

# **MID-COAST COUNCIL**

## **INSTRUMENT OF SUB-DELEGATION**

### **TO Director Infrastructure and Engineering Services**

On Thursday, 2 January 2025, I Adrian Panuccio being the General Manager of the Mid-Coast Council (“Council”):

1. Revoke all previous sub-delegations of Functions to the Position.
2. Pursuant to section 378 of the LG Act sub-delegate to the Position to exercise and/or perform on behalf of Council:
  - a. the Functions identified in **Schedule 1**, subject to any condition or limitation specified in Schedule 1.
  - b. the Functions identified in **Schedule 2** that have been sub-delegated to the General Manager by the Council under, and in accordance with, the instrument of delegation to the Council.
3. Confer authority to the Position to carry out the Policy Authorities listed in **Schedule 3** and undertake any administrative actions necessary to carry out those Policy Authorities.
4. These sub-delegations and authorities are subject to, and are to be exercised in accordance with:
  - a. the requirements of the relevant Legislation;
  - b. any conditions or limitations set out in **Schedule 1** and **Schedule 3**; and
  - c. any resolution or policy, procedure or budget adopted from time to time by the Council.
5. These sub-delegations and authorities are effective from the date of the signature of the General Manager of the Council and remain in force until amended or revoked by the General Manager.

6. In this delegation:

- **“Functions”** means powers, authorities, duties and functions and anything ancillary or related to the exercise or performance thereof.
- **“Legislation”** means legislation enacted by the parliament of New South Wales and the parliament of the Commonwealth of Australia, including an Act, regulation made under an Act, by-law, rule or ordinance.
- **“LG Act”** means the *Local Government Act 1993* as amended.
- **“Position”** means the position of Director Infrastructure and Engineering Services and each person employed by the Council in that position from time to time.

## Schedule 1: Sub-delegated Functions

### Conveyancing (Sale of Land) Regulation 2022

Function Code	Function	Condition/Limitation (if any)
C Reg 001	<p><b>Diagrams from a recognised sewerage authority –</b></p> <p>Authority to issue diagrams showing the sewer lines and infrastructure on behalf of the Council as a recognised sewerage authority.</p> <p><b>Pursuant To –</b></p> <p>Clause 2 of Part 1 of Schedule 1</p>	

## Conveyancing Act 1919

Function Code	Function	Condition/Limitation (if any)
C Act 001	<p><b>Restrictions on use of land and public positive covenants (land held by prescribed authority)</b> –</p> <p>Authority to, by order, impose restrictions on the use of or impose public positive covenants on any prescribed land vested in the council, and vary any such restriction or covenant and rescind or revoke any such order, in accordance with section 88D.</p> <p><b>Pursuant To –</b> Section 88D</p>	
C Act 002	<p><b>Restrictions on use of land and public positive covenants (land NOT held by prescribed authority) –</b></p> <p>Authority to impose restrictions on the use of land or impose a public positive covenant on any land not vested in the council in accordance with section 88E.</p> <p><b>Pursuant To –</b> Section 88E</p>	
C Act 003	<p><b>Effect of certain positive covenants –</b></p> <p>Authority to, on behalf of the council as the prescribed authority with the benefit of a public positive covenant over land, inspect the land, insure a structure, carry out development, recover expenses incurred and apply for registration of a charge over land in accordance with section 88F.</p> <p><b>Pursuant To –</b> Section 88F</p>	

C Act 006	<p><b>Creation and release of easements, profits à prendre and restrictions on use of land by plans –</b></p> <p>Authority to sign a s88B instrument on behalf of the council, except the “surrender of any land” owned by the council.</p> <p><b>Pursuant To –</b></p> <p>Section 88B of the <i>Conveyancing Act 1919</i> and the lodgement rules under the <i>Real Property Act 1900</i>.</p>	
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### Dams Safety Act 2015

Function Code	Function	Condition/Limitation (if any)
DS 001	<p><b>Arrangement with Dams Safety NSW –</b></p> <p>Authority on behalf of Council to enter into an arrangement with Dams Safety NSW.</p> <p><b>Pursuant To –</b> Section 49</p>	

### Dangerous Goods (Road and Rail Transport) Act 2008

Function Code	Function	Condition/Limitation (if any)
DG Act 001	<p><b>Costs Recovery –</b></p> <p>Authority to recover costs and expenses incurred or the amount of loss or damage suffered in connection with an incident in accordance with the Dangerous Goods (Road and Rail Transport) Act 2008.</p> <p><b>Pursuant To –</b> Sections 56, 57 and 68 of the Dangerous Goods (Road and Rail Transport) Act 2008</p>	

## Electricity Supply Act 1995

Function Code	Function	Condition/Limitation (if any)
ES Act 001	<p><b>Submissions re electricity works –</b></p> <p>Authority to make submissions to the network operator in relation to the erection, installation, extension, alteration, maintenance and removal of electricity works.</p> <p><b>Pursuant To –</b> Section 45(4)(b)</p>	
ES Act 002	<p><b>Damage by network operator –</b></p> <p>Authority to require a network operator to make good any damage caused to a public road or public reserve by any work carried out by a network operator, to carry out such work if the network operator fails to carry out appropriate work in accordance with any such requirement, and to recover the costs of carrying out the work in accordance with section 46 of the Electricity Supply Act 1995.</p> <p><b>Pursuant To –</b> Section 46</p>	

## Environmental Planning and Assessment Act 1979

Function Code	Function	Condition/Limitation (if any)
EPA Act 018	<p><b>Agreement as to work –</b></p> <p>Authority to reach agreement on behalf of the consent authority with an applicant for a subdivision certificate in circumstances where the work has not yet been completed, in accordance with section 6.15(2)(c).</p> <p><b>Pursuant To –</b> Section 6.15(2)(c)</p>	

EPA Act 019	<p><b>Part 5 consideration –</b></p> <p>Authority, on behalf of the council as the determining authority in relation to an activity under Part 5, to examine and take into account to the fullest extent possible all matters affecting or likely to affect the environment by reason of that activity in accordance with section 5.5 and Part 7 of the Biodiversity Conservation Act 2016.</p> <p><b>Pursuant To –</b></p> <p>Section 5.5</p>	<p><b>Level 1 and Level 2 Assessments only (Subject to completing Environmental Impact Assessment (EIA) training).</b></p>
EPA Act 041	<p><b>Imposition of Conditions –</b></p> <p>Authority to accept payment of security, by way of either a deposit or bank guarantee, authorise the drawing of any monies paid as security and authorise the release of any payment of security by an applicant pursuant to a condition of development consent imposed</p> <p><b>Pursuant To –</b></p> <p>Section 4.17(6)</p>	

