



## **The Corporation of the Town of Walkerville**

### **Assessment Panel established by the Corporation of the Town of Walkerville pursuant to section 83 of the *Planning, Development and Infrastructure Act 2016***

#### **Instrument of delegation**

1. The Assessment Panel grants to each delegate identified in the attached table a delegation of the functions and powers of the Assessment Panel acting as a relevant authority under the *Planning, Development and Infrastructure Act 2016* specified for that delegate on the terms set out in this instrument of delegation.
2. The delegations are granted pursuant to section 100 of the *Planning, Development and Infrastructure Act*.
3. A function or power delegated under this instrument may be sub-delegated as specified in the attached table, subject to any requirement of, or limitation in, the legislation relevant to the delegated function or power.
4. The delegations granted under this instrument are granted subject to the following conditions and limitations:
  - (a) the delegate must exercise a delegated function or power:
    - (i) in accordance with applicable legislative and other legal requirements; and
    - (ii) having due regard to relevant policies and guidelines adopted by the Council; and
  - (b) the delegate must comply with any limitations or conditions specified for a function or power under legislation in the attached table.
5. Each delegation of a function or power granted under this instrument is independent of, and severable from, every other delegation of a function or power granted under this instrument.
6. Section 43 of the *Legislation Interpretation Act 2021* applies to each delegation of a function or power granted under this instrument.
7. If a delegation of a function or power granted under this instrument is determined to be invalid or unlawful, the invalid or unlawful delegation will be deemed to be severed from this instrument and the remaining delegations will continue to operate according to their terms.
8. The delegations granted under this instrument of delegation will come into operation on 12 December 2023.
9. The delegations granted under this instrument replace any previous delegations to a particular delegate by the Assessment Panel with effect on and from the date on which the delegations granted under this instrument come into operation.

10. The delegations granted under this instrument will remain in force until varied or revoked by resolution of the Assessment Panel.

By resolution of the Assessment Panel

on: 11 December 2023

## Delegations from Assessment Panel

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
<b><i>Planning, Development and Infrastructure Act 2016</i></b>			
section 85(1): Appoint additional members of the assessment panel.	CEO	Sub-delegation permitted.	Nil.
section 94(3)(a): Provide a report to the Commission.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
section 99(1)(b): Determine to act under section 99(1) of the Planning, Development and Infrastructure Act in respect of a proposed development involving the performance of building work.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 99(1)(c): Refer the assessment of the development in respect of the Building Rule to the Council.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 99(1)(d): Require that the assessment of the development in respect of the Building Rules be undertaken by a building certifier.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 102(1): Assess a development.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Power can only be exercised by delegate (other than the Building Services (Contractor)) consistently with the advice of the Building Services (Contractor).
section 102(1): Consent to a development.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Power can only be exercised by delegate (other than the Building Services (Contractor)) consistently with the advice of the Building Services (Contractor).
section 102(1)(c)(iv): Consent to the vesting of land in the Council.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 102(1)(d)(iv): Consent to the vesting of land in the Council.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
section 102(3): Reserve a decision of a specified matter or reserve a decision to grant a planning consent.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 107(2)(c): Determine that a development is seriously at variance with the Planning and Design Code (disregarding any minor variations).	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 107(3)(a): Determine in accordance with a practice direction that notice will not be given as prescribed by section 107(3)(a).	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 107(3)(b): Receive representations from a person in relation to the granting or refusal of planning consent.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 107(3)(c): Forward to an applicant a copy of a representation made under section 107(3)(b) of the Planning, Development and Infrastructure Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 118(1): Grant building consent.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Power can only be exercised by delegate (other than the Building Services (Contractor)) consistently with the advice of the Building Services (Contractor).
section 118(2)(a): Seek the concurrence of the State Planning Commission with the granting of a consent.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Power can only be exercised by delegate consistently with the advice of the Building Services (Contractor).

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 118(2)(b): Determine that it is appropriate to grant a consent despite a variance with part of the Building Rules (other than the Building Code) or a Ministerial building standard.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Power can only be exercised by delegate consistently with the advice of the Building Services (Contractor).
section 118(4): Seek the agreement of an applicant to refer proposed building work to the State Planning Commission for an opinion on compliance with the requirements of the Building Code or a Ministerial building standard.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Power can only be exercised by delegate (other than the Building Services (Contractor)) consistently with the advice of the Building Services (Contractor).
section 118(4): Refer proposed building work to the State Planning Commission for an opinion on compliance with the requirements of the Building Code or a Ministerial building standard.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Power can only be exercised by delegate (other than the Building Services (Contractor)) consistently with the advice of the Building Services (Contractor).
section 118(6): Ensure in the circumstances of an inconsistency between the Building Rules and the Planning Rules in relation to a State heritage place or a local heritage place that, in determining an application for building rules consent, so far as reasonably practicable, that standards of building soundness, occupant safety and amenity are achieved that are as good as can reasonably be achieved in the circumstances.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Power can only be exercised by delegate (other than the Building Services (Contractor)) consistently with the advice of the Building Services (Contractor).

