



City of Nedlands

Agenda

Council Meeting

23 April 2019

Dear Council member

The next Ordinary Meeting of the City of Nedlands will be held on Tuesday 23 April 2019 in the Council Chambers at 71 Stirling Highway Nedlands commencing at 7 pm.

Mark Goodlet
Chief Executive Officer
16 April 2019

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City of Nedlands

Notice of an Ordinary Meeting of Council to be held in the Council Chambers, Nedlands on Tuesday 23 April 2019 at 7 pm.

Council Agenda

Declaration of Opening

The Presiding Member will declare the meeting open at 7 pm and will draw attention to the disclaimer below.

(NOTE: Council at its meeting on 24 August 2004 resolved that should the meeting time reach 11.00 p.m. the meeting is to consider an adjournment motion to reconvene the next day).

Present and Apologies and Leave Of Absence (Previously Approved)

Leave of Absence Councillor B G Hodsdon Hollywood Ward
(Previously Approved)

Apologies None as at distribution of this agenda.

Disclaimer

Members of the public who attend Council meetings should not act immediately on anything they hear at the meetings, without first seeking clarification of Council's position. For example, by reference to the confirmed Minutes of Council meeting. Members of the public are also advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

1. Public Question Time

A member of the public wishing to ask a question should register that interest by notification in writing to the CEO in advance, setting out the text or substance of the question.

The order in which the CEO receives registrations of interest shall determine the order of questions unless the Mayor determines otherwise. Questions must relate to a matter affecting the City of Nedlands.

2. Addresses by Members of the Public

Addresses by members of the public who have completed Public Address Session Forms to be made at this point.

3. Requests for Leave of Absence

Any requests from Councillors for leave of absence to be made at this point.

4. Petitions

Petitions to be tabled at this point.

5. Disclosures of Financial Interest

The Presiding Member to remind Councillors and Staff of the requirements of Section 5.65 of the *Local Government Act* to disclose any interest during the meeting when the matter is discussed.

A declaration under this section requires that the nature of the interest must be disclosed. Consequently, a member who has made a declaration must not preside, participate in, or be present during any discussion or decision-making procedure relating to the matter the subject of the declaration.

However, other members may allow participation of the declarant if the member further discloses the extent of the interest. Any such declarant who wishes to participate in the meeting on the matter, shall leave the meeting, after making their declaration and request to participate, while other members consider and decide upon whether the interest is trivial or insignificant or is common to a significant number of electors or ratepayers.

6. Disclosures of Interests Affecting Impartiality

The Presiding Member to remind Councillors and Staff of the requirements of Council's Code of Conduct in accordance with Section 5.103 of the *Local Government Act*.

Councillors and staff are required, in addition to declaring any financial interests to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making procedure.

The following pro forma declaration is provided to assist in making the disclosure.

"With regard to the matter in item x..... I disclose that I have an association with the applicant (or person seeking a decision). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly."

The member or employee is encouraged to disclose the nature of the association.

7. Declarations by Members That They Have Not Given Due Consideration to Papers

Members who have not read the business papers to make declarations at this point.

8. Confirmation of Minutes

8.1 Ordinary Council meeting 27 March 2019

The Minutes of the Ordinary Council Meeting held 27 March 2019 are to be confirmed.

9. Announcements of the Presiding Member without discussion

Any written or verbal announcements by the Presiding Member to be tabled at this point.

10. Members announcements without discussion

Written announcements by Councillors to be tabled at this point.

Councillors may wish to make verbal announcements at their discretion.

11. Matters for Which the Meeting May Be Closed

Council, in accordance with Standing Orders and for the convenience of the public, is to identify any matter which is to be discussed behind closed doors at this meeting, and that matter is to be deferred for consideration as the last item of this meeting.

12. Divisional reports and minutes of Council committees and administrative liaison working groups

12.1 Minutes of Council Committees

This is an information item only to receive the minutes of the various meetings held by the Council appointed Committees (N.B. This should not be confused with Council resolving to accept the recommendations of a particular Committee. Committee recommendations that require Council's approval should be presented to Council for resolution via the relevant departmental reports).