### **Fisheries Management Act 1994**

<b>Function Code</b>	<b>Function</b>	<b>Condition/Limitation (if any)</b>
FM Act 004	<p><b>Dredging and Reclamation work –</b></p> <p>Authority to apply for a permit to carry out dredging or reclamation work from the Minister and if dissatisfied, appeal such a decision to the Land and Environment Court.</p> <p><b>Pursuant To –</b></p> <p>Sections 200 and 202</p>	

## Fluoridation of Public Water Supplies Act 1957

Function Code	Function	Condition/Limitation (if any)
FPWS Act 001	<p><b>Fluoridation of public water supplies –</b></p> <p>Authority to carry out the council's functions under the <i>Fluoridation of Public Water Supplies Act 1957</i> and <i>Fluoridation of Public Water Supplies Regulation 2022</i> including authority to apply to the Secretary of the Department of Health for approval to add fluorine to any public water supply under Councils control and to allow a qualified operator to add fluorine to such water supply in accordance with such approval or direction, the Act and Regulation.</p> <p><b>Pursuant To –</b></p> <p>Section 6</p>	<p>Fluoridation to be carried out by a “qualified operator” who holds a Fluoride Plant Operator’s Certificate issued by NSW Health.</p>

## Gas Supply Act 1996

Function Code	Function	Condition/Limitation (if any)
GS Act 001	<p><b>Damage to be made good –</b></p> <p>Authority to require a network operator to make good any damaged caused by the network operator to a public road or public reserve, carry out or arrange for the work to be carried out if the network operator fails to carry out appropriate work in accordance with any such requirement, and recover any costs incurred in accordance with section 48.</p> <p><b>Pursuant To –</b></p> <p>Section 48</p>	

GS Act 002	<p><b>Make submissions –</b></p> <p>Authority to make submissions in respect of proposed gas works</p> <p><b>Pursuant To –</b></p> <p>Section 47</p>	
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### Geographical Names Act 1966

Function Code	Function	Condition/Limitation (if any)
GN Act 001	<p><b>Make submissions –</b></p> <p>Authority to make submissions to the Board in respect of proposed names or changes to names</p> <p><b>Pursuant To –</b></p> <p>Section 9</p>	

### Heavy Vehicle National Law (NSW) and Heavy Vehicle (Adoption of National Law) Act 2013

Function Code	Function	Condition / Limitation (if any)
HV Act 000	<p><b>All Functions –</b></p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> <p>All functions - Authority to exercise and/or perform on behalf of Council as the "road manager" the Council's delegable Functions under the Act and the Regulations in force and as amended from time to time.</p> </div> <p><b>Pursuant To –</b> Heavy Vehicles National Law (NSW), Heavy Vehicle (Adoption of National Law) Act 2013 and any Regulation made under this legislation.</p>	



**Mass or Dimension Exemption Permit –**

Authority to exercise or perform the functions in Column 2, subject to the limitations in Column 3:

Column 1 - Reference	Column 2 - Function	Column 3 - Limitation
Part 4.5 Division 3 - Exemptions by permit	All functions of the Regulator in respect of the issue of or refusal to issue a mass or dimensional exemption (permit) under this Division.	The delegate may only exercise functions in respect of a road for which the delegate is the Road Manager.
Part 4.7 Division 4 - Amendment, cancellation or suspension of mass or dimension authority granted by permit.	All functions of the Regulator in respect of the amendment, cancellation or suspension of a mass or dimension exemption (permit) under this Division.	The delegate may only exercise functions in respect of a road for which the delegate is the Road Manager.
Part 4.7 Division 5 - Provisions about permits for mass or dimension authorities	All functions of the Regulator in respect of the return or replacement of a mass or dimension exemption (permit) under this Division.	The delegate may only exercise functions in respect of a road for which the delegate is the Road Manager.

The Instrument of Delegation specifies that the Delegate may subdelegate these functions to suitably qualified persons for the purpose of giving effect to the National Law in NSW.

	<p><b>Pursuant To –</b></p> <p>The "Instrument of Delegation - Permits" dated 20 February 2017 made by the National Heavy Vehicle Regulator under section 661 of the Heavy Vehicle National Law.</p>	
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### Land Acquisition (Just Terms Compensation) Act 1991

Function Code	Function	Condition/Limitation (if any)
LAJTC Act 001	<p><b>Land Acquisition –</b></p> <p>Authority to carry out the functions of the council as an authority of the State under the Land Acquisition (Just Terms Compensation) Act 1991, subject to a council resolution to compulsorily acquire land including an interest in land.</p> <p><b>Pursuant To –</b> Land Acquisition (Just Terms Compensation) Act 1991</p>	

### Local Government (General) Regulation 2021

Function Code	Function	Condition/Limitation (if any)
LG Reg 001	<p><b>Act as appropriate person –</b></p> <p>Authority to act as an appropriate person, within the meaning of clause 164 of the Local Government (General) Regulation 2021, to receive or deal with tenders submitted to Council.</p> <p><b>Pursuant To –</b> Clause 164</p>	

LG Reg 002	<p><b>Decide method of tendering –</b></p> <p>Authority to decide, pursuant to clause 166 of the Local Government (General) Regulation 2021, the method of tendering to be used where Council is required to invite tenders in accordance with section 55 of the Local Government Act 1993.</p> <p><b>Pursuant To –</b></p> <p>Clause 166</p>	
LG Reg 003	<p><b>Expressions of Interest and Selective tendering –</b></p> <p>Authority to carry out all of a council's functions under, and in accordance with, clauses 168 (expressions of interest) and 169 (selective tendering method by which recognised contractors listed by council are invited to tender for particular kinds of proposed contracts) of the <i>Local Government (General) Regulation 2021</i>.</p> <p><b>Pursuant To –</b></p> <p>Clauses 168 and 169</p>	
LG Reg 004	<p><b>Tenders –</b></p> <p>Authority to extend a deadline in a tender advertisement in accordance with cl.172 and to request or consent to a variation of a tender being made in accordance with cl.176(2).</p> <p><b>Pursuant To –</b></p> <p>Clauses 172 and 176</p>	

LG Reg 005	<p><b>Water supply may be restricted –</b></p> <p>Authority to form an opinion that the available stored water or capacity of a water supply system is insufficient and publish a notice in accordance with s.137</p> <p><b>Pursuant To –</b></p> <p>Clause 137</p>	
LG Reg 006	<p><b>Erection of notices to indicate catchment districts –</b></p> <p>Authority to erect notices for indicating the boundaries of districts and directing attention to any prohibitions or restrictions.</p> <p><b>Pursuant To –</b></p> <p>Clause 139</p>	
LG Reg 007	<p><b>Works constructed to serve 2 or more councils –</b></p> <p>Authority to agree the convenient point to supply water to another council.</p> <p><b>Pursuant To –</b></p> <p>Clause 141(1)</p>	
LG Reg 008	<p><b>Fire hydrants –</b></p> <p>Authority to exercise and/or perform the Council's functions in relation to fire hydrants.</p> <p><b>Pursuant To –</b></p> <p>Clause 142</p>	

