for the giving of an amended referral agency response.	Section 28.4(b) <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a party to the application, to give notice to each other party that the applicant has not referred the application in accordance with section 54(1) of the Act.	Section 29.2 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a referral agency, despite section 11.1, to make an information request as a result of a referral under section 29.	Section 29.6 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as a party who initiated an extension under the DA rules, to give a copy of the agreement to any other party to the application.	Section 33.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager or as a concurrence agency for the application, to ask any third party for third party advice.	Section 34.1 <i>Development Assessment Rules</i>		
	Chief Executive Officer	Power, as an assessment manager or as a concurrence agency for the application, to give further advice about the application to the applicant, including how the applicant may change the application.	Sections 35.1 and 35.2 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[WHERE POWER GIVEN OR DELEGATED DIRECTLY TO THE CEO BY THE STATE
OR POWER PREVIOUSLY DELEGATED BY COUNCIL TO THE CEO]

[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE OF DELEGATION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Power not delegated	Power to give the affected owner the notice required by subsection (3).	Section 32(3) <i>Planning Act 2016</i>		
	Power not delegated	Power to comply with subsection (3)(b) where the notice of intention to resume is withdrawn or lapses.	Section 32(4) <i>Planning Act 2016</i>		
	Power not delegated	Power to give notice of the payment of compensation to the recorder.	Section 34 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

Administrative Matters

[Planning Act 2016]

Version information:

Date Reviewed:	25/5/2017
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Updated Items:	Sections 19, 46, 75, 115
New Items:	Section 37, 41, 51, 64, 84, 86, 93, 105, 175, 181, 229
Removed Items:	

