

# Delegations of Authority Policy & Register

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## Delegations to the General Manager

At the Council meetings held on 27 June 2023 Randwick City Council resolved:

That:

- a) the General Manager's current delegations be re-affirmed by Council, delegating to the General Manager, or to the person acting in the position of General Manager, all the powers and functions of the Council that it may under any Act of Parliament lawfully delegate, subject to the limitations set out below:
  - i. those functions designated in Section 377(1) of the Local Government Act 1993 as functions which may not be delegated.
  - ii. any function designated in any other Act of Parliament as a function which may not be delegated.
  - iii. the writing off of debts over the amount of \$10,000 in accordance with clause 213(2) of the *Local Government (General) Regulation 2005*, in that the amount above which debts to the Council may be written off only by resolution of the Council is set at \$10,000.
  - iv. the writing off of an individual rate or charge over the amount of \$1,000 in accordance with clause 131(1) of the *Local Government (General) Regulation 2005*, in that the amount above which any individual rate or charge may be written off only by resolution of the council is set at \$1,000.
  - v. any adopted policy, decisions or directions of the Council.
- b) in accordance with section 381 of the *Local Government Act 1993*, the Council re-affirms and delegates to the General Manager of the Council, or to the person acting in the position of General Manager, the plan making functions under Section 3.36 of the *Environmental Planning & Assessment Act 1979*.

At the Council meeting of 23 August 2022 Council resolved:

- c) the Council re-affirms and delegates to the Mayor and Mayor and General Manager jointly. [see below for details of these delegations].

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## Delegations from the General Manager

In accordance with section 378 of the *Local Government Act 1993*, I Ray Brownlee, the General Manager of Randwick City Council, hereby:

1. delegates and sub-delegates (as the case may be) the functions identified in the 'Delegation details' column of the attached Delegations Register to the corresponding Council employment position specified in the 'Delegated to: Position Title' column of the Register;
2. authorises and appoints (as the case may be) the Council employment positions identified in the 'Delegated to: Position Title' column of the attached Delegations Register to the corresponding appointment and authorisation identified in the 'Delegation details' column of the Register; and
3. revokes all previous delegations, sub-delegations, appointments and authorisations made by the General Manager.

**The attached Register of Delegations takes effect from the date signed by the General Manager (as specified below). Any variation to the attached Delegations Register may only be authorised by the General Manager and only takes effect when the General Manager signs the revised Register of Delegations.**

Ray Brownlee, PSM  
General Manager  
1 October 2023

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## Delegations to persons and bodies other than Council staff

### Delegations to the Mayor

At the Council Meeting held on 23 August 2022 Randwick City Council resolved to delegate the following matters to the Mayor:



Title	Detail
Matters for investigation	The Mayor is delegated authority to refer to the General Manager matters considered to need investigation and report with referral to Council, as necessary
Presentation of gifts	The Mayor is delegated authority to authorise the presentation of small gifts to visitor on appropriate occasions
Public Statement	The Mayor is delegated authority to make public statements on matters of official Council attitude or interpretation of Council policy
General Manager leave	The Mayor is delegated authority to determine leave applications of the General Manager, in accordance with the General Manager's contract of employment and relevant Council policies
Certificates of Australian Citizenship	The Mayor is delegated authority to present Certificates of Australian Citizenship after applicants have pledged the Oath or Affirmation of Allegiance, as provided by the Australian Citizenship Act 2007
Correspondence	The Mayor is delegated authority to sign outgoing correspondence in relation to the Office of Mayor, however, those matters relating to the day-to-day management of Council are matters that remain with the General Manager to sign
Emergency expenditure	The Mayor is delegated authority to approve, in the event of an emergency, all necessary expenditure after consultation with the General Manager
Meeting recess	The Mayor is delegated authority to exercise, during meeting recesses, the powers, authorities, duties and functions of Council other than; (i) those reserved to the Council itself by section 377 and section 379 of the Local Government Act (ii) those powers and functions delegated to the General Manager by Council from time to time, with such delegations to be effective from midnight on the day of the last Council meeting prior to a recess period as approved by the Council, up to the time of commencement of the first Council meeting at the conclusion of the recess period
Senior staff consultation	The Mayor is delegated authority to consult with the General Manager (in accordance with section 337 of the Local Government Act 1993) prior to the appointment or dismissal, by the General Manager, of senior staff

## Delegations to the Mayor and General Manager jointly

At the Council Meeting held on 23 August 2022 Randwick City Council resolved to delegate the following matters to the Mayor and General Manager, jointly:

Title	Detail
Miscellaneous donations	The Mayor and General Manager, jointly, are delegated authority to approve donations up to the sum of \$3,000 provided that funds are available within the adopted budget for Miscellaneous Donations
Councillors attendance at conferences	The Mayor and General Manager, jointly, are delegated authority to authorise Councillors attendance at conferences, seminars and similar functions in accordance with Council's Councillor Expenses and Facilities Policy

## Delegations to District Administrator and Treasurer of Surf Rescue 30

At the Council Meeting held on 25 September 2018 Randwick City Council resolved to delegate the following matters to the District Administrator and Treasurer of Surf Rescue 30:

Title	Detail
Authorisation – Surf Rescue 30	To act on Council's behalf for matters pertaining to survey management of the Offshore Rescue Boat (City of Randwick III).

## Delegations to Randwick Local Planning Panel

By way of signed memorandum, dated 19 February 2019, the General Manager sub-delegated the following matters to the Randwick Local Planning Panel:

Title	Detail
Randwick Local Planning Panel delegations	<p>Pursuant to Section 378(2) of the Local Government Act 1993, the following functions have been sub-delegated to the Randwick Local Planning Panel:</p> <ul style="list-style-type: none"> <li>i) the function of determining applications to modify development consents made under Section 4.55(2) of the Environmental Planning and Assessment Act 1979 ("EP&amp;A Act") where the Randwick Local Planning Panel granted the original development consent;</li> <li>ii) the function of determining applications to modify development consents made under Section 4.56 of the EP&amp;A Act where the proposed modification is not of minimal environmental impact and the original development consent was granted by the Land and Environment Court of New South Wales after the development application to which the consent relates was determined by the Randwick Local Planning Panel;</li> <li>iii) the function of determining applications to modify development consents made under the EP&amp;A Act where there is a conflict of interest of the kind identified in Clause 1 of Schedule 1 of the Direction given by the Minister for Planning under Section 9.1 of the EP&amp;A Act dated 23 February 2018 and titled "Local Planning Panels Direction - Development Applications"; and</li> <li>iv) the function of determining applications to modify development consents made under the EP&amp;A Act where 10 or more unique submissions have been made with respect to the application within the submission period by way of objection.</li> </ul>

At the Randwick Local Planning Panel (Public) (RLPP) meeting of 11 August 2022, the RLPP resolved:

- A. That Randwick Local Planning Panel (Panel) pursuant to Section 2.20(8) of the Environmental Planning & Assessment Act 1979 (EPA Act) revoke its current delegation in relation to the conduct of appeals.
- B. That the Panel pursuant to Section 2.20(8) of the EPA Act delegates to Council's General Manager, Director City Planning and Manager Development Assessment the functions of the Panel under Section 8.15(4) of the EPA Act with respect to the control and direction of Appeals subject to the operational procedures documented in the Randwick Local Planning Panel Guidelines.

## Guiding Principles of the Delegations Register

1. The Delegations Register applies to the people employed in organisational positions by Randwick City Council in a fulltime, part-time, casual or temporary capacity. Where a position title referred to in the Register changes, then any reference to the former position title shall be read as a reference to the new position title.
2. The Delegations Register is structured as follows:
  - Each delegation, sub-delegation, appointment or authorisation (as the case may be) is allocated a;
    - reference code
    - category/sub-category
    - title (or short description)
    - detail (detailed description)
    - legislation, Council policies and other documents (which are of relevance to the exercise of the delegation).
  - The Register identifies the organisational positions 'Position Title' (described in the 'detail' as the "Position holder") and the Council 'Division' for that position granted the particular function, appointment or authorisation.

3. Delegations must be exercised in accordance with all relevant Council policies and procedures and are subject at all times to the direction of the position holder's Manager or Director. All delegations are to be exercised in accordance with the principles and standards set out in Council's Code of Conduct.
4. All employees are required to sign an acknowledgement of the delegations allocated by this Register to their position.
5. Where an employee is acting in a position that has powers delegated to it, the person acting in that position can exercise the powers of the delegate. The person going on leave has a responsibility to hand over the delegations associated with the position before going on leave.
6. No position title, named as having the authority to exercise a function under this Register, has the power to delegate that authority to a different position.
7. If legislation referred to in this Register is superseded by updated or new legislation, to the extent practicable, the new legislation will apply to the delegations.
8. All dollar figures referred to in these delegations are inclusive of GST unless otherwise stated. Care is needed to ensure any expenditure/tender limits are not exceeded.
9. These delegations remain in force until the General Manager directs in writing otherwise.
10. If you cannot find a delegation in the Register then the power has not been delegated to a staff position and, therefore, remains with the General Manager or the Council (as the case may be).
11. Positions are identified in the Delegations Register to allocate authorities and responsibilities and do not indicate a position's standing in the organisational structure.
12. The Delegations Register is position based and available to the public.
13. The provisions of the *Interpretation Act 1987* apply to these delegations.
14. The following 'guiding principles' apply to the Expenditure delegations detailed in Section 4 of the Register:
  - a. Expenditure limit Delegations are applied according to the tiered bands of the organisational chart.
  - b. The position holder can only approve expenditure within the council approved budget that they are responsible for.
15. For all Council staff (including permanent, part-time, casual and temporary positions) the position holder is authorised to exercise the functions of the Council position to which the position holder is appointed in accordance with:
  - The job description for that position
  - The Local Government Award
  - Relevant council policies
  - The direction of Council management staff.
16. Unless specifically delegated to a subordinate staff member by the General Manager, each Director's and Manager's delegations will automatically include all the delegations of their respective Managers and/or staff. Those matters that are specifically delegated to a staff member are;
  - Complaints Coordinator (for the purposes of the Code of Conduct)
  - Disclosure Coordinator (for the purposes of the Public Interest Disclosures Act)
  - Disclosure Officer (for the purposes of the Public Interest Disclosures Act)
  - Local Emergency Management Officer
  - Public Officer
  - Responsible Accounting Officer; and
  - Native Title Manager.

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## Review of this document

Section 380 of the *Local Government Act 1993* requires Council to review all of its delegations during the first 12 months of each term of office.

This document will otherwise be reviewed at least every two years or as required in the event of legislative changes, changes to the organisation structure, position titles, organisational practices etc. Any amendment to the delegations contained in this policy must be approved by the General Manager.

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## Delegations Register

The Delegations Register is comprised in the attached Table.

## 1. Assets - Applications - Council property

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to sign, on Council's behalf, development applications or other applications required for all development undertaken by Council.	DCORP, Manager Customer & Compliance	Applies to applications being made by Randwick City Council only.

## 2. Assets - Applications - Owner's consent

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to provide owner's consent on behalf of the Council to applications (including development applications and construction certificate applications) involving property in the ownership of Council so as to facilitate the lodgement of these applications.	Land & Property Officer, DCORP, Manager Customer & Compliance, Coord Administration, Coord Property	Applies to Council owned property only.

## 3. Assets - Assets disposal

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve the disposal of assets under the control of the position holder that are surplus to Council's requirements in accordance with Council's Asset Disposal Policy.	Directors (ALL), CFO, Manager Technical Services, Manager Infrastructure Services, Manager IM&T Services, Manager Waste, Cleansing & Public Safety	Asset Disposal Policy [Note: Disposal of assets under this delegation may be limited to a specific category of assets (eg. Plant assets only or Technology assets only).

## 4. Assets - Assets disposal (monetary limit)

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve the disposal of assets under the control of the position holder that are surplus to Council's requirements with a book value of less than \$2,500 (incl of GST).	Manager Customer & Compliance, Manager Technical Services	Asset Disposal Policy. Only relates to assets with a book value of less than \$2,500 (incl of GST).