LG Reg 009	<p><b>Inspection of pipes –</b></p> <p>Authority to inspect pipes and drains and measurement of water and sewage in accordance with cl. 143.</p> <p><b>Pursuant To –</b></p> <p>Clause 143</p>	
LG Reg 010	<p><b>Cutting off or restricting water supply –</b></p> <p>Authority to cut off or restrict the supply of water to premises and refuse to supply water to premises in accordance with cl.144(1) and (3)</p> <p><b>Pursuant To –</b></p> <p>Clause 144</p>	
LG Reg 011	<p><b>New sewer or stormwater drain to be constructed if less costly –</b></p> <p>Authority to hold the belief in relation to the cost of existing sewers or stormwater drains and construct a new sewer or stormwater drain, and serve an order on the owners or occupiers of premises concerned, in accordance with cl.145.</p> <p><b>Pursuant To –</b></p> <p>Clause 145</p>	
LG Reg 012	<p><b>Connections to council's sewerage system –</b></p> <p>Authority to carry out works and provide connections and impose a charge sufficient to meet the cost of the work or materials, in accordance with cl.146.</p> <p><b>Pursuant To –</b></p> <p>Clause 146</p>	

LG Reg 013	<p><b>Premises to be connected to water supply –</b></p> <p>Authority to exercise and/or perform the Council’s functions in relation to the connection of premises to water supply by an independent house service pipe.</p> <p><b>Pursuant To –</b></p> <p>Clause 152</p>	
LG Reg 014	<p><b>Laying of house service pipes –</b></p> <p>Authority to authorise the laying of a house service pipe at a depth less than that required by the Plumbing Code of Australia.</p> <p><b>Pursuant To –</b></p> <p>Clause 153(2)</p>	
LG Reg 015	<p><b>Security of water meters –</b></p> <p>Authority to require the owner of premises to protect a water meter, approve a lock and key, and require the key to be deposited with the Council.</p> <p><b>Pursuant To –</b></p> <p>Clause 155</p>	
LG Reg 016	<p><b>Water meter for one premises –</b></p> <p>Authority to permit a meter to measure water supplied to a premises and another premises.</p> <p><b>Pursuant To –</b></p> <p>Clause 156(2)(b)</p>	

LG Reg 017	<p><b>Hire of meters –</b></p> <p>Authority to enter into an agreement for the hire of a water meter from the Council.</p> <p><b>Pursuant To –</b></p> <p>Clause 157</p>	
LG Reg 018	<p><b>Testing of meters –</b></p> <p>Authority to arrange for a water meter to be examined and tested, require an owner to rectify or replace a meter found to be defective and enter into a special contract to regulate the supply of water while a meter is being rectified or replaced.</p> <p><b>Pursuant To –</b></p> <p>Clause 158</p>	
LG Reg 019	<p><b>Unmetered premises –</b></p> <p>Authority to enter into a special contract or give permission for an occupier of unmetered premises to use water other than for domestic purposes.</p> <p><b>Pursuant To –</b></p> <p>Clause 161</p>	
LG Reg 020	<p><b>Acceptance of Tenders –</b></p> <p>Authority to accept a tender in accordance with clause 178 of the <i>Local Government (General) Regulation 2021</i> but not in respect of tenders to provide services currently provided by members of staff of the Council (s.377(1)(i)) <i>Local Government Act 1993</i>).</p> <p><b>Pursuant To –</b></p> <p>Clause 178</p>	

## Local Government Act 1993

Function Code	Function	Condition/Limitation (if any)
LG Act 003	<p><b>Approvals –</b></p> <p>Authority to reject a unclear or illegible application for approval for an activity specified in the table to section 68, or to determine such an application, or an application to amend, extend, renew, revoke or modify such an approval and in determining such an application, to give directions in response to an objection.</p> <p><b>Pursuant To –</b></p> <p>Section 68, 82, 85, 86, 94, 106, 107, 108 and Chapter 6, Part 1 of the Local Government Act 1993 generally</p>	
LG Act 009	<p><b>Private works –</b></p> <p>Authority to enter into an agreement with the owner or occupier of private land for the council to carry out works.</p> <p><b>Pursuant To –</b></p> <p>Section 67</p>	
LG Act 010	<p><b>Fees –</b></p> <p>Authority to require payment of a further approved fee if an application is amended.</p> <p><b>Pursuant To –</b></p> <p>Section 80</p>	



LG Act 011	<p><b>Withdrawal of Applications –</b></p> <p>Authority to authorise a refund in respect of fees paid by an applicant in respect of an application for a Section 68 Activity approval which is withdrawn</p> <p><b>Pursuant To –</b></p> <p>Section 88(3)</p>	
LG Act 012	<p><b>Review of determination of approvals –</b></p> <p>Authority to review the determination of an application for an approval for an activity in accordance with section 100</p> <p><b>Pursuant To –</b></p> <p>Section 100</p>	
LG Act 014	<p><b>Orders –</b></p> <p>Authority to exercise Council's functions under Chapter 7, Part 2 of the <i>Local Government Act 1993</i> in relation to the making of orders including:</p> <ul style="list-style-type: none"> <li>a) the giving of an Order under section 124;</li> <li>a) issue a notice of intention to give an order in accordance with section 132,</li> <li>b) hear and consider representations made in relation to a notice of intention to give an order, in accordance with section 133</li> <li>c) determine to give, or not give, an order in accordance with section 135;</li> <li>d) accept or reject particulars of work in accordance with section 141;</li> <li>e) prepare or authorise the preparation of particulars of work and order the owner to carry out that work under section 141(3);</li> <li>f) recover from the owner expenses incurred in preparing particulars of work in accordance with section 141;</li> </ul>	

	<p>g) modify an order in accordance with section 152; h) revoke an order in accordance with section 153.</p> <p><b>Pursuant To –</b></p> <p>Section 124 and Chapter 7, Part 2 of the <i>Local Government Act 1993</i> and Part 3 of the <i>Local Government (General) Regulation 2021</i></p>	
LG Act 015	<p><b>Abatement of Public Nuisances –</b></p> <p>Authority to take action to abate a public nuisance or order a person responsible for a public nuisance to abate it.</p> <p><b>Pursuant To –</b></p> <p>Section 125</p>	
LG Act 016	<p><b>Local Policies –</b></p> <p>Authority to prepare a draft local policy for approvals and orders under sections 158 and 159.</p> <p><b>Pursuant To –</b></p> <p>Sections 158 and 159</p>	
LG Act 019	<p><b>Notice of entry –</b></p> <p>Authority to give written notice to the owner or occupier of the premises of the intention to enter the premises and authority to give notification of the use of force or urgent entry to such persons or authorities as appear to the delegate to be appropriate in the circumstances.</p> <p><b>Pursuant To –</b></p> <p>Sections 193 and 195</p>	