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Power not delegated	Power to make submissions to the Minister about the making or amending of a State Planning instrument.	Section 10 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to give notice of a proposed planning scheme or proposed amendment to the chief executive and follow the process for making or amending a planning scheme. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 18, 20 and 26 and as required under a notice give by the chief executive or in the Minister's rules.	Sections 18, 20 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	Power Not Delegated	Power to apply a planning scheme as a categorising instrument in relation to prescribed tidal works in the tidal area for Council's local government area	Section 19 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to follow the process for the making or amending of an LGIP as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 21 and 26 and as required in the Minister's rules.	Sections 21 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to follow the process for the making or amending of a planning scheme policy as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 22 and 26 and as required in the Minister's rules.	Sections 22 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to follow the process for the making or amending of a TLPI as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 23 and 26 and as required in the Minister's rules.	Sections 23 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to follow the process for repealing a TLPI or planning scheme policy. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 24.	Section 24 <i>Planning Act 2016</i>		This delegation does not include the power to decide to repeal the TLPI or planning scheme policy which is required to be exercised by Council pursuant to a resolution of Council (see subsection (1)).
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to review a planning scheme and a LGIP and follow the process for the review as set out in the Minister's rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in sections 25 and 26 and as required in the Minister's rules.	Sections 25 and 26 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power to decide whether or not to agree to a superseded planning scheme request and give notice of the decision.	Section 29 <i>Planning Act 2016</i>		
	Power not delegated	Power to decide a compensation claim. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters detailed in sections 32 and 33.	Sections 32 and 33 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to make or amend a designation and follow the process in the designation process rules. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters detailed in sections 35, 36, 37, 38 and the designation process rules.	Sections 35, 36, 37 and 38 <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power, as an affected party, to make submissions about the proposal to the Minister.	Section 37(4) <i>Planning Act 2016</i>		
	Power not delegated.	Power to extend the duration of a designation. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 39.	Section 39 <i>Planning Act 2016</i>		
	Power not delegated.	Power to repeal a designation made by Council. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 40 and 41.	Sections 40 and 41 <i>Planning Act 2016</i>		
	Power not delegated.	Power, as an owner of an interest in designated premises, to request a designator to repeal a designation made by the designator on the basis that the designation is causing the owner hardship.	Section 41(1) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to include a note about the making, amendment, extension or repeal of a designation in Council's planning scheme. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 42.	Section 42 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power to give an exemption certificate for the development. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in section 46.	Section 46 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	<p>Power to act as the “assessment manager” for all development applications, change representations, cancellation applications and extension applications received by Council under Chapter 3 of the <i>Planning Act 2016</i>. For avoidance of doubt, the power delegated includes the power to take all actions of an assessment manager and consider all matters as detailed in sections 48, 51, 53, 54, 59, 60, 61, 62, 63, 64, 65, 67, 71, 75, 76, 84, 85, 86, 87, 93 100, 101, 105, 107 and 109 of the <i>Planning Act 2016</i>.</p>	<p>Sections 48, 51, 53, 54, 59, 60, 61, 62, 63, 64, 65, 67, 71, 75, 76, 84, 85, 86, 87, 93, 100, 101, 105, 107 and 109 <i>Planning Act 2016</i></p>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development 	Power to keep a list of persons who are appropriately qualified to be an assessment manager in relation to a particular type of development.	Section 48(3)(b) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development 	Power to enter an agreement with a person on Council's list of persons who are appropriately qualified to be an assessment manager in relation to a particular type of development.	Section 48(3)(d) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Power not delegated	Power, as the owner of premises, to give written consent to the making of the development application.	Section 51(2)		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers Technical Officers	Power to act as a “referral agency” for all development applications and cancellation applications received by Council as a referral agency under Chapter 3 of the <i>Planning Act 2016</i> . For avoidance of doubt, the power delegated includes the power to take all actions of a referral agency and consider all matters as detailed in sections 46, 54, 55, 56, 57, 65, 66, 67, 84, 85, 100, 107 and 109 of the <i>Planning Act 2016</i> .	Sections 46, 54, 55, 56, 57, 65, 66, 67, 84, 85 100, 107 and 109 <i>Planning Act 2016</i>		
	Power not delegated	Power to consult with the Minister about making or amending the instrument mentioned in subsection (8)(c).	Section 64(9)		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	<p>Power to act as a “responsible entity” for all change applications received by Council as a responsible entity under Chapter 3 of the <i>Planning Act 2016</i>. For avoidance of doubt, the power delegated includes the power to take all actions of a responsible entity and consider all matters as detailed in sections 79, 80, 81, 82, 83, 93, 100, 105, 107 and 109 of the <i>Planning Act 2016</i>.</p>	<p>Sections 79, 80, 81, 82, 83, 93 and 100, 105, 107 and 109 <i>Planning Act 2016</i></p>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	<p>Power to act as an “affected entity” for all change applications received by Council as an affected entity under Chapter 3 of the <i>Planning Act 2016</i>. For avoidance of doubt, the power delegated includes the power to take all actions of an affected entity and consider all matters as detailed in section 80 of the <i>Planning Act 2016</i>.</p>	Section 80 <i>Planning Act 2016</i>		
	Power not delegated	Power, as the owner of land, to give written consent to the cancellation application.	Section 84(3)(b)(i) <i>Planning Act 2016</i>		
	Power not delegated	Power, as a public utility, to give written consent to the cancellation application.	Section 84(3)(b)(iii) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Power not delegated	Power, as the owner of land, to give written consent to the extension application.	Section 86(2)(b)(ii) <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to note an approval referred to in subsection (1) on Council's planning scheme and give notice of the approval to the chief executive.	Section 89 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning Manager Development Assessment	Power to comply with a direction given by the Minister.	Section 93(2) <i>Planning Act 2016</i>		
	Power not delegated	Power to make submissions in response to a proposed call in notice received by Council.	Section 102 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning • Manager Development Assessment 	Power, as the decision-maker, to give the Minister reasonable help.	Section 105(3) <i>Planning Act 2016</i>		
	Power not delegated	Power, as a participating local government for a distributor-retailer, to enter a break-up agreement about the charges break-up and publish a copy of the agreement on the local government's website.	Section 115 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning • Manager Development Assessment 	Power to carry out the steps required after making a charges resolution.	Section 118 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power to give an infrastructure charges notice. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 119, 120, 121 and 129.	Sections 119, 120, 121 and 129 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Power not delegated	Power, as a local government that gave an infrastructure charges notice, to agree with the recipient about:- a) whether the levied charge may be paid other than as required under section 122, including whether it may be paid by instalments; and/or b) whether infrastructure may be provided instead of paying all or part of the levied charge.	Section 123 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as a local government, to consider representations made on an infrastructure charges notice and, issue a negotiated notice or give a decision notice.	Section 125 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Senior Planning Officers 	<p>Power, as a local government with a LGIP that identifies adequate trunk infrastructure to service the subject premises, to impose a development condition requiring either or both of the following to be provided at a stated time:</p> <p>a) the identified infrastructure; and/or</p> <p>b) different trunk infrastructure delivering the same desired standard of service.</p>	Section 128(1) <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Senior Planning Officers 	<p>Power, as a local government with a LGIP that does not identify adequate trunk infrastructure to service the subject premises, to impose a development condition requiring development infrastructure necessary to service the premises to be provided at a stated time.</p>	Section 128(2) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as a local government, to impose an extra payment condition. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 130, 131, 132, 133, 134 and 135.	Sections 130, 131, 132, 133, 134 and 135 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power in the circumstances referred to in subsection (1) to, by notice given to the applicant, amend the infrastructure charges notice.	Section 137 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as a local government, to consider and decide a conversion application. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in sections 140, 141 and 142	Sections 140, 141 and 142 <i>Planning Act 2016</i>		
	Power not delegated	Power, as a local government, to agree with an applicant that a levied charge, for the purpose of its recovery, is not taken to be rates.	Section 144(2) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Senior Planning Officers 	Power, as a local government, to impose a development condition about non-trunk infrastructure.	Section 145 <i>Planning Act 2016</i>		
	General Manager Infrastructure & Planning	Power in the circumstances referred to in subsection (1) to:- (a) pay the amount of the levied charge to the State infrastructure provider; and (b) agree with the State infrastructure provider and the person who provided the replacement infrastructure about when the amount of the levied charge will be paid.	Section 149 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development 	Power, as a local government, to enter an infrastructure agreement. For avoidance of doubt, the power delegated includes the power to take all actions and consider all matters as detailed in Chapter 4, Part 4.	Chapter 4, Part 4 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Senior Development Engineer • Senior Compliance Officer 	Power, as an enforcement authority, to give a show cause notice.	Section 167 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Senior Development Engineer • Senior Compliance Officer 	Power, as an enforcement authority, to give an enforcement notice.	Section 168 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Senior Development Engineer • Senior Compliance Officer 	Power to consult with a private certifier before giving an enforcement notice.	Section 169 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Senior Development Engineer • Senior Compliance Officer 	Power to give notice of the giving or withdrawal of an enforcement notice to the chief executive.	Section 170 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development 	Power to bring offence proceedings for an offence against the Act.	Section 174 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	Power not delegated	Power to consent to proceedings being brought on behalf of the corporation.	Section 175(1)(a) <i>Planning Act 2016</i>		
	General Manager Infrastructure & Planning	Power, as an enforcement authority, to:- (a) take the action required under the enforcement order; and (b) recover the reasonable cost of taking the action as a debt to the authority from the defendant.	Section 176(10) <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development 	Power, as an enforcement authority in an offence proceeding, to apply for an order for the payment of the expenses.	Section 178(1)(b) <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development 	Power to the start proceedings in the P&E Court for an enforcement order.	Section 180 <i>Planning Act 2016</i>		
	General Manager Infrastructure & Planning	Power, as an enforcement authority, to:- (a) take the action required under the enforcement order; and (b) recover the reasonable cost of taking the action as a debt to the authority from the respondent.	Section 180(13) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development 	Power to apply to the P&E Court to cancel or change an enforcement order or interim enforcement order.	Section 181(4) <i>Planning Act 2016</i>		
	General Manager Infrastructure & Planning	Power, as an enforcement authority in an offence proceeding, to apply for a disposal order.	Section 214 <i>Planning Act 2016</i>		
	General Manager Infrastructure & Planning	Power to make a claim for compensation from the State where Council incurs loss because of the exercise, or purported exercise, of a power by or for an inspector.	Section 221 <i>Planning Act 2016</i>		
	Power not delegated	Power as an appellant to start an appeal.	Sections 229(2) and 230 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development 	Power as a respondent or co-respondent to be heard in an appeal.	Section 229(4) <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development 	Power, where an appeal is only about a referral agency's response, to apply to the tribunal or P&E Court to withdraw from the appeal.	Section 229(5) <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development 	Power to elect to be a co-respondent in an appeal.	Section 230(6) <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development 	Power to start proceedings for a declaration by a tribunal. For avoidance of doubt, the power delegated includes the power to take all actions detailed in sections 239(1), 240 and 241.	Sections 239(1), 240 and 241, <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development 	Power to give the registrar information that the registrar reasonably requires for the proceedings.	Section 246(2) <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power to appear as a party to a tribunal proceeding.	Section 248 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power to make submissions to the tribunal.	Section 249 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development 	Power to give notice to the Registrar once a tribunal's direction or order has been complied with.	Section 257 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power to give an applicant the planning and development certificate applied for.	Section 265 <i>Planning Act 2016</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**
Administrative Matters
[Planning Act 2016]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to note the registration of premises on Council's planning scheme.	Section 267(13) <i>Planning Act 2016</i>		
	Power not delegated	Power, as an owner of premises in an affected area, before entering into a lease of the premises with a person, to give a notice that states :- (a) the premises are in an affected area; and (b) that restrictions may apply to the person in taking proceedings about emissions from registered premises in the affected area.	Section 270 <i>Planning Act 2016</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Strategic Planning 	Power to make an amendment of a type specified in subsection (1) by following the process set out in the rules. For avoidance of doubt, the power delegated includes the power to take all actions as detailed in the rules.	Section 293(5) <i>Planning Act 2016</i>		This delegation does not include any powers that are required to be exercised by Council pursuant to a resolution of Council.