## 5. Assets - Plant Replacement

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to replace, after consultation with and upon the recommendation of the respective Directors or Divisional Heads, sedans, station wagons, utilities and vans in the Council's motor vehicle fleet, subject to compliance with the Council's policy regarding the replacement of motor vehicles.	CFO, Manager Waste, Cleansing & Public Safety	Motor Vehicle Private Use Policy; Motor Vehicle Selection and Replacement Policy

## 6. Assets - Property – Certificate as to classification of public land

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s54	The position holder is delegated authority to issue a certificate stating the classification of public land pursuant to section 54 of the Local Government Act 1993.	DCORP, Manager Customer & Compliance	

## 7. Assets - Property - Commercial/Residential leases

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to negotiate and execute on Council's behalf any lease, sub-lease, assignment of lease or licence relating to any operational land of the Council, provided entry into that lease, sub-lease, assignment or licence has been authorised by either the General Manager or resolution of the Council.	DCORP, Manager Customer & Compliance, Coord Property	

## 8. Assets - Property - Community facilities usage

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to determine applications for a licence to use, hire and/or occupy Council's community land and associated buildings and Community Halls/Centres and meeting rooms on a short term, casual basis in accordance with: a) Chapter 6 Part 2 Division 2 of the Local Government Act 1993 and associated Regulation; b) the Council's adopted fees and charges; and	Senior Civic Support Officer, Coord Library Resource Management, Directors (ALL), Supervisor Library Admin, Supervisor Venues, Land & Property Officer, Recreation Booking Officer, Coord Library Business & Systems, Coord Library Service Development, Coord Open Space Assets, Manager Customer & Compliance, Manager Technical Services, Coord Administration, Coord Property, Manager Economic Development & Placemaking, Manager Integrated Transport, Manager Randwick	Chapter 6 Part 2 Division 2 of the Local Government Act 1993; Council's adopted Schedule of Fees and Charges; the requirements of Council's Hall Hire Policy

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	c) the requirements of the Council's "Hall Hire Policy".	City Library, Parks & Rec Officer, Coord Customer Service	

## 9. Assets - Property – Covenants, Easements etc

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority, subject to a Council resolution endorsing the action, to execute on behalf of the Council instruments creating covenants, easements or restrictions affecting Council owned land (including any release, variation or modification of same), except in circumstances where the Council's seal is required to be affixed.	Directors (ALL), Special Counsel	Applies to Council owned land only.

## 10. Assets - Property - Filming - on Council reserves and property

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Chapter 7, Part 1, Division 4	The position holder is delegated authority to determine applications for a filming project under Chapter 7, Part 1, Division 4 of the Local Government Act 1993.	Recreation Booking Officer, Manager Communications, Coord Open Space Assets, DCS, Manager Technical Services, Manager Integrated Transport, DC&C	

## 11. Assets - Property - Native Title Dealings - Council land

Crown Lands Management Act 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to: a) receive and acknowledge written advice from Council's Native Title Manager where Council (as Reserve Manager) intends to perform a future act or dealing in relation to the land Council manages or owns; and b) to make decisions in relation to such advice in compliance with any requirements of native title legislation in relation to the land.	DCORP	

## 12. Assets - Property - Native Title Manager

Crown Lands Management Act 2016			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s8.8	The position holder is delegated authority to provide written advice to Council on Native Title matters, as the Native Title Manager of managed Crown Lands for the purpose of Section 8.7 of the Crown Lands Management Act 2016, on acts and dealings in relation to the land Council manages or owns. Council must seek and obtain Native Title Manager's advice in relation to any dealings with land.	Coord Strategic Planning, Coord Property	Must have undertaken "Introductory Native Title Training" (and completion of the training must be confirmed in writing by NSW Department responsible for Crown Lands.  Coordinator Strategic Planning = David Ongkili ONLY Coordinator Property = Sharon Plunkett ONLY

## 13. Assets - Property - Sale or purchase of land

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to execute on Council's behalf any contractual documentation relating to the sale or purchase of land by the council (including any transfer of land), provided entry into the contract (including the sale and purchase price) has been authorised by resolution of the Council.	DCORP	Requires Council resolution. Note: this delegation requires the General Manager & Director Corporate Services to co-sign any contractual documentation executed using this delegation.

## 14. Assets - Property - Use of Public Reserves and Playing Fields

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to determine applications for permission to hold events, commercial activities, parties and picnics on public reserves, and for the casual or seasonal hiring and use of public reserves and playing fields, including Crown land, which is under the care, control and management of the Council, subject to payment of the hiring charges as determined by Council and/or in accordance with the adopted Schedule of Fees and Charges.	Manager Recreation Business Services, Recreation Booking Officer, Coord Open Space Assets, DCP, DCS, Manager Technical Services, Manager Infrastructure Services, Parks & Rec Officer, DC&C	Council's Schedule of Fees and Charges; Policy on use of Reserves by commercial Fitness Groups & Personal Trainers; Crown Lands Management Act 2016.



## 15. Authorisations - Complaints & Submissions - Liquor Act

Liquor Act 2007			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority on behalf of the Council in respect to any functions of a "local consent authority", including authorisation to make a complaint or submission, under the Liquor Act 2007	Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, DCP, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety	

## 16. Authorisations - Enforcement Officer - POEO Act

Protection of the Environment Operations Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is authorised to exercise the functions of an enforcement officer under the Protection of the Environment Operations Act 1997.	Senior Environmental Health Officer, Ranger, EHO, Building Surveyor, PPO, Senior Building Surveyors, HBRS Compliance Officers, Coords Compliance, Supervisor Rangers, Coord Environmental Hlth, Lead Specialist Strategic Waste, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Public Safety, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety	

## 17. Authorisations - Investigation Officer – power of entry – EP&A Act

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt 9 Div 9.2	The position holder is appointed as an investigation officer for the purposes of Part 9 Division 9.2 of the Environmental Planning & Assessment Act 1979.	Senior Development Engineer, Senior Environmental Health Officer, Senior EPO (SP), Ranger, EHO, Coord DA Fast Track, Building Surveyor, Senior Building Surveyors, HBRS Compliance Officers, Coords Strategic Planning, Coords Compliance, Senior EPO (DA), Student/Grad EPO (DA), Supervisor Rangers, Customer Serv Planning & Development Officer, Development Engineer, EPO (DA), EPO (SP) , EPO (Tech/Research) , Exec Planner, Fire Safety & Essential Services Officer, Heritage Planner, Landscape Technician, Coord DA Assessments, Coord Development Engineering, Coord Environmental Hlth, Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Public Safety, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety	



## 18. Authorisations - Power of entry - Boarding Houses Act

Boarding Houses Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt 2	The position holder is authorised to enter the premises of a registered boarding house for the purpose of conducting an initial compliance investigation in accordance with Part 2 of the Boarding Houses Act 2012.	Senior Environmental Health Officer, EHO, HBRs Senior Compliance Officers (ALL), Coord DA Fast Track, Building Surveyor, Senior Building Surveyor 7, Exec Planner, Fire Safety & Essential Services Officer, Coord DA Assessments, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, Senior Building Surveyor, Coord Compliance, DCP, Coord Regulatory Projects, Coord Building Cert & Fire Safety, Senior Building Surveyor 2, Senior Building Surveyor 3, Senior Building Surveyor 4, Senior Building Surveyor 5, Senior Building Surveyor 6	

## 19. Authorisations - Power of entry - Local Government Act

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Chapt 8 Pt 2	The position holder is authorised to enter any premises under Chapter 8 Part 2 of the Local Government Act 1993.	Senior Development Engineer, Senior Environmental Health Officer, Senior EPO (SP), Waste Management & Resource Recovery Officer, Ranger, EHO, HBRs Senior Compliance Officers (ALL), Coord DA Fast Track, Building Surveyor, PPO, Asset Engineer, Tree Supervisor, Senior Waste Contracts Officer, Coord Waste Operations, Directors (ALL), Senior Building Surveyors, HBRs Compliance Officers, Tree Preservation & Maint Officers, Coords Strategic Planning, Coords Compliance, Waste Contracts Officers, Senior EPO (DA), Student/Grad EPO (DA), Supervisor Rangers, Rates Specialist, Roads Engineer, Urban Forest Planner, Customer Serv Planning & Development Officer, Debt Recovery Officer, Development Engineer, Drainage Engineer, Engineering Technical Officer, EPO (DA), EPO (SP) , EPO (Tech/Research) , Exec Planner, Heritage Planner, Landscape Architect, Landscape Technician, Coord DA Assessments, Coord Development Engineering, Coord Engineering Services, Coord Environmental Hlth, Coord Road Services, Lead Specialist Strategic Waste, Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Public Safety, Coord Regulatory Projects, CFO, Manager Technical Services, Leader Revenue, Manager Infrastructure Services, Manager Integrated Transport, Manager Strategic Planning, Manager Waste, Cleansing & Public Safety, Asset Officer, Capital Works Engineer, Coord Building Cert & Fire Safety	

## 20. Authorisations - Trees (Disputes Between Neighbours) Act

Trees (Disputes Between Neighbours) Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s17	The position holder is appointed as an authorised person within the meaning of section 17 of the Trees (Disputes Between Neighbours) Act 2006.	Tree Supervisor, Tree Preservation & Maint Officer, Urban Forest Planner, Landscape Technician, Coord Development Engineering, Coord Road Services, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, DCS, Manager Technical Services, Manager Infrastructure Services, Tree Preservation & Maint Officer 2	

## 21. Authorisations - Authorised Officer - Companion Animals Act 1998

Companion Animals Act 1998			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is appointed as an authorised officer for the purposes of the Companion Animals Act 1998.	Ranger, Supervisor Rangers, Manager Health, Building & Regulatory Services, DCP, Coord Public Safety, Coord Regulatory Projects	

## 22. Authorisations - Authorised Officer – Food Act

Food Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt 9 Div 3	The position holder is appointed as an authorised officer under Part 9 Division 3 of the Food Act 2003.	Senior Environmental Health Officer, EHO, HBRS Compliance Officers, Coords Compliance, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Regulatory Projects, Manager Strategic Planning	

## 23. Authorisations - Authorised Officer - Public Health Act

Public Health Act 2010			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is appointed as an authorised officer within the meaning of the Public Health Act 2010.	Senior Environmental Health Officer, EHO, HBRS Senior Compliance Officers (ALL), Building Surveyor, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, DCP, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety	

## 24. Authorisations - Authorised Officer - Public Spaces (Unattended Property) Act

Public Spaces (Unattended Property) Act 2021			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s44	The position holder is authorised to exercise the powers of an authorised officer under s. 44 of the Public Spaces (Unattended Property) Act 2021.	Senior Environmental Health Officer, Ranger, EHO, HBRS Senior Compliance Officers (ALL), Building Surveyor, PPO, Senior Building Surveyors, Supervisor Beach Lifeguards, Supervisor Public Place, Supervisor Rangers, Public Place Officer, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, DCP, Coord Public Safety, Coord Regulatory Projects, Manager Strategic Planning, Manager Waste, Cleansing & Public Safety, Coord Building Cert & Fire Safety	

## 25. Authorisations - Authorised Officer - Roads Act

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is authorised to exercise the functions of an authorised officer under the Roads Act 1993.	Senior Environmental Health Officer, Waste Management & Resource Recovery Officer, Ranger, EHO, Coord DA Fast Track, Building Surveyor, PPO, Asset Engineer, Senior Waste Contracts Officer, Coord Waste Operations, Senior Building Surveyors, HBRS Compliance Officers, Public Place Officers, Coords Strategic Planning, Waste Contracts Officers, Supervisor Public Place, Supervisor Rangers, Roads Engineer, Development Engineer, Drainage Engineer, Engineering Technical Officer, Exec Planner, Landscape Architect, Coord DA Assessments, Coord Development Engineering, Coord Engineering Services, Coord Environmental Hlth, Coord Open Space Assets, Lead Specialist Strategic Waste, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, DCP, DCS, Coord Public Safety, Coord Regulatory Projects, Manager Technical Services, Manager Integrated Transport, Manager Strategic Planning, Asset Officer, Capital Works Engineer, Coord Building Cert & Fire Safety	

## 26. Authorisations - Authorised Officer - Rock Fishing Safety Act 2017

Rock Fishing Safety Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is appointed as an authorised officer within the meaning of the Rock Fishing Safety Act 2017.	Ranger, Supervisor Rangers, Manager Health, Building & Regulatory Services, Coord Public Safety, Supervisor Rangers 2	

## 27. Authorisations - Authorised Officer – Swimming Pools Act

Swimming Pools Act 1992			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is appointed as an authorised officer for the purposes of the Swimming Pools Act 1992.	Senior Environmental Health Officer, EHO, HBRS Senior Compliance Officers (ALL), Building Surveyor, Senior Building Surveyors, HBRS Compliance Officers, Coords Compliance, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety	