LG Act 020	<p><b>Recovery of costs of entry and inspection –</b></p> <p>Authority to recover the reasonable costs of the entry and inspection from the owner or occupier of the premises in accordance with section 197.</p> <p><b>Pursuant To –</b></p> <p>Section 197</p>	
LG Act 020A	<p><b>Compensation for inspection damage –</b></p> <p>Authority to pay compensation for any damage caused by a person authorised to enter premises.</p> <p><b>Pursuant To –</b></p> <p>Section 198</p>	
LG Act 027	<p><b>Agreement as to periodical payment of rates and charges –</b></p> <p>Authority to write off or reduce interest accrued on rates or charges where a person complies with an agreement for the payment of rates or charges, pursuant to section 564 of the Local Government Act 1993 (NSW).</p> <p><b>Pursuant To –</b></p> <p>Section 564</p>	
LG Act 028	<p><b>Write off rates, charges and accrued interest –</b></p> <p>Authority to write off rates, charges and accrued interest on rates and charges in accordance with section 567 of the <i>Local Government Act 1993</i> and clause 130 of the <i>Local Government (General) Regulation 2021</i></p> <p><b>Pursuant To –</b> Section 567 and 607 of the <i>Local Government Act 1993</i> and clause 130 of the <i>Local Government (General) Regulation 2021</i></p>	

LG Act 029	<p><b>Notice to occupier re unpaid rates –</b></p> <p>Authority to serve a notice on the occupier of land in relation to unpaid rates or charges in accordance with section 569 of the Local Government Act 1993</p> <p><b>Pursuant To –</b></p> <p>Section 569</p>	
LG Act 031	<p><b>Extension of concession to avoid hardship –</b></p> <p>Authority to order that a person is taken to be an eligible pensioner in accordance with section 577(1) and to order that a person is taken to be solely liable in respect of the land on which the dwelling is situated in accordance with section 577(2)</p> <p><b>Pursuant To –</b></p> <p>Section 577</p>	
LG Act 040	<p><b>Operational Land –</b></p> <p>Authority to grant (and renew, vary, terminate and otherwise deal with) a lease or licence in relation to operational land.</p> <p><b>Pursuant To –</b></p> <p>Section 22</p>	
LG Act 041	<p><b>Waive or reduce fees –</b></p> <p>Authority to waive payment of, or reduce, a fee (whether expressed as an actual or a maximum amount) in a particular case if the council is satisfied that the case falls within a category of hardship or any other category in respect of which the council has determined payment should be so waived or reduced.</p> <p><b>Pursuant To –</b> Section 610E</p>	

LG Act 043	<p><b>Notices in Public Places –</b></p> <p>Authority to erect a notice in a public place in accordance with section 632 and in relation to bathing and other water-based recreational activities, in accordance with section 633.</p> <p><b>Pursuant To –</b> Sections 632 and 633</p>	
LG Act 047	<p><b>Request for name and address –</b></p> <p>Authority to request an occupier or manager of any premises or an agent of the owner of the premises to disclose the name and address of the owner of the premises or of the person receiving or authorised to receive the rents of the premises and of the manager or occupier of the premises.</p> <p><b>Pursuant To –</b> Sections 662 and 663</p>	
LG Act 048	<p><b>Remedy or restraint of breaches of LG Act –</b></p> <p>Authority to bring and conduct proceedings for the purpose of an order to remedy or restrain a breach of the Local Government Act 1993 in accordance with section 673.</p> <p><b>Pursuant To –</b> Section 673</p>	
LG Act 049	<p><b>Failure to comply with order—carrying out of work by the council –</b></p> <p>Authority to do or arrange to be done through the Council’s employees, contractors or agents, all such things as are necessary or convenient to give effect to the terms of an order issued by the Council including the carrying out of any work required by the order and recover expenses incurred in accordance with section 678 of the LG Act and otherwise give effect to the functions provided for in section 678</p> <p><b>Pursuant To –</b> Section 678</p>	

LG Act 050	<p><b>Laying of informations –</b></p> <p>Authority to lay information in respect of any proceedings for an offence</p> <p><b>Pursuant To –</b></p> <p>Section 684</p>	
LG Act 051	<p><b>Appearance in local court –</b></p> <p>Authority for an employee of the council appointed in writing by the general manager to represent the council in all respects in proceedings in the local court and to institute and carry on any proceedings in the local court which the council is authorised to institute and carry on under the Local Government Act 1993.</p> <p><b>Pursuant To –</b></p> <p>Section 687</p>	
LG Act 053	<p><b>Other remedies –</b></p> <p>Authority to recover from the person:</p> <ul style="list-style-type: none"> <li>(a) any sum for damage sustained by it through the person's act or default, and</li> <li>(b) the costs and expenses incurred by it in remedying that damage, and</li> <li>(c) the value of anything wasted, misused or unlawfully consumed, diverted or taken by the person.</li> </ul> <p><b>Pursuant To –</b></p> <p>Section 690</p>	
LG Act 054	<p><b>Suing for debts –</b></p> <p>Authority to recover a rate, charge, fee or other money due to the council under this Act or the regulations as a debt.</p> <p><b>Pursuant To –</b></p> <p>Section 695</p>	

LG Act 060	<p><b>Water Supply etc Construction of works –</b></p> <p>Authority to apply to the Minister for Water, Property and Housing for the Minister to construct works of water supply, sewerage or stormwater drainage under the <i>Public Works Act 1912</i>.</p> <p><b>Pursuant To –</b></p> <p>Section 57(1)</p>	
LG Act 061	<p><b>Ownership of water supply, sewerage and stormwater drainage works –</b></p> <p>Authority to operate, repair, replace, maintain, remove, extend, expand, connect, disconnect, improve or do any other things that are necessary or appropriate to any of its works to ensure that, in the opinion of the person delegated this authority, the works are used in an efficient manner for the purposes for which the works were installed.</p> <p><b>Pursuant To –</b></p> <p>Section 59A(2)</p>	
LG Act 062	<p><b>Council works approval from Minister –</b></p> <p>Authority to apply to the Minister for Water, Property and Housing to do works specified in section 60 of the <i>Local Government Act 1993</i> and clause 138 of the <i>Local Government (General) Regulation 2021</i>.</p> <p><b>Pursuant To –</b></p> <p>Section 60 of the <i>Local Government Act 1993</i> and clause 138 of the <i>Local Government (General) Regulation 2021</i></p>	

LG Act 063	<p><b>Developer contributions for water management works –</b></p> <p>Authority to serve a notice on an applicant requiring the applicant to pay a contribution towards the cost of water management works and/or construct water management works in accordance with s306 <i>Water Management Act 2000</i>. Authority to be satisfied that a requirement has been complied with and to grant or refuse a certificate of compliance for development in accordance with 307 <i>Water Management Act 2000</i>.</p> <p><b>Pursuant To –</b></p> <p>Section 64 of the <i>Local Government Act 1993</i> and section 306 <i>Water Management Act 2000</i></p>	
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## Ombudsman Act 1974