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Planning Regulation 2017]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power to extend the period mentioned in subparagraph (a).	Section 12(b) <i>Planning Regulation 2017</i>		
	Power not delegated	Power, as an assessment manager, to make the requested decision.	Schedule 11, Section 10(1) <i>Planning Regulation 2017</i>		
	Power not delegated	Power, as an assessment manager, to give notice of the decision.	Schedule 11, Section 10(2) <i>Planning Regulation 2017</i>		
	Power not delegated	Power, as an assessment manager, to give notice of the decision, including the reasons for the decision.	Schedule 11, Section 10(3) <i>Planning Regulation 2017</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, where the request complies with the criteria stated in section 2, to approve the request.	Schedule 18, Section 3(1) <i>Planning Regulation 2017</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Planning Regulation 2017]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power to give notice of the approval to the person making the request.	Schedule 18, Section 3(2) <i>Planning Regulation 2017</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power to keep the documents listed in subsection (1) available for inspection and purchase.	Schedule 22, Section 1 <i>Planning Regulation 2017</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power to keep the documents listed in subsection (1) available for inspection only.	Schedule 22, Section 2 <i>Planning Regulation 2017</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Planning Regulation 2017]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power to publish the documents listed in subsections (1) and (4) on Council's website.	Schedule 22, Section 3 <i>Planning Regulation 2017</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power, as an assessment manager, to keep the documents listed in subsections (1) and (2) available for inspection and purchase.	Schedule 22, Section 5 <i>Planning Regulation 2017</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power, as an assessment manager, to keep the documents listed in subsection (1) available for inspection only.	Schedule 22, Section 6 <i>Planning Regulation 2017</i>		