## 28. Authorisations - Authorised Person - Biosecurity Act (Weed control)

Biosecurity Act 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is appointed as an authorised officer within the meaning of the Biosecurity Act 2015.	Senior Environmental Health Officer, Ranger, EHO, HBRS Compliance Officers, Coords Strategic Planning, Coords Compliance, Supervisor Bushland & Coast Walk, Supervisor Nursery & Streetscape, Supervisor Rangers, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Public Safety, Coord Regulatory Projects, Manager Strategic Planning	

## 29. Authorisations - Authorised person – Penalty Notices - EP&A Act

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s9.58	The position holder is appointed as an authorised person for the purposes of Section 9.58 of the Environmental Planning & Assessment Act 1979.	Senior Environmental Health Officer, Ranger, EHO, HBRS Senior Compliance Officers (ALL), Building Surveyor, Senior Building Surveyors, HBRS Compliance Officers, Coords	

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Compliance, Supervisor Rangers, Fire Safety & Essential Services Officer, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Public Safety, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety	

### 30. Authorisations - Authorised Person – Penalty Notices - Local Government Act

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is authorised to act as an authorised person within the meaning of the Local Government Act 1993, including for the purposes of section 679 of that Act.	Senior Environmental Health Officer, Waste Management & Resource Recovery Officer, Ranger, EHO, HBRS Senior Compliance Officers (ALL), PPO, Senior Waste Contracts Officer, Coord Waste Operations, Directors (ALL), HBRS Compliance Officers, Public Place Officers, Coords Compliance, Waste Contracts Officers, Supervisor Public Place, Supervisor Rangers, Coord Environmental Hlth, Lead Specialist Strategic Waste, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Public Safety, Coord Regulatory Projects, Manager Infrastructure Services, Manager Integrated Transport, Manager Strategic Planning, Manager Waste, Cleansing & Public Safety, Coord Building Cert & Fire Safety	Note: An authorised person under the Local Government Act 1993 is also a "Class 12 officer" within the meaning of the Road Transport (General) Regulation 2013

### 31. Authorisations - Authorised Person - POEO Act

Protection of the Environment Operations Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is appointed as an authorised officer under the Protection of the Environment Operations Act 1997.	Senior Environmental Health Officer, Waste Management & Resource Recovery Officer, Ranger, EHO, Coord DA Fast Track, Building Surveyor, PPO, Senior Waste Contracts Officer, Coord Waste Operations, Senior Building Surveyors, HBRS Compliance Officers, Coords Strategic Planning, Coords Compliance, Waste Contracts Officers, Technical, Research & Property Officer, Supervisor Rangers, Exec Planner, Coord DA Assessments, Coord Environmental Hlth, Lead Specialist Strategic Waste, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Public Safety, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety	

## 32. Communications - Social Media Coordinator

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	<p>The position holder is delegated authority to fulfil the role of "Social Media Coordinator" as detailed in Council's Social Media Policy and to:</p> <ul style="list-style-type: none"> <li>a) approve and revoke a staff member's status as an authorised user of Council's social media sites</li> <li>b) develop and/or approve the training and/or induction to be provided to authorised users</li> <li>c) maintain a register of authorised users</li> <li>d) maintain effective oversight of authorised users</li> <li>e) moderate the Council's social media platforms in accordance with Part 5 of the Social Media Policy</li> <li>f) ensure the Council complies with its record keeping obligations under the State Records Act 1998 in relation to social media</li> <li>g) ensure the Council adheres to the rules of the social media platform(s)</li> <li>h) coordinate with the relevant Council department or team to ensure the Council's social media platforms are set up and maintained in a way that maximises user friendliness and any technical problems are resolved promptly.</li> </ul>	Manager Communications	Social Media Policy

## 33. Enforcement & Compliance - Contracts for Certification Work

Building & Development Certifiers Act 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s31	The position holder is delegated authority to enter and execute a written Contract for Certification Work in accordance with the requirements of section 31 of the Building & Development Certifiers Act 2018	HBRS Senior Compliance Officers (ALL), Building Surveyor, Senior Building Surveyors, HBRS Compliance Officers, Manager Health, Building & Regulatory Services, DCP, Coord Regulatory Projects, Coord Building Cert & Fire Safety	Environmental Planning & Assessment Act 1979; Building & Development Certifiers Act 2018

## 34. Enforcement & Compliance - NSW Fair Trading - Lodgement of complaints

Building & Development Certifiers Act 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to make a complaint, on behalf of the Council, to NSW Fair Trading in respect of the conduct of an accreditation holder in accordance with the Building & Development Certifiers Act 2018.	Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, DCP, Coord Regulatory Projects, Coord Building Cert & Fire Safety	

### 35. Enforcement & Compliance - NSW Fair Trading - Recommend Council Accredited Certifiers

Building & Development Certifiers Act 2018			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to make recommendations to NSW Fair Trading in relation to an application by a Council employee for accreditation to carry out certification work only on behalf of Council.	Manager Health, Building & Regulatory Services, DCP	

### 36. Enforcement & Compliance - Outstanding Notices and Orders

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s121ZP	The position holder is delegated authority to issue a certificate as to outstanding orders or notices under section 121ZP of the Environmental Planning & Assessment Act 1979 and section 735A of the Local Government Act 1993.	Sydney RID Squad, EHO, Building Surveyor, HBRS Compliance Officers, Coords Strategic Planning, Coords Compliance, Technical, Research & Property Officer, Supervisor Bushland & Coast Walk, Supervisor Nursery & Streetscape, Urban Forest Planner, Coord Engineering Services, Coord Environmental Hlth, Coord Open Space Assets, Coord Road Services, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Public Safety, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety	Local Government Act 1993 (s735A)

### 37. Enforcement & Compliance - Restricted Premises act - commencement of proceedings

Restricted Premises Act 1943			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt 3	The position holder is delegated authority to make application to the Land and Environment Court that premises are not to be used for the purpose of a brothel, as provided for in Part 3 of the Restricted Premises Act 1943.	Manager Health, Building & Regulatory Services, DCP	

### 38. Expenditure - Expenditure limit - \$2,500

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to authorise all expenditure and/or purchase orders up to the value of \$2,500.	Supervisor Depot Administration, Supervisor Public Place, Supervisor Road Services, Supervisor	a) the expenditure must relate to the position holder's area of responsibility; b) the expenditure must be in accordance with the adopted budget;



Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Venues, Supervisor Waste Cleansing & Public Safety, Supervisor Mechanics	c) the expenditure must be incurred in accordance with Council's Procurement Policy ; d) the expenditure must not involve the acceptance of a tender which is required under the Local Government Act 1993 to be invited and accepted only by the Council; and e) the expenditure must not require a resolution of the Council under the Local Government Act 1993 and associated Regulation.

### 39. Expenditure - Expenditure limit - \$10,000

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to authorise all expenditure and/or purchase orders up to the value of \$10,000.	Transport Engineer, Head La Perouse Museum, Coordinators (ALL), Supervisor Aquatic Programs, Supervisor Aquatic Services, Supervisor Business & Customer Services, Procurement Specialist, Project Manager, EA to General Manager, EA to Mayor, Exec Planner, Supervisor Gym, Stores Supervisor	a) the expenditure must relate to the position holder's area of responsibility; b) the expenditure must be in accordance with the adopted budget; c) the expenditure must be incurred in accordance with Council's Procurement Policy ; d) the expenditure must not involve the acceptance of a tender which is required under the Local Government Act 1993 to be invited and accepted only by the Council; and e) the expenditure must not require a resolution of the Council under the Local Government Act 1993 and associated Regulation. Curator, La Perouse Museum added (requested by Manager Cultural Events and Venues and approved by Director City Planning).

### 40. Expenditure - Expenditure limit - \$100,000

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to authorise all expenditure and/or purchase orders up to the value of \$100,000.	Managers (ALL), Special Counsel	a) the expenditure must relate to the position holder's area of responsibility; b) the expenditure must be in accordance with the adopted budget; c) the expenditure must be incurred in accordance with Council's Procurement Policy ;



Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			d) the expenditure must not involve the acceptance of a tender which is required under the Local Government Act 1993 to be invited and accepted only by the Council; and e) the expenditure must not require a resolution of the Council under the Local Government Act 1993 and associated Regulation.

## 41. Expenditure - Expenditure limit - \$500,000

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to authorise all expenditure and/or purchase orders up to the value of \$500,000.	Manager Technical Services, Manager Infrastructure Services, Manager Waste, Cleansing & Public Safety	a) the expenditure must relate to the position holder's area of responsibility; b) the expenditure must be in accordance with the adopted budget; c) the expenditure must be incurred in accordance with Council's Procurement Policy ; d) the expenditure must not involve the acceptance of a tender which is required under the Local Government Act 1993 to be invited and accepted only by the Council; and e) the expenditure must not require a resolution of the Council under the Local Government Act 1993 and associated Regulation.

## 42. Expenditure - Expenditure limit - \$1,000,000

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to authorise all expenditure and/or purchase orders up to the value of \$1,000,000.	DCP, DCS, DC&C	a) the expenditure must relate to the position holder's area of responsibility; b) the expenditure must be in accordance with the adopted budget; c) the expenditure must be incurred in accordance with Council's Procurement Policy ; d) the expenditure must not involve the acceptance of a tender which is required under the Local Government Act 1993 to be invited and accepted only by the Council; and e) the expenditure must not require a resolution of the Council under the Local Government Act 1993 and associated Regulation.

### 43. Expenditure - Expenditure limit - unlimited

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to authorise all expenditure and/or purchase orders up to an unlimited value.	DCORP	a) the expenditure must relate to the position holder's area of responsibility; b) the expenditure must be in accordance with the adopted budget; c) the expenditure must be incurred in accordance with Council's Procurement Policy ; d) the expenditure must not involve the acceptance of a tender which is required under the Local Government Act 1993 to be invited and accepted only by the Council; and e) the expenditure must not require a resolution of the Council under the Local Government Act 1993 and associated Regulation.

### 44. Expenditure - Staff Expense Reimbursements (up to \$200)

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to authorise staff reimbursement claims up to \$200 (incl of GST).	Coord Library Resource Management, Managers (ALL), Directors (ALL), Producer Events, Supervisor Nursery & Streetscape, Supervisor Venues, Coord Trades Services, EA to General Manager, EA to Mayor, Leader Employee Experience, Coord Engineering Services, Coord Library Business & Systems, Coord Library Service Development, Coord Moverly CC, Coord Procurement, Leader Enterprise Risk & Safety, Special Counsel, Coord Public Safety, Coord Administration, Coord Property, Coord L&D, Coord Community Connection, Executive Manager (Coord)	Staff Expenses Reimbursements Policy Within the adopted budget Expenditure must be related to the position holders Department only (as determined by the organisation structure).

### 45. Expenditure - Staff Expense Reimbursements (over \$200)

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to authorise staff expense reimbursements over \$200 (incl of GST).	Directors (ALL)	Staff Expense Reimbursements Policy Within the adopted budget Director's claims are to be approved by the General Manager only General Manager's claims are to be approved by the Mayor.

## 46. Expenditure - Purchasing exemption

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve an exemption from Council's Procurement Procedures for suppliers who are the sole provider of a particular good or service or for suppliers required in an emergency situation.	DCORP, Manager Customer & Compliance	

## 47. Finance - Bank Guarantees

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve the acceptance of bank guarantees in association with development, strata and subdivision applications or any other Council requirements.	Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, DCORP, CFO, Manager Strategic Planning	

## 48. Finance - Cheque signing & electronic transfer of funds

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to sign cheques drawn from Council's bank account and authorise the electronic transfer of funds from Council's bank accounts.	Rates Specialist, Management Accountant , Financial Accountant , DCORP, CFO, Leader Revenue, Coord Expenditure, Leader Financial Management	Two (2) delegated officers are required to authorise all electronic transfer of funds transactions.  Any arrangements endorsed by the General Manager and the Commonwealth Bank.

