

DELEGATIONS REGISTER 2018

RESOLUTION

Moved: Cr Adam Meyer

Seconded: Cr Scott Hoyle

That having considered its Delegations Register in response to legislative change, in accordance with Section 44 of the Local Government Act 1999, the Council:

1. **Revocations**

1.1 Hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under the following:

1.1.1 Development Act 1993 and Development Regulations 2008

1.1.2 Local Government Act 1999

1.1.3 Work Health and Safety Act 2012

1.1.4 Road Traffic Act 1961 (SA), Road Traffic (Miscellaneous) Regulations 2014 and Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014

1.1.5 Heavy Vehicle National Law (South Australia) Act 2013

1.2 Hereby revokes its previous delegations to its Development Assessment Panel under the Development Act 1993 and Development Regulations 2008.

2. **Delegations made under Local Government Act 1999**

2.1 In exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the following Acts and specified in the proposed Instruments of Delegation (each of which is individually identified as indicated below) (distributed under separate cover) are hereby delegated this 13th day of December 2017 to the person occupying the office of Chief Executive Officer subject to the conditions and or limitations specified herein or in the Schedule of Conditions in each such proposed Instrument of Delegation.

2.1.1 Local Government Act 1999

2.1.2 Work Health and Safety Act 2012

Delegations Register - 2018

- 2.1.3 Road Traffic Act 1961 (SA), Road Traffic (Miscellaneous) Regulations 2014 and Road Traffic (Road Rules – Ancillary and Miscellaneous Provisions) Regulations 2014
 - 2.1.4 Heavy Vehicle National Law (South Australia) Act 2013
 - 2.1.5 Planning, Development and Infrastructure Act 2016
 - 2.2 Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in each such proposed Instrument of Delegation.
- 3. Delegations made under Development Act 1993**
- 3.1 In exercise of the powers contained in Section 20 and 34(23) of the Development Act 1993, the powers and functions under the Development Act 1993 and the Development Regulations 2008 contained in the proposed Instrument of Delegation (distributed under separate cover) are hereby delegated this 13th day of December 2017 to the person occupying the office of Chief Executive Officer, subject to the conditions or limitations indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.
 - 3.2 Such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.
 - 3.3 In exercise of the powers contained in Section 20 and 34(23) of the Development Act 1993 the powers and functions under the Development Act 1993 and the Development Regulations 2008 contained in the proposed Instrument of Delegation (distributed under separate cover) are hereby delegated to the Council's Assessment Panel, subject to any conditions specified herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Development Act 1993.
 - 3.4 The powers and functions that have been delegated to the council's assessment panel are contained within the CDAP delegations policy po127.
- 4. Authorisations and Subdelegation under the Road Traffic Act 1961**
- 4.1 In accordance with the Instrument of General Approval and Delegation to Council dated 22 August 2013 from the Minister for Transport and Infrastructure (the 'Instrument') the Council authorises the following person(s) pursuant to Clause A.7 of the Instrument to endorse Traffic Impact Statements for the purposes of Clause A of the Instrument provided that such person(s)

Delegations Register - 2018

shall take into account the matters specified in Clause A.7 of the Instrument in respect of Traffic Impact Statements:

Trevor Graham - Director Assets & Infrastructure Services

Roy Dick - Works Manager

Stephen Goldsworthy - Operations Manager

Nicholas Hoskin - Operations Coordinator

Michael McCauley – Asset Manager

Phil Herrmann – Senior Compliance Officer

- 4.2 In accordance with Clause A.7 of the Instrument, the Council is of the opinion that the following person(s) is/are experienced traffic engineering practitioner(s) for the purposes of preparing a Traffic Impact Statement as required by Clause A.7 of the Instrument:

Trevor Graham - Director Assets & Infrastructure Services

Roy Dick - Works Manager

Stephen Goldsworthy - Operations Manager

Nicholas Hoskin - Operations Coordinator

Michael McCauley – Asset Manager

- 4.3 In exercise of the power contained in, and in accordance with, Clause G.1 of the Instrument, the power contained in Section 33(1) of the Road Traffic Act 1961 and delegated to the Council pursuant to Clause G of the Instrument and contained in the proposed Instrument of Subdelegation (distributed under separate cover) is hereby sub-delegated this 13th day of December 2017 to the person occupying the office of Chief Executive Officer of the Council subject to:

- (i) the conditions contained in the Instrument; and
- (ii) any conditions contained in this Resolution or in the Instrument of Subdelegation; and
- (iii) the creation of a separate instrument in writing reflecting such subdelegation under the Instrument and this Resolution.