Function Code	Function	Condition/Limitation (if any)
Ombudsmans Act 001	<p><b>Complaints –</b></p> <p>Authority to complain to the Ombudsman about the conduct of a public authority in accordance with section 12</p> <p><b>Pursuant To –</b></p> <p>Section 12</p>	



## Public Works and Procurement Act 1912

Function Code	Function	Condition/Limitation (if any)
PW Act 001	<b>Appointment of Council as Agent –</b>  Authority to exercise the Council's functions as an agent of the Minister for Finance and Services if the Council has been so appointed.  <b>Pursuant To –</b>  Section 157	
PW Act 002	<b>Handing over of work –</b>  Authority to agree to handing over of work to Council by Minister  <b>Pursuant To –</b>  Section 153	
PW Act 003	<b>Handing over of work –</b>  Authority to agree to handing over of work to Council by RMS  <b>Pursuant To –</b>  Section 154	

## Road Transport Act 2013

Function Code	Function	Condition/Limitation (if any)
RT Act 001	<b>Removal of dangers and obstructions to traffic –</b>  Authority to authorise an employee of the council as the appropriate roads authority as an appropriate officer for the purposes of section 142 of the Road Transport Act 2013. Section	

	<p>142 provides that an appropriate officer may remove the vehicle, thing or container and take such other steps as may be necessary to protect the public and facilitate the free flow of traffic</p> <p><b>Pursuant To –</b></p> <p>Section 142</p>	
RT Act 002	<p><b>Commence proceedings –</b></p> <p>Authority to recover as a debt expenses incurred under s.142</p> <p><b>Pursuant To –</b></p> <p>Section 142(2)</p>	
RT Act 003	<p><b>Certificates –</b></p> <p>Authority to provide certificates specifying an amount of costs incurred</p> <p><b>Pursuant To –</b></p> <p>Section 142(3)</p>	
RT Act 005	<p><b>Certificates –</b></p> <p>Authority to provide certificates as to maintenance of road, estimating monetary value of road infrastructure or of damage to it, estimating cost of remedying damage, estimating extent of offender's contribution to damage</p> <p><b>Pursuant To –</b></p> <p>Section 230</p>	

## Roads Act 1993

Function Code	Function	Condition/Limitation (if any)
Roads Act 034	<p><b>Transfer of street vending or other consent –</b></p> <p>Authority to transfer a street vending or other consent and impose conditions</p> <p><b>Pursuant To –</b></p> <p>Sections 139D(3)(5) and (6)</p>	
Roads Act 002	<p><b>Dedicate land –</b></p> <p>Authority to dedicate land left in subdivision effected prior to 1907 as public road by publishing notice in gazette</p> <p><b>Pursuant To –</b></p> <p>Section 16</p>	
Roads Act 003	<p><b>Serve notice –</b></p> <p>Authority to serve notice of intention to dedicate land as public road on owner</p> <p><b>Pursuant To –</b></p> <p>Section 17</p>	
Roads Act 004	<p><b>Identification of road boundaries –</b></p> <p>Authority to:</p> <p>a) cause surveys to be carried out to identify the boundaries of a public road in accordance with section 18;</p> <p>b) consider any submissions that have been duly made with respect to the proposed boundaries and approve the survey plan, either with or without alteration in accordance with section 21</p> <p><b>Pursuant To –</b> Sections 18 and 21</p>	

Roads Act 005	<p><b>Publish notice –</b></p> <p>Authority to publish notice of proposed boundaries in newspaper and serve notice on owner of affected land</p> <p><b>Pursuant To –</b></p> <p>Section 19</p>	
Roads Act 006	<p><b>Road widening –</b></p> <p>Authority to:</p> <ul style="list-style-type: none"> <li>a) submit to the Minister for Roads and Ports a proposed plan for the widening of a public road in accordance with section 22</li> <li>b) make a road widening order in accordance with section 25</li> <li>c) revoke or vary a road widening order in accordance with section 27</li> <li>d) grant consent for the carrying out minor repairs or improvements to a building in accordance with section 26</li> <li>e) direct an owner of land (where a person constructs, replaces or repairs a building or work on land affected by a road widening order in contravention of section 26) to carry out such work as is necessary to restore the land to the state it was in before the contravention occurred in accordance with section 26(4).</li> </ul> <p><b>Pursuant To –</b></p> <p>Sections 22, 25, 26, 26(4) and 27</p>	
Roads Act 007	<p><b>Road Levels –</b></p> <p>Authority to:</p> <ul style="list-style-type: none"> <li>a) Prepare a prepare a proposal to fix the levels of a public road, or to vary the existing levels of a public road in accordance with section 29</li> <li>b) consider any submissions that have been</li> </ul>	

	<p>duly made concerning the proposal and decide to proceed with the proposal, either with or without alteration (by making an order), or to abandon the proposal in accordance with section 31.</p> <p><b>Pursuant To –</b></p> <p>Sections 29 and 31</p>	
Roads Act 008	<p><b>Closing of public roads –</b></p> <p>Authority to carry out the functions of the Council as the roads authority to close a council public road, including to cause notice of a proposed closure of a public road to be notified in accordance with s38B, appeal against a formal objection made by a notifiable authority under s38C(3), consider any submission made and publish a notice in the Gazette to close the public road (s38D) and to close a temporary public road under s39 if the road does not give access to an isolated road.</p> <p><b>Pursuant To –</b></p> <p>Part 4, Divisions 3 and 4 of the Roads Act 1993</p>	
Roads Act 009	<p><b>Cause a temporary public road to be closed –</b></p> <p>Authority to cause a temporary public road to be closed by publishing a notice in the Gazette</p> <p><b>Pursuant To –</b></p> <p>Section 39</p>	
Roads Act 010	<p><b>Consultation with roads authorities –</b></p> <p>Authority to make submissions to TfNSW regarding proposed action</p> <p><b>Pursuant To –</b></p> <p>Section 58</p>	

Roads Act 011	<p><b>Roads Authorities may appeal to Minister –</b></p> <p>Authority to determine whether aggrieved by TfNSW action and if so appeal to Minister</p> <p><b>Pursuant To –</b></p> <p>Section 60</p>	
Roads Act 012	<p><b>Roads agreements between TfNSW and roads authorities –</b></p> <p>Authority to enter agreement with TfNSW transferring council's responsibilities for classified road</p> <p><b>Pursuant To –</b></p> <p>Section 62</p>	
Roads Act 013	<p><b>Power of roads authorities in respect to roadwork –</b></p> <p>Authority to carry out road work on public road or other land controlled by council</p> <p><b>Pursuant To –</b></p> <p>Section 71</p>	
Roads Act 014	<p><b>Notify TfNSW –</b></p> <p>Authority to notify TfNSW of work on classified road involving deviation or alteration of road or construction of bridge, tunnel or level crossing</p> <p><b>Pursuant To –</b></p> <p>Section 75</p>	
Roads Act 015	<p><b>Notify TfNSW –</b></p> <p>Authority to notify TfNSW of major road work</p> <p><b>Pursuant To –</b></p> <p>Section 76</p>	