## 49. Finance - Debts - Writing Off Debts (up to \$20,000)

Local Government (General) Regulation 2021			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
cl 213	The position holder is delegated authority to make an order writing off a debt up to the amount of \$20,000 in accordance with the clause 213 of the Local Government (General) Regulation 2021.	CFO	

## 50. Finance - Investments

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s625	The position holder is delegated authority to implement the Council's adopted Investment Policy and invest the Council's money in accordance with section 625 of the Local Government Act 1993.	Financial Operations Accountant, DCORP, CFO, Leader Revenue, Coord Expenditure, Leader Financial Management	Investment Policy

## 51. Finance - Refunds - Applications

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s68	<p>The position holder is delegated authority to approve or refuse refunds in accordance with applicable legislation and Council policy for:</p> <p>a) withdrawn Health and Building applications, including applications made under section 68 of the Local Government Act 1993.</p> <p>b) withdrawn Planning applications (such as development applications and applications for a Construction Certificate under the Environmental Planning &amp; Assessment Act 1979).</p> <p>c) Building, Planning and Property related applications, and certificates and licence fees.</p>	Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning	Environmental Planning & Assessment Act 1979

## 52. Finance - Refunds - Fees

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	<p>The position holder is delegated authority to approve or refuse refunds in accordance with applicable legislation and Council policy for:</p> <p>a) over payment of fees paid to Council, subject to appropriate evidence of the over payment.</p> <p>b) application fees, booking fees, bonds and deposits for the use of Council facilities in circumstances where the application is withdrawn/booking is cancelled or the bond/deposit is no longer required.</p>	Senior Civic Support Officer, Managers (ALL), Directors (ALL), Producer Events, Supervisor Venues, Coord Moverly CC, Coord Administration, Leader Revenue, Coord Property, Coord Expenditure, Leader Financial Management, Coord Customer Service	Evidence is required for overpayments, Hall Hire Policy.

### 53. Finance - Refunds - Playing fields

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	<p>The position holder is delegated authority to approve or refuse refunds in accordance with applicable legislation and Council policy for:</p> <p>a) fees paid for the seasonal use of Council's playing fields where power restrictions prevent the use thereof, provided that refunds shall not be granted where playing fields are not used solely because of adverse weather conditions, and</p> <p>b) in the case of all casual hiring of Council ovals and playing fields, hiring fees, where, due to circumstances beyond the control of the hirer, the playing of games is not possible, provided that refund shall not be made if play has been commenced and subsequently discontinued.</p>	<p>Manager Recreation Business Services, Coord Open Space Assets, DCS, Manager Technical Services, Manager Infrastructure Services, DC&amp;C</p>	

### 54. Finance - Refunds - Rates & Charges

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	<p>The position holder is delegated authority to approve or refuse refunds in accordance with applicable legislation and Council policy for:</p> <p>a) over payment of rates and charges, subject to appropriate evidence of the over payment.</p> <p>b) over payment of Accounts Receivable (Sundry Debtors), subject to appropriate evidence of the over payment.</p>	<p>CFO, Leader Revenue</p>	<p>Appropriate evidence</p> <p>Part (b) added to this delegation "(b) over payment of Accounts Receivable (Sundry Debtors), subject to appropriate evidence of the over payment" at the request of Coordinator Revenue and approved by Chief Financial Officer.</p>

### 55. Finance - Refunds - Roads Act

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	<p>The position holder is delegated authority to approve or refuse refunds in accordance with applicable legislation and Council policy for:</p> <p>a) withdrawn applications under the Roads Act 1993, including footway restaurant applications under section 125.</p> <p>b) parking meter fees up to the value of \$100 due to technical fault or equipment failure.</p>	<p>Manager Development Assessment, DCP, Manager Customer &amp; Compliance, Manager Technical Services, Coord Property, Manager Infrastructure Services, Manager Integrated Transport, Manager Waste, Cleansing &amp; Public Safety</p>	

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	c) withdrawn application for a road closure.		

## 56. Finance - Responsible Accounting Officer

Local Government (General) Regulation 2021			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
cl196	The position holder is designated as the Responsible Accounting Officer of Council within the meaning of clause 202 of the Local Government (General) Regulation 2021.	CFO	

## 57. Finance - Tax declarations

FBT Assessment Act 1986			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to sign declarations for fringe benefits tax (FBT) and GST Business Activities Statements on behalf of the Council.	DCORP, CFO	GST Act 1999

## 58. Finance - Vary, waive or reduce fees - Fees and Charges

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to vary, waive, reduce or determined various fees as detailed in Council's Schedule of Fees and Charges in those circumstances where the specified fee is unreasonable or inappropriate in exceptional circumstances and subject to all decisions and reasons being documented.	Manager Recreation Business Services, Directors (ALL), Manager Development Assessment, Manager Health, Building & Regulatory Services, Manager Customer & Compliance, CFO, Manager Technical Services, Manager Community Development, Manager Infrastructure Services, Manager Randwick City Library, Manager Strategic Planning, Manager Waste, Cleansing & Public Safety	Financial Hardship Policy

## 59. Governance - Access to information

Government Information (Public Access) Act 2009			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to: a) determine formal access applications under the Government Information (Public Access) Act 2009 b) determine informal access applications under the Government Information (Public Access) Act 2009	Information Access Officer, DCORP, Manager Customer & Compliance, Coord Administration	

## 60. Governance - Business papers - Council meetings

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to: a) prepare business papers and agendas for Council and Council Committee meetings; and b) determine what business paper matters are to be marked "confidential" pursuant to section 10A of the Local Government Act 1993.	DCORP	Code of Meeting Practice

## 61. Governance - CCTV

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to: a) approve the temporary use of CCTV cameras for the purpose of City Management during major events, b) determine applications to visit the CCTV camera Control Room, c) determine applications for the viewing and/or supply of material recorded from Council's CCTV cameras; d) release CCTV camera master recorded material; and e) approve the destruction of recorded CCTV camera material.	EHO, Coord Service Desk, Building Surveyor, Coord Environmental Hlth, Leader Application Management, Manager Health, Building & Regulatory Services, Coord Regulatory Projects, Manager Customer & Compliance, Manager IM&T Services	CCTV policy and operating procedures for Council owned & operated facilities; Code of Practice CCTV

## 62. Governance - Code of Conduct - Complaints Coordinator

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is appointed as Council's Complaints Co-ordinator under the Code of Conduct.	Manager Customer & Compliance	Procedures for the Administration of the Model Code of Conduct.

## 63. Governance - Correspondence - Non-routine matters

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to sign on behalf of the Council standard forms of correspondence and correspondence on	Managers (ALL),	The following types of correspondence are excluded and must be signed by the General Manager only;,

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	<p>routine and "NON-ROUTINE MATTERS" which are relevant to their position description.</p> <p>For the purposes of this delegation:</p> <p>Standard forms of correspondence means a letter or email that has been set up in the Council as a form letter (template) and requires little information gathering. The officer preparing the correspondence is authorised to sign 'standard forms of correspondence'.</p> <p>(i) Routine correspondence or correspondence on routine matters means correspondence on a matter that can be resolved by following a normal procedure adopted by the Council but does not include:</p> <ul style="list-style-type: none"> <li>• A matter that falls outside Council's normal procedural guidelines due to its complicated or unusual nature, and</li> <li>• Controversial/political matters.</li> </ul> <p>(ii) Non-routine matters are matters that fall outside normal procedural guidelines due to its complicated or unusual nature.</p>	Special Counsel	<ul style="list-style-type: none"> <li>• Correspondence to Ministers of the Crown (excepting routine correspondence);</li> <li>• Correspondence to Members of Parliament (excepting correspondence on routine matters);</li> <li>• Correspondence to Permanent Heads - Government Departments and instrumentalities (where the subject matter is intended for the personal attention of the permanent head or other high level attention);</li> <li>• Correspondence to the Ombudsman or Office of Local Government NSW (where matters affect Councillors or Council staff); and</li> <li>• Correspondence to the editors of newspapers and the like (where the contents are intended to be for publication by the media).</li> </ul>

## 64. Governance - Correspondence - Non-routine & controversial/political matters

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	<p>The position holder is delegated authority to sign on behalf of the Council standard forms of correspondence and correspondence on routine and "NON-ROUTINE AND CONTROVERSIAL/POLITICAL MATTERS" which are relevant to their position description.</p> <p>For the purposes of this delegation:</p> <p>Standard forms of correspondence means a letter or email that has been set up in the Council as a form letter (template) and requires little information gathering. The officer preparing the correspondence is authorised to sign 'standard forms of correspondence'.</p> <p>(i) "Routine correspondence" or correspondence on "routine matters" means correspondence on a matter that can be resolved by following a normal procedure adopted by the Council but does not include:</p> <ul style="list-style-type: none"> <li>• A matter that falls outside Council's normal procedural guidelines due to its complicated or unusual nature, and</li> <li>• Controversial/political matters.</li> </ul> <p>(ii) Non-routine matters; a matter that falls outside Council's normal procedural guidelines due to its complicated or unusual nature.</p> <p>(iii) Non-routine and controversial/political matters.</p>	Directors (ALL)	<p>The following types of correspondence are excluded and must be signed by the General Manager only;</p> <ul style="list-style-type: none"> <li>• Correspondence to Ministers of the Crown (excepting routine correspondence);</li> <li>• Correspondence to Members of Parliament (excepting correspondence on routine matters);</li> <li>• Correspondence to Permanent Heads - Government Departments and instrumentalities (where the subject matter is intended for the personal attention of the permanent head or other high level attention);</li> <li>• Correspondence to the Ombudsman or Office of Local Government NSW (where matters affect Councillors or Council staff); and</li> <li>• Correspondence to the editors of newspapers and the like (where the contents are intended to be for publication by the media).</li> </ul>



## 65. Governance - Councillor liaison

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to contact and be contacted by Councillors in the position holder's professional capacity.	Manager Recreation Business Services, Coord DA Fast Track, Coord Service Desk, Manager HR, Admin Officer HR, Head La Perouse Museum, Directors (ALL), Senior IT Support Officer, Producer Events, EA to Director City Planning, EA to Director City Services, EA to Director Corporate Services, EA to General Manager, EA to Mayor, Exec Planner, Manager Communications, Coord DA Assessments, Coord Development Engineering, Coord Environmental Hlth, Coord Strategic Planning, Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, Coord Public Safety, Coord Regulatory Projects, Manager Customer & Compliance, Manager Technical Services, Coord Administration, Manager Community Development, Manager Economic Development & Placemaking, Manager Infrastructure Services, Manager Integrated Transport, Manager Randwick City Library, Manager Strategic Planning, Manager Sustainability, Manager IM&T Services, Manager Waste, Cleansing & Public Safety, Admin Support Officer, Coord Community Connection, Coord Customer Service, Events Production Coord, Admin & Web Support Officer, Coord Strategic Planning 2, Coord Strategic Planning 3, Executive Manager (Coord)	Councillors' Access to Information & Interaction between Councillors and Staff Policy.

## 66. Governance - Destruction of corporate records

State Records Act 1998			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	a) The position holder is authorised to approve the deletion of erroneously created records from Council's recordkeeping system. b) The position holder is authorised to approve the disposal of Council records in accordance with General Retention and Disposal Authority 39 (GA39) as required by the State Records Act 1998.	DCORP	General Retention and Disposal Authority 39 (GA39)

## 67. Governance - Document certification

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to certify proof of life documents and current residency status for residents of the Council.	Information Access Officer, Manager Customer & Compliance, Coord Administration	

## 68. Governance - GIPA Act - Internal Reviews & Information Guide

Government Information (Public Access) Act 2009			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to: a) determine applications for Internal Review made under the Government Information (Public Access) Act 2009 (provided the position holder did not make the determination which is the subject of the review); and b) To review and update the Council's Information Guide (prepared under section of the Government Information (Public Access) Act 2009) on an as required basis.	DCORP, Manager Customer & Compliance	

## 69. Governance - Incoming sponsorship

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to authorise incoming sponsorship in accordance with the Sponsorship Policy (for receiving sponsorship).	Directors (ALL)	Sponsorship Policy (for receiving sponsorship).

## 70. Governance - PPIP Act - Applications & Internal Reviews

Privacy and Personal Information Protection Act 1998			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s53	The position holder is delegated authority to exercise any delegable functions of the Council under the Privacy & Personal Information Protection Act 1998, including the determination of an application for internal review under section 53 of that Act.	DCORP, Manager Customer & Compliance, Coord Administration	

## 71. Governance - Privacy Officer

Privacy and Personal Information Protection Act 1998			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is designated as the Privacy Officer of Council pursuant to the Personal Information Protection Act 1998 and for the purposes of Council's Privacy Management Plan.	Manager Customer & Compliance	Privacy Management Plan.