REGISTER OF DELEGATIONS CEO TO EMPLOYEE OR CONTRACTOR

[Planning Regulation 2017]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power, as an assessment manager, to publish the documents listed in subsections (1) and (4) on Council's website.	Schedule 22, Section 7 <i>Planning Regulation 2017</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power, as a referral agency, to keep the documents listed in subsections (a) to (d) available for inspection and purchase.	Schedule 22, Section 8 <i>Planning Regulation 2017</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power, as a referral agency, to keep a register for all development applications and change applications given to the referral agency under section 54 of the Act and to make it available for inspection only.	Schedule 22, Section 9 <i>Planning Regulation 2017</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Planning Regulation 2017]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment • Manager Strategic Planning 	Power, as a referral agency, to publish the documents listed in subsections (a) to (d) on Council's website.	Schedule 22, Section 10 <i>Planning Regulation 2017</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessment manager, to determine if the application is a properly made application.	Section 1.2 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as an assessment manager, to give a confirmation notice.	Section 2.3 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessment manager, to give an action notice.	Section 3.1 <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessment manager, to agree to a further period for the applicant to comply with all actions in the action notice and give notice to the assessment manager that it has complied.	Section 3.2 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as an assessment manager, to give a confirmation notice if the applicant has complied with the action notice.	Section 3.4 <i>Development Assessment Rules</i>		

