

Use this form to apply to become an Authorised Consultant (residential only) eligible to lodge Accelerated Development Applications (ADA) with City of Newcastle (CN).

Please visit our website for further information about the Authorised Consultant pathway and Accelerated Development Applications.

Please submit this form along with accompanying documentation detailed in this application.

NOTE: This application applies for a financial year period and must be renewed prior to our annual intake on 1 July each financial year.

Applicant Details

1. Authorised Consultant Company Details

Company Name

ABN

Trading As

Email

Phone

Postal Address

Contact Person

2. Please provide details of the individual nominated professionals that will be preparing the Accelerated Development Applications on behalf of your company

Nominated Professional 1

Position Title

Phone

Email

Nominated Professional 2

Position Title

Phone

Email

Nominated Professional 3

Position Title

Phone

Email

Nominated Professional 4

Position Title

Phone

Email

Application Details

3. Please provide details demonstrating that your company has successfully utilised the Accelerated Lodgement Ready ADA System for three consecutive Development Consents issued by City of Newcastle

4. Please indicate which categories of ADA you intend to submit applications for.

- Residential Dwellings
- Residential Ancillary Development
- Secondary Dwellings
- Demolition
- Section 4.55 (1) and 4.55 (1A) Modification

5. Documentation required to be submitted

An electronic copy of the following documentation must be submitted with this application:

- A summary of your internal quality assurance procedures which will be used to ensure that eligible development applications meet the 'accelerated lodgement' criteria, application type and relevant Environmental Planning Instrument requirements.
- A copy of all relevant insurance policies outlining the insured amount, policy provider, policy number, date of commencement and expiry date of policy.

Please ensure documents are named clearly with the consultant company's name and document type in the heading (e.g. Consultant Company Name – Quality Assurance Procedures).

Company Director's Consent

6. Probity

Are parties with pecuniary or non-pecuniary interest:

- a) A staff member, councillor, contractor or related to someone who is a staff member, councillor, contractor of CN? or,
- b) A State or Federal Member of Parliament?
 - Yes, state the relationship:
 - No

7. Company Director Declaration

As the Company Director:

- I consent to the application.
- I apply for my company to become an Authorised Consultant (residential only) to enable us to lodge Accelerated Development Applications with CN.
- I declare that all the information given is true and correct.
- I declare that the electronic data has been named correctly and there are no security settings applied.
- I understand that if incomplete, the application may be delayed, rejected or returned. I understand that the information supplied on this form and any related document may be made available to the public.

Name of person signing

Authority

Signature

(OR) Electronic Signature

Date

How to lodge your application

Email

Enter the type of application (e.g. Company Name – Authorised Consultant Application) in the subject line of the email. Emails are to be sent to pe-businessoperations@ncc.nsw.gov.au.

Fees

Please reference the current financial years fees and charges for any relevant fees.

Protecting your privacy

City of Newcastle (CN) is committed to protecting your privacy. We take reasonable steps to comply with relevant legislation and CN's Privacy Management Plan.

You are advised the information you provide in this application will enable your application to be assessed by CN.

Please contact CN if the information you have provided in your application is incorrect or changes.

Purpose of collection:	To enable CN to determine if the company is suitable to lodge Authorised Consultant Development Applications
Intended recipients:	CN staff and other government agencies that may be required to assess the application
Supply:	Voluntary
Consequence of non-provision:	Your application may not be accepted or processed due to a lack of information.
Storage and Security:	City of Newcastle, 12 Stewart Avenue Newcastle 2302 will store details of the application. Individuals can access the details of the application under the <i>Government Information (Public Access) Act 2009</i> .
Access:	Your information can be checked for accuracy by calling (02)4974 2000.

City of Newcastle

Phone: 02 4974 2000

Address: 12 Stewart Avenue Newcastle West NSW 2302