## 72. Governance - Public Interest Disclosures - Deeming a report to be a voluntary PID

Public Interest Disclosures Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 29	The position holder is delegated authority to make a decision to deem a report to be a voluntary PID even if the report does not otherwise have all the features of a voluntary PID	Manager Customer & Compliance	Section 29 of the PID Act 2022. [For more information about the deeming power, see the Ombudsman's guideline 'Deeming that a disclosure is a voluntary PID']

## 73. Governance - Public Interest Disclosures - Disclosures Coordinator

Public Interest Disclosures Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is appointed as a Disclosures Coordinator for the purposes of Council's Public Interest Disclosures (PID) Policy.	Manager Customer & Compliance	PID Policy

## 74. Governance - Public Interest Disclosures - Disclosures Officer

Public Interest Disclosures Act 1994			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is appointed as a Disclosures Officer under the Public Interest Disclosures Act 2022	Manager Recreation Business Services, Manager HR, Head La Perouse Museum, Supervisor Nursery & Streetscape, Supervisor Venues, Coord Moverly CC, Manager Customer & Compliance, Manager Infrastructure Services, Manager Randwick City Library, Manager Sustainability, Manager Waste, Cleansing & Public Safety, Principal Internal Auditor, Supervisor Resource Recovery, Supervisory Branch Library (Randwick), Supervisory Branch Library (Malabar)	Public Interest Disclosures (PID) Policy

## 75. Governance - Public Officer

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is designated as the Public Officer of Council pursuant to section 342 of the Local Government Act 1993.	Manager Customer & Compliance	

## 76. Governance - Records - Councillor access

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to determine applications for access to Council's records by Councillors.	Directors (ALL), Leader ECM, Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services, Manager Customer & Compliance, Coord Administration, Manager Strategic Planning	Councillors' Access to Information and Interaction between Councillors and Staff Policy

## 77. Governance - Records - Disposal

State Records Act 1998			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the Council's functions under the State Records Act 1993, including authority to authorise the disposal of Council's records in accordance with General Authority (GA39) – Local Government Records.	DCORP	General Authority (GA39) – Local Government Records

## 78. Governance - Tenders - Inviting

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s55	The position holder is delegated authority, as the appropriate person, to invite tenders for contracts on behalf of Council in accordance with section 55 of the Local Government Act 1993.	DCORP, Manager Customer & Compliance	

## 79. Governance - Tenders - Opening

Local Government (General) Regulation 2021			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
cl164	The position holder is designated as an appropriate person within the meaning of clause 167 of the Local Government (General) Regulation 2021.	Procurement Specialist, Coord Procurement, DCORP, Manager Customer & Compliance, Coord Administration, Admin Support Officer, Admin & Web Support Officer	

## 80. Grants - Community Investment Program

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
S356	The position holder is delegated authority to appoint assessment panels for the Community Creative funding stream and the Community Connect funding stream of the Community Investment Program to be made up of the Mayor and Council staff and to approve urgent/quick response applications for fee waivers.	DCP	<p>Community Connect Guidelines Community Creative Guidelines</p> <hr/> <p>This new delegation reflects the Council resolution of 23 June 2020 in relation to the Community Investment Program and provides for delegation to the Director City Planning.</p>

## 81. Grants - Grant applications by Council

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to: a) sign/authorise applications which are seeking grants or funding to assist Council in the delivery of services or the provision of facilities to the community; and b) sign/authorise grant acquittal documentation for grants within the position holder's area of responsibility.	Managers (ALL), Directors (ALL)	

## 82. Insurance - Claims

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to make payment of claims against Council where the claim has been accepted by Council's insurer.	Manager HR, Insurance Officer, Leader Enterprise Risk & Safety, DCORP, Manager Customer & Compliance	Subject to: - the position holders delegation under EX010 (Expenditure authorisation and limits).

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			- Insurance Reference Guide and Insurance Policies.

### 83. Insurance - Settlement of claims

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to settle claims against Council where the claim is below Council's insurance excess value.	Manager HR, Leader Enterprise Risk & Safety, DCORP, Manager Customer & Compliance	Subject to: - advising Council's insurance assessors and/or brokers or where numerous precedents exist, provided the settlement funds have been budgeted by Council. - Insurance Reference Guide and Insurance Policies.

### 84. Legal - Consultants - Appointment

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve the appointment of consultants for special purposes where expert professional advice is required in the proper discharge of Council's functions.	Managers (ALL), Directors (ALL), Special Counsel	Within the adopted budget and in accordance with Council's Purchasing Policy and Procedures and within the position holder's expenditure delegation.

### 85. Legal - Evidence & Statements

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is authorised to give evidence and/or make statements/submissions on behalf of Council in all jurisdictions including the local court, Land and Environment Court, District Court, Federal Court, Supreme Court, High Court, commissions and tribunals.	Senior Development Engineer, Senior Environmental Health Officer, Senior EPO (SP), Ranger, EHO, HBRS Senior Compliance Officers (ALL), Coord DA Fast Track, PPO, Managers (ALL), Directors (ALL), Senior Building Surveyors, HBRS Compliance Officers, Coords Strategic Planning, Coords Compliance, Senior EPO (DA), Student/Grad EPO (DA), Supervisor Rangers, Rates Specialist, Urban Forest Planner, Customer Serv Planning & Development Officer, Debt Recovery Officer, Development Engineer, EPO (DA), EPO (SP) , EPO (Tech/Research) , Exec Planner, Heritage Planner, Landscape Technician, Coord DA Assessments, Coord Development	Legal Services Panel. Subject to such evidence or statements/submissions being within the scope of the position holders position description and delegations of authority.

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Engineering, Coord Engineering Services, Coord Environmental Hlth, Coord Open Space Assets, Lead Specialist Strategic Waste, Special Counsel, Coord Public Safety, Coord Regulatory Projects, Coord Administration, Leader Revenue, Coord Property, Coord Building Cert & Fire Safety	

## 86. Legal - Execution of documents (where the expenditure is less than \$250,000)

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is authorised to sign any contract, licence, deed, Memorandum of Understanding (MOU), legal or other document (which is not of type dealt with by another delegation within this register).	Directors (ALL), Manager Customer & Compliance	<p>Subject to:</p> <ul style="list-style-type: none"> <li>a) the total contract value, including options, is less than \$250,000 (GST inclusive,</li> <li>b) the Council's seal is not required to be affixed,</li> <li>c) a resolution of the Council is not required to authorise the signing and/or entry into the contract,</li> <li>d) within the position holder's expenditure delegation,</li> <li>e) this delegation EXCLUDES contracts related to staffing matter.</li> </ul> <p>NOTE: The following delegations apply to the signing of certain types of documents:</p> <ul style="list-style-type: none"> <li>* Applications – Council property</li> <li>* Planning control – Strata subdivisions</li> <li>* Applications - Owner's consent</li> <li>* Property – commercial/residential leases</li> <li>* Property - covenants, easements etc,</li> <li>* Property - sale or purchase of land</li> <li>* Contracts for certification work, and</li> <li>* Staff novated lease agreements.</li> </ul>

## 87. Legal - Industrial disputes & unfair dismissal

Industrial Relations Act 1996			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to instruct lawyers to institute and carry on legal proceedings for Council within their area of responsibility.	Manager HR, Directors (ALL)	The position holder is required to seek the prior approval of the GM of the terms of any settlement in the industrial dispute.

## 88. Legal - In-house Counsel - initiate, conduct and manage litigation

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to initiate, conduct and manage litigation procedures on behalf of Council, including engaging experts for litigation, in all jurisdictions including the Local Court, Land and Environment Court, District Court, Federal Court, Supreme Court, High Court, commissions and tribunals.	Special Counsel	

## 89. Legal - Land & Environment Court - Appeals settlement

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to enter into conciliation and/or mediation with appellants in Classes 1, 2, 4 and 5 of the Land and Environment Court's jurisdiction and to enter into settlement agreements in those appeals on behalf of Council.	Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning	Land & Environment Court Act 1979.

## 90. Legal - Legal representation

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to legally represent Council in all jurisdictions including the local court, Land and Environment Court, District Court, Federal Court, Supreme Court, High Court, commissions and tribunals.	Directors (ALL), Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services	

## 91. Legal - Legal services

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is authorised to engage Council's lawyer on Council's panel for Legal Services for services for non litigation matters.	Coord DA Fast Track, Manager HR, Directors (ALL), Urban Forest Planner, Debt Recovery Officer, Exec Planner, Coord DA Assessments, Coord Development Engineering, Coord Engineering Services, Coord Environmental Hlth, Coord Open Space Assets, Coord Strategic Planning, Lead Specialist Strategic Waste, Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, Coord Public	Legal Services Panel Contract.



Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Safety, Coord Regulatory Projects, Manager Customer & Compliance, CFO, Manager Technical Services, Coord Administration, Leader Revenue, Coord Property, Manager Community Development, Manager Infrastructure Services, Manager Strategic Planning, Manager Waste, Cleansing & Public Safety, Coord Expenditure, Leader Financial Management, Coord Building Cert & Fire Safety, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 92. Legal - Litigation

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to: (i) authorise the commencement of any proceedings by the Council (including appeals, criminal prosecutions and civil proceedings) under any Act or instrument which empowers such action to be taken by Council; (ii) authorise the defence of any proceedings commenced against the Council (including appeals, criminal prosecutions and civil proceedings) under any Act or instrument which empowers such action to be taken against the Council; (iii) engage and give instructions to Council's lawyers on Council's panel for Legal Services and other necessary representation of the Council (including the engagement of expert witnesses) with respect to any proceedings referred to in paragraphs (i) and (ii) above.	Managers (ALL), Directors (ALL), Special Counsel	Legal Services Panel. Provided the proceedings relate to matters within the position holder's area of responsibility.

## 93. Local Government Approvals - Assessment & determination

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s68	The position holder is delegated authority to undertake all the functions contained in Chapter 7 of the Local Government Act 1993 for the assessment and determination of applications for activities requiring the approval of Council, as contained in the Table to Section 68 of the Act.	Senior Environmental Health Officer, EHO, Coord DA Fast Track, Building Surveyor, Senior Building Surveyors, HBRS Compliance Officers, Coords Compliance, Recreation Booking Officer, Exec Planner, Coord DA Assessments, Coord Environmental Hlth, Coord Open Space Assets, Manager Development Assessment, Manager Health, Building &	Excluding determinations under sections 82, 100, and 108 of the Local Government Act 1993. Joe Ingegneri comment - my team assesses and issues local approvals in accordance with s68 (Part F, - Other Activities, items 7 and 10) of the LG Act. This section relates to certain activities as prescribed in the Table including mobile food vending. On this basis, I request that the following positions be included as delegates to the table below (page 30) of the Delegations of Authority.

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Regulatory Services, DCP, Coord Public Safety, Coord Regulatory Projects, Manager Technical Services, Parks & Rec Officer, Coord Building Cert & Fire Safety	• Manager Technical Services; • Coordinator Open Space Assets; • Parks and Recreation Officer; • Recreation Booking Officer.

#### 94. Local Government approvals - Review under s100 of the Local Government Act

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s100	The position holder is delegated authority to determine applications for the review of determinations under section 100 of the Local Government Act 1993.	Coord DA Fast Track, Exec Planner, Coord DA Assessments, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, DCS, Manager Technical Services	Provided: a) the original determination was made under delegated authority; b) the position holder did not make the original determination; and c) the position holder does not hold a position which is subordinate to the position holder who made the original determination.