REGISTER OF DELEGATIONS CEO TO EMPLOYEE OR CONTRACTOR

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessment manager, to accept the application as a properly made application after giving an action notice.	Section 3.5 <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessment manager, to agree on a further period for giving a confirmation notice.	Section 3.6(b) <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessment manager, to agree to a further period for the applicant to give a copy of the application to a referral agency.	Section 5.1 <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as a referral agency, to determine if the application is a properly referred application.	Section 6.2 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers 	Power, as a referral agency, to give a confirmation notice.	Section 7.1 <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as a referral agency, to give the applicant an action notice	Section 8.1(a) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers 	Power, as a referral agency, to give a copy of the action notice to the assessment manager.	Section 8.1(b) <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as a referral agency, to agree to a further period for the applicant to comply with all the actions in the action notice.	Section 8.2 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers 	Power, as a referral agency, where the applicant has complied with all the actions in the action notice, to give a referral confirmation notice to the applicant and a copy to the assessment manager.	Section 8.2(b) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers 	Power, as a referral agency, to give the assessment manager notice that the application is taken to have not been referred.	Section 8.3(b) <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as a referral agency, to agree to a further period for the referral agency assessment period.	Sections 9.2(a) and (b) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessing authority, to agree to receive further information from the applicant during the development assessment process.	Section 11.2 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as an assessing authority, to make an information request.	Section 12.1 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessment manager, to agree to a further period in which to make the information request.	Section 12.2 <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as a referral agency, to agree to a further period in which to make the information request.	Section 12.4 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as an assessing authority, to give the applicant advice about an information request or any other matter, including how the applicant may change the application.	Section 12.5 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessing authority, to agree to a further period for the applicant to respond to the information request.	Section 13.1 <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessment manager acting under section 53(10) of the Act to comply with the public notice requirements.	Sections 17.1, 17.3 and 17.4 <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as an assessment manager, to agree to a further period for the applicant to give notice of compliance with the public notice requirements.	Section 18.1 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers • Senior Administration Officer • Administration Officers 	Power, as an assessment manager, to accept properly made submissions and not properly made submissions.	Section 19.1 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as the assessment manager, to agree to a further period to assess and decide the application.	Section 22.1(a) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	<p>Power, as the assessment manager, to:-</p> <p>(a) give a copy of the notice to each referral agency for the original application and any other referral agency required to be given referral; and</p> <p>(b) advise each referral agency, with a copy to the applicant, of the effect of the change on the development assessment process.</p>	<p>Section 25.1 <i>Development Assessment Rules</i></p>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers 	Power, as the assessment manager, to determine whether the change:- <ul style="list-style-type: none"> (a) only deals with a matter raised in a properly made submission for the application; or (b) is in response to an information request for the application; or (c) is in response to further advice provided by an assessing authority about the application. 	Section 26.1 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as the assessment manager, to give the applicant a confirmation notice where part 4 applies to the changed application and part 4 did not apply to the original application.	Section 26.2(a)(i) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers 	<p>Power, as the assessment manager, to determine whether the change:-</p> <p>(a) would be likely to attract a submission objecting to the thing comprising the change if public notification were to apply to the change;</p> <p>(b) only addresses a matter raised in a properly made submission.</p>	<p>Section 26.2(b) <i>Development Assessment Rules</i></p>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as the assessment manager, to give notice to the applicant that public notification is required under section 26.2(b) and that it must be carried out in accordance with section 16.4.	Section 26.2(c) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers 	Power, as a referral agency, despite section 11.1, to make an information request as a result of a referral under section 26.	Section 26.5 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as an assessing authority, despite section 11.1, to make an information request about the change.	Section 27.2 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers 	Power, as the assessment manager, to determine whether the change would be likely to attract a submission objecting to the thing comprising the change, if public notification were to apply to the change.	Section 27.3 <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as a concurrence agency, after the referral agency assessment period and any further periods has ended, to change its referral agency response or give a late referral agency response before the application is decided.	Section 28.1 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers 	Power, as a concurrence agency, to give notice of its intention to change its referral agency response to the assessment manager and the applicant.	Section 28.4(a) <i>Development Assessment Rules</i>		
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning Services • Group Manager Development • Manager Development Assessment 	Power, as a concurrence agency, to agree to a further period for the giving of an amended referral agency response.	Section 28.4(b) <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as a party to the application, to give notice to each other party that the applicant has not referred the application in accordance with section 54(1) of the Act.	Section 29.2 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers 	Power, as a referral agency, despite section 11.1, to make an information request as a result of a referral under section 29.	Section 29.6 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as a party who initiated an extension under the DA rules, to give a copy of the agreement to any other party to the application.	Section 33.1 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as an assessment manager or as a concurrence agency for the application, to ask any third party for third party advice.	Section 34.1 <i>Development Assessment Rules</i>		

**REGISTER OF DELEGATIONS
CEO TO EMPLOYEE OR CONTRACTOR**

[Development Assessment Rules]

NO.	DELEGATE	DESCRIPTION OF POWER DELEGATED	LEGISLATION	DATE AND NUMBER OF RESOLUTION	CONDITIONS TO WHICH THE DELEGATION IS SUBJECT
	<ul style="list-style-type: none"> • General Manager Infrastructure & Planning • Group Manager Development • Manager Development Assessment • Manager Strategic Planning • Senior Development Engineer • Development Engineers • Senior Planning Officers • Planning Officers • Para Planners • Building Officers • Development Engineers • Development Service Officers • Technical Officers 	Power, as an assessment manager or as a concurrence agency for the application, to give further advice about the application to the applicant, including how the applicant may change the application.	Sections 35.1 and 35.2 <i>Development Assessment Rules</i>		

1.0 PURPOSE AND SCOPE

The Bundaberg Regional Council keeps two Registers which contain particulars of delegations made. They are the Register of Delegations by the Bundaberg Regional Council and the Register of Delegations by the Chief Executive Officer.

The Register of Delegations by the Chief Executive Officer lists the matters in which the right to act or exercise a discretion has been so delegated by the Chief Executive Officer.