Roads Act 016	<p><b>Construct bridges and tunnels across navigable waters –</b></p> <p>Authority to construct bridges and tunnels across navigable waters, give public notice of proposal, consider submissions, make decision, and give notice of decision</p> <p><b>Pursuant To –</b></p> <p>Sections 78, 79, 80 and 81</p>	
Roads Act 017	<p><b>Location of conduits –</b></p> <p>Authority to consult with persons as to location of conduits for utilities across public roads</p> <p><b>Pursuant To –</b></p> <p>Section 85</p>	
Roads Act 018	<p><b>Functions of Council in respect of private roads –</b></p> <p>Authority to direct the owner of a private road (other than a classified road) to carry out such work as is necessary to prevent the road from becoming unsafe or unsightly</p> <p><b>Pursuant To –</b></p> <p>Section 86(1)</p>	
Roads Act 019	<p><b>Traffic Control Facilities –</b></p> <p>Authority to seek consent of TfNSW, and with such consent, carry out traffic control work on classified road</p> <p><b>Pursuant To –</b></p> <p>Section 87(2)</p>	

Roads Act 020	<p><b>Traffic Control Facilities –</b></p> <p>Authority to carry out traffic control work on unclassified road or transitway or road or road related area</p> <p><b>Pursuant To –</b></p> <p>Section 87(3)</p>	
Roads Act 021	<p><b>Tree felling –</b></p> <p>Authority to form the opinion that it is necessary to remove or lop a tree or other vegetation on or overhanging a public road for the purpose of a road work or to remove a traffic hazard, and to effect such removal or lopping</p> <p><b>Pursuant To –</b></p> <p>Section 88</p>	
Roads Act 022	<p><b>Alter landform –</b></p> <p>Authority to alter landform of land adjoining public road to ensure stability of road</p> <p><b>Pursuant To –</b></p> <p>Section 92</p>	
Roads Act 023	<p><b>Carry out drainage work –</b></p> <p>Authority to carry out drainage work on land in vicinity of public road for purpose of draining or protecting public road</p> <p><b>Pursuant To –</b></p> <p>Section 94</p>	



Roads Act 024	<p><b>Give a direction –</b></p> <p>Authority to give a direction under Part 7</p> <p><b>Pursuant To –</b></p> <p>Sections 91 to 107 inclusive</p>	
Roads Act 025	<p><b>Regulate traffic –</b></p> <p>Authority to regulate 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 (NSW) in so far as they apply to the Council as a roads authority.</p> <p><b>Pursuant To –</b></p> <p>Section 115(2)</p>	
Roads Act 026	<p><b>Request review –</b></p> <p>Authority to request Minister to review decision of TfNSW</p> <p><b>Pursuant To –</b></p> <p>Section 119</p>	
Roads Act 026A	<p><b>Applications for consent –</b></p> <p>Authority to apply to TfNSW for consent to erect a barrier or notice or carry out work or take any action to regulate traffic on a public road for other purposes; to remove any notice or barrier, to demolish any work or cease any action for which the TfNSW has given consent, and give public notice of such application</p> <p><b>Pursuant To –</b></p> <p>Section 116</p>	

Roads Act 027	<p><b>Temporary regulation of traffic –</b></p> <p>Authority to serve (and revoke) an Order prohibiting a person from causing any vehicle under the person's control to pass along a specified local road</p> <p><b>Pursuant To –</b></p> <p>Section 122</p>	
Roads Act 028	<p><b>Authority to erect structures –</b></p> <p>Authority to authorise the holder of a footway dining approval to erect and maintain structures in, or over any part, of the footway</p> <p><b>Pursuant To –</b></p> <p>Section 126</p>	
Roads Act 029	<p><b>Public Gates –</b></p> <p>Authority to grant and/or revoke a permit for the erection of a public gate or the construction of a by-pass around a public gate.</p> <p><b>Pursuant To –</b></p> <p>Sections 128, 130, 133 and 136</p>	
Roads Act 030	<p><b>Approval to use footway for restaurant –</b></p> <p>Authority to determine an application for a footway dining approval</p> <p><b>Pursuant To –</b></p> <p>Section 125</p>	

Roads Act 031	<p><b>Determine an application for consent –</b></p> <p>Authority to determine an application for consent to: (a) erect a structure, or carry out work in, on or over a public road; (b) dig up or disturb the surface of a public road; (c) remove or interfere with a structure, work or tree on a public road; (d) pump water into a public road from any land adjoining a public road; (e) connect a road (whether public or private) to a classified road, and impose conditions on a consent.</p> <p><b>Pursuant To –</b></p> <p>Sections 138, 139 &amp; 139A</p>	
Roads Act 032	<p><b>Revocation of street vending consent –</b></p> <p>Authority to revoke a street vending consent and give notice of revocation</p> <p><b>Pursuant To –</b></p> <p>Section 139C</p>	
Roads Act 033	<p><b>Extend term –</b></p> <p>Authority to extend term of a street vending consent and impose conditions</p> <p><b>Pursuant To –</b></p> <p>Sections 139D(1) and (5)</p>	
Roads Act 035	<p><b>Fresh consents –</b></p> <p>Authority to grant a fresh consent where previous consent revoked, expired or lapsed</p> <p><b>Pursuant To –</b> Section 139E</p>	

Roads Act 036	<p><b>Revocation of Consent –</b></p> <p>Authority to revoke a consent by notice of revocation served on holder</p> <p><b>Pursuant To –</b></p> <p>Section 140</p>	
Roads Act 037	<p><b>Permits for road events –</b></p> <p>Authority to grant a permit to any person to conduct a road event (as defined) on a public road</p> <p><b>Pursuant To –</b></p> <p>Section 144</p>	
Roads Act 038	<p><b>Leasing of land above or below public road –</b></p> <p>Authority to grant a lease of air space above or land below public road with approval of Director of Planning</p> <p><b>Pursuant To –</b></p> <p>Section 149</p>	
Roads Act 039	<p><b>Transfer of public road to other roads authority –</b></p> <p>Authority to consent to the transfer of a public road by the Minister for Roads and Ports from or to the Council</p> <p><b>Pursuant To –</b></p> <p>Section 150</p>	