#### 95. Local Government approvals - Revoke or modify under s108 of the Local Government Act

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s108	The position holder is delegated authority to revoke or modify an approval for an activity (issued under part 1 of the Local Government Act 1993) in accordance with section 108 of the Local Government Act 1993.	Coord DA Fast Track, Exec Planner, Coord DA Assessments, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, DCS, Manager Technical Services	

#### 96. Logo - Use of Council's logo

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve the use of Council's logo by parties external to the Council.	Manager Communications, DC&C	Council's Brand Guidelines

## 97. Penalty Notices - Recommend withdrawal

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to request or recommend to the Office of State Debt Recovery to withdraw or issue a 'caution' in respect of Penalty Notices issued by the Council having regard to the relevant provisions of Council's Enforcement Policy and the circumstances of each case.	Manager Health, Building & Regulatory Services, DCP, Coord Public Safety	Enforcement Policy

## 98. Penalty Notice - Review of decision to issue

Fines Act 1996			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Div 2A Pt 3	The position holder is delegated authority to conduct a review of the decision to issue of a Penalty Notice, of its own motion, or pursuant to an application made under Division 2A of Part 3 of the Fines Act 1996.	Supervisor Rangers, Coord Environmental Hlth, Manager Health, Building & Regulatory Services, Coord Compliance, Coord Public Safety, Coord Regulatory Projects, Coord Building Cert & Fire Safety, Coord Compliance 2, Supervisor Rangers 2	

## 99. Penalty Notices – service/issue

Fines Act 1996			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Sch1	To position holder is: <ul style="list-style-type: none"> <li>- authorised to serve penalty notices in accordance with Schedule 1 of the Fines Act 1996; and</li> <li>- is an "authorised officers" (being a Class 12 officer) for the purposes of the Road Transport Act 2013 and is authorised to serve penalty notices in accordance with section 195 of that Act under the "road transport legislation" (including Road Rules 2014 and the Road Transport (General) Regulation) 2021; and</li> <li>- is an "authorised person" for the purposes of the Crown Land Management Act 2016 and is authorised to serve penalty notices under that Act.</li> </ul>	Ranger, PPO, Supervisor Rangers, Coord Environmental Hlth, Lead Specialist Strategic Waste, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Public Safety, Coord Regulatory Projects	Road Transport Act 2013; Crown Land Management Act 2016; Road Transport (General) Regulation) 2021

## 100. Planning Control - Building Information Certificates

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Div6.7	The position holder is delegated authority to determine applications for a Building Information Certificate under Division 6.7 of the Environmental Planning and Assessment Act 1979.	Building Surveyor, Senior Building Surveyor 7, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, Senior Building Surveyor, Coord Compliance, DCP, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety, Senior Building Surveyor 2, Senior Building Surveyor 3, Senior Building Surveyor 4, Senior Building Surveyor 5, Senior Building Surveyor 6	

## 101. Planning Control - Building Product Rectification Orders

Building Products (Safety) Act 2017			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt 4	The position holder is delegated authority to make a Building Product Rectification Order in respect of a building pursuant to Part 4 of the Building Products (Safety) Act 2017.	Senior Building Surveyor 7, Coord Environmental Hlth, Manager Health, Building & Regulatory Services, Senior Building Surveyor, Coord Compliance, Coord Regulatory Projects, Coord Building Cert & Fire Safety, Coord Compliance 2, Senior Building Surveyor 2, Senior Building Surveyor 3, Senior Building Surveyor 4, Senior Building Surveyor 5, Senior Building Surveyor 6	

## 102. Planning Control - Complying Development Certificates

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to determine an application for a complying development certificate under the Environmental Planning & Assessment Act 1979.	Building Surveyor, Senior Building Surveyor 7, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, Senior Building Surveyor, Coord Compliance, DCP, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety, Senior Building Surveyor 2, Senior Building Surveyor 3, Senior Building Surveyor 4, Senior Building Surveyor 5, Senior Building Surveyor 6, Coord Strategic Planning 2, Coord Strategic Planning 3	

### 103. Planning Control - Department of Planning - NSW Secretary Delegations

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to perform the functions of the NSW Secretary of Department of Planning which have been delegated to Council.	Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning	

### 104. Planning Control - Development Applications - Approval of ancillary aspects of development

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s4.17(2)	The position holder is delegated authority to determine whether a condition imposed under Section 4.17(2) of the Environmental Planning and Assessment Act 1979 has been satisfied.	Senior Development Engineer, Senior EPO (SP), Coord DA Fast Track, Senior EPO (DA), Student/Grad EPO (DA), Customer Serv Planning & Development Officer, Development Engineer, EPO (DA), EPO (SP), EPO (Tech/Research), Exec Planner, Heritage Planner, Landscape Technician, Coord DA Assessments, Coord Development Engineering, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	This delegation is limited to determining matters that relate to the positions holders role.

### 105. Planning Control - Development Applications - Modification of consent

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s4.55, s4.56	The position holder is delegated authority to determine applications for modifications of development consents under Sections 4.55 and 4.56 of the Environmental Planning and Assessment Act 1979.	Coord DA Fast Track, Exec Planner, Coord DA Assessments, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	Except in the following circumstances: i) applications made under Section 4.55(2) of the Environmental Planning & Assessment Act 1979 for the modification of development consents granted by the Randwick Local Planning Panel (the Panel) that; a) propose amendments to a condition of development consent recommended in the Council assessment report but which was amended by the Panel, or b) propose amendments to a condition of development consent that was not included in the

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			<p>Council assessment report but which was added by the Panel, or</p> <p>c) where there is a conflict of interest pursuant to the Minister for Planning's direction under Section 9.1 of the Environmental Planning &amp; Assessment Act 1979; or</p> <p>d) where there are 10 or more unique submissions by way of objection; or</p> <p>e) where the modified development contravenes a development standard imposed by an environmental planning instrument by more than 10% or non-numerical development standards.</p> <p>f) modifications made under Section 4.56 of the Environmental Planning and Assessment Act 1979 where the original application was determined by the Randwick Local Planning Panel before being granted consent by the Land &amp; Environment Court and the modifications are not of minimal environmental impact.</p>

## 106. Planning Control - Development Applications - Rejection of

Environmental Planning & Assessment Regulation 2000			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
cl51	The position holder is delegated authority to reject a development application in accordance with clause 51 of the Environmental Planning & Assessment Regulation 2000.	Senior EPO (SP), Coord DA Fast Track, Senior EPO (DA), Student/Grad EPO (DA), Customer Serv Planning & Development Officer, EPO (DA), EPO (SP) , EPO (Tech/Research) , Exec Planner, Heritage Planner, Coord DA Assessments, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Regulatory Projects, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 107. Planning Control - Development assessment

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt4	The position holder is delegated authority to determine development applications under Part 4 of the Environmental Planning and Assessment Act 1979.	Coord DA Fast Track, Exec Planner, Coord DA Assessments, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	Only for proposed development that is not required to be determined by the Randwick Local Planning Panel (RLPP), up to a maximum value of \$2 million (inclusive of GST).

## 108. Planning Control - Development assessment (greater than \$2million)

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt4	The position holder is delegated authority to determine development applications under Part 4 of the Environmental Planning and Assessment Act 1979 for proposed development.	Manager Development Assessment, DCP, Manager Strategic Planning	Only for proposed development that is not required to be determined by the Randwick Local Planning Panel (RLPP), and is of a value of greater than \$2 million (inclusive of GST).

## 109. Planning Control - Document copies

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s10.8	The position holder is delegated authority to certify copies of documents on behalf of the General Manager in accordance with Section 10.8 of the Environmental Planning and Assessment Act 1979.	Coord DA Fast Track, Exec Planner, Coord DA Assessments, Coord Development Engineering, Coord Environmental Hlth, Coord Strategic Planning, Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, DCP, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 110. Planning Control - Easements, Covenants & restrictions

Conveyancing Act 1919			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt6, Div4	The position holder is delegated authority to exercise the Council's functions under Part 6, Division 4 of the Conveyancing Act 1919.	Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning	

## 111. Planning Control - Environmental Impact Statements

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s5.7	The position holder is delegated authority to exercise the Council's functions and duties under Section 5.7 of the Environmental Planning and Assessment Act 1979, including authority to determine whether an Environmental Impact Statement is required.	Coord DA Fast Track, Exec Planner, Coord DA Assessments, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning	

## 112. Planning Control - Extension of consent

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s4.54	The position holder is delegated authority to determine applications for the extension of development consents under Section 4.54 of the Environmental Planning and Assessment Act 1979.	Coord DA Fast Track, Exec Planner, Coord DA Assessments, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 113. Planning Control - Interim Heritage Orders

Heritage Act 1977			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s25	The position holder is delegated authority to make Interim Heritage Orders under section 25 of the Heritage Act 1977.	Senior EPO (SP), Coord Strategic Planning, Manager Development Assessment, DCP, Manager Strategic Planning	Subject to the conditions contained in the Ministerial Order dated 22 April 2013.



## 114. Planning Control - Local Approvals - Section 82 objections

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s82	The position holder is delegated authority to exercise the functions of the Council in relation to the assessment and determination of objections under made under section 82 of the Local Government Act 1993, in accordance with the Instrument of Delegation issued by the Director-General of the Office of Local Government.	Manager Health, Building & Regulatory Services, DCP, DCS	Note: In no circumstances is the position holder permitted to conduct a review of a determination they have made under section 82 of the Local Government Act 1993.

## 115. Planning Control - Part 6 Certificates

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt6	The position holder is delegated authority to determine an application for a construction certificate, compliance certificate and occupation certificate (including the endorsement of supporting documents) in accordance with Part 6 of the Environmental Planning & Assessment Act 1979.	Building Surveyor, Senior Building Surveyor 7, Coord Environmental Hlth, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, Senior Building Surveyor, Coord Compliance, DCP, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety, Senior Building Surveyor 2, Senior Building Surveyor 3, Senior Building Surveyor 4, Senior Building Surveyor 5, Senior Building Surveyor 6, Coord Strategic Planning 2, Coord Strategic Planning 3	Subject to holding relevant accreditation under the Building & Development Certifiers Act 2018, where required.

## 116. Planning Control - Planning Certificates

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s10.7	The position holder is delegated authority to issue planning certificates under Section 10.7 of the Environmental Planning and Assessment Act 1979.	Coord DA Fast Track, Technical, Research & Property Officer, Exec Planner, Coord DA Assessments, Coord Strategic Planning, Manager Development Assessment, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 117. Planning Control - Receipt of amended plans

Environmental Planning & Assessment Regulation 2000			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
cl55	The position holder is delegated authority to agree to the amendment of a development application before determination in accordance with clause 55 of the Environmental Planning and Assessment Regulation 2000.	Coord DA Fast Track, Exec Planner, Coord DA Assessments, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 118. Planning Control - Review of determination (Division 8.2)

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Div8.2	The position holder is delegated authority to determine applications for the review of determinations of development applications and modification applications under Division 8.2 of the Environmental Planning and Assessment Act 1979.	Coord DA Fast Track, Exec Planner, Coord DA Assessments, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	Provided: a) the original determination was made under delegated authority; and b) the position holder did not make the original determination; and c) the position holder does not hold a position which is subordinate to the position holder who made the original determination.

## 119. Planning Control - RLEP 2012 Clause 4.6 - Exceptions to development standards (up to 10%)

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the functions of Council in relation to the assessment and determination of variations to development standards of up to 10% under Clause 4.6 of the Randwick Local Environmental Plan 2012.	Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning	Randwick Local Environmental Plan 2012.

## 120. Planning Control - Roads Act approvals

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt9	The position holder is delegated authority to exercise the Council's functions under Part 9 of the Roads Act 1993.	Coord DA Fast Track, Exec Planner, Coord DA Assessments, Coord Development Engineering, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 121. Planning Control - Section 88G Certificates

Conveyancing Act 1919			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s88G	The position holder is delegated authority to exercise the Council's functions under section 88G of the Conveyancing Act 1919.	Coord Development Engineering, Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning	

## 122. Planning Control - State Heritage Items

Heritage Act 1977			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s60, s61	The position holder is delegated authority to determine whether public notice of an application under S60 of the Heritage Act 1977 should be given under S61 of that Act, for items listed on the State Heritage Register.	Heritage Planner, Coord Strategic Planning, Manager Development Assessment, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	Subject to the general conditions set out in the Delegation of Functions of Heritage Council of NSW detailed in Schedule B and the following specific conditions and limitations: a) Where the Council determines that public notice should be given under S61, the Council must forward the application to the Heritage Council within 5 days of receiving it b) A local Council must not exercise this function where the item is of significance to Aboriginal people, as identified on the State Heritage Inventory c) For items listed on the State heritage Register, to approve, under S63 of the Heritage Act 1977, an application made under S60 and all incidental powers, functions and duties thereto, subject to the general conditions set out in the Delegation of Functions of the Heritage Council of NSW detailed in Schedule B and the following specific conditions and limitations; (i) A local council must not exercise this function where the local Council has determined that public notice should be given under S61.