It contains the title of the office held by the person, to whom the powers are delegated. It identifies the powers delegated, including the provisions of the statute permitting or requiring the exercise of the powers and contains the date of the delegation.

All powers are delegated subject to the conditions summarised in the General Guidelines. If a specific delegation is subject to any further conditions, those conditions are summarised after the power delegated.

To compliment and work in conjunction with the General Guidelines, this document has been prepared to further detail the conditions relating to the exercise of delegated authority under the *Sustainable Planning Act 2009* and also the exercise of delegations given to Development Group staff.

2.0 DEFINITIONS/ABBREVIATIONS

The below table contains the definitions for the Conditions on the Exercise of Delegated Authority by Development Group Staff. If a word is not defined in this document, unless the context or subject matter otherwise indicates or requires, the word is to have a meaning given to it by the following:

- (a) the *Sustainable Planning Act 2009* or the *Planning Act 2016*, whichever is applicable in the circumstance;
- (b) the Macquarie Dictionary if the word is not defined in either Planning Act.

Development Application	Means a Level 1, Level 2 or Level 3 Application.
Level 1 Application	Means any application for a Development Approval or request made under the <i>Sustainable Planning Act 2009</i> or the <i>Planning Act 2016</i> for the following: <ol style="list-style-type: none"> (i) Reconfiguring a Lot that results in the creation of no more than ten (10) additional lots; (ii) Operational works; (iii) Building Works; (iv) Any code assessable application assessable against a single overlay code only; (v) Any Risk Smart or Low Risk application; (vi) Any code assessable application for a house, shed, dual occupancy or other domestic structure; (vii) Any requests for a negotiated decision, permissible change or Change Application for any development listed in items (i) to (vi) of this

definition;

(viii) Any request to extend the period mentioned in s341 of the Sustainable Planning Act 2009 (the relevant period) or an Extension Application; and
(ix) Concurrence agency assessments.

Any application that meets the definition of a Level 3 Application cannot be a Level 1 Application.

Level 2 Application

Means any application for a Development Approval or request made under the *Sustainable Planning Act 2009* or *Planning Act 2016* not defined as Level 1 Applications or Level 3 Applications.

Level 3 Application

Means any application for a Development Approval or request made under the *Sustainable Planning Act 2009* or *Planning Act 2016* for the following:

(i) for Material Change of Use permitting a building exceeding 3 storeys;

(ii) for Material Change of Use permitting commercial and/or industrial developments that are impact assessable and exceeding 400m² gross floor area;

(iii) for Reconfiguring of a Lot creating 50 or more lots;

(iv) Any impact assessable application that has five or more submissions;

(v) Any development inconsistent with the planning scheme or other adopted Council policy;

(vi) Any MCU or ROL where Council is also the applicant;

(vii) Any request for a negotiated decision, permissible change or Change Application for a Level 3 Application unless the request seeks to make a change of a minor nature that was not fundamental to the determination of the application;

(viii) Any application or request that is recommended for refusal or refusal in part, including requests to change and extensions of relevant period;

(ix) Any application that the Chief Executive Officer, General Manager Infrastructure and Planning Services or Group Manager Development considers should be a Level 3 Application; and

(x) Any application that a Councillor has requested to be referred to the Planning Committee for determinations.

Low Risk Application	Means a development application categorised as a Low Risk application by the Bundaberg Regional Council.
Risk Smart	Means a development application categorised as a Risk Smart application by the Bundaberg Regional Council
Senior Planner	Means the positions of Senior Planner Major Projects and Senior Planning Officer.

3.0 REFERENCES/ASSOCIATED DOCUMENTS

[RG-1-002 Register of Delegations - Chief Executive Officer to Employee or Contractor of Council](#)

4.0 DOCUMENT ENQUIRIES

Position Title: Group Manager Development

5.0 INSTRUCTIONS

5.1

GENERAL GUIDELINES

The general guidelines form part of the Register of Delegations by the Bundaberg Regional Council. The powers specified in that Register are delegated subject to these guidelines:-

1. Delegates have the responsibility of making decisions on behalf of the Council. That means that decisions may be subject to appeal, or enquiry as to inappropriate administrative procedures. Delegates are therefore expected to exercise their discretion in accordance with the provisions of the law as it would have applied to the Council were it making the decision.
2. In making decisions, delegates should make themselves aware of any specific Council policies, decisions, local laws etc. which may be relevant to the proposal. This is a key responsibility which forms an integral part of the delegation.
3. The delegation does not derogate from the power of the Council to act in any matter itself. Accordingly, decisions which appear to the delegate to be of public interest, controversial, or to have some special importance should be referred to the Council for determination. The exercise of this judgment should be such that decisions should be referred if the delegate has any doubts about the interest in or significance of the proposal.
4. A delegation does not cease to have effect merely because the person who was the specified officer or the holder of the specified office when the power was delegated ceases to be the officer or the holder of the office. The power may be exercised by the person for the time being occupying or acting in the office concerned.
5. A delegated power may only be exercised in accordance with any conditions to which the delegation is subject.