Roads Act 040	<p><b>Short-term leases of unused public roads –</b></p> <p>Authority to grant short term lease of unused public road to adjoining owner or lessee, give public notice of proposed lease, consider submissions, make decision</p> <p><b>Pursuant To –</b></p> <p>Sections 153, 154, 155 &amp; 156</p>	
Roads Act 041	<p><b>Naming of public roads –</b></p> <p>Authority to approve names and numbering for all roads for which the Council is the roads authority</p> <p><b>Pursuant To –</b></p> <p>Section 162</p>	
Roads Act 042	<p><b>Inspections and Investigations –</b></p> <p>Authority to inspect the land, for the purposes of an inspection, dig up any ground and take such measures as are necessary to ascertain the character and condition of the land and of any building, structure or work that is situated in, on or over the land, make surveys and take levels and, for those purposes, may dig trenches, break up the soil and set up any posts, stakes or marks, and may take samples or photographs in connection with any inspection.</p> <p><b>Pursuant To –</b> Section 165</p>	
Roads Act 044	<p><b>Roads authority may take possession of land when constructing etc public road –</b></p> <p>Authority to use and occupy land along or near a road for the purpose of carrying out road work or providing a temporary road, and give notice of intention to do so</p> <p><b>Pursuant To –</b> Section 175</p>	

Roads Act 045	<p><b>Access roads across land owned by public authority –</b></p> <p>Authority to enter into agreement with public authority regarding construction and maintenance of road</p> <p><b>Pursuant To –</b></p> <p>Section 176</p>	
Roads Act 046	<p><b>Financial or other assistance –</b></p> <p>Authority to enter into agreement with TfNSW for financial or other assistance</p> <p><b>Pursuant To –</b></p> <p>Section 207</p>	
Roads Act 047	<p><b>Apportionment of cost –</b></p> <p>Authority to agree to apportionment of cost of road work on a classified road forming boundary, make submissions to TfNSW regarding apportionment</p> <p><b>Pursuant To –</b></p> <p>Section 209</p>	
Roads Act 048	<p><b>Financial or other assistance –</b></p> <p>Authority to agree with another Council financial assistance from TfNSW for a classified road forming boundary</p> <p><b>Pursuant To –</b></p> <p>Section 210</p>	

Roads Act 049	<p><b>Roads authorities may levy tolls on road-ferries –</b></p> <p>Authority to lease the running of a road ferry, lease the collection of tolls and charges on a road ferry</p> <p><b>Pursuant To –</b></p> <p>Section 216</p>	
Roads Act 050	<p><b>Recovery of –</b></p> <p>Authority to determine the amount of contribution to which an owner of land adjoining a public road is required to contribute to the cost incurred by the Council in constructing or paving any adjacent kerb, gutter or footway</p> <p><b>Pursuant To –</b></p> <p>Section 217</p>	
Roads Act 051	<p><b>Roads authority to supply TfNSW with plans and specifications –</b></p> <p>Authority to make submissions to TfNSW regarding proposed works</p> <p><b>Pursuant To –</b></p> <p>Section 221</p>	
Roads Act 052	<p><b>Roads authority may carry out work instead of paying compensation –</b></p> <p>Authority to enter an agreement to do work instead of pay compensation</p> <p><b>Pursuant To –</b> Section 227</p>	

Roads Act 053	<p><b>Authorised officer may require production of information –</b></p> <p>Authority to require the owner of the vehicle or the person in charge of the vehicle to produce certain information immediately.</p> <p><b>Pursuant To –</b></p> <p>Section 229</p>	
Roads Act 054	<p><b>Roads authority may give effect to direction and recover costs –</b></p> <p>Authority to take action necessary to give effect to a direction and recover costs from person to whom direction given</p> <p><b>Pursuant To –</b></p> <p>Section 238</p>	
Roads Act 055	<p><b>Refer matters –</b></p> <p>Authority to refer matters to local land board</p> <p><b>Pursuant To –</b></p> <p>Section 260</p>	
Roads Act 056	<p><b>Footway restaurants –</b></p> <p>Authority to grant an approval pursuant to Part 9 Division 1 of the Roads Act 1993 (NSW) to use part of a footway for the purposes of a restaurant and to authorise a holder of an approval to erect and maintain structures in, on or over any part of the footway the subject of the approval.</p> <p><b>Pursuant To –</b> Part 9 Division 1</p>	



Roads Act 057	<p><b>Street vending consent –</b></p> <p>Authority to grant, revoke, transfer or extend the term of a street vending consent</p> <p><b>Pursuant To –</b></p> <p>Part 9 Division 3</p>	
Roads Act 058	<p><b>Notice of Entry –</b></p> <p>Authority to give written notice to the owner or occupier of the premises of the intention to enter the premises and authority to give notification of the use of force or urgent entry to such persons or authorities as appear to the delegate to be appropriate in the circumstances.</p> <p><b>Pursuant To –</b></p> <p>Sections 166 and 168</p>	

## Rural Fires Act 1997

Function Code	Function	Condition/Limitation (if any)
RF Act 006	<p><b>Responsibilities and functions –</b></p> <p>Authority to provide facilities and accommodation for fire control officer and consult with Commissioner</p> <p><b>Pursuant To –</b></p> <p>Sections 37 and 38</p>	

RF Act 009	<p><b>Bush Fire Hazard Reduction Certificates –</b></p> <p>Authority to:</p> <p>a) determine an application for a bush fire hazard reduction certificate that authorises the carrying out of bush fire hazard reduction work on private land within the council’s area by a person other than the Commissioner or a local authority in accordance with Part 4, Division 8</p> <p>b) Authority to certify a bush fire hazard reduction certificate in relation to bush fire hazard reduction work on land by the council in accordance with Part 4, Division 8</p> <p><b>Pursuant To –</b></p> <p>Sections 100F(5) &amp; 100G</p>	
RF Act 011	<p><b>Rural Fire Brigade Contributions –</b></p> <p>Authority to arrange for the payment of rural fire brigade contributions in accordance with Part 5, Division 4</p> <p><b>Pursuant To –</b></p> <p>Section 107</p>	
RF Act 012	<p><b>Fire Trails –</b></p> <p>Authority to exercise and/or perform the Council's functions under Part 3B as the owner or occupier of land, including to make a fire trail complaint, object to, or appeal against, a fire trail rectification notice, apply for the termination of the registration of a fire trail and to object to, or appeal against, a refusal to terminate registration of a fire trail.</p> <p><b>Pursuant To –</b> sections 62Q, 62Z(1), 62ZA(1), 62ZK(1), 62ZL(1), 62ZM(1) and Part 3B generally.</p>	

## State Emergency and Rescue Management Act 1989

Function Code	Function	Condition/Limitation (if any)
SERM Act 003	<p><b>Representative on Local Emergency Management Committee –</b></p> <p>Authority to determine the representative of an organisation on the Local Emergency Management Committee in accordance with section 28(2)(c).</p> <p><b>Pursuant To –</b></p> <p>Section 28(2)(c)</p>	

## State Emergency Service Act 1989

Function Code	Function	Condition/Limitation (if any)
SES Act 002	<p><b>Local controllers –</b></p> <p>Authority to provide facilities and accommodation for local controller</p> <p><b>Pursuant To –</b></p> <p>Section 17(5)</p>	
SES Act 003	<p><b>Disposal by local councils of equipment purchased from Fund –</b></p> <p>Authority to sell or dispose, with the consent of the commissioner, of equipment</p> <p><b>Pursuant To –</b></p> <p>Section 24X</p>	