Heritage Act 1977			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
			<p>(ii) Where the Council knows, or has cause to suspect, that the proposed activity will or is likely to result in a relic being discovered, exposed, damaged or destroyed, the application must be referred to the Heritage Office for assessment regarding archaeological matters. Council must comply with the recommendations of the Heritage Office made in its assessment prepared pursuant to the referral (see condition 6, Schedule B)</p> <p>(iii) A local Council must not exercise this function where the item is of significance to Aboriginal people, as identified on the State Heritage Inventory.</p>

### 123. Planning Control - Strata schemes - Application for an order

Strata Schemes Management Act 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s112, s182, s234, s235, s236	The position holder is delegated authority to exercise the Council's functions under sections 112, 182, 234, 235 and 236 of the Strata Schemes Management Act 2015.	Lead Specialist Strategic Waste, Special Counsel, Manager Development Assessment, DCP	

### 124. Planning Control - Strata subdivisions

Strata Schemes Development Act 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the Council's functions under the Strata Schemes Development Act 2015, including the determination of an application for a strata certificate and signing of any associated documents and plans.	Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning	

### 125. Planning Control - Subdivision Certificates

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt4A	The position holder is delegated authority to determine an application for a subdivision certificate (including the endorsement of supporting documents) in accordance with Part 4A of the Environmental Planning & Assessment Act 1979.	Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning	

## 126. Planning Control - Voluntary Planning Agreements

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to negotiate on behalf of the Council the terms of a voluntary planning agreement in accordance with the requirements of the Environmental Planning and Assessment Act 1979.	Special Counsel, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning	

## 127. Planning, Development & Local Approvals - Development requiring the preparation of a DCP

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the functions of the Council as Consent Authority in relation to waiving the requirements for a Development Control Plan (in accordance with the relevant Local Environmental.	Coord Strategic Planning, Manager Development Assessment, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	Randwick Local Environmental Plan 2012. Only if satisfied that: a) the development is of a minor nature or is ancillary to the current use of the land; b) adequate guidelines and controls applying to the land are already in place.

## 128. Planning, Development & Local Approvals - Making of Local Environmental Plans

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Div3.4	The position holder is delegated authority to exercise the plan making functions under Division 3.4 of the Environmental Planning and Assessment Act 1979.	Manager Development Assessment, DCP, Manager Strategic Planning	

## 129. Planning, Development & Local Approvals - RLEP 2012 Clause 5.10(3) - Heritage Conservation - When consent if not required

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the functions of the Council as consent authority under	Coord DA Fast Track, Exec Planner, Heritage Planner, Coord DA Assessments, Coord Strategic	Randwick Local Environmental Plan 2012.

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	clause 5.10(3) Heritage Conservation of the Council's Local Environmental Plan.	Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	

### 130. Planning, Development & Local Approvals - SEPP (Vegetation in non-rural areas) - Preservation of trees or vegetation

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to determine applications for development consent (including modification applications and reviews) and permits authorising the ringbarking, cutting down, lopping, removal, injuring or wilful destruction of any tree or other vegetation that are prescribed for the purposes of Part 3 of the State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017.	Coord DA Fast Track, Tree Supervisor, Tree Preservation & Maint Officer, Urban Forest Planner, Exec Planner, Landscape Technician, Coord DA Assessments, Coord Development Engineering, Coord Road Services, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, DCS, Manager Technical Services, Manager Infrastructure Services, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3, Tree Preservation & Maint Officer 2	State Environmental Planning Policy (Vegetation in Non-Rural Areas) 2017.

### 131. Rates - Abandonment of small balances

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve the abandonment of small year end balances up to an amount of \$2.00 in relation to outstanding rates and interest charges that are considered uneconomical to pursue subject to the provisions of the Local Government Act 1993.	DCORP, CFO	

## 132. Rates - Categorisation

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s514, s520, s521, s525, s527, s53A	<p>The position holder is delegated authority to :</p> <ul style="list-style-type: none"> <li>a) categorise land pursuant to s514 of the Local Government Act 1993.</li> <li>b) issue notices of declaration of the categorisation of land for rating purposes and date of effect pursuant to sections 520 and 521 of the Local Government Act 1993.</li> <li>c) review, declare and notify category and date of effect following appeal in relation to s525 of the Local Government Act 1993, and</li> <li>d) adjust rates and charges following a change in the category of land in accordance with sections 527 and 531A of the Local Government Act 1993.</li> </ul>	Rates Specialist, DCORP, CFO, Leader Revenue	

## 133. Rates (and other debts) - Debt recovery

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to commence debt recovery action in accordance with the Council's adopted policy.	Financial Operations Accountant, Rates Specialist, Debt Recovery Officer, DCORP, CFO, Leader Revenue	Debt Recovery Policy

## 134. Rates - Exemptions

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s555, s556	<p>The position holder is delegated authority to assess land pursuant to s555 and s556 of the Local Government Act 1993 and to:</p> <ul style="list-style-type: none"> <li>a) decide whether land is exempt from rates</li> <li>b) determine the date of effect of such decision and adjust rates accordingly.</li> </ul>	DCORP, CFO, Leader Revenue	

## 135. Rates - Interest charges up to \$1 only

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 567	The position holder is delegated authority to approve the writing off of interest charges accrued in respect of outstanding rates or charges pursuant to Council's power under section 567 of the Local Government Act 1993.	Rates Specialist, Leader Revenue	Up to a limit of \$1.00 (incl of GST) in circumstances where the person has been charged as a result of a late instalment payment.

## 136. Rates - Interest charges up to \$200

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s567	The position holder is delegated authority to approve the writing off of interest charges accrued in respect of outstanding rates or charges pursuant to Council's power under section 567 of the Local Government Act 1993.	DCORP, CFO, Leader Revenue	Up to a limit of \$200 (incl of GST) in circumstances where the position holder is of the opinion:  a) the person is unable to pay the accrued interest, rates or charges for reasons beyond that person's control, or b) payment of the accrued interest would cause personal hardship, or c) there are other exception circumstances considered appropriate by the position holder.

## 137. Rates - Notice requiring payment

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s569	The position holder is delegated authority to issue a notice under section 569 of the Local Government Act 1993 requiring the payment of unpaid rates and charges.	DCORP, CFO, Leader Revenue	

## 138. Rates – Pensioner Rebates

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s 575	The position holder is delegated authority to grant rebates and concessions under section 575 of the Local Government Act 1993	Rates Specialist, Leader Revenue	Up to a limit of \$250 as per the LG Act & up to an additional \$100 from Council as per Council resolution.

## 139. Rates - Pensioners - Interest charges

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s564	The position holder is delegated authority under section 564 of the Local Government Act 1993 to: a) accept payment of rates and charges due and payable by a person in accordance with an agreement made with the person, and b) write off or reduce interest accrued on rates or charges if the person complies with the agreement.	DCORP, CFO	



## 140. Rates - Postponement of rates

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s586, s591, s594, s595	The position holder is delegated authority, to: a) refer an application for the postponement of rates to the Valuer-General in accordance with section 586 of the Local Government Act 1993, b) postpone rates in accordance with section 591 of the Local Government Act 1993 , c) adjust rates in accordance with section 594 of the Local Government Act 1993, and d) write off rates and interest in accordance with section 595 of the Local Government Act 1993.	Rates Specialist, DCORP, CFO, Leader Revenue	

## 141. Rates - Section 603 Certificates

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s603	The position holder is delegated authority to issue certificates as to rates and charges under section 603 of the Local Government Act 1993.	Financial Operations Accountant, Rates Specialist, DCORP, CFO, Leader Revenue, Coord Expenditure, Leader Financial Management	

## 142. Rates - Section 600 rebates

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s600	The position holder is delegated authority to: a) write off rebates up to 25% in respect of the ordinary rate levied on land vested in a public body, in accordance with section 600(2) of the Local Government Act 1993, and b) serve a notice of objection as to the inclusion of land on the public body's list in accordance with section 600(6) of the Local Government Act 1993.	Rates Specialist, DCORP, CFO, Leader Revenue	

## 143. Rates - Valuation of land

Valuation of Land Act 1916			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the Council's functions under the Valuation of Land Act 1916, including the making of applications for the valuation of land within the Council's local government area.	Rates Specialist, DCORP, CFO, Leader Revenue	

## 144. Regulatory Functions – Biosecurity Act (Weed control)

Biosecurity Act 2015			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the Council's regulatory and enforcement functions under the Biosecurity Act 2015.	Senior Environmental Health Officer, Sydney RID Squad, Ranger, EHO, HBRS Compliance Officers, Coords Strategic Planning, Coords Compliance, Technical, Research & Property Officer, Supervisor Bushland & Coast Walk, Supervisor Nursery & Streetscape, Supervisor Rangers, Coord Environmental Hlth, Coord Open Space Assets, Coord Road Services, Lead Specialist Strategic Waste, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, DCS, Coord Public Safety, Coord Regulatory Projects, Manager Infrastructure Services, Manager Strategic Planning	

## 145. Regulatory Functions – Boarding Houses

Boarding Houses Act 2012			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise any regulatory and enforcement functions of the Council under the Boarding Houses Act 2012.	Senior Environmental Health Officer, EHO, Building Surveyor, Senior Building Surveyors, HBRS Compliance Officers, Coords Compliance, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Regulatory Projects, Coord Building Cert & Fire Safety	

## 146. Regulatory Functions – Companion Animals Act

Companion Animals Act 1998			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the Council's regulatory and enforcement functions under the Companion Animals Act 1998.	Ranger, Supervisor Rangers, Manager Health, Building & Regulatory Services, DCP, Coord Public Safety, Coord Regulatory Projects	

## 147. Regulatory Functions – Contaminated Land

Contaminated Land Management Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise any regulatory and enforcement functions of the Council under the Contaminated Land Management Act 1997.	Senior Environmental Health Officer, EHO, Coord DA Fast Track, Exec Planner, HBRs Compliance Officer, Coord DA Assessments, Coord Environmental Hlth, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, DCP, Coord Regulatory Projects, Manager Strategic Planning, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 148. Regulatory Functions – EP&A Act

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise and implement the regulatory and enforcement functions of the Council under the Environmental Planning & Assessment Act 1979, including giving written notice of Council's intention to enter premises and issuing Notices, Orders and Penalty Notices under that Act.	Senior Environmental Health Officer, Sydney RID Squad, Ranger, EHO, HBRs Senior Compliance Officers (ALL), Coord DA Fast Track, Building Surveyor, Senior Building Surveyor 7, Supervisor Bushland & Coast Walk, Supervisor Nursery & Streetscape, Supervisor Rangers, Exec Planner, Fire Safety & Essential Services Officer, HBRs Compliance Officer, Coord DA Assessments, Coord Engineering Services, Coord Environmental Hlth, Coord Road Services, Coord Strategic Planning, Lead Specialist Strategic Waste, Manager Development Assessment, Manager Health, Building & Regulatory Services, Senior Building Surveyor, Coord Compliance, DCP, Coord Public Safety, Coord Regulatory Projects, Manager Strategic Planning, Manager Waste, Cleansing & Public Safety, Coord Building Cert & Fire Safety, Senior Building Surveyor 2, Senior Building Surveyor 3, Senior Building Surveyor 4, Senior Building Surveyor 5, Senior Building	

Environmental Planning & Assessment Act 1979			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Surveyor 6, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 149. Regulatory Functions – Food Act

Food Act 2003			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the Council's regulatory and enforcement functions under the Food Act 2003.	Senior Environmental Health Officer, EHO, HBRS Compliance Officers, Coords Compliance, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, Coord Regulatory Projects, Coord Building Cert & Fire Safety	

## 150. Regulatory Functions – Local Government Act

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise and implement the regulatory and enforcement functions of the Council under the Local Government Act 1993, including giving written notice of Council's intention to enter premises and issuing Notices, Orders and Penalty Notices under that Act.	Senior Environmental Health Officer, Sydney RID Squad, Ranger, EHO, Coord DA Fast Track, Building Surveyor, PPO, Senior Building Surveyor 7, Supervisor Bushland & Coast Walk, Supervisor Nursery & Streetscape, Supervisor Rangers, Exec Planner, HBRS Compliance Officer, Landscape Architect, Coord DA Assessments, Coord Development Engineering, Coord Engineering Services, Coord Environmental Hlth, Coord Road Services, Coord Strategic Planning, Lead Specialist Strategic Waste, Manager Development Assessment, Manager Health, Building & Regulatory Services, Senior Building Surveyor, Coord Compliance, DCP, DCS, Coord Public Safety, Coord Regulatory Projects, Manager Strategic Planning, Manager Waste, Cleansing & Public Safety, Capital Works Engineer, Coord Building Cert & Fire Safety, Senior Building Surveyor 2, Senior Building Surveyor 3, Senior Building Surveyor 4, Senior Building Surveyor 5, Senior Building Surveyor 6, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 151. Regulatory Functions – POEO Act