6. Subject to Paragraph 9)ii) hereof, where a power to decide or approve an application is delegated in this register, the delegation includes the power to:
 - i. Approve the Application,
 - ii. Approve the Application, subject to reasonable and relevant conditions; or
 - iii. Refuse the Application.
7. Where a power to do a thing is delegated in this register, the delegation includes the power not to do it.
8. A power to grant, issue, renew or approve a thing, includes where appropriate, the power to suspend or repeal it.
9. The Exceptions to the Delegations are:-
 - i. A power that, in an Act or statutory instrument, is required to be exercised by resolution of the Council, may not be delegated by Council. Such powers are expressly excepted from the delegations contained in this register.
 - ii. The exercise of powers in relation to the determination of Development Applications is subject to the conditions contained in section 5.2 of this document.

5.2

SPECIFIC CONDITIONS

5.2.1 Land Act

The Group Manager Development and Manager Development Assessment may only accept appointment as trustee for land on behalf of the Council where:

- The purpose of the trusteeship and the purpose of the subject land is consistent with a current Development Approval;
- The acceptance would not result in a significant or onerous financial imposition on the Council.

5.2.2

Local Government Act Road Works

The Group Manager Development, Manager Development Assessment and Senior Development Engineer must only exercise powers under section 75(4) of the *Local Government Act 2009* where it relates to works associated with and necessary for a development approval.

Signing Documents

The power to sign documents on the behalf of Council pursuant to section 236 of the *Local Government Act 2009* is limited to those documents normally associated with the duties of the delegate. All officers to whom the duty and authority to sign outward correspondence has been delegated have the following obligations:

- correspondence which appears to the delegate to be potentially controversial or to have major policy ramifications should be discussed with the relevant General Manager or Group Manager prior to signing.

- to respond to correspondence in a prompt and timely manner.
- to use language which is courteous, respectful and temperate. Council's customer service ethic is paramount at all times.

Unless a contrary intention is contained in the delegation, the following correspondence is expressly exempt from the delegation –

- letters to Ministers of the Crown
- letters to Members of State or Federal Parliament
- letters to Elected Members of any other Local Authority
- letters relating to disciplinary action of any employee
- letters to the Ombudsman, Crime and Misconduct Commission or other third party complaint
- Memorandum of Understanding
- politically sensitive matters
- any other letter which the General Manager of the relevant department feels, for reasons of protocol or importance, should be personally signed by the Chief Executive Officer.

5.2.3

SUSTAINABLE PLANNING ACT 2009

Determination of Applications

Delegates must not decide any Level 3 Applications. Delegates must not refuse any Development Applications.

In addition to the above, the following officers are limited to determining Level 1 Applications for the types of development indicated:

- Senior Planner – material change of use, reconfiguring a lot, building works assessable against the planning scheme, and operational works not including any engineering works.
- Senior Development Engineer – operational works for engineering works including prescribed tidal works
- Building Officer – building works assessable against the Building Act

Planning Officers, Para Planners, Development Engineers, Development Officers and Technical Officers must not determine any Development Applications. For these officers, the powers delegated pursuant to section 38.25 of the Register of Delegations do not include sections 324, 325, 327, 331, 363, 375 and 387 of the *Sustainable Planning Act 2009*.

Delegates may only determine a request for a negotiated decision or a permissible change to a Level 3 Application if the thing that the applicant is seeking to negotiate or change is minor in nature and was not fundamental to Council's determination of the Development Application.

Delegates may not determine any Development Application that they themselves have assessed except where the determination of the Development Application is urgent or important and there are no other alternative officers available to decide the application. Unless the exception applies, Development Applications must be decided by an officer at least one level higher than the officer that undertakes the assessment or, if such an officer is not available, by another officer that has the delegated authority to determine the Development Application.