- 4.4 In accordance with Clause E.2 of the Instrument, the Council is of the opinion that the following person(s) has (have) an appropriate level of knowledge and expertise in the preparation of traffic management Plans:

Trevor Graham (Director Assets & Infrastructure Services)

Roy Dick (Works Manager)

Delegations Register - 2018

Stephen Goldsworthy (Operations Manager)
Nicholas Hoskin (Operations Coordinator)
Dwayne Werfel (Works Supervisor North)
Guido Varricchio (Works Supervisor South)
Jason Coe (Leading Worker Central)
Michael Wuttke (Leading Worker North)
Stuart Heinrich-Smith (Leading Worker South)
Phil Herrmann (Senior Compliance Officer)
Michael McCauley – Asset Manager

CARRIED 001/2017 (13/12/2017)

RESOLUTION

Moved: Cr Naomi Bittner
Seconded: Cr Adam Meyer

That having conducted its annual review of the Council's Delegations Register in accordance with Section 44(6) of the Local Government Act 1999, the Council:

1. Revocations

- 1.1 Hereby revokes its previous delegations to the Chief Executive Officer of those powers and functions under the following:
 - 1.1.1 Community Titles Act 1996
 - 1.1.2 Development (Development Plan) Amendment Act 2006
 - 1.1.3 Dog & Cat Management Act July 2013
 - 1.1.4 Environment Protection Act 1993 and Environment Protection (Waste Management) Policy 1994
 - 1.1.5 Expiation of Offences Act 1996
 - 1.1.6 Fences Act 1975
 - 1.1.7 Fire and Emergency Services Act 2005 and Fire and Emergency Services Regulations 2005
 - 1.1.8 Food Act 2001
 - 1.1.9 Freedom of Information Act 1991
 - 1.1.10 Housing Improvement Act 1940
 - 1.1.11 Land & Business (Sale and Conveyancing) Act 1994

Delegations Register - 2018

- 1.1.12 Liquor Licensing Act 1997
- 1.1.13 Intentionally left blank
- 1.1.14 Intentionally left blank
- 1.1.15 Natural Resources Management Act 2004, Natural Resources Management (General) Regulations 2005 and Natural Resources Management (Transitional Provisions - Levies) Regulations 2005
- 1.1.16 SA Public Health Act 2011 and Public and Environmental Health (Wastewater) Regulations 2013 and Public and Environmental Health (Legionella) Regulations 2013, Public Health (General) Regulations 2013
- 1.1.17 Roads (Opening & Closing) Act 1991
- 1.1.18 Intentionally left blank
- 1.1.19 Safe Drinking Water Act 2011
- 1.1.20 Supported Residential Facilities Act 1992 & Regulations 2009
- 1.1.21 Unclaimed Goods Act 1987
- 1.1.22 Water Industry Act 2012 and Water Industry Regulations 2012
- 1.1.23 Intentionally left blank
- 1.1.24 Real Property Act 1886
- 1.1.26 Strata Titles Act 1988
- 1.1.27 Intentionally left blank
- 1.1.28 Burial and Cremation Act 2013 and Burial and Cremation Regulations 2014
- 1.1.29 Permits and Penalties By-Law
- 1.1.30 Local Government Land By-Law
- 1.1.31 Roads By-Law
- 1.1.32 Moveable Signs By-Law
- 1.1.33 Nuisances Caused by Building Sites By-Law
- 1.1.34 Port Vincent Marina By-Law
- 1.1.35 Dogs and Cats By-Law 2013

2. Delegations made under Local Government Act 1999

- 2.1 In exercise of the power contained in Section 44 and 101 of the Local Government Act 1999 the powers and functions under the following Acts and specified in the proposed Instruments of Delegation are hereby

Delegations Register - 2018

delegated this 11th day of April 2018 to the person occupying the office of Chief Executive Officer, or any person acting in the position of Chief Executive Officer, subject to the conditions and or limitations specified herein or in the Schedule of Conditions in the proposed Instruments of Delegation;

