

<b>DA</b>	<b>BUILDING ACT 2011 - APPROVE OR REFUSE AN EXTENSION OF TIME FOR AN OCCUPANCY PERMIT AND BUILDING APPROVAL CERTIFICATE</b>	<b>OLPD26</b>
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<b>DELEGATED AUTHORITY CODE:</b>	OLPD26
<b>DIRECTORATE:</b>	Planning & Development
<b>BUSINESS UNIT:</b>	Development Services
<b>SERVICE UNIT:</b>	Building Services
<b>RESPONSIBLE OFFICER:</b>	Manager, Building Services
<b>FILE NO.:</b>	086/003; 021/005
<b>DATE FIRST ADOPTED:</b>	1997
<b>DATE LAST REVIEWED:</b>	13 June 2019
<b>ATTACHMENTS:</b>	N/A
<b>VERSION NO.</b>	9

<b>Dates of Amendments / Reviews:</b>		
DAPPS Meeting:	22 September 2011	26 May 2016
	24 May 2012	18 May 2017
	23 May 2013	24 May 2018
	22 May 2014	23 May 2019
	2 June 2015	
OCM:	13 October 2011	11 June 2015
	14 June 2012	9 June 2016
	13 June 2013	8 June 2017
	12 June 2014	14 June 2018

**FUNCTION DELEGATED:**

The authority to extend the duration of an Occupancy Permit and a Building Approval Certificate as prescribed by s65 of the Building Act 2011.

**CONDITIONS/GUIDELINES:**

- (1) All relevant legislation, including Council's Town Planning Scheme No.3.
- (2) All delegates have the authority to extend the duration of an Occupancy Permit by up to 12 months
- (3) All delegates have the authority to extend a Building Approval Certificate for up to a maximum of 12 months beyond the expiration date of the original Building Approval Certificate.
- (4) Delegates can further impose conditions in relation to an extension of time.
- (5) All transactions utilising this delegation are to be recorded in the Recording of Delegations Decisions Register by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

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**AUTONOMY OF DISCRETION:**

As provided under legislation and Conditions (1) to (4) above.

**LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:**

Building Act 2011 s127(6)A, and any relevant Council Policy

**DELEGATE:**

CEO

**DELEGATE/S AUTHORISED:**

Manager, Building Services  
Senior Building Surveyors  
Co-ordinator, Building Services