Other Limitations on Powers under the *Sustainable Planning Act 2009*

Senior Planners, Planning Officers, Para Planners, Development Engineers, Development Officers, Technical Officers and Building Officers may not exercise any of the following powers:

- Accept an application as properly made that does not comply with s260(1)(c).
- Seek a further extension from an applicant for the period in which to issue an information request under s 277(3).
- Publicly notify applications under s 297.
- Assess and decide an application if the public notification requirements are not complied with pursuant to s 304.
- Seek a further extension from an applicant to the concurrence agency decision period under s 284(3).
- Seek a further extension from an applicant to the assessment manager decision period under s 318(4).
- Enter into an agreement to establish the obligations, or secure the performance, of a party to the agreement about a condition pursuant to s 348.
- Determine whether the public notification period must be repeated for a changed application (s 355(4)).
- Determine that owners consent is not required for a permissible change pursuant to s 371(d) and (e).
- As a concurrence agency, direct an assessment manager to refuse an application or approve in part.
- As an advice agency, advise the assessment manager to refuse an application or approve in part.
- As a concurrence agency, refuse a request for a permissible change.
- Undertake any actions pursuant to Chapter 6, Part 11.

Only the General Manager Infrastructure and Planning and the Group Manager Development may refund a fee or part of a fee pursuant to s 434.

Delegates must consult with Council prior to instigating any legal action in either the Planning and Environment Court or in the Magistrates Court.

Delegates must not enter into any infrastructure agreement that places an obligation on Council to construct infrastructure, make financial payments to external parties or that reduces the amount of infrastructure charges or contributions to be paid to the Council. This includes agreeing to the provision of infrastructure instead of paying all or part of an infrastructure charge unless the infrastructure being provided accords

with the location, sizing and timing detailed in Council's Adopted Infrastructure Charges Resolution or Priority Infrastructure Plan.

5.2.4 PLANNING ACT 2016

Determination of Applications

Delegates must not decide any Level 3 Applications. Delegates must not refuse any Development Applications.

In addition to the above, the following officers are limited to determining Level 1 Applications for the types of development indicated:

- Senior Planner – material change of use, reconfiguring a lot, building works assessable against the planning scheme, and operational works not including any engineering works.
- Senior Development Engineer – operational works for engineering works including prescribed tidal works
- Building Officer – building works assessable against the Building Act

Planning Officers, Para Planners, Development Engineers, Development Officers and Technical Officers must not determine any Development Applications, Change Applications or Extension Applications. For these officers, the powers delegated pursuant to section 38.25 of the Register of Delegations do not include sections 60, 61, 62, 64, 76, and 81 of the *Planning Act 2016*.

Delegates may only determine a request for a negotiated decision or a Change Application for a Level 3 Application if the thing that the applicant is seeking to negotiate or change is minor in nature and was not fundamental to Council's determination of the Development Application.

Delegates may not determine any Development Application that they themselves have assessed except where the determination of the Development Application is urgent or important and there are no other alternative officers available to decide the application. Unless the exception applies, Development Applications must be decided by an officer at least one level higher than the officer that undertakes the assessment or, if such an officer is not available, by another officer that has the delegated authority to determine the Development Application.

Other Limitations on Powers under the *Sustainable Planning Act 2009*

Senior Planners, Planning Officers, Para Planners, Development Engineers, Development Officers, Technical Officers and Building Officers may not exercise any of the following powers:

- Accept an application as properly made that does not comply with s51(4)(c).
- Seek a further extension from an applicant for any period under the Development Assessment Rules.

- Publicly notify applications under s 53(10).
- Assess and decide an application if the public notification requirements are not complied with pursuant to s 53(3).
- Enter into an agreement to establish the obligations, or secure the performance, of a party to the agreement about a condition pursuant to s67.
- Determine whether the public notification period must be repeated for a changed application (s26.2 Development Assessment Rules).
- Accept a Change Application that does not comply with the mandatory requirements pursuant to s79(2)(c).
- As a concurrence agency, direct an assessment manager to refuse an application or approve in part.
- As an advice agency, advise the assessment manager to refuse an application or approve in part.
- As a concurrence agency, refuse a Change Application.
- Undertake any actions pursuant to Chapter 3, Division 2.

Only the General Manager Infrastructure and Planning and the Group Manager Development may refund a fee or part of a fee pursuant to s109(a).

Delegates must consult with Council prior to instigating any legal action in either the Planning and Environment Court or in the Magistrates Court.

Delegates must not enter into any infrastructure agreement that places an obligation on Council to construct infrastructure, make financial payments to external parties or that reduces the amount of infrastructure charges or contributions to be paid to the Council. This includes agreeing to the provision of infrastructure instead of paying all or part of an infrastructure charge unless the infrastructure being provided accords with the location, sizing and timing detailed in Council's Adopted Infrastructure Charges Resolution or Priority Infrastructure Plan.

6.0 RECORDS

Any records relating to the exercise of delegated authority by Development Group Staff are to be kept in accordance with the requirements *Public Records Act 2002* and any work procedure relevant to the delegated authority being exercised.