- 2.1.1 Burial and Cremation Act 2013 and Burial and Cremation Regulations 2014
- 2.1.2 Community Titles Act 1996
- 2.1.3 Development Act 1993, Development (Development Plans) Amendment Act 2006 and Development Regulations 2008
- 2.1.4 Dog & Cat Management Act
- 2.1.5 Environment Protection Act 1993
- 2.1.6 Expiation of Offences Act 1996
- 2.1.7 Expiation of Offences Act 1996 (commences 30 April 2018)
- 2.1.8 Fences Act 1975
- 2.1.9 Fines Enforcement and Debt Recovery Act 2017 (commences 30 April 2018)
- 2.1.10(1) Chief Executive Officer - Fire and Emergency Services Act 2005 and Fire and Emergency Services Regulations 2005
- 2.1.10(2) Fire Prevention Officers - Fire and Emergency Services Act 2005 and Fire and Emergency Services Regulations 2005
- 2.1.11 Intentionally left blank
- 2.1.12 Freedom of Information Act 1991 and Freedom of Information (Fees and Charges) Regulations 2003
- 2.1.13 Intentionally left blank
- 2.1.14 Land & Business (Sale and Conveyancing) Act 1994
- 2.1.15 Liquor Licensing Act 1997
- 2.1.16 Intentionally left blank
- 2.1.17 Local Nuisance and Litter Control Act 2016 and Local Nuisance and Litter Control Regulations 2017
- 2.1.18 Natural Resources Management Act 2004, Natural Resources Management (General) Regulations 2005 and Natural Resources Management (Transitional Provisions - Levies) Regulations 2004
- 2.1.19 Intentionally left blank

Delegations Register - 2018

- 2.1.20 Real Property Act 1886
- 2.1.20(1) Electronic Conveyancing National Law (South Australia) Act 2013
- 2.1.21 Roads (Opening & Closing) Act 1991
- 2.1.22 Intentionally left blank
- 2.1.23 Safe Drinking Water Act 2012
- 2.1.24 SA Public Health Act 2011 and Regulations as at 30 June 2015
- 2.1.25 Strata Titles Act 1988
- 2.1.26 Supported Residential Facilities Act 1992 & Regulations 2009
- 2.1.27 Unclaimed Goods Act 1987
- 2.1.28 Water Industry Act 2012 and Water Industry Regulations 2012
- 2.1.29 Intentionally left blank
- 2.2 Such powers and functions may be further delegated by the Chief Executive Officer in accordance with Sections 44 and 101 of the Local Government Act 1999 as the Chief Executive Officer sees fit, unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instruments of Delegation.

3. Delegations made under Food Act 2001

- 3.1 In exercise of the powers contained in Section 91 of the Food Act 2001, the powers and functions under the Food Act 2001 contained in the proposed Instrument of Delegation annexed to the Report dated 11 April 2018 and entitled Delegations Register are hereby delegated this 11th day of April 2018 to the person occupying the office of Chief Executive Officer, or any person acting in the position of Chief Executive Officer, ('the head of the enforcement agency' for the purposes of the Food Act 2001), subject to the conditions or limitations indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Food Act 2001.
- 3.2 Such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Food Act 2001.

4. Delegations made under Public and Environmental Health Act 1987

Deliberately left blank

5. Delegations made under Supported Residential Facilities Act 1992

- 5.1 In exercise of the power contained in Section 9 of the Supported Residential Facilities Act 1992, the powers and functions under the Supported Residential

Delegations Register - 2018

Facilities Act 1992 contained in the proposed Instrument of Delegation annexed to the Report dated 11 April 2018 and entitled Delegations Register are hereby delegated this 11th day of April 2018 to the person occupying the office of Chief Executive Officer or any person acting in the position of Chief Executive Officer, subject to the conditions or limitations indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Supported Residential Facilities Act 1992.

- 5.2 Such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Supported Residential Facilities Act 1992.

6. Delegations under Safe Drinking Water Act 2011 (of enforcement agency)

6.1 In exercise of the power contained in Section 43 of the Safe Drinking Water Act 2011 the powers and functions of the Council as a relevant authority under the Safe Drinking Water Act 2011 contained in the proposed Instrument of Delegation annexed to the Report dated 11 April 2018 and entitled Delegations Register are hereby delegated this 11th day of April 2018 to the person occupying the office of Chief Executive Officer or any person acting in the position of Chief Executive Officer, subject to the conditions or limitations indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Safe Drinking Water Act 2011.

6.2 Such powers and functions may be further delegated by the Chief Executive Officer as the Chief Executive Officer sees fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instrument of Delegation under the Safe Drinking Water Act 2011.