Protection of the Environment Operations Act 1997			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the Council's regulatory and enforcement functions under the Protection of the Environment Operations Act 1997, including the issue of clean up notices, prevention notices, noise control notices, penalty notices and notices requiring the production of information and records.	Senior Environmental Health Officer, Waste Management & Resource Recovery Officer, Ranger, EHO, Senior Waste Contracts Officer, Waste Contracts Officer 2, Coord Waste Operations, Supervisor Rangers, Waste Contracts Officer, HBRS Compliance Officer, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, DCP, Coord Public Safety, Coord Regulatory Projects, Coord Building Cert & Fire Safety	

## 152. Regulatory Functions – Public Health Act

Public Health Act 2010			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the Council's regulatory and enforcement functions under the Public Health Act 2010, including the issue of a Prohibition Order.	Senior Environmental Health Officer, EHO, Coord Environmental Hlth, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, DCP, Coord Regulatory Projects	

## 153. Regulatory Functions – Roads Act

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise the Council's regulatory and enforcement functions as roads authority under the Roads Act 1993, including the giving of a direction under Part 7 of that Act.	Senior Environmental Health Officer, Sydney RID Squad, Waste Management & Resource Recovery Officer, Ranger, EHO, Coord DA Fast Track, Building Surveyor, PPO, Senior Waste Contracts Officer, Waste Contracts Officer 2, Coord Waste Operations, Senior Building Surveyor 7, Supervisor Bushland & Coast Walk, Supervisor Nursery & Streetscape, Supervisor Rangers, Waste Contracts Officer, Exec Planner, HBRS Compliance Officer, Coord DA Assessments, Coord Development Engineering, Coord Engineering Services, Coord Environmental Hlth, Coord Open Space Assets, Coord Road Services, Lead Specialist Strategic Waste, Manager Development Assessment, Manager Health, Building & Regulatory Services, Senior Building Surveyor, Coord Compliance, DCP, DCS, Coord Public Safety, Coord	

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
		Regulatory Projects, Manager Technical Services, Manager Infrastructure Services, Manager Strategic Planning, Manager Waste, Cleansing & Public Safety, Coord Building Cert & Fire Safety, Senior Building Surveyor 2, Senior Building Surveyor 3, Senior Building Surveyor 4, Senior Building Surveyor 5, Senior Building Surveyor 6	

## 154. Regulatory Functions – Swimming Pools Act

Swimming Pools Act 1992			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
ss22-23	The position holder is delegated authority to exercise the Council's regulatory and enforcement functions under the Swimming Pools Act 1992, including; a) determine applications for a certificate of compliance/non-compliance under section 22D; b) determine applications for an exemption from the barrier requirements under section 22; and c) carry out inspections of a swimming pool at the owner's request in accordance with section 22C. d) the issue of a notice or direction under section 23.	Senior Environmental Health Officer, EHO, HBRS Senior Compliance Officers (ALL), Building Surveyor, Technical, Research & Property Officer, HBRS Compliance Officer, Coord Environmental Hlth, Coord Strategic Planning, Manager Development Assessment, Manager Health, Building & Regulatory Services, Coord Compliance, DCP, Coord Regulatory Projects, Manager Strategic Planning, Coord Building Cert & Fire Safety, Coord Strategic Planning 2, Coord Strategic Planning 3	

## 155. Regulatory Functions – Tree Disputes

Trees (Disputes Between Neighbours) Act 2006			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to exercise any regulatory and enforcement functions of the Council under the Trees (Disputes Between Neighbours) Act 2006.	Tree Supervisor, Tree Preservation & Maint Officer, Urban Forest Planner, Coord Road Services, Manager Development Assessment, Manager Health, Building & Regulatory Services, DCP, DCS, Manager Technical Services, Manager Infrastructure Services, Tree Preservation & Maint Officer 2	

## 156. Regulatory Functions - Water safety personnel

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is appointed as a duly authorised Council officer for the purposes of s632, s633, s633A, s660, s681 and s681A of the Local Government Act 1993.	Beach Lifeguard, Supervisor Beach Lifeguards, Manager Waste, Cleansing & Public Safety	

## 157. RMS delegation - traffic & parking matters

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	<p>The position holder is authorised to exercise or perform on behalf of the Council, such powers, duties and responsibilities as are delegated to the Council by the Roads and Maritime Services (RMS) in the RMS delegation dated 31 October 2011 being the functions of the RMS under:</p> <ol style="list-style-type: none"> <li>1. Division 2 of Pt 8 (Regulation of traffic by roads authorities) of the Roads Act 1993;</li> <li>2. Division 1 of Pt 4 (traffic control devices) of the Road Transport (Safety and Traffic Management) Act 1999; and</li> <li>3. Division 2 of Pt 5 (Special event parking schemes) of the Road Transport (Safety and Traffic Management) Regulation 1999.</li> </ol>	Coord Engineering Services, DCS, Manager Technical Services, Manager Infrastructure Services, Manager Integrated Transport	<p>Road Transport (Safety and Traffic Management) Act 1999; Road Transport (Safety and Traffic Management) Regulation 1999.</p> <p>Note: This delegation is subject to the limitations set out in the RMS delegation dated 31 October 2011 - see TRIM document D01422354.</p>

## 158. Roads - Closure

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt4, Div1	The position holder is delegated authority to make an application for a road closure under Part 4 Division 1 of the Roads Act 1993.	Coord Engineering Services, DCS, Manager Technical Services, Manager Infrastructure Services	

## 159. Roads - Closure of temporary roads

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt4, Div2	The position holder is delegation authority to close temporary public roads in accordance with Part 4 Division 2 of the Roads Act 1993.	Coord Engineering Services, Manager Health, Building & Regulatory Services, DCS, Manager Technical Services, Manager Infrastructure Services, Manager Integrated Transport	

## 160. Roads - Naming

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s162	The position holder is delegated authority to approve the name of a public road/renaming of a public road in accordance with section 162 of the Roads Act 1993.	Coord Engineering Services, DCS, Manager Technical Services	Provided no objections are received during any required notification of the proposal.

## 161. Roads - Matters

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s115(2), S122	The position holder is delegated authority to: a) exercise all functions contained in the Roads Act 1993 necessary to carry out maintenance and construction of Council's roads in accordance with the Council's adopted budget; b) issue (and revoke) an Order prohibiting a person from causing a vehicle under the person's control to pass along a specified local road under Section 122 of the Roads Act 1993; and c) authorise the regulation of traffic on a public road by means of barriers or notices for any of the purposes set out in section 115(2) of the Roads Act 1993 (in so far as they apply to the Council as a roads authority), including the authority to appoint traffic controllers in accordance with clause 6 of the Roads Regulation 2008.	Coord Engineering Services, Coord Road Services, DCS, Manager Technical Services, Manager Infrastructure Services, Manager Integrated Transport	

## 162. Roads - Roads Act - Application for consent

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt9, Div3	The position holder is delegated authority to determine applications for consent and exercise the Council's functions as a roads authority under Part 9 Division 3 of the Roads Act 1993.	Coord Engineering Services, Coord Open Space Assets, Coord Road Services, DCS, Manager Technical Services, Manager Infrastructure Services, Capital Works Engineer	



## 163. Roads - Roads Act - Event

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s144	The position holder is delegated authority to: a) grant a permit to any person to conduct a road event on a public road, in accordance with section 144 of the Roads Act 1993, where the Council is the roads authority; b) determine applications for a temporary closure of a public road; and c) determine applications for a temporary occupation of a public footway.	Coord Engineering Services, Coord Road Services, DCS, Manager Technical Services, Manager Integrated Transport	Only where the Council is the roads authority.

## 164. Staff - Appointments

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s349, s351	The position holder is delegated authority to appoint staff to positions approved by the General Manager below manager level in accordance with Section 349 of the Local Government Act 1993 and to temporarily appoint existing staff below Manager level under Section 351 of the Local Government 1993, for staff within the position holder's area of responsibility only.	Directors (ALL)	Subject to: (i) the General Manager authorising any recruitment of new staff in accordance with Council's organisation structure and within the adopted budget. (ii) Compliance with human resource and legislative requirements, and (iii) the General Manager being notified before any action is taken for Coordinator level and above.

## 165. Staff - EEO matters

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Ch11 Pt4	The position holder is delegated authority to implement the statutory responsibilities of the General Manager, as outlined in Chapter 11 Part 4 of the Local Government Act 1993, with respect to equal employment opportunity (EEO) matters.	Managers (ALL), Directors (ALL), Special Counsel	

## 166. Staff - Fitness for work

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to direct an employee who is claiming sick leave to submit for a medical examination to determine their fitness to continue or return to work.	Managers (ALL), Directors (ALL), Special Counsel	Local Government Award. [Note: This delegation applies to staff within the position holder's area of responsibility only].

## 167. Staff - Higher Duties

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve and certify higher duties (including payments for higher duties) for staff within the position holder's area of responsibility.	Managers (ALL), Directors (ALL)	Local Government Award and Council policy.

## 168. Staff - Leave

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve and certify staff leave (including annual leave, sick leave, long service leave and any other form of paid staff leave) for staff within the position holder's area of responsibility.	Managers (ALL), Coordinators (ALL), Directors (ALL), Special Counsel, Principal Internal Auditor	Local Government Award and Council policy.

## 169. Staff - Leave (parental)

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approved and certify staff parental leave (both paid and unpaid) for staff within the position holder's area of responsibility.	Managers (ALL), Directors (ALL)	Local Government Award and Council policy.

## 170. Staff - Leave (unpaid)

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve and certify staff unpaid leave	Managers (ALL), Directors (ALL)	This delegation does not include unpaid parental leave (see Leave (parental)).

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	(ie. leave without pay) for staff within the position holder's area of responsibility.		<p>Managers delegation is for short term leave without pay (up to four weeks) ONLY. For leave without pay longer than four weeks, approval from a Director is required.</p> <p>Local Government Award and Council policy. Managers delegation is for unpaid leave of 4 weeks or less. Unpaid leave of more than 4 weeks must be approved by a Director.</p>

## 171. Staff - Novated Lease Agreements

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is authorised to execute employee novated lease agreements for the salary packaging of motor vehicles as Council's employer representative.	Manager HR, DCORP, CFO	Employee Benefits Program

## 172. Staff - Timesheets

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve and certify staff timesheets for staff within the position holder's area of responsibility.	Managers (ALL), Coordinators (ALL), Directors (ALL), Supervisor Depot Administration, Producer Events, Supervisor Venues, EA to Director City Planning, EA to Director City Services, EA to Director Corporate Services, EA to General Manager, Special Counsel, Principal Internal Auditor	Local Government Award.

## 173. Staff - Overtime

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to approve and certify the payment of overtime for staff within the position holder's area of responsibility (including in the case of emergency).	Managers (ALL), Directors (ALL)	Subject to the work being carried out within the budget approved by Council. Local Government Award.

## 174. Staff - Performance Assessment

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is delegated authority to assess the performance of staff under the control of the delegate and to recommend to the General Manager any increases and decreases in the salary of the staff members.	Managers (ALL), Coordinators (ALL), Directors (ALL), Special Counsel	Subject to compliance with human resource and legislative requirements. [Note: this delegation applies to staff within the position holder's area of responsibility only]

## 175. Works - Kerb & guttering works

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt13, Div3	The position holder is delegated authority to exercise the Council's delegable functions as a roads authority under Part 13 Division 3 of the Roads Act 1993.	Coord Engineering Services, Coord Road Services, DCS, Manager Technical Services, Manager Infrastructure Services, Coord Projects	

## 176. Works - Removal of graffiti

Graffiti Control Act 2008			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
Pt4	The position holder is delegated authority to authorise graffiti removal work, with or without the agreement of the owner or occupier of the land in accordance with the requirements set out in Part 4 of the Graffiti Control Act 2008.	Manager Infrastructure Services, Manager Waste, Cleansing & Public Safety	

## 177. Works - Temporary regulation of traffic

Roads Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
s122	The position holder is delegated authority to authorise the temporary regulation of traffic in accordance with section 122 of the Roads Act 1993.	Coord Engineering Services, Coord Open Space Assets, Coord Road Services, DCS, Manager Technical Services, Manager Infrastructure Services	

## 178. Works - Urgent

Local Government Act 1993			
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations
	The position holder is authorised to approve expenditure on work to a maximum cost of \$10,000 (incl of GST) which in the position holder's opinion is considered urgent and in the public interest and for which there is no budget provision but where funds are available within the budget for the position holder's Division.	Directors (ALL)	

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