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| <b>DA</b> | <b>BUILDING ACT 2011 - MAKE AN ORDER FOR BUILDING OR DEMOLITION WORK</b> |  |
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| <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>  | 10 September 2020          |
| <b>ATTACHMENTS:</b>         | N/A                        |
| <b>VERSION NO.</b>          | 10                         |

| <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       | 27 August 2020 |
| OCM:                                  | 13 October 2011   | 9 June 2016    |
|                                       | 14 June 2012      | 8 June 2017    |
|                                       | 13 June 2013      | 14 June 2018   |
|                                       | 12 June 2014      | 13 June 2019   |
|                                       | 11 June 2015      |                |

**FUNCTION DELEGATED:**

The authority to issue a building order in respect of particular building work or particular demolition work as prescribed by s110 of the Building Act 2011.

**CONDITIONS/GUIDELINES:**

- (1) A building order must be directed to a Builder, if a building permit is in effect, or a Demolition Contractor if a demolition permit is in effect or to an owner of the land to which the particular building or demolition work is being carried out.
- (2) A time limit to comply with the building order must be included in accordance with s112 of the Building Act 2011.
- (3) All transactions utilising this delegation are to be recorded by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

**AUTONOMY OF DISCRETION:**

As provided under legislation and Conditions (1) to (3) above.

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**LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:**

Building Act 2011, s127(6)A.

**DELEGATE:**

CEO

**SUB/DELEGATE/S:**

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