7. Delegation under Council By-Laws

7.1 In exercise of the power contained in Section 44 of the Local Government Act 1999 the powers and functions under the following By-Laws and specified in the proposed Instruments of Delegation for By-Laws for this report are hereby delegated this 11th day of April 2018 to the person occupying the office of Chief Executive Officer, or any person acting in the position of Chief Executive Officer, subject to the conditions and or limitations specified herein or in the Schedule of Conditions in the proposed Instruments of Delegation for the By-Laws:

7.1.1 Permits and Penalties By-Law 2013

7.1.2 Local Government Land By-Law 2013

7.1.3 Roads By-Law 2013

7.1.4 Moveable Signs By-Law 2013

Delegations Register - 2018

7.1.5 Nuisances Caused By Building Sites By-Law 2013

7.1.6 Port Vincent Marina By-Law 2013

7.1.7 Dogs & Cats By-Law 2013

7.2 The Chief Executive Officer is authorised to sub-delegate these powers to other employees of the Council as the Chief Executive Officer considers fit and in accordance with the relevant legislation unless otherwise indicated herein or in the Schedule of Conditions contained in the proposed Instruments of Delegation for the By-Laws.

CARRIED 002/2018 (11/04/2018)

OTHER STAFF AUTHORISATIONS

INSTRUMENT OF AUTHORISATION

1. On the 11th April 2018 Yorke Peninsula Council (“the Council”) delegated certain powers and functions under the current legislation to the person holding the position of Chief Executive Officer (the “Head Delegation”) subject to the terms and conditions specified in the relevant resolution(s) or in the Schedule of Conditions (if any) in the Head Delegation.
2. The following person(s) are duly authorised to undertake duties and responsibilities in the performance of their roles as employees of the Yorke Peninsula Council and this instrument of Authorisation serves as their written authority to undertake those specific duties.

Andrew Cameron
Chief Executive Officer

Date 11th April 2018

Legislation	Authorised Officer Position/Name
Authorisation to issue Certificate of Liabilities pursuant to Section 187 (1) of the Local Government Act 1999	Senior Rates Officer – Mark Austin Rates Officer – Kerry Hage
Authorisation to Issue Section 7 Search – Regulation 12 Land and Business (Sale Conveyancing) Act 1994 See procedure PR004	Rates Officer – Kerry Hage Clerical Officer – Development – Shona Emery Clerical Officer – Nicole Redman Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright Senior Rates Officer – Mark Austin

Delegations Register - 2018

	<p>Planning Officer – Dustin Guthberg Planning Officer – Heidi Smith Development Officer – Totem Douangmala Clerical Officer – Kate Errington Clerical Officer – Tegan Young Clerical Officer – Deb Bray Clerical Officer – Felicity Kemp Clerical Officer – Rebecca Launer</p>
Authorisation as Equal Employment, Bullying and Sexual Harassment Representative	<p>Mary Herrmann Ian Mordaunt</p>
Authorisation to Issue Fire Burning Permit (Ninth Schedule) Authorised by the CFS	<p>Rates Officer – Kerry Hage Senior Compliance Officer – Phil Herrmann Ranger – Fraser McEvoy Learning & Development Officer – Lesley-Anne Swaans Clerical Officer – Development – Shona Emery WHS Officer – Julia Poole HR Officer – Carina Congdon Clerical Officer – Kate Errington Clerical Officer – Nicole Redman Clerical Officer – Rebecca Launer Clerical Officer – Sophie Kneebone EA Director Development Services – Maddy Pulling Clerical Officer – Deb Bray Clerical Officer – Tegan Young Senior Rates Officer – Mark Austin Clerical Officer – Georgie Brokenshire</p>
Authorisation to issue Wood Collection Permits pursuant to Section 221 Local Government Act 1999	<p>Clerical Officer – Kate Errington Clerical Officer – Sophie Kneebone Clerical Officer – Nicole Redman Clerical Officer – Development – Shona Emery HR Officer – Carina Congdon Rates Officer – Kerry Hage Clerical Officer – Rebecca Launer WHS Officer – Julia Poole Learning & Development Officer – Lesley-Anne Swaans Clerical Officer – Tegan Young Clerical Officer – Deb Bray Clerical Officer – Brianna Wood Clerical Officer – Felicity Kemp Clerical Officer – Lauren Smith Clerical Officer – Georgie Brokenshire</p>
Authorised Person pursuant to Section 254 Local Government Act 1999	<p>Planning Officer – Georgina Halman, Heidi Smith, Dustin Guthberg Ranger – Fraser McEvoy, Deborah Furbank Senior Compliance Officer – Phil Herrmann Development Officers – Phil Watters, Totem Douangmala Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright Environmental Health Officer – Alice Whiley Senior Development Officer – Allan Cotton Consultant Building Surveyor – Peter Harmer (Katnich Dodd) Consultant Town Planner – David Hutchison</p>

Delegations Register - 2018

Authorised Person pursuant to Section 260 Local Government Act 1999	<p>Planning Officer – Georgina Halman, Heidi Smith, Dustin Guthberg Ranger – Fraser McEvoy, Deborah Furbank Senior Compliance Officer – Phil Herrmann Development Officers – Phil Watters, Totem Douangmala Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright Environmental Health Officer – Alice Whiley Senior Development Officer – Allan Cotton Senior Rates Officer - Mark Austin Clerical Officer Development – Tegan Young Clerical Officer Development – Shona Emery Communications & Engagement Officer – Carolyn Wakefield Manager Business & Public Relations – Anne Hammond</p>
Authorised Person pursuant to Section 260 of the Local Government Act 1999, for the purpose of enforcement of Council's By-Laws	<p>Ranger – Fraser McEvoy, Deborah Furbank Senior Compliance Officer – Phil Herrmann Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright Senior Officer Development Services – Allan Cotton</p>
Dog Management Officer pursuant to Section 27(1) of the Dog and Cat Management Act 1995	<p>Ranger – Fraser McEvoy, Deborah Furbank Senior Compliance Officer – Phil Herrmann Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright</p>
Cat Management Officer pursuant to Section 68(1) of the Dog and Cat Management Act 1995	<p>Ranger – Fraser McEvoy, Deborah Furbank Senior Compliance Officer – Phil Herrmann Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright</p>
Authorised Person pursuant to the Impounding Act 1920	<p>Ranger – Fraser McEvoy, Deborah Furbank Senior Compliance Officer – Phil Herrmann Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright</p>
Authorised Person pursuant to the Expiation of Offences Act 1996	<p>Ranger – Fraser McEvoy, Deborah Furbank Senior Compliance Officer – Phil Herrmann Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright Senior Development Officer – Allan Cotton Planning Officers – Heidi Smith, Georgina Halman, Dustin Guthberg Development Officers – Phil Watters, Totem Douangmala Environmental Health Officer –</p>
Authorised Officer pursuant to the Food Act 2001	<p>Environmental Health Officer – Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright Senior Development Officer – Allan Cotton</p>
Authorised Officer pursuant to Section 45 of the SA Public Health Act 2011	<p>Environmental Health Officer – Director Development Services – Roger Brooks Senior Development Officer – Allan Cotton</p>
Authorised Officer pursuant to Section 44 of the SA Public Health Act 2011	<p>Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright Senior Development Officer – Allan Cotton Environmental Health Officer –</p>

Delegations Register - 2018

Authorised Officer pursuant to Section 21 of the Residential Facilities Act 1992	Environmental Health Officer – Director Development Services – Roger Brooks Senior Development Officer – Allan Cotton
Authorised Officer pursuant to the Housing Improvement Act 1940	Environmental Health Officer – Director Development Services – Roger Brooks Senior Development Officer – Allan Cotton Development Officers – Phil Watters, Totem Douangmala Manager Development Services – Michael Cartwright
Authorised Officer pursuant to the Development Act 1993	Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright Development Officers - Phil Watters, Totem Douangmala Planning Officer – Georgina Halman, Heidi Smith, Dustin Guthberg Senior Development Officer – Allan Cotton Senior Compliance Officer – Phil Herrmann Environmental Health Officer – Consultant Building Surveyor – Peter Harmer (Katnich Dodd) Consultant Town Planner – David Hutchison
Authorised Officer appointed to the Building Fire Safety Committee	Mr Roger Brooks appointed to Building Fire Safety Committee 217/2013 (09/10/2013) Mr Allan Cotton appointed to Building Fire Safety Committee 217/2013 (09/10/2013) Mr Philip Watters appointed as deputy members of Building Fire Safety Committee 178/2016 (14/09/2016) The following people are appointed to the Building Fire Safety Committee Delegate: Julian Aggiss, Peter Harmer – Katnich Dodd 217/2013 (09/10/2013)
Authorised Fire Prevention Officer pursuant to Section 77 of the Fire and Emergency Services Act 2005 and the Fire and Emergency Services Regulations 2005 (for country areas)	Senior Compliance Officer – Phil Herrmann Ranger – Fraser McEvoy, Deborah Furbank Manager Development Services – Michael Cartwright
Accredited Freedom of Information Officer as per Council Minutes	Jackie Reddaway – Accredited Freedom of Information Officer 409/2004 (12/11/2004) Lesley-Anne Swaans – Freedom of Information Officer
Water Industry Officers pursuant to Section 41 of the Water Industry Act 2012	Director Assets & Infrastructure Services – Trevor Graham Infrastructure Manager – Grant Smith Water Industry Officer – Gavin Schilling Water Industry Officer – Lyndon Watters Environmental Health Officer –
Prescribed Officer pursuant to Section 111 (a) of the Local Government Act 1999	Chief Executive Officer – Andrew Cameron
Prescribed Officers pursuant to Section 111 (b) of the Local Government Act 1999	Director Assets and Infrastructure Services – Trevor Graham Director Corporate and Community Services – David Harding Director Development Services – Roger Brooks

Delegations Register - 2018

Dog Registrar pursuant to Section 26 (1) of the Dog and Cat Management Act 1995	Director Development Services – Roger Brooks
Authorised person pursuant to Section 260 Local Government Act 1999, for the purpose of issuing permits under Council's By-Laws	HR Officer – Carina Congdon EA to Director Assets & Infrastructure Services – Kira Tapps Clerical Officer – Kate Errington Clerical Officer – Development – Shona Emery Clerical Officer – Sophie Kneebone Clerical Officer – Nicole Redman Clerical Officer – Rebecca Launer WHS Officer – Julia Poole Rates Officer – Kerry Hage Learning & Development Officer – Lesley-Anne Swaans EA Director Development Services - Maddy Pulling Clerical Officer – Tegan Young Clerical Officer – Deb Bray Clerical Officer – Brianna Wood Clerical Officer – Felicity Kemp Clerical Officer – Lauren Smith Clerical Officer – Georgie Brokenshire
Authorised Officer pursuant to Section 12(3) of Local Nuisance and Litter Control Act 2016 and Local Nuisance and Litter Control Regulations 2017	Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright Senior Compliance Officer – Phil Herrmann Rangers – Fraser McEvoy, Deborah Furbank Environmental Health Officer – Manager Business & Public Relations – Anne Hammond Communications & Engagement Officer – Carolyn Wakefield
Authorised Officer pursuant to Section 58 of the Burial & Cremation Act 2013 and Burial & Cremation Regulations 2014	Director Development Services – Roger Brooks Manager Development Services – Michael Cartwright Operations Manager – Stephen Goldsworthy Property Tenure Officer – Sue Beech Clerical Officer – Sophie Kneebone Rates Officer – Kerry Hage Clerical Officer – Development – Shona Emery Clerical Officer – Nicole Redman Clerical Officer – Deb Bray Clerical Officer – Tegan Young Clerical Officer – Brianna Wood Clerical Officer – Felicity Kemp Clerical Officer – Kate Errington Clerical Officer – Georgie Brokenshire
Authority to collect monies (inc the selling of raffle tickets) on council footpaths (SF180) <i>Application for use of Local Government Land, Footpaths or Roads pursuant to Council's By-laws #1, #2 and #3</i>	Clerical Officer – Sophie Kneebone Rates Officer – Kerry Hage Clerical Officer – Kate Errington Clerical Officer – Development – Shona Emery Clerical Officer – Nicole Redman Clerical Officer – Rebecca Launer Clerical Officer – Tegan Young Clerical Officer – Deb Bray Clerical Officer – Brianna Wood Clerical Officer – Felicity Kemp Clerical Officer – Lauren Smith Clerical Officer – Georgie Brokenshire

Delegations Register - 2018

Responsible Officer for the purposes of Whistleblower Protection Act 1993	Mary Herrmann Bobbi Pertini
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Authority to Issue Official Orders

Goods and services will be obtained only by the prior issue of an official order, provided that in urgent cases goods and services may be ordered subject to confirmation by an official order.

Orders must only be approved by an officer authorised for that purpose by Council pursuant to Section 44 of the Local Government Act, 1999.

The following positions (incumbent officers) are authorised to approve orders on behalf of the Council, within the limits imposed relating to the departmental budget to which the respective position is categorised, with the exception of the Chief Executive Officer, who has authority across all budget lines :-

The following link to the procedure outlines levels of authorisation and approved officers,

[PR027 Issue of Council Orders](#)

[PO084 Corporate Purchase Card Policy](#)

In the event that the incumbent of an authorised position is absent on authorised leave, and an official direction has been given appointing another person in an acting capacity, the limits and authorities in relation to this policy and procedure transfer to the person acting in the position.

This does not include instances where a current incumbent is absence from his/her office for reasons other than authorised leave.

AUTHORISATIONS UNDER THE ROAD TRAFFIC ACT 1961

1. [On 22 August 2013 the Minister for Transport and Infrastructure issued an Instrument of General Approval and Delegation to Council \(the 'Instrument'\)](#) containing:
 - (i) General Approvals by the Minister to the Council in accordance with Section 12 of the Road Traffic Act 1961 (the '**Act**') for the purposes of the Act; and
 - (ii) Delegations pursuant to Section 11 of the Act, by the Minister to the Council for the purposes of the Act.

This document contains Authorisations made by the Council to Officers of the Council and approved by the Chief Executive Officer on behalf of the Council, pursuant to the terms of the Instrument. The Instrument contains certain conditions, exceptions and requirements, and this document must be read in conjunction with the Instrument.

AUTHORISATIONS

2. Traffic Control Devices

- 2.1 Pursuant to Clause A of the Notice the Minister granted the Council approval, for the purposes of Section 17 of the Act, to install, maintain, alter, operate, remove or display, or cause action, any traffic control device, other than those specified in Clause A.8 of the Notice, or those dealt with in other Clauses of the Notice, on a road-related area (as defined in the Act) which is under the Council's care, control and management.
- 2.2 Pursuant to Clause A.1 of the Notice, the council may authorise any officer to exercise, for and on behalf of the Council, the powers conferred on the Council pursuant to Clause A of the Notice, provided that such authorisation is made by instrument in writing and is approved by the Chief Executive Officer of the Council.
- 2.3 In accordance with Clause A.1 of the Instrument, I, as Chief Executive Officer of the Council approve on behalf of the Council the following Officer(s) are **AUTHORISED** to exercise, for and on behalf of the Council, the powers conferred on the Council pursuant to Clause A of the Instrument, subject to the conditions specified in the Instrument in relation to Clause A of the Instrument:
- Director Assets & Infrastructure Services
 - Works Manager
 - Operations Manager
 - Operations Coordinator
 - Senior Compliance Officer

3. Speed Limits at Works on Roads

- 3.1 Pursuant to Clause B of the Instrument, the Minister granted the Council approval, for the purposes of Section 20(2) of the Act, to place signs for the purpose of indicating the maximum speed to be observed by drivers while driving by or towards a work area or a worksite where workers are engaged or works are in progress at the direction of the Council subject to the conditions specified in the Instrument.
- 3.2 Pursuant to Clause B.1 of the Instrument, the Council may authorise any Officer to exercise, for and on behalf of the Council, the powers conferred on the Council pursuant to Clause B of the Instrument, provided that such authorisation is made by instrument in writing and is approved by the Chief Executive Officer of the Council.
- 3.3 Pursuant to Clause B.1 of the Instrument, I, as Chief Executive Officer of the Council approve on behalf of the Council the following Officer(s) are **AUTHORISED** to exercise for and on behalf of the Council in the exercise of the powers conferred on the Council pursuant to Clause B of the Instrument,

subject to the conditions specified in the Instrument in relation to Clause B of the Instrument:

- Director Assets & Infrastructure Services
- Works Manager
- Operations Manager
- Operations Coordinator
- Senior Compliance Officer

4. Traffic Control Devices Signs at Works on Roads

4.1 Pursuant to Clause C of the Instrument, the Minister granted the Council approval for the purposes of Section 17(3) of the Act, to install, display, alter, operate or remove any traffic control device in relation to an area where persons are engaged in work or an area affected by works in progress, or in relation to part of a road temporarily closed to traffic under the Act or any other Act, subject to the conditions specified in the Instrument.

4.2 Pursuant to Clause C.1 of the Instrument, the Council may authorise any Officer to exercise, on the Council's behalf, the powers conferred on the Council pursuant to Clause C of the Instrument, provided that such authorisation is made by instrument in writing and is approved by the Chief Executive Officer of the Council.

4.3 Pursuant to Clause C.1 of the Instrument, I, as Chief Executive Officer of the Council approve on behalf of the Council the following Officer(s) are **AUTHORISED** to exercise for and on behalf of the Council the powers conferred on the Council pursuant to Clause C of the Notice, subject to the conditions specified in the Instrument in relation to Clause C of the Instrument:

- Director Assets & Infrastructure Services
- Works Manager
- Operations Manager
- Operations Coordinator
- Senior Compliance Officer

5. Temporary Parking Controls

5.1 Pursuant to Clause D of the Instrument the Minister granted the Council approval for the purposes of Section 17(3) of the Act, to install, display, alter, operate a traffic control device for the purposes of imposing, varying or abolishing a parking control on a temporary basis on a road or road which is under the Council's care, control or management subject to the conditions specified in the Instrument.

5.2 Pursuant to Clause D.1 of the Instrument, the Council may authorise any Officer to exercise, for and behalf of the Council, the powers conferred on the Council in Clause D of the Instrument, provided that such authorisation is made by instrument in writing and is approved by the Chief Executive Officer of the Council.

5.3 Pursuant to Clause D.1 of the Instrument, I, as Chief Executive Officer of the Council approve, on behalf of the Council the following Officers are **AUTHORISED** to exercise for and on behalf of the Council the powers conferred on the Council pursuant to Clause D of the Instrument, subject to the conditions specified in the Instrument in relation to Clause D of the Instrument:

- Director Assets & Infrastructure Services
- Works Manager
- Operations Manager
- Operations Coordinator
- Senior Compliance Officer

6. Grant Approval to another Road Authority

- 6.1 Pursuant to Clause F of the Instrument the Minister delegated to the Council the power conferred on the Minister pursuant to Section 17 of the Act to specifically approve the installation, maintenance, alteration, operation, or removal of a traffic control device in the municipality or district of the Council by a road authority, on, above, or near a road under the care control or management of the Council, subject to the conditions specified in the Instrument.
- 6.2 Pursuant to Clause F.1 of the Instrument, the Council may authorise any Officer(s) to exercise, for and behalf of the Council, the powers conferred on the Council in Clause F of the Instrument, provided that such authorisation is made by instrument in writing and is approved by the Chief Executive Officer of the Council.
- 6.3 Pursuant to Clause F.1 of the Instrument, I, as Chief Executive Officer of the Council, approve on behalf of the Council, the following Officer(s) are **AUTHORISED** to exercise, for and on behalf of the Council, the powers conferred on the Council pursuant to Clause F of the Instrument, subject to the conditions specified in the Instrument in relation to Clause F of the Instrument:
- Director Assets & Infrastructure Services
 - Works Manager
 - Operations Manager
 - Operations Coordinator
 - Senior Compliance Officer

MADEC LABOUR HIRE STAFF

INSTRUMENT OF AUTHORISATION

1. On the 11th April 2018 Yorke Peninsula Council (“the Council”) delegated certain powers and functions under the current legislation to the person holding the position of Chief Executive Officer (the “Head Delegation”) subject to the terms and conditions specified in the relevant resolution(s) or in the Schedule of Conditions (if any) in the Head Delegation.
2. The staff of Madec Australia as contracted to Council to provide clerical duties are duly authorised to undertake duties and responsibilities in the performance of their roles with the Yorke Peninsula Council and this instrument of Authorisation serves as their written authority to undertake those specific duties as per below.

Delegations Register - 2018

Andrew Cameron
Chief Executive Officer

Date 11th April 2018

Legislation	Name
Authorisation to issue Wood Collection Permits pursuant to Section 221 Local Government Act 1999	Isabella Congdon Cassandra Bonnes Lauren McSkimming Molly Coleman
Authorised person pursuant to Section 260 Local Government Act 1999, for the purpose of issuing permits under Council's By-Laws	Isabella Congdon Cassandra Bonnes Lauren McSkimming Molly Coleman
Authority to collect monies (inc the selling of raffle tickets) on council footpaths (SF180) <i>Application for use of Local Government Land, Footpaths or Roads pursuant to Council's By-laws #1, #2 and #3</i>	Isabella Congdon Cassandra Bonnes Lauren McSkimming Molly Coleman
Authorisation to Issue Fire Burning Permits – Authorised by the CFS	