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 118(7): Seek and consider the advice of the State Planning Commission before imposing or agreeing to a requirement under section 118(6) of the Planning, Development and Infrastructure Act that would be at variance with a requirement of the Building Code or a Ministerial building standard.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Power can only be exercised by delegate (other than the Building Services (Contractor)) consistently with the advice of the Building Services (Contractor).
section 118(10): Refuse to grant a building consent.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Power can only be exercised by delegate (other than the Building Services (Contractor)) consistently with the advice of the Building Services (Contractor).
section 118(11): Specify in decision granting building consent in relation to a development which is at variance with the Building Rules, the variance and the grounds on which the decision is being made.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Power can only be exercised by delegate (other than the Building Services (Contractor)) consistently with the advice of the Building Services (Contractor).
section 119(1)(b): Determine the information to accompany an application for the purposes of Part 7 of the Planning, Development and Infrastructure Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.



Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 119(3)(a): Request an applicant to provide additional documents, assessments or information.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 119(3)(b): Request an applicant to remedy any defect or deficiency in any application or any accompanying document or information required by of under the Planning, Development and Infrastructure Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 119(3)(c): Request an applicant to consult with an authority or body prescribed by the regulations.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 119(3)(d): Request an applicant to comply with any other requirement of the regulations.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 119(6)(b): Refuse an application.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Nil.
section 119(7): Determine that special circumstances apply.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 119(9)(a): Permit an applicant to vary an application or vary any plans, specification or other documents that accompany an application.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 119(9)(b): Permit an applicant to lodge an application without the provision of any information or document required by the regulations.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 119(9)(c): Waive or refund the whole or part of an application fee.	CEO Manager, Planning & Community Safety Assessment Manager	Subject to conditions and limitations	Nil
section 119(9)(d): Return or forward any document to the applicant or any other person.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 119(9)(d): Determine not to finalise an application until an inconsistency is resolved, rectified or addressed.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 119(14): Determine to refund a fee.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
section 120(1): Grant an outline consent.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 120(3): Grant a consent contemplated by the outline consent.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
section 121(7): Take into account any advice provided by a design panel.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 122(1)(a): Refer an application, together with a copy of any relevant information provided by the applicant, to a body prescribed by the regulations.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 122(5)(b)(i): Refuse an application.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 122(5)(b)(ii): Impose conditions on a consent.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 122(7): Apply to be joined to proceedings.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
section 122(10): Defer a referral.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 123(2): Determine whether the development meets the requirements of the Council acting as a prescribed body under section 122 of the Planning, Development and Infrastructure Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 123(4): Determine that an application is no longer appropriate due to the operation of section 132 of the Planning, Development and Infrastructure Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 124(1): Refer an application to the Commissioner of Police.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 124(5)(a): Refuse an application.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 124(5)(b): Impose conditions on a consent.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 124(6): Notify the applicant of the refusal of an application or the imposition of conditions on a consent under section 124(5) of the Planning, Development and Infrastructure Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 124(7): Apply to the Environment, Resources and Development Court to be joined as a party in an appeal.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
section 125(6): Apply to the Environment, Resources and Development Court to quash a deemed planning consent.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 125(7): Apply to the Environment, Resources and Development Court for an extension of time.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 126(1): Give notice of a decision.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 126(3): Extend a period prescribed under section 126(2) of the Planning, Development and Infrastructure Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 127(1)(a): Impose conditions on a development.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.



Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 127(2)(c): Vary or revoke a condition imposed on a development.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
section 127(6): Determine that a payment of an amount calculated in accordance with the regulations be made into the relevant fund in lieu of planting one or more replacement trees.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 127(8): Determine that it is appropriate to grant an exemption.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 128(2)(d): Approve an extension of an authorisation.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 134(1)(b): Form a view that a building is unsafe, structurally unsound or in an unhealthy condition.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Nil.
section 134(1): Require building work to be carried out.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Nil.
section 134(4)(b): Form a view that a building does not comply with the performance requirements of the Building Code or a Ministerial building standard in relation to access to buildings, and facilities and services within buildings, for people with disabilities.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Nil.
section 134(4): Require building work to be carried out.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Nil.
section 135(2)(d): Issue a direction.	CEO Manager, Planning & Community Safety Assessment Manager Building Services (Contractor)	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 143(1): Cancel a development authorisation.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 143(2): Impose conditions on the cancellation of an authorisation.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
section 235(1): Seek a certificate from a person with prescribed qualifications.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
section 235(2): Seek and consider the advice of a person with prescribed qualifications.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
clause 12(7)(a), Schedule 8: Adopt any findings or determinations of a council development assessment panel under the <i>Development Act 1993</i> that may be relevant to an application made before the relevant day under the Development Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
clause 12(7)(b), Schedule 8: Adopt or make any decision (including a decision in the nature of a determination), direction or order in relation to an application made before the relevant day under the Development Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
clause 12(7)(c), Schedule 8: Deal with any matter that is subject to a reserved decision under the Development Act before the relevant day.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
clause 12(7)(d), Schedule 8: Deal with any requirement or grant any variation imposed or proposed in connection with an application made before the relevant day under the Development Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
clause 12(7)(e), Schedule 8: Deal with any requirement or grant any variation imposed or proposed in connection with an application made before the relevant day under the Development Act	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
<b><i>Planning, Development and Infrastructure (General) Regulations 2017</i></b>			
regulation 25(7): Determine that a person is qualified to act as a technical expert.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
regulation 31(1)(a): Determine the nature of a development.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 31(1)(b)(i): Determine whether a development involves two or more elements and identify each element for the purpose of assessment against the provisions of the Planning and Design Code.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 31(1)(b)(ii): Determine the categories of development that apply for the purposes of development assessment.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 31(1)(c): Determine whether the Council is the correct entity to assess the application.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 31(1)(d)(i): Check that the appropriate documents and information have been lodged with the application.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 31(1)(d)(ii): Confirm the prescribed fees required to be paid.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 31(1)(d)(iii): Provide appropriate notice via the SA planning portal.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 31(1)(e)(i): Provide the application (or any relevant part of the application), and any relevant plans, drawings, specifications and other documents and information in its possession, to the appropriate entity to assess an application.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.



Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 31(1)(e)(ii): Provide appropriate notice via the SA planning portal.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 35(3): Determine not to repeat an action required under Division 2 or Division 3 of Part 7 of the Planning, Development and Infrastructure Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 35(4): Agree with an applicant to proceed with a varied application on the basis that the application (as varied) will be treated as a new application under the regulations.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 38(1)(a): Notify any agency to which an application has been referred under Division 2 of Part 7 of the Planning, Development and Infrastructure Act of the withdrawal of the application.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 38(1)(b): Notify any person who has made a representation in relation to an application under Division 2 of Part 7 of the Planning, Development and Infrastructure Act of the withdrawal of the application.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 38(2): Lapse an application for a development application under Part 7 of the Planning, Development and Infrastructure Act.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 38(3)(a): Notify the applicant of a proposed lapsing of the application under regulation 38(2) of the Planning, Development and Infrastructure (General) Regulations.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 38(3)(b): Allow the applicant to make submissions regarding a proposed lapsing of the application under regulation 38(2) of the Planning, Development and Infrastructure (General) Regulations.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 40: Notify the applicant that the application will not be dealt with until proceedings under the Planning, Development and Infrastructure Act have been concluded.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 42(1): Repeat a referral process to provide additional significant information or an amended plan, drawing or specification to a prescribed body.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 45(1): Refer an application to the relevant fire authority.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 45(4): Refer an application to the State Planning Commission.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 45(5): Provide the State Planning Commission with a copy of any report received from a fire authority.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 46(6): Refer an application to the relevant prescribed body.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 46(7): Notify the relevant prescribed body of the withdrawal of an application.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 46(8): Notify the relevant prescribed body of the lapsing of an application.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 46(9): Provide the relevant prescribed body with a copy of notice of a decision issued by the relevant authority under regulation 57 of the Planning, Development and Infrastructure (General) Regulations.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 48(a): Give notice to the owner of land to which an application for a tree-damaging activity in relation to a regulated tree.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 48(b): Give due consideration to any submission made by an owner notified under regulation 48(a) of the Planning, Development and Infrastructure (General) Regulations.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 49(3): Request the verification of information.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 50(5): Determine to allow a person to appear before the relevant authority to make a representation.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 51(1): Allow a longer period than 15 business days for an applicant to respond to a representation.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 57(4)(a): Endorse a set of any approved plans and other relevant documentation with an appropriate form of authentication.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 60: Take into account any prior development authorisation that relates to the same proposed development under the Planning, Development and Infrastructure Act and any conditions that apply in relation to that prior development.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.



Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 61(4)(c): Determine that a person is qualified to act as a technical expert.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 63(1)(a): Determine a telephone number.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 63(1)(b): Determine an email address.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
regulation 63(2): Determine a time period.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 63(3): Determine a time period.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 65(1)(a): Approve a minor variation of a development authorisation.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 78(3): Impose a condition on a decision on an application requiring electricity mains to be placed underground.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 99(4)(a): Notify the applicant that the Council cannot issue a building consent until the Council is satisfied that the appropriate levy under the <i>Construction Industry Training Fund Act 1993</i> has been paid.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 99(5): Determine that an application has lapsed.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
clause 2(1)(b), Schedule 6B: Form a view that an allotment is, or may have been, subject to site contamination.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
clause 4(3), Schedule 8: Determine the details, particulars, plans, specifications and other documents to accompany an application for building consent.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Nil.
<b><i>Planning, Development and Infrastructure (Fees, Charges and Contributions) regulations 2019</i></b>			
regulation 5(1)(a): Require an applicant to provide information reasonably required by the Council to calculate a prescribed fee.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 5(1)(b): Make any determination for the purposes of the Planning, Development and Infrastructure (Fees, Charges and Contributions) Regulations 2019, a related set of regulations or a fee notice (even if the Council is not the relevant authority).	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 5(2): Calculate a prescribed fee on the basis of estimates.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
regulation 5(3): Reassess a prescribed fee.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
regulation 7(a): Waive the payment of a prescribed fee or part of a prescribed fee.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Delegates other than the CEO may only waive a prescribed fee up to a maximum amount of \$500. The CEO may waive a payment of any value.
regulation 7(b): Refund a prescribed fee or part of a prescribed fee.	CEO Manager, Planning & Community Safety Assessment Manager	Sub-delegation permitted.	Delegates other than the CEO may only refund a prescribed fee up to a maximum amount of \$500. The CEO may refund a payment of any value.
<b><i>Planning and Design Code</i></b>			
Power to form the opinion that a development is of a minor nature and will not unreasonably impact on the owners or occupiers of land in the locality of the site of the development.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
Power to form the opinion that a development is of a minor nature and does not warrant a referral.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
Power to form the opinion that an alteration to an existing road or public road junctions or a development that changes the nature of vehicular movements or increases the number or frequency of movements through an existing access is minor.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
Power to form the opinion that an alteration or extension of an existing dwelling is minor.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
Power to form the opinion that a development is minor or like for like maintenance and does not warrant a referral.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
Power to form the opinion that alternations to an existing access or public road junction are minor.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
Power to form the opinion that development that changes the nature of vehicular movements or increases the number or frequency of movements through an existing access is minor.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
Power to form the opinion that aquaculture development which involves an alteration to an existing or approved development is minor in nature.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
<b><i>State Planning Commission Practice Direction 3 (Notification of Performance Assessed Development Applications) 2019</i></b>			
clause 6(4): Provide notice of a development application to members of the public by placing a notice on the relevant land.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
clause 8: Notify the applicant.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.



Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
clause 10: Determine the most appropriate position for a notice on land.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
<b><i>State Planning Commission Practice Direction 5 (Appointment of Additional Members to Assessment Panel) 2019</i></b>			
clause 4(6): Engage additional assessment panel member.	CEO	Sub-delegation permitted.	Nil.
clause 4(7): Be satisfied as to the minimum experience and qualifications of an additional member.	CEO	Sub-delegation permitted.	Nil.
<b><i>State Planning Commission Practice Direction 6 (Scheme to Avoid Conflicting Regimens) 2019</i></b>			
clause 5(3): Seek the advice of an authority or agency on a possible conflict or duplication of a matter dealt with under a licensing or regulatory regime.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
<b><i>State Planning Commission Practice Direction 14 (Site Contamination Assessment) 2021</i></b>			
clause 12: Be satisfied that a site is suitable for its intended use subject to remediation work being undertaken.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
clause 13: Be satisfied that a site is suitable for its intended use subject to remediation work being undertaken.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
<b><i>State Planning Commission Practice Direction 16 (Urban Tree Canopy Off-set Scheme) 2021</i></b>			
clause 6(2): Be satisfied that documents are sufficient to confirm that the relevant development site includes a Designated Soil Type.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.

Delegated functions and powers	Delegate	Authority to sub-delegate	Conditions and limitations (in addition to clause 4)
clause 7: Verify that a payment made in lieu of planting a tree is correct in accordance with the Scheme.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
clause 8(3): Impose a condition requiring payment in a Council Fund.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.
<b>Urban Tree Canopy Off-set Scheme</b>			
clause 6(4): impose a condition requiring payment to a fund under the Urban Tree Canopy Off-set Scheme.	CEO Manager, Planning & Community Safety Assessment Manager Senior Planner Building Services (Contractor) Planning Officer	Sub-delegation permitted.	Nil.