## Surveillance Devices Act 2007

Function Code	Function	Condition/Limitation (if any)
SD Act 001	<p><b>Optical surveillance devices –</b></p> <p>Authority on behalf of Council as the owner or occupier of premises or vehicles or any other object to consent to the installation, use and maintenance of an optical surveillance device on the premises or vehicle or object.</p> <p><b>Pursuant To –</b></p> <p>Section 8</p>	

## Surveying and Spatial Information Act 2002

Function Code	Function	Condition/Limitation (if any)
SSI Act 002	<p><b>Authority to –</b></p> <p>Authority to carry out surveys</p> <p><b>Pursuant To –</b></p> <p>Section 5</p>	<p><b>Surveys to be carried out by a surveyor registered under the Act.</b></p>

## Transport Administration Act 1988

Function Code	Function	Condition/Limitation (if any)
TA Act 002	<p><b>Grants to Council –</b></p> <p>Authority to apply for grants in connection with use of roads by buses</p> <p><b>Pursuant To –</b></p> <p>Section 106</p>	

## Water Management Act 2000

Function Code	Function	Condition/Limitation (if any)
WM Act 011	<p><b>Certificates of compliance –</b></p> <p>Authority to impose certain requirements before granting a certificate of compliance in accordance with section 306 and grant, or refuse to grant, a certificate of compliance under section 307.</p> <p><b>Pursuant To –</b></p> <p>Sections 306 and 307</p>	
WM Act 016	<p><b>Access licence –</b></p> <p>Authority to apply to the Minister to increase the entitlement in accordance with section 66.</p> <p><b>Pursuant To –</b></p> <p>Sections 61 and 66(4)</p>	

## Schedule 2: Instruments of Delegation to Council

Delegator	Function & Instrument Name	Date Of Instrument
N/A	N/A	N/A

## Schedule 3: Policy Authorities

Code	Policy Authority	Conditions/Limitations (if any)
ADMINEXEC	Execute agreements for establishment of private water lines on Council roads under Council seal.	

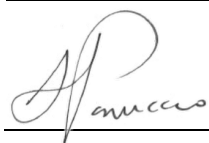
ADMINEXEE	Sign any contract, lease, licence, deed, or legal or other document, where the execution of such document is necessary to meet legal or Council formalities when such relate to Council's normal business activities.	
ADMINGENA	Authorised to carry out administrative actions, including written and oral communication, necessary to perform the duties and functions of this position.	
ADMINGENG	Accept service of court documents on behalf of Council.	
ADMINGENH	To approve and settle statements of claim and insurance matters up to the level of Council's excess amounts payable under the respective insurance policies.	
ADMINGENK	Act as a Disclosure Officer for receiving public interest disclosures (PIDs) in accordance with Council's Public Interest Disclosure Policy.	<b>Subject to completing the required Public Interest Disclosures (PID) training.</b>
ADMINGENL	Identified as a "designated person" under Council's <i>Councillor and Designated Person Disclosure of Interests Policy</i> for the purpose of submitting a return disclosing interests in accordance with Council's Code of Conduct.	
APPROVC	Approve or refuse engineering works and/or conditions associated with subdivisions and major building development in accordance with Council's policies and usual requirements.	
CORRESB	Sign correspondence relating to the core position responsibilities and other correspondence as required.	
DEVMATD	To provide owner's consent to lodgement of a Development Application on property and land owned or controlled by Council.	

DEVIMATE	To approve easements and covenants that burden operational land owned by Council.	
DEVMATF	To recommend the endorsement of an 88B instrument to vary, modify or release a restriction.	
FINEXPBL	The position holder is delegated authority to authorise all expenditure and/or purchase orders up to the value of \$1,000,000 (excluding GST).	<p><b>(WITH THE FOLLOWING LIMITATIONS):</b></p> <p>a) the expenditure must relate to the position holder's area of responsibility;</p> <p>b) the expenditure must be in accordance with the adopted budget;</p> <p>c) the expenditure must be incurred in accordance with Council's Procurement Policy;</p> <p>d) the expenditure must not involve the acceptance of a tender which is required under the <i>Local Government Act 1993</i> to be invited and accepted by the Council or by the General Manager under delegated authority; and</p> <p>e) the expenditure must not require a resolution of the Council under the <i>Local Government Act 1993</i> and associated Regulation</p>
FINGENB	Authorise release of bank guarantee where development contribution monies have been paid or works-in-kind carried out in accordance with approved conditions.	

FINGENC	Authorise outgoing sponsorship or “value in kind” grants in accordance with Council’s General Donations or Sponsorship Policy.	
FINGEND	To authorise donations for materials and equipment to community groups in accordance with Council Policy	
FINGENE	To approve the acceptance of bank guarantees in association with development, strata and subdivision applications or other Council requirements.	
GENMATA	Exercise the functions of the Council position to which the position-holder is appointed in accordance with the job description for that position, Council resolutions and policies, Council's Enterprise Agreement and management direction.	
GENMATB	Exercise the functions of the Council position to which the position-holder is temporarily appointed in accordance with the job description for that position, Council resolutions and policies, Council's Enterprise Agreement and management direction.	
PUBRELA	Make media statements on all matters relating to the current Division of Council.	
PUBRELB	Respond to media enquiries on all matters relating to the current division of Council.	
STAFFA	To authorise timesheets for employees within the area of control of the position (referred hereafter as relevant staff)	
STAFFB	Determine all leave applications relative to all relevant staff having due regard to the proper functioning of the Section and maintenance of appropriate levels of service to the public.	



STAFFC	Authorise the attendance of relevant staff at technical seminars/ conferences/ residential schools and the like, subject to funding being available in the Council's budget.	
STAFFD	To authorise the payment of travelling and subsistence expenses for relevant staff in accordance with Council's policy on travelling and subsistence expenses.	
STAFFE	Approve overtime for relevant staff in accordance with approved budget.	
STAFFF	Approve relevant staff members to act in higher grade positions during periods of absence of key staff members in the Division.	



Adrian Panuccio

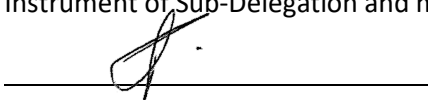
General Manager of Mid-Coast Council

Date: Thursday, 2 January 2025

Review date:

## Sub-delegate's Acknowledgement of Delegations of Authority

I Robert Scott currently employed by the Council in the position of Director Infrastructure and Engineering Services do hereby acknowledge that I have read and understood this Instrument of Sub-Delegation and that I will perform these sub-delegations and authorities in accordance with this Instrument of Sub-Delegation and my position description.



Director Infrastructure and Engineering Services of Mid-Coast Council

Date: