

POWER OF DELEGATION

Council delegates functions of the council to the CEO pursuant to s377 of the *Local Government Act 1993 (Act)*. These delegations are made on an exception basis, meaning that ALL functions are delegated to the CEO unless expressly excluded. To determine which functions have not been delegated from the Council to the CEO, refer to the register of delegations from Council to CEO, which contains an exhaustive list of functions that have not been delegated by Council to the CEO. s377 of the Act provides as follows:

377 General power of the council to delegate

- (1) A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council, other than the following:
- (a) the appointment of a general manager,
 - (b) the making of a rate,
 - (c) a determination under section 549 as to the levying of a rate,
 - (d) the making of a charge,
 - (e) the fixing of a fee,
 - (f) the borrowing of money,
 - (g) the voting of money for expenditure on its works, services or operations,
 - (h) the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),
 - (i) the acceptance of tenders to provide services currently provided by members of staff of the council,
 - (j) the adoption of an operational plan under section 405,
 - (k) the adoption of a financial statement included in an annual financial report,
 - (l) a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,
 - (m) the fixing of an amount or rate for the carrying out by the council of work on private land,
 - (n) the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,
 - (o) the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979*,
 - (p) the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,
 - (q) a decision under section 356 to contribute money or otherwise grant financial assistance to persons,
 - (r) a decision under section 234 to grant leave of absence to the holder of a civic office,
 - (s) the making of an application, or the giving of a notice, to the Governor or Minister,
 - (t) this power of delegation,
 - (u) any function under this or any other Act that is expressly required to be exercised by resolution of the council.

- (1A) Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if:
- (a) the financial assistance is part of a specified program, and
 - (b) the program is included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
 - (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
 - (d) the program applies uniformly to all persons within the council's area or to a significant proportion of all the persons within the council's area.
- (2) A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.

The CEO delegates functions of the CEO to staff pursuant to s378 of the Act. The delegations from the CEO to staff are set out in this document. If a delegation is not expressly stated in this document, the function has not been delegated to a staff member. If this is the case, you should refer to the register of delegations from the Council to the CEO to determine whether the function has been delegated to the CEO.

s378 provides as follows:

378 Delegations by the general manager

- (1) The general manager may delegate any of the functions of the general manager, other than this power of delegation.
- (2) The general manager may sub-delegate a function delegated to the general manager by the council to any person or body (including another employee of the council).
- (3) Subsection (2) extends to a function sub-delegated to the general manager by the council under section 377 (2).

DELEGATION FROM THE CHIEF EXECUTIVE OFFICER TO EACH DIRECTOR

Pursuant to Section 378 of the *Local Government Act* 1993 the CEO delegates to each person holding the position of Director:

- a) all functions delegated by the Council of the City of Sydney to the Chief Executive Officer; and
- b) all functions conferred upon the General Manager by the Local Government Act 1993, and any other Act,

for the Director's area of responsibility, except where specifically excluded in the Register of Delegations – from CEO to Directors and staff.

UNDERSTANDING AND APPLYING THESE DELEGATIONS

IMPORTANT: staff should note the following matters when reading these delegations:

1. Delegations must be exercised in accordance with all Council policies and procedures and are subject to the direction of the delegate's manager or divisional director.
2. Because the City has appointed a chief executive officer, references to "general manager" in the *Local Government Act 1993*, including those sections set out in full above, are to be read as references to the Chief Executive Officer.
3. All dollar figures referred to in these delegations are exclusive of GST unless otherwise stated therefore care is needed in relation to exceeding tender limits.
4. These delegations apply to each position identified in the column headed "Delegate" and those positions that supervise or manage that position.
5. These delegations do not apply to contractors or consultants, with the exception of delegations 27 and 28 which will apply to specific agreed agency contractors when the required controls are in place and if they have been engaged for more than 3 months, have completed their training, are hired through Comensura and meet the controls in the delegation to agency contractors control plan (as per 2018/601393-51).
6. These delegations remain in force until Council and/or the CEO directs otherwise.
7. No delegate role named as having the authority to exercise a function under this document has the power to delegate that authority to a different role.
8. These delegations do not limit an attorney of the City from executing any document as the Council's attorney.
9. If you cannot find a delegation in this register then the power has not been delegated to a staff member of Council. You should refer to the delegations from Council and the Central Sydney Planning Committee to the CEO to determine whether the power has been delegated to the CEO.
10. Where a City 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.
11. The provisions of the *Interpretations Act 1987 (NSW)* apply to these delegations. Contact the Legal Unit if you would like more information about this.
12. If legislation referred to in this register is superseded by updated or new legislation, to the extent practicable the delegations will apply to the new legislation.
13. A reference to "Director" in this register is a reference to the Director of a Division, the Chief Financial Officer and the Chief Operating Officer of Council and not to any other position with the word "Director" in its title.
14. M3 and M4 positions are identified in the attached document to allocate authorities and responsibilities and do not indicate standing in the organisational structure.
15. Exercise of delegations in relation to a new project or program of a value of more than \$50,000 is subject to approval of an initiation brief.
16. A reference to "contract or agreement" in delegations 23 and 24 means any enforceable agreement between the City and another party or parties including deeds, covenants, restrictions on use, or any Instrument (as that word is defined in the Real Property Act 1900).

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26. *(Intentionally left blank)*
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	POWERS AND FUNCTIONS	LEGISLATION	DELEGATE	DIVISION	
1	<p>Commit and Authorise Expenditure</p> <p>To commit and authorise expenditure of any amount within the area of operation and budget for which the delegate is responsible, subject to the limitations of other delegations, and in accordance with Council policies.</p>				
			a) unlimited	Director	All
			b) up to \$500,000	M3 Manager	City Projects and Property
				Senior Delivery Manager	City Projects and Property
				Delivery Manager	City Projects and Property
				Chief Engineer	City Services
				Manager Parking & Fleet Services	City Services
				Manager Cleansing & Waste	City Services
			c) up to \$250,000	M3 Manager	All
				Parking Services Manager	City Operations
			d) up to \$50,000	M4 Manager	All
				Senior Project Manager	City Projects and Property
				Specialist Project Manager	City Projects and Property
				Fleet Services Coordinator	City Services
Project Development Manager	Chief Operations Office				
Senior Project Development Manager	Chief Operations Office				

		Specialist Urban Designer	City Planning, Development & Transport
		Business Coordinator	City Life
	e) up to \$25,000	Project Manager	City Projects and Property
		Senior Design Manager	City Projects and Property
		Program Manager Parks Services	City Services
		Facility Manager	City Projects and Property
		Contract Manager Parks Services	City Services
		Project Manager City Farm	City Services
		Project Manager Tree Management	City Services
	f) up to \$10,000	Maintenance Coordinator	City Services
		Cleansing Manager	City Services
		Area Manager	City Life
		Studio Team Leader	City Life
		Manager Social Policy	City Life
		Manager Social Programs	City Life
Early Childhood Services Coordinator		City Life	
Middle Childhood Services Coordinator		City Life	
Design Manager		City Projects and Property	
Specialist Design Manager	City Projects and Property		

			Business Support Coordinator	City Projects and Property
			Public Art Program Manager	City Projects and Property
	g) up to \$5,000		Executive Assistant	All
			Personal Assistant	All
			Contract Coordinator Parking Services	City
			Claims Officer Risk Management	Legal and Governance
			Fleet Services Officer	City Services
			Projects Coordinator	City Services
			Business Support Coordinator	City Services
			Quality Coordinator City Rangers	City Services
			Contract Manager City Leisure Services	City Services
			Centre Manager Perry Park Recreation Centre	City Services
			Operations Coordinator Perry Park Recreation Centre	City Services
			Homelessness Manager	City Life
			Meals on Wheels Coordinator	City Life
			Team Leader Collections	City Life
			Civic Function Coordinator	City Services
			Centre Manager	City Life
			Community Venue Coordinator	City Life

			Child Care Centre Coordinator	City Life
			Children’s Program Team Leader	City Life
			Document Services Coordinator	People Performance & Technology
			City Archivist	People Performance & Technology
2	<p>Procurement</p> <p>Where the CEO is excluded from considering a procurement matter (on the basis of probity or otherwise) the Chief Operating Officer and/or the Director Legal and Governance will have the same delegation as the CEO for that matter only.</p>		Chief Operating Officer	Chief Operations Office
			Director	Legal and Governance
3	<p>Variations for Expenditure of approved contingency funds – Contract Approved by Council</p> <p>To authorise variations to a contract:</p> <ul style="list-style-type: none"> (a) approved by Council, and (b) within the area of operation and budget for which the delegate is responsible, <p>but not so as to exceed the total amount approved by Council for that contract (being the contract sum and any contingency).</p> <p>Note:</p> <ul style="list-style-type: none"> i. Officers should consult with the Chief Procurement Officer if they believe that the variation may significantly change the contract scope. ii. For schedule of rates contracts, the contract sum is the total estimated spend on the contract as set out in the report to Council. iii. If the variation would take the amount over the total amount approved by Council refer to item #6 in the Delegation Register from Council to CEO. 			

	a) for any amount that does not exceed the contract sum and any contingency approved by Council.		Director	All
	b) for a cumulative amount of up to 75% of any contingency approved by Council for that contract.		M3 Manager	All
	c) for a cumulative amount of up to 25% of any contingency approved by Council for that contract.		Senior Delivery Manager	City Projects and Property
			Delivery Manager	City Projects and Property
	d) for a cumulative amount of up to 15% of any contingency approved by Council for that contract.		M4 Manager	City Projects and Property
			Senior Project Manager	City Projects and Property
			Specialist Project Manager	City Projects and Property
			M4 Manager	City Services
	e) for a cumulative amount of up to 10% of any contingency approved by Council for that contract.		Project Manager	City Projects and Property
			Program Manager Parks Services	City Services
			Contract Manager Parks Services	City Services
			Project Manager City Farm	City Services
			Project Manager Tree Management	City Services

3A	<p>Variations for Expenditure of approved contingency funds – Contract recommended by the TRG & CFO and approved by CEO</p> <p>To authorise variations to a contract:</p> <p>(a) recommended by the TRG & CFO and approved by the CEO, and</p> <p>(b) within the area of operation and budget for which the delegate is responsible,</p> <p>but not so as to exceed the total amount approved by the CEO for that contract (being the contract sum and any contingency) and not so as to take the total amount of the contract inclusive of GST above \$5 million.</p> <p>Note:</p> <p>i. Officers should consult with the Chief Procurement Officer if they believe that the variation may significantly change the contract scope.</p> <p>ii. For schedule of rates contracts, the contract sum is the total estimated spend on the contract as set out in the report to the CEO.</p> <p>iii. Where the variation will exceed the total approved amount (being the contract sum and any contingency) reference should be made to the Terms of Reference of the Tender Review Group to identify the correct process.</p>			
	a) for any amount that does not exceed the contract sum and any contingency approved by the CEO.		Director	All
	b) for a cumulative amount of up to 75% of any contingency approved by the CEO for that contract.		M3 Manager	All
	c) for a cumulative amount of up to 25% of any contingency approved by the CEO for that contract.		Senior Delivery Manager	City Projects & Property
			Delivery Manager	City Projects & Property

	d) for a cumulative amount of up to 15% of any contingency approved by the CEO for that contract.		M4 Manager	City Projects & Property
			Senior Project Manager	City Projects & Property
			Specialist Project Manager	City Projects and Property
			M4 Manager	City Services
	e) for a cumulative amount of up to 10% of any contingency approved by the CEO for that contract.		Project Manager	City Projects and Property
			Program Manager Parks Services	City Services
			Contract Manager Parks Services	City Services
			Project Manager City Farm	City Services
3B	<p>Variations for Expenditure of approved contingency funds – Contract approved by CEO other than those approved through the TRG process</p> <p>To authorise variations to a contract:</p> <p>(a) approved by the CEO, and</p> <p>(b) within the area of operation and budget for which the delegate is responsible, but not so as to exceed the total amount approved by the CEO for that contract (being the contract sum and any contingency).</p> <p>Note:</p> <p>i. For contracts that have been approved by the CEO following recommendation by the TRG process, Delegation 3A above applies.</p> <p>ii. Officers should consult with the Chief Procurement Officer if they believe that the variation may significantly change the contract scope.</p> <p>iii. For schedule of rates contracts, the contract sum</p>			

	is the total estimated spend on the contract as set out in the report to the CEO.			
	a) for any amount that does not exceed the contract sum and any contingency approved by the CEO.		Director	All
	b) for a cumulative amount of up to 75% of any contingency approved by the CEO for that contract.		M3 Manager	Office of the CEO
	c) for a cumulative amount of up to 25% of any contingency approved by the CEO for that contract.		Senior Delivery Manager	City Projects & Property
			Delivery Manager	City Projects & Property
	d) for a cumulative amount of up to 15% of any contingency approved by the CEO for that contract.		M4 Manager	City Projects & Property
			Senior Project Manager	City Projects & Property
			Specialist Project Manager	City Projects and Property
			M4 Manager	City Services
	e) for a cumulative amount of up to 10% of any contingency approved by the CEO for that contract.		Project Manager	City Projects & Property
			Program Manager Parks Services	City Services
			Contract Manager Parks Services	City Services
			Project Manager City Farm	City Services

4	<p>Variations for Expenditure – Contract Approved by Director, M3 or M4</p> <p>To authorise variations to a contract:</p> <p>(a) approved by a Director, M3 or M4; and</p> <p>(b) within the area of operation and budget for which the delegate is responsible,</p> <p>but not so as to take the total amount of the contract inclusive of GST above \$250,000.</p> <p>Note:</p> <p>i. Officers should consult with the Chief Procurement Officer if they believe that the variation may significantly change the contract scope.</p> <p>ii. If the variation would take the amount over \$250,000 then the proposed variation would need to be approved by Council.</p> <p>iii. For schedule of rates contracts, the contract sum is the total estimated spend on the contract as set out in the report to Council.</p>			
	<p>a) up to 100% above the total amount approved for that contract (being the contract sum and any contingency) but not so as to take the total amount of the contract inclusive of GST above \$250,000.</p>		Director	All
	<p>b) up to 50% above the total amount approved for that contract (being the contract sum and any contingency) but not so as to take the total amount of the contract inclusive of GST above \$250,000.</p>		M3 Manager	All
	<p>c) up to 25% above the total amount approved for that contract (being the contract sum and any contingency) but not so as to take the total</p>		M4 Manager Senior Project Manager	All City Projects and Property

	amount of the contract inclusive of GST above \$250,000.		Specialist Project Manager	City Projects and Property
			Senior Project Manager	Chief Operations Office
			Specialist Urban Designer	City Planning, Development & Transport
	d) up to 10% above the total amount approved for that contract (being the contract sum and any contingency) but not so as to take the total amount of the contract inclusive of GST above \$250,000.		Project Manager	City Projects and Property
			Landscape Architect	City Projects and Property
			Revenue Manager	Chief Finance Office
			Project Manager Tree Management	City Services
5	Corporate Purchasing Cards To authorise the issue of corporate purchasing cards to employees within the area of operation and budget for which the delegate is responsible, in accordance with the Purchase Card Policy.		Director	All
6	Bank Account To authorise the opening, closing and operation of bank accounts for the City. The same delegate may not recommend and authorise the opening, closing or operation of bank accounts for the City.		Financial Operations Manager	Chief Finance Office
			Senior Accountant Financial Planning & Reporting	Chief Finance Office
			Business Planning & Performance Manager	Chief Finance Office
			Manager Financial Planning & Reporting	Chief Finance Office
7	Waive Bank Fees To waive bank fees on dishonoured payments.		Financial Operations Manager	Chief Finance Office
			Revenue Manager	Chief Finance Office

			Rates and Receivables Manager	Chief Finance Office
			Rates Team Leader	Chief Finance Office
8	Write off or Reduce Interest To write off or reduce interest accrued on rates or charges, where a repayment arrangement has been agreed.	Local Government Act 1993 s 564, s 567	Revenue Manager	Chief Finance Office
			Rates and Receivables Manager	Chief Finance Office
			Rates Team Leader	Chief Finance Office
9	Bank Guarantees and Security Deposits To authorise the release of bank guarantees, bonds and other security deposits:			
	a) above \$500,000, with the concurrence of the Chief Executive Officer		Director	All
	b) between \$250,000 and \$500,000, with the concurrence of any of the: Chief Executive Officer; or Chief Operating Officer; or Director City Services; or Chief Financial Officer; or Director Legal and Governance		Director	All
	c) between \$150,000 and \$250,000		Director	All
			Chief Engineer	City Services
	d) up to \$150,000		Director	All
			Traffic Operations Manager	City Services
			Public Domain Manager	City Services
			Manager Construction & Building Certification Services	City Planning, Development and Transport
	e) up to \$50,000		M3 Manager	All
			Portfolio Manager Community	City Projects and Property

			Portfolio Manager Commercial	City Projects and Property
	f) up to \$10,000		M4 Manager	All
			Civil Maintenance Coordinator	City Services
			Restorations Coordinator	City Services
			Team Leader Public Domain	City Services
			Senior Project Manager	City Projects and Property
			Senior Project Manager	Chief Operations Office
			Specialist Urban Designer	City Planning, Development & Transport
			Business Coordinator	City Life
10	Disposal and Retirement of Assets To authorise the disposal and retirement of assets with a value of up to \$150,000.		Director	All
11	Council Financing a) To exercise the functions of Council under Chapter 15 of the Local Government Act 1993, other than those functions under section 377 (1) of the Act which are non-delegable.	Local Government Act 1993 Chapter 15	Chief Financial Officer	Chief Finance Office
	b) for functions relating to rates and charges	Local Government Act 1993 Chapter 15	Revenue Manager	Chief Finance Office
			Rates and Receivables Manager	Chief Finance Office
			Rates Team Leader	Chief Finance Office
12	Investment of Funds a) To authorise the investment of Council funds in accordance with the City's Investment Policy. The same delegate may not recommend and authorise the same investment.	Local Government Act 1993	Chief Operating Officer	Chief Operations Office
			Chief Financial Officer	Chief Finance Office

	<p>This delegation must be exercised by two of the following delegates:</p> <p>Chief Executive Officer Chief Operating Officer Chief Financial Officer Business Planning & Performance Manager Manager Financial Planning & Reporting</p>		<p>Business Planning & Performance Manager</p>	<p>Chief Finance Office</p>
			<p>Manager Financial Planning & Reporting</p>	<p>Chief Finance Office</p>
	<p>b) To authorise the investment of Council funds in accordance with the City’s Investment Policy with a maturity term not exceeding 5 years, or a face value not exceeding \$5,000,000, or, in the case of Call Funds transfers, a face value not exceeding \$10,000,000. The same delegate may not recommend and authorise the same investment.</p>	<p>Local Government Act 1993</p>	<p>Chief Operating Officer</p>	<p>Chief Operations Office</p>
			<p>Business Planning & Performance Manager</p>	<p>Chief Finance Office</p>
			<p>Finance Accounting Manager</p>	<p>Chief Finance Office</p>
			<p>Financial Operations Manager</p>	<p>Chief Finance Office</p>
13	<p>Electronic Funds Transfer Payments and Signing Cheques</p> <p>To authorise:</p> <p>a) payment and release of City funds by cheque and electronic funds transfer. The same person cannot certify the delivery of the goods and services and authorise the payment of the City funds.</p>		<p>Chief Financial Officer</p>	<p>Chief Finance Office</p>
			<p>Senior Accountant Financial Planning & Reporting</p>	<p>Chief Finance Office</p>
			<p>Financial Operations Manager</p>	<p>Chief Finance Office</p>
			<p>Business Planning & Performance Manager</p>	<p>Chief Finance Office</p>
			<p>Manager Financial Planning & Reporting</p>	<p>Chief Finance Office</p>
	<p>b) electronic bank transfer of salaries, approve superannuation payments to nominated funds</p>		<p>Manager Corporate Human Resources</p>	<p>People Performance & Technology</p>

	and sign cheque requisitions in relation to payroll matters.		Manager Payroll and Remuneration	People Performance & Technology
	c) payment of City funds by electronic funds transfer. The same person cannot certify the delivery of the goods and services and authorise the payment of the City funds.		Chief Financial Officer	Chief Finance Office
			Senior Accountant Financial Planning & Reporting	Chief Finance Office
			Financial Operations Manager	Chief Finance Office
			Business Planning & Performance Manager	Chief Finance Office
			Manager Financial Planning & Reporting	Chief Finance Office
			Senior Accountant	Chief Finance Office
			Management Accountant	Chief Finance Office
14	<p>Refunds</p> <p>To authorise refunds* in accordance with legislation and Council policy for:</p> <p>* (Note: This delegation is for refunds only. To authorise a credit note, refer to the Accounts Receivable Policy.)</p>			
	a) health and building applications and withdrawals	Local Government Act 1993 Environmental Planning and Assessment Act 1979	M3 Manager Health & Building	City Planning, Development & Transport
	b) planning and footway applications and withdrawals	Local Government Act 1993 Environmental Planning and Assessment Act 1979 City of Sydney Act 1988	M3 Manager Planning Assessments	City Planning, Development & Transport
			Area Planning Manager	City Planning, Development & Transport
			Planning Support Coordinator	City Planning, Development & Transport

c) development contributions in accordance with the criteria contained in the relevant contributions plan in consultation with the Chief Financial Officer	City of Sydney Act 1988 Environmental Planning and Assessment Act 1979	Director	City Planning, Development & Transport
d) completion of works secured against retained s 7.11 (previously known as s94) contributions not exceeding \$150,000	Environmental Planning and Assessment Act 1979	Director	City Planning, Development & Transport
e) parking meter fees up to the value of \$100 due to technical fault or equipment failure		Parking Services Manager	City Services
f) applications in accordance with the provisions of S88(3) of Local Government Act 1993	Local Government Act 1993 s 88(3)	Traffic Operations Manager	City Services
		Chief Engineer	City Services
g) withdrawn applications for road closure	Roads Act 1993	Traffic Operations Manager	City Services
		Chief Engineer	City Services
h) overpayments	Local Government Act 1993	Revenue Manager	Chief Finance Office
		Rates and Receivables Manager	Chief Finance Office
		Rates Team Leader	Chief Finance Office
		Manager Financial Planning & Reporting	Chief Finance Office
		Financial Accounting Manager	Chief Finance Office
Financial Operations Manager	Chief Finance Office		
i) overpayments relating to the use or occupation of property.	Local Government Act 1993	Portfolio Manager Commercial	City Projects and Property

			Commercial Property Manager	City Projects and Property
			Executive Manager Property Services	City Projects and Property
			Manager Community Property	City Projects and Property
			Portfolio Manager Community	City Projects and Property
j) overpayment of fees related to childcare	Local Government Act 1993		Manager, Social Programs & Services	City Life
			Manager Child & Family Services	City Life
k) overpayment of fees related to meals on wheels	Local Government Act 1993		Manager, Social Programs & Services	City Life
			Manager Direct Services	City Life
l) city courses			Project Manager City Farm	City Services
			Youth Team Leader	City Life
			Cycling Manager	City Planning, Development and Transport
			Studio Team Leader	City Life
			Library Programs Team Leader	City Life
m) overpayment of fees related to use of City facilities	Local Government Act 1993		Manager City Spaces	City Life
			Manager Libraries & Learning	City Life
n) (i) fees relating to the use or occupation of property for a single booking or event (ii) fees related to sports programs for a single booking or event (iii) kiosk and merchandise purchases	Local Government Act 1993		Centre Manager Perry Park Recreation Centre	City Services
			Operations Coordinator Perry Park Recreation Centre	City Services

15	Rates Exemption To authorise applications for exemption from rates:	Local Government Act 1993			
	a) over \$50,000 per annum		Chief Financial Officer	Chief Finance Office	
	b) up to \$50,000 per annum		Revenue Manager	Chief Finance Office	
	c) up to \$20,000 per annum		Rates and Receivables Manager Rates Team Leader	Chief Finance Office Chief Finance Office	
16	Rebate of Rates To grant rebates of rates and concessions.	Local Government Act 1993 Chapter 15 Part 8	Chief Financial Officer	Chief Finance Office	
			Revenue Manager	Chief Finance Office	
			Rates and Receivables Manager	Chief Finance Office	
			Rates Team Leader	Chief Finance Office	
17	Payment of Rent in lieu of Rates To issue notices for the recovery of outstanding rates by requiring the payment of rent in lieu of rates.	Local Government Act 1993 s 569	Chief Financial Officer	Chief Finance Office	
			Revenue Manager	Chief Finance Office	
			Rates and Receivables Manager	Chief Finance Office	
18	Bad Debts Write Off To write off bad debts for amounts:				
			a) up to \$100,000 inclusive of GST	Chief Financial Officer	Chief Finance Office
			b) up to \$20,000	Manager Financial Planning & Reporting	Chief Finance Office
19	Plant and Assets, and Capital Works - Variations To authorise the adjustment of budget priorities within an approved Plant and Assets or Capital Works budget within the area of operation for which the delegate is responsible for an amount up to \$150,000.		Director	All	

20	<p>Outgoing Grants To authorise outgoing “value in kind” grants in accordance with Council’s Corporate Sponsorship Policy.</p>		Director	City Life
21	<p>Incoming Sponsorship To authorise incoming sponsorship in accordance with the Council’s Corporate Sponsorships Policy, whether a single year or multi-year sponsorship agreement, with a value:</p>			
	a) up to \$500,000 (including GST)		Director	City Life
	b) up to \$150,000 (including GST)		Executive Manager Creative City	City Life
22	<p>Waive and Reduce Fees and Charges To waive or reduce a fee or charge receivable by the area of operation for which the delegate is responsible, in accordance with the relevant categories as determined within the Revenue Policy of the Council’s Operational Plan:</p>			
	a) for cases falling within the “Hardship, Charity or Not-for-profit” category for an amount up to \$50.00, in consultation with Director		Centre Manager	City Life
			Area Manager Community Venues	City Life
			Library Team Leader	City Life
	b) for cases in accordance with the Corporate Sponsorships Policy		Director	City Life

	<p>c) for cases falling within all categories for a total discounted amount up to \$10,000 but not more than 25% of the total applicable fees and charges associated with the booking with each such reduction being the subject of a quarterly report to the Director City Services.</p>		<p>Manager Venue Management</p>	<p>City Services</p>
	<p>d) for cases relating to waiving or reducing animal pound fees with each such waiving or reducing to be the subject of a quarterly report to the Director City Services.</p>		<p>Manager City Rangers</p>	<p>City Services</p>
	<p>e) for cases relating to waiving the public liability insurance fee for hirers falling into either the “Hardship, Charity or Not-for-profit” category, with the agreement of the Manager Risk & Governance.</p>		<p>Manager Social Programs and Services</p>	<p>City Life</p>
			<p>Manager City Spaces</p>	<p>City Life</p>
			<p>Manager Venue Management</p>	<p>City Services</p>
	<p>f) for cases falling within all categories relating to waiving or reducing fees at the City’s parking stations or tickets machines with each such reduction being the subject of a quarterly report to the Director City Services.</p>		<p>Manager Parking & Fleet Services</p>	<p>City Services</p>
	<p>g) for cases falling within all categories relating to waiving or reducing fees or charges for all entry, hire, membership categories or filming fee at the City’s aquatic and leisure centres for selected marketing or promotional campaigns or community events and open days or filming for public service messages, venue hire agreements approved as part of the operator’s annual business plan up to a value of up to \$40,000.</p>		<p>Manager City Greening and Leisure</p>	<p>City Services</p>

	<p>h) for one-off cases falling within all categories relating to waiving or reducing fees or charges for all entry, hire, membership categories or filming fee at the City’s aquatic and leisure centres for selected marketing or promotional campaigns or community events and open days or filming for public service messages, venue hire agreements outside the operator’s approved annual business plan, up to a cumulative amount of up to \$15,000 over a financial year, with each such reduction being the subject of a quarterly report to the Director City Operations.</p>		<p>Manager City Greening and Leisure</p>	<p>City Services</p>
	<p>i) for one-off cases falling within all categories relating to waiving or reducing fees or charges for all entry, hire, membership categories or filming fee at the City’s aquatic and leisure centres for selected marketing or promotional campaigns or community events and open days or filming for public service messages, venue hire agreements outside the operator’s approved annual business plan, up to a cumulative amount of up to \$30,000 over a financial year.</p>		<p>Director City Services</p>	<p>City Services</p>
	<p>j) for cases falling within the “Hardship” category for the waiving of parking permit fees.</p>		<p>Manager Customer Service</p>	<p>People, Performance & Technology</p>
	<p>k) for cases relating to waiving event application fees for commemoration and/or memorial events within outdoor public spaces and parks, for matters in the “Hardship, Charity or Not-for-profit” category, with each such waiver being the subject of a yearly report to the Director City Services.</p>		<p>Manager Venue Management</p>	<p>City Services</p>

	l) for cases falling within the “Hardship, Charity or Not-for-profit” category for an amount of up to \$200.00, with each such waiving or reducing of fees to be the subject of a quarterly report to the Director City Life.		Manager Social Programs & Services	City Life
23	Execution of Contracts – Standard Form To execute any contract or agreement on behalf of Council provided that the contract or agreement is in a standard City form (including any standard form contract or agreement with amendments approved by an internal solicitor), with a value:	Local Government Act 1993 s378		
			a) unlimited	Director
	b) up to \$250,000		M3 Manager	All
	c) up to \$50,000		M4 Manager	All
			Senior Project Manager	City Projects and Property
			Senior Project Manager	Chief Operations Office
			Specialist Urban Designer	City Planning, Development & Transport
	d) up to \$10,000 for contracts for certification work	Building Professionals Act 2005	Building Surveyor	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport

			Standards & Policy Specialist	City Planning, Development & Transport	
24	<p>Execution of Contracts – Non-Standard Form To execute any contract or agreement except as otherwise authorised in these delegations on behalf of Council that is not in a standard form and which has been approved by an internal solicitor:</p>	Local Government Act 1993 s 378			
			a) unlimited	Director	Legal and Governance
				Director	City Services
				Chief Operating Officer	Chief Operations Office
			b) up to \$50,000	Director	All
c) up to \$10,000	M3 Manager	All			
25	<p>Principal of Construction Contract To be appointed to the role of Principal of a construction contract, where that term is used in the contract.</p>				
			a) For contracts with a total contract sum and contingency of \$5,000,000 and over.	Director	City Projects and Property
				Director	City Services
				Chief Operating Officer	Chief Operations Office
				Executive Manager Infrastructure Delivery	City Projects and Property
			b) For contracts with a total contract sum and contingency of under \$5,000,000.	M3 Manager	City Projects and Property
				Senior Delivery Manager	City Projects and Property
Delivery Manager	City Projects and Property				

			M3 Manager	Chief Operations Office
			M3 Manager	City Services
26	Intentionally left blank			
27	Superintendent of Contract – Construction Contract To be appointed to the role of Superintendent of a construction contract, where that term is used in the contract.			
	a) For contracts with a total contract sum and contingency of \$5,000,000 and over.		M3 Manager	City Projects and Property
			Senior Delivery Manager	City Projects and Property
			Delivery Manager	City Projects and Property
			M3 Manager	City Services
			M3 Manager	Chief Operations Office
	b) For contracts with a total contract sum of under \$5,000,000		Senior Delivery Manager	City Projects and Property
			Delivery Manager	City Projects and Property
			Senior Project Manager	City Projects and Property
			Specialist Project Manager	City Projects and Property
			Project Manager	City Projects and Property
			Public Art Program Manager	City Projects and Property
			M4 Manager	City Services

			Program Manager	City Services
			Contract Manager	City Services
			Project Manager	City Services
			Project Coordinator	City Services
			M4 Manager	Chief Operations Office
			Senior Project Manager City Transformation	Chief Operations Office
			Senior Project Manager Laneways	Chief Operations Office
			Senior Project Manager Community Consultation	Chief Operations Office
			Project Manager Wayfinding	Chief Operations Office
			Project Development Engineer	Chief Operations Office
			Project Development Engineer Green Infrastructure	Chief Operations Office
			Senior Technical Advisor Light Rail	Chief Operations Office
28	<p>Superintendent’s Representative of Contract – Construction Contract</p> <p>This delegation does not apply to dispute resolution activities.</p> <p>To be appointed to the role of Superintendent’s Representative of a construction contract, where that term is used in the contract.</p>		Senior Project Manager	Chief Operations Office
			Senior Delivery Manager	City Projects and Property
			Delivery Manager	City Projects and Property
			Senior Project Manager	City Projects and Property
			Specialist Project Manager	City Projects and Property

			Public Art Program Manager	City Projects and Property
			Project Manager	City Projects and Property
			M4 Manager	City Services
			Program Manager	City Services
			Contract Manager	City Services
			Project Coordinator	City Services
			M4 Manager	Chief Operations Office
			Senior Project Manager City Transformation	Chief Operations Office
			Senior Project Manager Laneways	Chief Operations Office
			Senior Project Manager Community Consultation	Chief Operations Office
			Project Manager Wayfinding	Chief Operations Office
			Project Development Engineer	Chief Operations Office
			Project Development Engineer Green Infrastructure	Chief Operations Office
			Senior Technical Advisor Light Rail	Chief Operations Office
			Project Manager	City Services

29	Engage External Legal Services To approve the engagement of:			
	a) external providers for legal services, consultants and expert witnesses associated with proceedings or legal advice		Principal Lawyer	Legal and Governance
	b) external providers for legal services, consultants and expert witnesses associated with workers compensation claims		Director	People Performance & Technology
	c) external providers for legal services, consultants and expert witnesses associated with debt recovery and liability claims.		Chief Financial Officer	Chief Finance Office
	d) external providers for legal services, consultants and expert witnesses associated with insurance claims.		Manager Risk and Governance	Legal and Governance
30	Commence Legal Proceedings			
	a) To approve the commencement of legal proceedings except in the NSW Supreme Court and the Federal Court;		Director	Legal and Governance
	b) To recover unpaid rates, charges, and debts.		Chief Financial Officer	Chief Finance Office
			Revenue Manager	Chief Finance Office
			Rates and Receivables Manager	Chief Finance Office
			Executive Manager Property Services	City Projects and Property
	Manager Health and Building	City Planning, Development & Transport		

31	<p>Legal Proceedings for Regulatory and Planning Matters</p> <p>a) To exercise the powers, authorities, duties and functions of Council during the course of proceedings involving planning or regulatory matters including the authority to bind Council in any agreement as to the resolution of a planning or regulatory appeal, notwithstanding that the outcome is contrary to a resolution of Council.</p> <p>b) As above for a) but only in relation to matters where they have determined, or could have determined, the application under delegation 82.</p>		<p>Director</p> <p>M3 Manager Planning Assessments</p> <p>M4 Manager Health & Building</p> <p>Area Planning Managers</p>	<p>City Planning, Development & Transport</p> <p>City Planning, Development & Transport</p> <p>City Planning, Development & Transport</p> <p>City Planning, Development & Transport</p>
32	<p>Legal proceedings for non-Regulatory and Planning Matters</p> <p>To exercise the powers, authorities, duties and functions of Council during the course of proceedings including the authority to bind Council in any agreement as to the resolution of a matter subject to consulting with the Director Legal and Governance but not in a manner contrary to a resolution of Council and subject to the delegation to settle monetary claims and disputes.</p>		Director	All
33	<p>Settlement of Monetary Claims and Disputes</p> <p>To authorise the settlement of monetary claims and disputes in which Council is a party:</p> <p>a) over \$50,000, in consultation with the Chief Executive Officer.</p> <p>b) over \$50,000 relating to insurance matters, in consultation with the Director Legal and Governance.</p> <p>c) over \$50,000 relating to workers compensation and industrial relations matters, in consultation with the Director Legal and Governance.</p>		<p>Director</p> <p>Manager Risk and Governance</p> <p>Director</p>	<p>Legal and Governance</p> <p>Legal and Governance</p> <p>People Performance & Technology</p>

	d) up to \$50,000, in consultation with the Director Legal and Governance		Director	All
	e) up to \$50,000 relating to workers compensation matters, in consultation with the Director People Performance & Technology and relevant Director		WH&S Manager	People Performance & Technology
	f) up to \$50,000 relating to industrial relations matters, in consultation with the Director People Performance & Technology and relevant Director		Manager Corporate Human Resources	People Performance & Technology
	g) up to \$50,000 to settle insurance claims for amounts that fall below the excess limit of insurance policies held by the City, in consultation with the relevant Director		Manager Risk and Governance	Legal and Governance
	h) up to \$20,000, in consultation with the Director Legal and Governance		Principal Lawyers	Legal and Governance
	i) Health and Building inspection fees up to \$10,000 in consultation with the Director City Planning, Development & Transport.		M3 Manager Health & Building	City Planning, Development & Transport
	j) up to \$20,000 relating to insurance matters, in consultation with the Manager Risk & Governance		Insurance & Claims Coordinator	Legal and Governance
34	Settlement of Non-monetary Claims and Disputes To authorise the settlement of non-monetary claims and disputes in which Council is a party, in consultation with the Director Legal and Governance.		Director	All
35	Leases, Licences, Assignments, Variations and Options To approve leases, licences and other tenancies for Councils properties and for land managed by Council and approve requests for variations to tenancies, assignment of tenancies, exercise of options and the surrender of tenancies (not involving claims and disputes). Note: For variations, assignment or surrenders involving claims and disputes, refer to Delegations 33 and 34.			

	a) with a maximum rental or fee not exceeding \$500,000 per annum and a term not exceeding 5 years with any option not exceeding 5 years		Director	City Projects and Property
	b) with a maximum rental or fee not exceeding \$150,000 per annum and a term not exceeding 5 years with any option not exceeding 5 years		Executive Manager Property Services	City Projects and Property
	c) with a maximum rental or fee not exceeding \$75,000 per annum and a term not exceeding 5 years with any option not exceeding 5 years		Portfolio Manager Community	City Projects and Property
			Portfolio Manager Commercial	City Projects and Property
36	Retail Lease Disclosure Statements Sign disclosure statements in accordance with the Retail Leases Act 1994.	Retail Leases Act 1994	Portfolio Manager Community	City Projects and Property
			Portfolio Manager Commercial	City Projects and Property
37	Lease and Licence Commitments as Tenant To approve leases, licences and other tenancies of land not owned or managed by Council and approve requests for variations to tenancies, exercise of options and the surrender of tenancies (not involving claims and disputes): Note: For variations or surrenders involving claims and disputes, refer to Delegations 33 and 34.			
	a) with rental valued at less than \$500,000 per annum and a term not exceeding 5 years with any option not exceeding 5 years, together with any assignment, variation, release or exercise of option relating to that tenancy.		Director	City Projects and Property
	b) with rental valued at less than \$150,000 per annum and a term not exceeding 5 years with any option not exceeding 5 years, together with		Executive Manager Property Services	City Projects and Property

	any assignment, variation, release or exercise of option relating to that tenancy.			
38	Rent Abatements In consultation with the Chief Financial Officer, to approve rent rebates for an amount per annum:			
	a) up to \$300,000, but not exceeding 50% of rental value per annum		Director	City Projects and Property
	b) up to \$20,000, but not exceeding 50% of the rental value per annum		Executive Manager Property Services	City Projects and Property
39	Market Rent Reviews To approve market rent reviews of leases for an amount:			
	a) up to \$500,000 per annum, within budget and supported by market evidence		Director	City Projects and Property
	b) up to \$150,000 per annum, within budget and supported by market evidence		Executive Manager Property Services	City Projects and Property
	c) up to \$75,000 per annum, within budget and supported by market evidence		Portfolio Manager Community Portfolio Manager Commercial	City Projects and Property City Projects and Property
40	Voting rights			
	a) To determine Council's position and vote on behalf of Council on Owners Corporation for Council owned strata properties, in consultation with Director City Projects and Property		M3 Manager	City Projects and Property
	b) To determine Council's position and vote on behalf of Council on Community Association for Council owned community properties, in consultation with Director City Projects and Property		Portfolio Manager Community	City Projects and Property
			Portfolio Manager Commercial Manager Community Property	City Projects and Property City Projects and Property

41	<p>Council Property - Notices to Quit To authorise notices to quit or termination notices to tenants who have breached an essential term of a lease or licence agreement, in consultation with the Director Legal and Governance.</p>		Executive Manager Property Services	City Projects and Property
42	<p>Owner’s Consent to Development – Significant Property or Land granting of owner’s consent to the lodgement of an application to carry out development on significant property or land (including roads) owned or managed by Council only where such development involves:</p>			
	<p>a) alterations or additions to the fit-out or internal fabric or appearance of the building, in consultation with the Director City Projects and Property</p>		Executive Manager Property Services	City Projects and Property
	<p>b) minor changes to the external fabric or appearance of the building</p>		Director	City Projects and Property
	<p>c) works by Council in accordance with an approved budget</p>		Director	City Projects and Property
	<p>d) a use of public or crown land, such as tables and chairs on a footway, and that such consent, granted for a period of up to 3 years</p>		Executive Manager Property Services	City Projects and Property
43	<p>Owner’s Consent to Development – Non Significant Property or Land</p>			
	<p>a) granting of owner’s consent to the lodgement of an application to carry out development on non-significant property or land (including roads) owned or managed by Council.</p>		Director	City Projects and Property
	<p>b) alterations or additions to the fit-out or internal fabric or appearance of the building, in consultation with the Director City Projects & Property</p>		Executive Manager Property Services	City Projects and Property

	<p>c) granting of owner’s consent to the lodgement of an application to carry out development on non-significant property or land (including roads) owned or managed by Council where such development is for the use only of public or crown land, such as tables and chairs on a footway, and that such consent, granted for a period of up to 3 years</p>		Executive Manager Property Services	City Projects and Property
43A	<p>Owner’s Consent to Development – Minor encroachments Granting of owner’s consent in writing to the lodgement of an application to carry out development or to modify a development consent on land (including roads) where Council is, or is taken to be, the owner, where the proposed development is principally contained within private land but includes minor projections over or into land (including roads) where Council is, or is taken to be, the owner including, but not limited to:</p> <ul style="list-style-type: none"> • awnings • signage • shading devices • minor balcony encroachments • bay windows • other architectural embellishments that do not extend more than 450mm over the road/footpath alignment • driveways <p>Note: this delegation does not apply to development that includes the projection of floor space over the street alignment or incorporates the provision of commercial space (e.g. the provision of seating above an awning) within Council land.</p>	Environmental Planning and Assessment Act 1979	Area Planning Manager	City Planning, Development & Transport
			Area Planning Coordinator	City Planning, Development & Transport

44	<p>Authority to Occupy and Use To authorise the use and occupation of property and land owned or controlled by Council (including Crown Land) other than footway approvals under s125 of the Road Act 1993, in accordance with Council policies, the CEO’s delegation and subject to fees as determined by Council:</p>			
	a) to authorise the use and occupation of property and land (as qualified above)	Roads Act 1993 Crown Lands Act 1989	<p>Executive Manager Property Services</p> <p>Construction Liaison Co-ordinator</p> <p>Building Certification Co-ordinator</p> <p>Standards & Policy Specialist</p>	<p>City Projects and Property</p> <p>City Planning, Development & Transport</p> <p>City Planning, Development & Transport</p> <p>City Planning, Development & Transport</p>
	b) to terminate a licence or other agreement for the use and occupation of property and land (as qualified above) in consultation with an internal solicitor	Roads Act 1993 Crown Lands Act 1989	Director	City Projects and Property
	c) temporary use (up to 40 days) of roads and footways	Roads Act 1993	Manager Events & Filming Liaison	City Services
	d) temporary use (up to 40 days) of parks and open spaces controlled by Council	Local Government Act 1993	<p>Manager Venue Management</p> <p>Manager Events & Filming Liaison</p> <p>Manager City Greening & Leisure</p> <p>Executive Manager Property Services</p>	<p>City Services</p> <p>City Services</p> <p>City Services</p> <p>City Projects and Property</p>

	e) for casual or regular use at Council owned or controlled properties (other than under delegation 35).		Manager Venue Management	City Services
			Centre Manager Perry Park Recreation Centre	City Services
			Cultural Programs Manager	City Life
			Library Manager	City Life
			Manager Libraries Network	City Life
			Library Operations Manager	City Life
			Library Venues Coordinator	City Life
			Area Manager	City Life
			Community Venues Coordinator	City Life
			Operations Coordinator	City Life
			Community Service Worker	City Life
45	Banner Poles To approve the use of Banner Poles in accordance with Council policies and subject to fees as determined by Council.		Manager Corporate Partnerships	City Life
			Partnerships Manager	City Life
46	Catering Stand Asides To approve catering stand asides at the Sydney Town Hall in accordance with Council policies and procedures.		Manager Venue Management	City Services

47	Hoardings a) To approve or refuse applications for the erection of a hoarding which is for a period not exceeding five years.	Roads Act 1993 s 138 s 139	Building Certification Co-ordinator	City Planning, Development & Transport
			Standards & Policy Specialist	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
	b) To revoke or modify an approval	Local Government Act 1993 s 108	Building Certification Co-ordinator	City Planning, Development & Transport
			Standards & Policy Specialist	City Planning, Development & Transport
48	Allowances and Reimbursements To approve requests for allowances (including, but not limited to, licenses/fees, on call, tools, fares and meals) in accordance with the provisions of Council's Awards and policies.		M4 Manager	All
49	Disciplinary Action To authorise:			
	a) suspension with or without pay up to 5 days, in consultation with Director People Performance & Technology.		Director	All
			Manager Corporate Human Resources	People Performance & Technology
b) disciplinary action in the nature of verbal and written warnings, in consultation with relevant Director, Director People Performance & Technology or Manager Human Resources Operations.		M3 Manager	All	

	c) disciplinary action in the nature of final written warnings, demotion and show cause meetings, in consultation with relevant Director and Director People Performance & Technology.		M3 Manager	All
50	Fitness for Work Direct an employee to submit for a medical examination to determine fitness to continue or return to work and assess the fitness for work of an employee who is claiming sick leave.		Manager Corporate Human Resources	People Performance & Technology
			WH&S Manager	People Performance & Technology
51	Higher Grade Payments To approve higher grade payments:			
	a) for a period of up to one week for wages and salary employees below M4 level.		M4 Manager	All
	b) up to and including M4 level		M3 Manager	All
	c) for employees appointed to act in positions up to and including M3 to a maximum of Band 10.		Director	All
52	Training, Conferences and Meetings To approve applications for:			
	a) training, conferences and meetings (except higher education) including payment of travel and other expenses for attending conferences, training and meetings within NSW and ACT when the total cost is \$5,000 or over.		Director	All
	b) training, conferences and meetings (except higher education) including payment of travel and other expenses for attending conferences, training and meetings within NSW and ACT when the total cost is under \$5,000.		M3 Manager	All
	c) study leave to attend lectures, compulsory residential schools, exam and pre-exam leave in consultation with relevant M3 Manager.		Manager Learning and Development	People Performance & Technology

	d) reimbursement of study related fees and expenses in accordance with the Higher Education Policy		Manager Learning and Development	People Performance & Technology
53	Paid Leave To approve requests for paid leave in accordance with the provisions of Council's Awards and policies for:			
	a) paid sick leave, carers leave and annual leave.		M4 Manager	All
	b) other paid leave such as long service, parental and jury leave.		M3 Manager	All
54	Special Leave To approve all forms of special leave (such as court attendance and military service leave) in accordance with the provisions of Council's Awards and policies.		Manager Corporate Human Resources	People Performance & Technology
55	Leave Without Pay To approve leave without pay arrangements for sick leave, family or personal reasons:			
	a) to a maximum of 1 week		M4 Manager	All
	b) to a maximum of 12 months.		Director	All
56	Leave for Nominated Union Delegate Approve paid or unpaid leave for nominated union delegates to attend union related training courses and meetings, in consultation with relevant Director.		Manager Corporate Human Resources	People Performance & Technology
57	Long Service Leave To approve:			
	a) recognition of prior service for long service leave		Manager Corporate Human Resources	People Performance & Technology
	b) payment of accrued long service leave to other organisations		Manager Corporate Human Resources	People Performance & Technology

58	<p>Absence after Contact with Infectious Disease To direct employees to cease or resume duties after contact with an infectious disease and based on medical advice.</p>		Manager Corporate Human Resources	People Performance & Technology
			WH&S Manager	People Performance & Technology
59	<p>Absence without Reasonable Cause Approve deductions from salary due to absence without reasonable cause.</p>		Manager Corporate Human Resources	People Performance & Technology
60	<p>Employment Hours of Duty To determine, in accordance with the provisions of Council's Awards and policies:</p>			
	<p>a) the following:</p> <ul style="list-style-type: none"> • hours of duty for part-time and casual employees • roster days, roster patterns, variations to rostered day off patterns and rostered working times • the requirement for an employee to work overtime 		M4 Manager	All
	<p>b) the transfer of a day worker to shifts on a temporary basis</p>		M3 Manager	All
61	<p>Industrial Action In an industrial dispute:</p> <ul style="list-style-type: none"> a) give instructions to external lawyers engaged to represent the City b) commence negotiations, instruct external lawyers in and approve dispute settlement arrangements, in consultation with the Director Legal and Governance. 		Director	People Performance & Technology
62	<p>Organisational Structure In consultation with the Director People Performance & Technology, to approve changes to positions below M3 level including:</p>		Director	All

	<ul style="list-style-type: none"> • changes to functions to meet business needs • changes to position accountabilities • reprofiling a position to a lower band <p>The delegation excludes changes which will result in an increase to the band or an increase to salary, as these remain the CEOs delegation.</p>			
63	<p>Recruitment To approve:</p>			
	<p>a) filling a vacant established and funded position at M4 Manager level or below</p> <p>b) appointment to new positions at M4 Manager level and below</p>		Director	All
	<p>c) execution of an employment contract at M4 Manager level and below</p>		Director	People Performance & Technology
	<p>d) payment of expenses to applicants for applicants attending interviews (in consultation with M3 Manager)</p>		Manager Corporate Human Resources	People Performance & Technology
	<p>e) payment of expenses to relocate to take up employment position with Council</p>		Director	People Performance & Technology
64	<p>Investigations To conduct or arrange for the conduct of an investigation of potential disciplinary or probity matters.</p>		Director	Legal and Governance
			Director	People Performance & Technology
65	<p>Access to staff records To approve the examination of staff records including telephone and electronic communication records, where an allegation of fraud, corruption, or other misconduct has been received or such behaviour is reasonably suspected.</p>		Director	Legal and Governance
			Director	People Performance & Technology

66	Footway Applications a) to grant or refuse approval for footway applications	Roads Act 1993 s125 Local Government Act 1993 s 46 Crown Lands Act s 103	Manager Planning Assessments	City Planning, Development and Transport
			Area Planning Manager	City Planning, Development and Transport
			Area Planning Co-ordinator	City Planning, Development and Transport
	b) to revoke or suspend footway approvals		Director	City Planning, Development and Transport
			Executive Manager Property Services	City Projects and Property
	c) to revoke footway approvals due to the sale of business		Portfolio Manager Community	City Projects and Property
67	Activities on Roads and Footways Consent for any activities under s138 of the Roads Act 1993, including erection of structures on roads.	Roads Act 1993 s 138	Traffic Manager North	City Services
			Traffic Manager South	City Services
			Manager Events & Filming Liaison	City Services
			Public Domain Manager	City Services
			Parking Services Manager	City Services
68	Temporary Closure of a Parking Space or Loading Zone To approve; <ol style="list-style-type: none"> 1. temporary closure of metered parking spaces; 2. temporary closure of ticketed parking spaces; 3. temporary closure of ticket operated loading zones. 	Road Transport (General) Regulation 2013	Traffic Manager North	City Services
			Traffic Manager South	City Services
			Parking Services Manager	City Services
			Contract Coordinator Parking Services	City Services
			Senior Traffic Engineer	City Services
			Traffic Works Coordinator	City Services

69	Public Roads and Footways To approve; <ol style="list-style-type: none"> 1. temporary closure of a public road; 2. temporary occupation of a public footway; 3. road events, such as street parades and marches on public roads; 4. filming on public roads. 	Roads Act 1993 s 115	Traffic Manager North	City Services
			Traffic Manager South	City Services
			Traffic Works Coordinator	City Services
70	Works and Structures on Public Roads Consent for works and structures in, on or over a public road.	Roads Act 1993 s 138	Area Planning Manager	City Planning, Development & Transport
			Construction Liaison Co-ordinator	City Planning, Development & Transport
			Construction Liaison Officer	City Planning, Development & Transport
			Permits Supervisor	City Planning, Development & Transport
			City Care Officer	City Planning, Development & Transport
			Traffic Manager North	City Services
			Traffic Manager South	City Services
			Public Domain Manager	City Services
71	Shoring and Temporary Ground Anchors To approve the installation of shoring and temporary ground anchors.	Roads Act 1993	Chief Engineer	City Services
			Public Domain Manager	City Services
			Senior Engineer – Public Domain	City Services

72	Parking and Traffic Control Measures To approve and implement parking and traffic control measures including for events and filming.	Road Rules 2014	Senior Traffic Engineer	City Services
		Road Transport (General) Regulation 2013	Traffic Works Coordinator	City Services
		Roads Act 1993	Manager Events & Filming Liaison	City Services
		Road Transport (General) Regulation 2013	Film Liaison Officer	City Services
		Local Government Act 1993		
73	Roads Act To exercise the functions and powers of Council	Roads Act 1993	Chief Engineer	City Services
74	Penalty Notices a) To authorise withdrawal of a Penalty Notice where the notice is technically flawed.			
			M4 Manager Health & Building	City Planning, Development & Transport
			Building Certification Co-ordinator	City Planning, Development & Transport
			Construction Liaison Co-ordinator	City Planning, Development & Transport
			Operations Manager City Rangers	City Services
			Quality Coordinator City Rangers	City Services
	Contract Coordinator Parking Services	City Services		

			Customer Service Officer Parking Services	City Services
	b) To authorise withdrawal of a Penalty Notice for reasons other than when the notice is technically flawed in accordance Council policies and procedures.		M3 Manager Health & Building	City Planning, Development & Transport
			Manager Construction & Building Certification Services	City Planning, Development & Transport
			Operations Manager City Rangers	City Services
			Quality Coordinator City Rangers	City Services
			Contract Coordinator Parking Services	City Services
			Customer Service Officer Parking Services	City Services
	c) To authorise withdrawal from proceedings relating to Penalty Notices.		Principal Lawyers	Legal and Governance
	d) To authorise withdrawal from proceedings relating to Penalty Notices for parking offences		Director	City Services
75	Reviewable conditions Conduct reviews of premises subject to a reviewable condition under s 4.17 of the EPA Act and to make a determination following such a review, including making a determination to modify the reviewable condition following the review.	Environmental Planning and Assessment Act 1979	Director	City Planning, Development & Transport
76	Unclear, Incomplete or Illegible Applications To reject unclear, incomplete or illegible applications.	Environmental Planning and Assessment Regulation 2000 Clause 51	M3 Manager Health & Building	City Planning, Development & Transport
			M3 Manager Planning Assessments	City Planning, Development & Transport

		Local Government Act 1993, s 85	Area Planning Manager	City Planning, Development & Transport
			Area Planning Co-ordinator	City Planning, Development & Transport
			Planning Support Coordinator	City Planning, Development & Transport
			Building Certification Co-ordinator	City Planning, Development & Transport
			Construction Liaison Co-ordinator	City Planning, Development & Transport
			Standards & Policy Specialist	City Planning, Development & Transport
			Manager Customer Service	People, Performance & Technology
			Customer Service Operations Manager	People, Performance & Technology
			Customer Service Centre Manager	People, Performance & Technology
			Team Leader Customer Service	People, Performance & Technology
			Customer Service Officer	People, Performance & Technology

77	Post Consent Administration			
	<p>(a) Confirm the satisfaction of all conditions of consents, approvals, permits and modifications and the activation of deferred commencement consents excluding:</p> <ul style="list-style-type: none"> • conditions requiring the approval of the Director City Planning, Development & Transport or the exclusive approval of the Area Planning Manager City Planning, Development & Transport • matters required to be reported back to the consent authority, in accordance with the provisions of the Environmental Planning & Assessment Act 1979 and the Local Government Act 1993. 	<i>Environmental Planning and Assessment Act 1979</i>	Area Planning Manager	City Planning, Development & Transport
			Area Coordinator Planning Assessments	City Planning, Development & Transport
Manager Planning Assessments			City Planning, Development & Transport	
	(b) Confirm the satisfaction of conditions of consents relating to urban design and heritage matters excluding conditions requiring the approval of the Director City Planning, Development & Transport.	<i>Environmental Planning and Assessment Act 1979</i>	Urban Design & Heritage Manager	City Planning, Development & Transport
78	Certification To determine, sign and issue certificates relating to:			
	a) Section 10.7 Planning Certificates	Environmental Planning and Assessment Act 1979	M4 Manager Planning Assessments	City Planning, Development & Transport
			Planning Administration Officer	City Planning, Development & Transport
			Customer Service Officer	People, Performance & Technology
b) Division 6.7 Building Information Certificates	Environmental Planning and	M4 Manager Health & Building	City Planning, Development & Transport	

		Assessment Act 1979	Building Certification Co-ordinator	City Planning, Development & Transport
			Standards & Policy Specialist	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
	c) the amount (if any) payable to Council following a failure to comply with a public positive covenant imposed on land under s88D or s88E of the Conveyancing Act 1919.	Conveyancing Act 1919 s 88G	M3 Manager Planning Assessments	City Planning, Development & Transport
			Planning Support Coordinator	City Planning, Development & Transport
			Planning Administration Officer	City Planning, Development & Transport
	d) Section 22 Exemptions	Swimming Pools Act 1992	M4 Manager Health & Building	City Planning, Development & Transport
	e) Section 22D certificates of compliance, Section 23 Directions and Section 23A Compliance	Swimming Pools Act 1992	M4 Manager Health & Building	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport

			Building Surveyor	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			Building Compliance Specialist	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
	f) Section 735A certificates	Local Government Act 1993	Customer Service Officer	People, Performance & Technology
	g) Complying Development Certificates, including accepting professional certification from an accredited certifier. NOTE: by delegates who hold accreditation under the Building Professionals Act which is administered by the Building Professionals Board. EXCEPT where a request is made by Councillors for the complying development certificate application to be the subject of a report to Council, through the Planning and Development Committee	Environmental Planning and Assessment Act, 1979	M4 Manager Health & Building	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
	h) Compliance Certificates, Construction Certificates, Subdivision Works Certificates and Occupation Certificates	Environmental Planning and	M4 Manager Health & Building	City Planning, Development & Transport

	NOTE: by delegates who hold accreditation under the <i>Building Professionals Act</i> which is administered by the Building Professionals Board.	Assessment Act 1979	Senior Building Surveyor	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
79	Principal Certifier To act as Principal Certifier for:	Environmental Planning and Assessment Act 1979		
	<ul style="list-style-type: none"> buildings and associated constructions <p>NOTE: by delegates who hold accreditation under the Building Professionals Act which is administered by the Building Professionals Board.</p>		Building Certification Co-ordinator	City Planning, Development & Transport
			Standards & Policy Specialist	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
	<ul style="list-style-type: none"> construction of civil infrastructure (including roads), public domain, stormwater drainage and landscape works on land owned by or to be dedicated to the City. <p>NOTE: Where civil infrastructure works are carried out through a subdivision works (approval) issued under the Environmental Planning and Assessment Act 1979, all required critical stage inspections, and any other inspections required by the Principal Certifier, must be undertaken by delegates who hold accreditation under the <i>Building Professionals Act</i> which is administered by the Building Professionals Board or by City officers appointed as the Principal Certifier.</p>		Chief Engineer	City Services
			Public Domain Manager	City Services
			Technical Services Manager	City Services

80	<p>Orders, Notices, Directions and Enforcement Functions</p> <p>To exercise Council's powers and to carry out enforcement functions including issuing Penalty Infringement Notices in accordance with the Acts below and the regulations made under them.</p>			
	<p>a) The functions and powers of Council.</p> <p>Excluding the appointment of 'Authorised Person' which remains with the CEO</p>	Local Government Act 1993	<p>City Ranger</p> <p>Tree Management Coordinator</p> <p>Tree Contract Coordinator</p> <p>Senior Tree Contract Coordinator</p> <p>M4 Manager Health & Building</p> <p>Building Certification Co-ordinator</p> <p>Construction Liaison Co-ordinator</p> <p>Standards & Policy Specialist</p> <p>Licensed Premises Coordinator</p> <p>Specialist Environmental Health Officer</p>	<p>City Services</p> <p>City Services</p> <p>City Services</p> <p>City Services</p> <p>City Planning, Development & Transport</p> <p>City Planning, Development & Transport</p> <p>City Planning, Development & Transport</p> <p>City Planning, Development & Transport</p> <p>City Planning, Development & Transport</p> <p>City Planning, Development & Transport</p>

			Senior Building Surveyor	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
			Compliance Signage Investigator	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health officer	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport
			Environmental Health Specialist	City Planning, Development & Transport
			Licensed & Trial Specialist	City Planning, Development & Transport
			Fire Safety and Essential Services Specialist	City Planning, Development & Transport
			Building Compliance Specialist	City Planning, Development & Transport
			Acoustic Specialist	City Planning, Development & Transport
			Investigative Specialist	City Planning, Development & Transport

			Compliance Officer - Shift	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
	b) The functions and powers of Council.	Companion Animals Act 1998	Director	City Services
	c) The authority to issue the following declarations in consultation with the Manager, City Rangers; a nuisance cat or dog; a menacing dog; a dangerous dog; or a restricted dog	Companion Animals Act 1998	Operations Coordinator	City Services
	d) The authority to revoke the following declarations in consultation with the Director, City Services: a menacing dog; a dangerous dog; or a restricted dog	Companion Animals Act 1998	Manager City Rangers	City Services
	e) closing food premises, in consultation with the Executive Manager Development	Food Act 2003	Manager Health and Building	City Planning, Development & Transport
	f) The functions and powers of Council Excluding the appointment of Authorised Officers' which remains with the CEO	Food Act 2003	M4 Manager Health & Building	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Specialist	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport

			Environmental Health Officer	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
<p>g) The functions and powers of Council</p> <p>Excluding the appointment of “Authorised Officers” and the appointment of ‘Enforcement Officers’ which remains with the CEO.</p>	<p>Protection of the Environment Operations Act 1997</p>	City Ranger	City Services	
		M4 Manager Health & Building	City Planning, Development & Transport	
		Specialist Environmental Health Officer	City Planning, Development & Transport	
		Licensed Premises Coordinator	City Planning, Development & Transport	
		Permits Supervisor	City Planning, Development & Transport	
		Construction Liaison Officer	City Planning, Development & Transport	
		City Care Officer	City Planning, Development & Transport	
		Environmental Health Specialist	City Planning, Development & Transport	
		Senior Environmental Health Officer	City Planning, Development & Transport	
		Environmental Health Officer	City Planning, Development & Transport	

			Public Health Specialist	City Planning, Development & Transport
			Acoustic Specialist	City Planning, Development & Transport
			Investigative Specialist	City Planning, Development & Transport
			Compliance Officer - Shift	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
	h) The functions and powers of Council. Excluding the appointment of 'Authorised Officers' which remains with the CEO	Public Health Act 2010	M4 Manager Health and Building	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport
			Environmental Health Specialist	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport

<p>i) the functions and powers of Council.</p> <p>Excluding the appointment of 'Authorised Officers' which remains with the CEO</p>	Roads Act 1993	M4 Manager Health & Building	City Planning, Development & Transport
		Building Certification Co-ordinator	City Planning, Development & Transport
		Construction Liaison Co-ordinator	City Planning, Development & Transport
		Standards & Policy Specialist	City Planning, Development & Transport
		Building Surveyor	City Planning, Development & Transport
		Senior Building Surveyor	City Planning, Development & Transport
		City Care Officer	City Planning, Development & Transport
		Construction Liaison Officer	City Planning, Development & Transport
		Permits Supervisor	City Planning, Development & Transport
		Licensed Premises Coordinator	City Planning, Development & Transport
		City Ranger	City Operations
		Compliance Signage Investigator	City Planning, Development & Transport

			Investigative Specialist	City Planning, Development & Transport
			Compliance Officer - Shift	City Planning, Development & Transport
			Acoustic Specialist	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
	j) the functions and powers of Council: Excluding the appointment of 'Authorised Officers' which remains with the CEO	Environmental Planning and Assessment Act 1979	M4 Manager Health & Building	City Planning, Development & Transport
			Building Certification Co-ordinator	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport
			Environmental Health Specialist	City Planning, Development & Transport
			Licensed & Trial Specialist	City Planning, Development & Transport
			Fire Safety and Essential Services Specialist	City Planning, Development & Transport
			Building Compliance Specialist	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport

			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			City Ranger	City Services
			Senior Tree Coordinator	City Services
			Tree Management Officer	City Services
			Street Tree Contract Coordinator	City Services
			Licensed Premises Coordinator	City Planning, Development & Transport
			Compliance Signage Investigator	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Investigative Specialist	City Planning, Development & Transport
			Compliance Officer - Shift	City Planning, Development & Transport
			Acoustic Specialist	City Planning, Development & Transport

			Essential Services Officer	City Planning, Development & Transport
			Administration Officer, Health and Building	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
	k) The functions and powers of Council. Excluding the appointment of 'Authorised Officers' which remains with the CEO	Swimming Pools Act 1992	M4 Manager Health & Building	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
			Building Compliance Specialist	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
	l) The functions and powers of Council.	The Bio-security Act 2015	M4 Manager Health & Building	City Planning, Development & Transport

Excluding the appointment of 'Inspectors' which remains with the CEO			Specialist Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Specialist	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
m) The functions and powers of Council. Excluding the appointment of 'Impounding Officers' which remains with the CEO	Impounding Act 1993		City Ranger	City Services
n) The functions and powers of Council. Excluding the appointment of 'Authorised Officers' which remains with the CEO.	Road Transport Act 2013		City Ranger	City Services
o) The functions and powers of Council. p) Closing premises, in consultation with the Executive Manager Development q) The functions and powers of Council.	Road Rules 2014		City Ranger	City Services
	Public Health Act 2010		Manager Health and Building	City Planning, Development & Transport
	Boarding Houses Act 2012		Building Surveyor	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport

			Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
			Area Manager Health & Building	City Planning, Development & Transport
			Investigative Specialist	City Planning, Development & Transport
			Senior Investigator	City Planning, Development & Transport
			Building Compliance Specialist	City Planning, Development & Transport
			Fire Safety and Essential Services Specialist	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport
81	Exempt Development	Environmental Planning and	Area Coordinator Planning Assessments	City Planning, Development & Transport

	a) To determine whether development is exempt development	Assessment Act 1979	Standards & Policy Specialist	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
			Chief Operating Officer	Chief Operations Office
			Design Studio Manager Professional Services	City Projects and Property
			Construction Services Manager Professional Services	City Projects and Property
			Manager Design	City Projects and Property
			M3 Manager	City Services
			Technical Services Manager	City Services
			Construction Services Manager	City Services
			b) To determine requests made under Clause 5.10 (3) of the Sydney Local Environmental Plan 2012	Sydney Local Environmental Plan 2012; Environmental Planning and Assessment Act 1979
Urban Design and Heritage Manager		City Planning, Development & Transport		
82	Applications for Development Consent and Modifications of Consent	Environmental Planning and	Manager Planning Assessments	City Planning, Development & Transport

	<p>a) Determination of applications for development consent involving the:</p> <ul style="list-style-type: none"> erection of a building of three storeys or less addition of three storeys or less to an existing building. use of land alterations to an existing building including demolition but excluding demolition of a heritage item or an entire residential building unless it is replaced <p>EXCEPT if they are the Assessing Officer</p>	Assessment Act 1979	Area Planning Manager	City Planning, Development & Transport
	b) Determination of applications for modifications of development consent.		Area Planning Manager	City Planning, Development & Transport
	<p>c) Determination of applications for development consent involving:</p> <ol style="list-style-type: none"> Signage Alterations and additions to a dwelling Change of use and fit out of commercial premises (but not pubs and bars) Minor alterations to a building (internal or external) that are not subject to a Clause 4.6 variation to a development standard. 		Area Coordinator Planning Assessment	City Planning, Development & Transport
	d) Determination of applications under Section 4.55 (1) and Section 4.55 (1A) to modify development consent.		Area Planning Coordinator	City Planning, Development & Transport
	e) Determination of applications for development consent or permit involving the removal, pruning or transplanting of trees.		Tree Management Officer	City Services
83	<p>Part 5 of the Environmental Planning and Assessment Act 1979</p> <p>To assess and grant approval to Part 5 activities.</p>	Environmental Planning and Assessment Act 1979 Part 5	Manager Planning Assessments	City Planning, Development & Transport
			Area Planning Manager	City Planning, Development & Transport

			Chief Engineer	City Services
			Manager City Greening & Leisure	City Services
			Technical Services Manager	City Services
			Construction Services Manager	City Services
84	<p>Conduct reviews under Pt 8 Div 8.2 of the Environmental Planning and Assessment Act 1979</p> <p>The delegate is not permitted to conduct a review of a determination they have made.</p> <p>This delegation is included in the delegation to the Div 8.2 Review Panel.</p>	Environmental Planning and Assessment Act 1979	Manager Planning Assessments	City Planning, Development & Transport
			Area Planning Manager	City Planning, Development & Transport
			Urban Forest Manager	City Services
85	<p>Applications under the <i>Heritage Act 1977</i></p>			
	a) Applications for exemption under section 57(2) of the <i>Heritage Act 1977</i>	<i>Heritage Act 1977</i> , section 57(2)	Urban Design and Heritage Manager	City Planning, Development & Transport
			Senior Heritage Specialist	City Planning, Development & Transport
	b) Applications for works under section 60 of the <i>Heritage Act 1977</i>	<i>Heritage Act 1977</i> Delegated under section 169(3)	Urban Design & Heritage Manager	City Planning, Development & Transport
86	Voluntary Planning Agreements		Director	City Planning, Development & Transport

	Negotiate cash contributions and works in kind to public benefit offers subject to final approval of the VPA by the CEO.		Chief Operating Officer	Chief Operations Office
			Director	City Services
87	Subdivisions To determine land and strata subdivision applications including the issuing of Div 6.2 subdivision certificates.	Environmental Planning and Assessment Act 1979	Manager Planning Assessments	City Planning, Development & Transport
			Area Planning Manager	City Planning, Development & Transport
88	Stormwater Drainage Works To approve connections from private property to Council’s stormwater system where those works; <ul style="list-style-type: none"> are for the sole benefit of the development and do not revert to the care, control and management of the Council. 		Public Domain Manager	City Services
			Technical Services Manager	City Services
			Senior Engineer – Public Domain	City Services
			Development Engineer	City Services
89	Determination of Applications for Approvals and Modifications To determine applications for approval (including applications to review and amend) of a type within the Division’s area of responsibility. Excluding: <ul style="list-style-type: none"> applications for review of approved applications previously determined by the CEO or Council; applications that involve an objection under section 82 of the <i>Local Government Act 1993</i>. 	Local Government Act 1993 Chapter 7 Part 1 s 68	M4 Manager Health & Building	City Planning, Development & Transport
			Building Certification Co-ordinator	City Planning, Development & Transport
			Construction Liaison Co-ordinator	City Planning, Development & Transport
			Standards & Policy Specialist	City Planning, Development & Transport
			Manager Events & Filming Liaison	City Operations
			Building Surveyor	City Planning, Development & Transport

			Senior Building Surveyor	City Planning, Development & Transport
			City Care Officer	City Planning, Development & Transport
			Construction Liaison Officer	City Planning, Development & Transport
			Permits Supervisor	City Planning, Development & Transport
90	<p>Power of Entry</p> <p>To enter any land and premises for the purposes of inspection, investigation, sampling, seizure and any other functions as authorised by the relevant provisions of the following Acts and regulations made under them:</p>			
	a) The functions and powers of Council.	Local Government Act 1993	City Ranger	City Services
			Senior Tree Coordinator	City Services
			Tree Management Officer	City Services
			Street Tree Contract Coordinator	City Services
			M4 Manager Health & Building	City Planning, Development & Transport
			Building Certification Co-ordinator	City Planning, Development & Transport
			Construction Liaison Co-ordinator	City Planning, Development & Transport

			Standards & Policy Specialist	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport
			Environmental Health Specialist	City Planning, Development & Transport
			Licensed & Trial Specialist	City Planning, Development & Transport
			Fire Safety and Essential Services Specialist	City Planning, Development & Transport
			Building Compliance Specialist	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Trainee Building Surveyor	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport

			Trainee Environmental Health Officer	City Planning, Development & Transport
			Pest Control Officer	City Planning, Development & Transport
			Construction Liaison Officer	City Planning, Development & Transport
			City Care Officer	City Planning, Development & Transport
			Permits Supervisor	City Planning, Development & Transport
			Licensed Premises Coordinator	City Planning, Development & Transport
			Compliance Signage Investigator	City Planning, Development & Transport
			Investigative Specialist	City Planning, Development & Transport
			Compliance Officer - Shift	City Planning, Development & Transport
			Senior Investigator	City Planning, Development & Transport
			Acoustic Specialist	City Planning, Development & Transport

			Area Coordinator Health & Building	City Planning, Development & Transport
	b) The functions and powers of Council.	Companion Animals Act 1998	City Ranger	City Services
	c) The functions and powers of Council.	Food Act 2003	M4 Manager Health & Building	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Specialist	City Planning, Development & Transport
			Trainee Environmental Health Officer	City Planning, Development & Transport
			Pest Control Officer	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
	d) The functions and powers of Council.		City Ranger	City Services

			M4 Manager Health & Building	City Planning, Development & Transport
			Environmental Health Specialist	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
		Protection of the Environment Operations Act 1997	Public Health Specialist	City Planning, Development & Transport
			Acoustic Specialist	City Planning, Development & Transport
			Trainee Environmental Health Officer	City Planning, Development & Transport
			Construction Liaison Officer	City Planning, Development & Transport
			City Care Officer	City Planning, Development & Transport
			Permits Supervisor	City Planning, Development & Transport

			Investigative Specialist	City Planning, Development & Transport
			Compliance Officer - Shift	City Planning, Development & Transport
			Senior Investigator	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
	e) The functions and powers of Council.	Protection of the Environment Operations (Noise Control) Regulation 2008	City Ranger	City Services
			M4 Manager Health & Building	City Planning, Development & Transport
			Construction Liaison Co-ordinator	City Planning, Development & Transport
			Environmental Health Specialist	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport

			Acoustic Specialist	City Planning, Development & Transport
			Trainee Environmental Health Officer	City Planning, Development & Transport
			Construction Liaison Officer	City Planning, Development & Transport
			City Care Officer	City Planning, Development & Transport
			Permits Supervisor	City Planning, Development & Transport
			Licensed Premises Coordinator	City Planning, Development & Transport
			Investigative Specialist	City Planning, Development & Transport
			Compliance Officer - Shift	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
	f) The functions and powers of Council.	Public Health Act 2010	M4 Manager Health & Building	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport

			Environmental Health Specialist	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			Trainee Environmental Health Officer	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
			Pest Control Officer	City Planning, Development & Transport
	g) The functions and powers of Council.	Roads Act 1993	City Ranger	City Services
			M4 Manager Health & Building	City Planning, Development & Transport
			Building Certification Co-ordinator	City Planning, Development & Transport
			Construction Liaison Co-ordinator	City Planning, Development & Transport
			Standards & Policy Specialist	City Planning, Development & Transport

			Building Compliance Specialist	City Planning, Development & Transport
			Licensed & Trial Specialist	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Cadet Building Compliance Officer	City Planning, Development & Transport
			Construction Liaison Officer	City Planning, Development & Transport
			City Care Officer	City Planning, Development & Transport
			Permits Supervisor	City Planning, Development & Transport
			Licensed Premises Coordinator	City Planning, Development & Transport
			Investigative Specialist	City Planning, Development & Transport
			Compliance Officer - Shift	City Planning, Development & Transport

			Acoustic Specialist	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
			Compliance Signage Investigator	City Planning, Development & Transport
	h) The functions and powers of Council.	Environmental Planning and Assessment Act 1979	City Ranger	City Services
			Senior Tree Coordinator	City Services
			Tree Management Officer	City Services
			Street Tree Contract Coordinator	City Services
			M4 Manager Health & Building	City Planning, Development & Transport
			Building Certification Co-ordinator	City Planning, Development & Transport
			Construction Liaison Co-ordinator	City Planning, Development & Transport
			Standards & Policy Specialist	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport
			Environmental Health Specialist	City Planning, Development & Transport
			Licensed & Trial Specialist	City Planning, Development & Transport

			Fire Safety and Essential Services Specialist	City Planning, Development & Transport
			Building Compliance Specialist	City Planning, Development & Transport
			Building Surveyor	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Cadet Building Compliance Officer	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			Trainee Environmental Health Officer	City Planning, Development & Transport
			Acoustic Specialist	City Planning, Development & Transport
			Construction Liaison Officer	City Planning, Development & Transport

			City Care Officer	City Planning, Development & Transport
			Permits Supervisor	City Planning, Development & Transport
			Licensed Premises Coordinator	City Planning, Development & Transport
			Investigative Specialist	City Planning, Development & Transport
			Compliance Officer - Shift	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
			Compliance Signage Investigator	City Planning, Development & Transport
	i) The functions and powers of Council.	Swimming Pools Act 1992	M4 Manager Health & Building	City Planning, Development & Transport
			Building Compliance Specialist	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport

			Building Surveyor	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Cadet Building Compliance Officer	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
			Trainee Environmental Health Officer	City Planning, Development & Transport
	j) The functions and powers of Council.	Noxious Weeds Act 1993	M4 Manager Health & Building	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			Public Health Specialist	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport

			Trainee Environmental Health Officer	City Planning, Development & Transport
	k) The functions and powers of Council (as an impounding officer)	Impounding Act 1993	City Ranger	City Services
	l) The functions and powers of Council.	Road Transport Act 2013	City Ranger	City Services
	m) The functions and powers of Council.	Boarding Houses Act 2012	Building Surveyor	City Planning, Development & Transport
			Senior Building Surveyor	City Planning, Development & Transport
			Environmental Health Officer	City Planning, Development & Transport
			Senior Environmental Health Officer	City Planning, Development & Transport
			Specialist Environmental Health Officer	City Planning, Development & Transport
			Area Coordinator Health & Building	City Planning, Development & Transport
			M4 Manager Health & Building	City Planning, Development & Transport
			Building Compliance Specialist	City Planning, Development & Transport
			Fire Safety and Essential Services Specialist	City Planning, Development & Transport

			Public Health Specialist	City Planning, Development & Transport
			Investigative Specialist	City Planning, Development & Transport
			Trainee Environmental Health Officer	City Planning, Development & Transport
			Cadet Building Compliance Officer	City Planning, Development & Transport
91	Disposal of Abandoned Vehicles To authorise disposal and sale of vehicles abandoned on Council owned or controlled land.		Contract Coordinator Parking Services	City Services
			Manager City Rangers	City Services
92	Removal of Graffiti To authorise graffiti removal work, with or without the agreement of the owner or occupier of the land.	Graffiti Control Act 2008 Part 4 s 12	Resource Recovery Manager	City Services
93	Approve the installation of signs	Local Government Act s632	Chief Engineer	City Services
			Traffic Manager North	City Services
			Traffic Manager South	City Services
94	Certificates of Accreditation To endorse applications for certificates of accreditation under the Building Professional s Act 2005.		Executive Manager Development	City Planning, Development & Transport
			Manager Health & Building	City Planning, Development & Transport
			Manager Planning Assessments	City Planning, Development & Transport
95	Public Officer To carry out the functions of Public Officer	Local Government Act 1993 s 342	Director	Legal and Governance

96	<p>Government Information (Public Access) Act 2009 (GIPA Act) To determine applications under the GIPA Act for:</p>			
	a) internal review of a decision in respect of an access application.	Government Information (Public Access) Act 2009	Executive Manager	Office of the CEO
			Executive Manager Development	City Planning Development & Transport
			Manager Governance	Legal and Governance
			Work Health & Safety Manager	People Performance & Technology
			<u>Manager Parking & Fleet Services</u>	City Services
	b) formal access application	Government Information (Public Access) Act 2009	Team Leader Information Access	People Performance & Technology
			City Archivist	People Performance & Technology
	c) informal access application	Government Information (Public Access) Act 2009	All City staff	All
97	<p>Destruction of Council Records To dispose Council records in accordance with relevant legislative requirements and Council policy.</p>		City Archivist	People Performance & Technology
98	<p>Register of Delegations - M3 and M4 To identify a position as M3 or M4 for the purpose of the Register of Delegations, with the approval of the Director Legal and Governance.</p>		Director	All
99	<p>Street Safety Camera Program</p>			
	a) approve temporary use of the Street Safety Camera Program for the purpose of City Management during major events		Director	City Services

	b) approve application to visit the Street Safety Camera Control Room		Security Operations Manager	City Services
			Systems Manager	City Services
			Manager Security & Emergency Management	City Services
	c) approve applications for viewing and/or supply of recorded material		Systems Manager	City Services
			Security Operations Coordinator	City Services
	d) release of master recorded material		Systems Manager	City Services
			Security Operations Coordinator	City Services
	e) destruction of recorded material		Systems Manager	City Services
			Security Operations Coordinator	City Services
	100 A	Non-residential Rolls – objections to, and claims for, inclusion on the non-residential rolls. To determine applications for:		
a) Objection to, or claims for, inclusion on the non-residential rolls of a person’s name or particular details	Local Government Act 1993 s303	Manager Council Elections	Legal & Governance	
		Enrolment Team Leader Council Elections	Legal & Governance	
b) Internal review of decision made in respect of objection to, or claims for, inclusion on the non-residential rolls of a person’s name or particular details	Administrative Decisions Review Act 1997 s53(3)	Executive Manager	Office of the CEO	
		Executive Manager Development	City Planning Development & Transport	
		Manager Governance	Legal & Governance	
		Work Health & Safety Manager	People Performance & Technology	
		Manager Parking & Fleet Services	City Services	

100 B	Maintenance of the non-residential register			
	a) Written nomination submitted to the CEO	City of Sydney Act 1988 14 (3)(a) 16AA (1), (2) 16AB(3)	Manager Council Elections	Legal & Governance
			Enrolment Team Leader Council Elections	Legal & Governance
			Enrolment Officer Council Elections	Legal & Governance
	b) CEO to determine nominees	City of Sydney Act 1988 14 (3) (b)	Manager Council Elections	Legal & Governance
			Enrolment Team Leader Council Elections	Legal & Governance
			Enrolment Officer Council Elections	Legal & Governance
	c) Notice of resignation/revocation submitted to the CEO by nominee, corporation, group members	City of Sydney Act 1988 16AB (2) a)(iv) 16AB (2)(b) 16B (3)(b) 16B (4)	Manager Council Elections	Legal & Governance
			Enrolment Team Leader Council Elections	Legal & Governance
			Enrolment Officer Council Elections	Legal & Governance
	d) CEO to refuse to accept nomination	City of Sydney Act 1988 16AB (3)(a) 16B(4)(a)	Manager Council Elections	Legal & Governance
			Enrolment Team Leader Council Elections	Legal & Governance
101	Busking			
	a) To approve, modify or refuse applications for an approval to busk.	Local Government Act 1993 Chapter 7 Part 1 s 68	Customer Service Officer	People, Performance & Technology
	b) To revoke or modify an approval to busk.	Local Government Act 1993 s 108	Manager Events & Filming Liaison	City Life

			Markets & Busking Coordinator	City Life
102	Responsible Accounting Officer To carry out the functions of a Responsible Accounting Officer	Local Government (General) Regulation 2005, s202-228	Chief Financial Officer	Chief Finance Office
103	Active Kids Program <u>NSW Service & Business Profile</u> Authority to create a NSW Service and Business Profile account on behalf of Council, and to register the City of Sydney Council as an Active Kids Provider.		Manager City Greening & Leisure	City Services
	Redemption of Active Kids Vouchers The authority to be 'authorised persons' of the business profile account on behalf of the City of Sydney, and to redeem Active Kids vouchers.		Centre Manager Perry Park Recreation Centre	City Services
			Operations Coordinator Perry Park Recreation Centre	City Services
104	Private Motor Vehicles Authority to approve the use of a private motor vehicle by an employee for business purposes in accordance with the City's Motor Vehicle Policy.		Director	All
105	Emergency Provisions - State Of Emergency and/or Public Health Pandemic			
	a) Intentionally left blank			

	<p>b) Provision of Financial Assistance – Covid-19 – Variations to existing grants</p> <p>To enter into a contract variation or other appropriate documentation to allow grant recipients to vary their deliverables under existing grant agreements for the period 6 April 2020 to 31 March 2021, in accordance with resolution (D) of the 30 March 2020 Lord Mayoral Minute.</p>	Local Government Act 1993 s 356	Manager Grants	City Life
	<p>c) Waive Rates Refund Fee – Covid-19</p> <p>To waive refund fees on overpaid rates in cases of financial difficulty.</p>	Local Government Act 1993	Revenue Manager	Chief Financial Office
			Rates and Receivables Manager	Chief Financial Office
			Rates Team Leader	Chief Financial Office
	<p>d) Government Information (Public Access) Act 2009 - Informal access applications - Waiver of fee for digitisation of records</p> <p>To waive fees for the digitisation of records in relation to informal access applications for applicants falling within the 'Hardship, Charity or Not-for-profit' category.</p>		Manager Information Management	People Performance & Technology
106	Security and Emergency Management	Local Government Act 1993		
	<p>a) To fulfil the roles and responsibilities of the Chief Emergency Officer under Council's Security and Emergency Management Policy (as amended from time to time), including but not limited to:</p> <ul style="list-style-type: none"> managing the emergency response across the City's workplaces; allocating staff, plant & equipment and assets of the City during an emergency occurring within or 		Manager Security and Emergency Management	City Services

	<p>affecting the City's Local Government Area, up to \$150,000;</p> <ul style="list-style-type: none"> • waiving or reducing a fee or charge receivable by the City in accordance with the approved categories of fee waiver in the Schedule of Fees and Charges. 			
	<p>b) To allocate staff, plant & equipment and assets of the City during an emergency occurring within or affecting the City's Local Government Area up to \$2,000,000.</p>		Director	City Services