The Minutes of the following Committee Meetings (in date order) are to be received:

Captain Stirling Local Hub Steering Committee

5 March 2019

Circulated to Councillors on 11 April 2019

Council Committee

9 April 2019

Circulated to Councillors on 12 April 2019

Note: As far as possible all the following reports under items 12.2, 12.3, 12.4, and 17.1 will be moved en-bloc and only the exceptions (items which Councillors wish to amend) will be discussed.

12.2 Planning & Development Report No's PD11.19 to PD15.19 (copy attached)

Note: Regulation 11(da) of the *Local Government (Administration) Regulations 1996* requires written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70, but not a decision to only note the matter or to return the recommendation for further consideration.

PD11.19	No. 99 Waratah Ave, Dalkeith - Proposed Change of Use (from Shop to Health Studio)
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Committee	9 April 2019
Council	23 April 2019
Applicant	H Clarke
Landowner	S Franetovich
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Peter Mickleson – Director Planning & Development
Reference	DA19-34141
Previous Item	Nil
Delegation	In accordance with Clause 6.3 (Special Procedures) of Town Planning Scheme No 2 Council is required to determine the application due to objections being received.
Attachments	1. Traffic Engineering letter

Committee Recommendation / Recommendation to Committee

Council approves the development application dated 24 January 2019 to change the use from Shop to Health Studio at Lot 384 (No. 99) Waratah Avenue, Dalkeith, subject to the following conditions and advice:

- 1. The development shall at all times comply with the application and the approved plans, subject to any modifications required as a consequence of any condition(s) of this approval.**
- 2. The proposed use complying with the Health Studio definition stipulated under the City's Town Planning Scheme No. 2 (refer to advice note 1).**
- 3. A maximum of two staff are permitted on the premises at any one time.**

4. The operating hours of the Health Studio is restricted to between the following:

Monday and Friday, 6:00am to 8:05pm;
Saturday 7:00am to 12:15pm; and
Sunday 8:30am to 11:05am.

5. All clients visiting the business are to do so via prior appointment only.
6. No materials and/or equipment being stored externally on the property, which is visible from off site, and/or obstructs pedestrian access ways, street parking bays and/or any street (un)loading bays.
7. Any signage being maintained by the landowner to the City's satisfaction.

Advice Notes specific to this proposal:

1. With regard to condition 4, the applicant and landowner are advised that the use Health Studio, is defined as being the following under Town Planning Scheme No. 2:

“Health Studio - means any land and building designed and equipped for physical exercises, recreation and sporting activities including outdoor recreation;”

2. This decision does not obviate rights and responsibilities of strata owners under the *Strata Titles Act 1985*, which may require additional consultation and/or permissions from the stratum, prior to the commencement of works.
3. Noise levels are to comply with the *Environmental Protection (Noise) Regulations 1997*.
4. Adequate staff and public sanitary conveniences shall be provided in accordance with the Building Code of Australia. Where these are situated externally to the public building, the area providing access to the sanitary conveniences shall be illuminated.
5. Service and/or delivery vehicles are not to service the premises before 7.00 am or after 7.00 pm Monday to Saturday, and/or before 9.00 am or after 7.00 pm on Sundays and Public Holidays unless otherwise approved by the City beforehand.
6. This decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two-year period, the approval shall lapse and be of no further effect.

PD12.19	No. 50 Haldane Street. Mt Claremont – Proposed Single Dwelling
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Committee	9 April 2019
Council	23 April 2019
Applicant	O. Pearce
Landowner	S. Wilson
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Peter Mickleson – Director Planning & Development
Reference	DA19-33832
Previous Item	Nil
Delegation	In accordance with Clause 6.7.1a) of the City's Instrument of Delegation, Council is required to determine the application due to objections being received.
Attachments	1. Site photographs 2. Applicant's justification

Committee Recommendation / Recommendation to Committee

Council approves the development application to construct a single dwelling at (Lot 702) No.50 Haldane Street, Mount Claremont, received on 9 January 2019 with amended plans received on 21 February 2019, subject to the following conditions and advice:

1. The development shall at all times comply with the application and the approved plans, subject to any modifications required as a consequence of any condition(s) of this approval.
2. All footings and structures associated with the retaining walls and any fencing shall be constructed wholly inside the site boundaries of the property's Certificate of Title.
3. All fencing/visual privacy screens to Major Openings/Unenclosed Active Habitable Spaces as shown on the approved plans, shall prevent overlooking in accordance with the visual privacy requirements of the Residential Design Codes 2018. The fencing/visual privacy screens shall be installed prior to the development's practicable completion and remain in place permanently, unless otherwise approved by the City.
4. All stormwater from the development, which includes permeable and non-permeable areas shall be contained onsite.

Advice Notes specific to this approval:

- 1. A separate development application is required to be submitted to and approved by the City prior to erecting any fencing within the street setback area(s) which is not compliant with the deemed-to-comply provisions of the Residential Design Codes, and/or erecting any fencing behind the primary street setback area which is more than 1.8m in height above natural ground level.**
- 2. All crossovers to the street(s) shall be constructed to the Council's Crossover Specifications and the applicant / landowner to obtain levels for crossovers from the Council's Infrastructure Services under supervision onsite, prior to commencement of works.**
- 3. The concrete footpath(s) shall be retained across the proposed crossover(s).**
- 4. Any development in the nature-strip (verge), including footpaths, will require a Nature-Strip Work Application (NSWA) to be lodged with, and approved by, the City's Technical Services department, prior to construction commencing.**
- 5. All street tree assets in the nature-strip (verge) shall not be removed. Any approved street tree removals shall be undertaken by the City of Nedlands and paid for by the owner of the property where the development is proposed, unless otherwise approved under the Nature Strip Development approval.**
- 6. All downpipes from guttering shall be connected so as to discharge into drains, which shall empty into a soak-well; and each soak-well shall be located at least 1.8m from any building, and at least 1.8m from the boundary of the block. Soak-wells of adequate capacity to contain runoff from a 20-year recurrent storm event. Soak-wells shall be a minimum capacity of 1.0m³ for every 80m² of calculated surface area of the development.**
- 7. All internal water closets and ensuites without fixed or permanent window access to outside air or which open onto a hall, passage, hobby or staircase, shall be serviced by a mechanical ventilation exhaust system which is ducted to outside air, with a minimum rate of air change equal to or greater than 25 litres / second.**
- 8. The applicant is advised to consult the City's Visual and Acoustic Privacy Advisory Information in relation to locating any mechanical equipment (e.g. air-conditioner, swimming pool or spa) such that noise, vibration and visual impacts on neighbours are mitigated. The City does not recommend installing any equipment near a property boundary where it is likely that noise will intrude upon neighbours.**

Prior to selecting a location for an air-conditioner, the applicant is advised to consult the online fairair noise calculator at www.fairair.com.au and use this as a guide to prevent noise affecting neighbouring properties.

Prior to installing mechanical equipment, the applicant is advised to consult neighbours, and if necessary, take measures to suppress noise.

- 9. This decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two-year period, the approval shall lapse and be of no further effect.**

PD13.19	Christ Church Grammar School – Request for Endorsement of Possible Acquisition of Landfill Site
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Committee	9 April 2019
Council	23 April 2019
Applicant	Taylor Burrell Barnett
Landowner	State of WA
Employee Disclosure under section 5.70 Local Government Act 1995	Mark Goodlet, Chief Executive Officer – Nature of interest – Impartiality. Extent of interest being that his child is a student at John XXIII College.
Director	Peter Mickleson – Director Planning & Development
Previous Item	PD74.18- Christ Church Grammar School - Possible Acquisition of Landfill Site
Attachments	1. Applicants formal request for endorsement

Committee Recommendation

Council instructs Administration to write a letter of endorsement from the City to support the lots shown in Table 1 to be developed for sport and recreation. With the conditions that:

- 1. The sites are remediated, and any contamination issues are resolved;**
- 2. That the sites are amalgamated;**
- 3. The sites are used for sport and recreational purposes;**
- 4. The sites are open to the public for use; and**
- 5. That the City has the opportunity to participate in the planning and development.**

Recommendation to Committee

Council instructs Administration to write a letter of endorsement from the City to support the lots shown in Table 1 to be developed as playing fields. With the conditions that:

1. The sites are remediated, and any contamination issues are resolved;
2. That the sites are amalgamated;
3. The sites are used for sport and recreational purposes;

4. The sites are open to the public for use; and
5. That the City has the opportunity to participate in the planning and development of the playing fields.

PD14.19 Establishment of a Design Review Panel	
Committee	9 April 2019
Council	23 April 2019
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Peter Mickleson – Director Planning & Development
Reference	Nil
Previous Item	Nil
Attachments	1. Design Review Guide – Department of Planning, Lands and Heritage (February 2019)

Committee Recommendation

That Council does not establish a Design Review Panel.

Recommendation to Committee

That Council:

1. Instructs the City's Administration to establish a Design Review Panel Terms of Reference for the purposes of providing independent expert design review advice for complex planning proposals;
2. Instructs the City's administration to prepare a Local Planning Policy outlining the types of development, policies and projects that will be referred to the Panel, a set of Design Principles that the panel will use for a basis for review and relevant operations and procedures for the panel; and
3. Receive a further report following assessment of the expressions of interest to consider further appointment of panel members and the draft local planning policy.

PD15.19	Itinerant Food Vendor Application (Ice Cream Van)
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Committee	9 April 2019
Council	23 April 2019
Applicant	Silver Asjarv
Employee Disclosure under section 5.70 Local Government Act 1995	Nil
Director	Peter Mickleson – Director of Planning & Development
Reference	File No. COMP-1374877427-8910
Attachments	1. Itinerant food business application form 2. Photos of mobile food service facility 3. Trading in Public Places Local Law 2000 – Local Law 8

Committee Recommendation / Recommendation to Committee

That Council approves an application by Mr Silver Asjarv to operate an itinerant Food Vendor within the City of Nedlands subject to the following conditions:

1. Applicant to hold a valid City of Nedlands Itinerant Food Vendor's Licence;
2. Applicant to operate on a Sunday only from 10.00am to 7.00pm;
3. Applicant not trade within 50 metres of a permanent food business of the same food type;
4. Only remain at a location for as long as there is a customer making a purchase. If there is no customer making a purchase, the permit holder must move on from that location within a reasonable time of the last purchase having been made;
5. Maximum time in one location is not to exceed 10 minutes;
6. Service of ice creams, confectionary and drinks only are permitted;
7. Music, or any other forms of sound to attract customers, is not permitted to be played whilst the vehicle is parked;
8. Trading activities may be prohibited in certain areas should noise complaints be received and substantiated;

9. **This Licence must be displayed in a conspicuous place on the vehicle and the permit must be produced to any Authorised Person or any police officer when requested;**
10. **The vehicle must be maintained in a clean and safe condition and in good repair;**
11. **The sale of food must comply with the *Food Act 2008, Food Regulations 2009* and the *Australia New Zealand Food Standards Code*;**
12. **A current Public Liability Insurance must be attained for the vehicle; and**
13. **This licence may be cancelled by the City of Nedlands if the vendor has not complied with the conditions of the licence or the provision of any written law or policy related to the activity.**

12.3 Technical Services Report No's TS05.19 to TS10.19 (copy attached)

Note: Regulation 11(da) of the *Local Government (Administration) Regulations 1996* requires written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70, but not a decision to only note the matter or to return the recommendation for further consideration.

TS05.19	Execution of Grant of Easement
Committee	9 April 2019
Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Martyn Glover – Director Technical Services
Attachments	1. Copy of Easement in Gross documents

**Committee Recommendation / Recommendation to
Committee**

Council

- 1. Approves the application of the Council Common Seal (seal) by the CEO on the Grant of Easement documentation in triplicate for Lot 416 (No. 1) Heritage Lane Mt Claremont; and**
- 2. Directs the Mayor and Chief Executive Officer (CEO) to execute the Grant of Easement documentation in triplicate by way of signing.**

TS06.19	Peace Memorial Rose Gardens Restoration
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Committee	9 April 2019
Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Martyn Glover – Director Technical Services
Attachments	1. Digitisation of Bennett’s Original Plan 1948 2. Amended Plan to fit existing Infrastructure

Committee Recommendation / Recommendation to Committee

Council:

1. Supports the development of the Peace Memorial Rose Garden to reflect the original design by WG (Bill) Bennett subject to the favourable outcome of the following:
 - a) The Heritage Council supports the project; and
 - b) A community engagement supports the project.

2. Requests the Administration complete the detail design, costing and anticipated program of works for the project including an application for a Department of Veterans Affairs Grant.

TS06.19	Peace Memorial Rose Gardens Restoration
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Committee	9 April 2019
Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Martyn Glover – Director Technical Services
Attachments	1. Digitisation of Bennett's Original Plan 1948 2. Amended Plan to fit existing Infrastructure

Committee Recommendation / Recommendation to Committee

Council:

1. Supports the development of the Peace Memorial Rose Garden to reflect the original design by WG (Bill) Bennett subject to the favourable outcome of the following:
 - a) The Heritage Council supports the project; and
 - b) A community engagement supports the project.

2. Requests the Administration complete the detail design, costing and anticipated program of works for the project including an application for a Department of Veterans Affairs Grant.

TS07.19	Quintilian Road Partial Road Closure Community Engagement Results
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Committee	9 April 2019
Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Martyn Glover – Director Technical Services
Attachments	1. Community Engagement Responses by Street 2. Engagement Report 3. Quintilian School Submission

Committee Recommendation

Council:

1. **does not support the proposed left-out only partial road closure of Quintilian Road at Brockway Road;**
2. **supports the installation of the speed pillows included in the original report of October 2017;**
3. **supports the provision of flashing 40km/h speed zone signs in Quintilian Road; and**
4. **Council asks the Administration to work with the Department of Transport to investigate the potential for Quintilian Road to be developed as a Safe Active Street. Administration is asked to report on the results of this investigation to Council.**

Recommendation to Committee

Council:

1. does not support the proposed left-out only partial road closure of Quintilian Road at Brockway Road;
2. supports the installation of the speed pillows included in the original report of October 2017;
3. supports the provision of flashing 40km/h speed zone signs in Quintilian Road; and
4. commits to continue to review the traffic management in Quintilian Road.

TS08.19	Naming of Reserve 51183 – 30 (Lot 415) St Johns Wood Boulevard, Mt Claremont
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Committee	9 April 2019
Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Martyn Glover – Director Technical Services
Attachments	1. Policies and Standards for Geographical Naming in Western Australia (excerpt)

Committee Recommendation / Recommendation to Committee

Council instructs Administration to apply to the Geographic Names Committee to have Reserve 51183, street address 30 (Lot 415) St Johns Wood Boulevard, Mt Claremont named 'Abbey Park'.

TS09.19	Verdun Street Parking Station – Amendments to Parking Prohibitions
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Committee	9 April 2019
Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Martyn Glover – Director Technical Services
Attachments	1. Proposed Parking Prohibitions Plan

Committee Recommendation / Recommendation to Committee

Council approve changing the existing parking prohibition at the Verdun Street parking station from 2P to 4P.

TS10.19	RFP 2018-19.01 - Design, Supply and Installation of Playground Equipment Panel
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Committee	9 April 2019
Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Martyn Glover – Director Technical Services
Attachments	1. Brockman Reserve Playground Redevelopment – Community Engagement Results

Committee Recommendation / Recommendation to Committee

Council

1. agrees to appoint the following contractors to the RFP 2018-19.01 - Design, Supply and Installation of Playground Equipment Panel:
 - Adventure Playgrounds Pty Ltd atf R & G Kelsey Business Trust t/as Adventure +;
 - Erutan Pty Ltd ta Nature Playgrounds;
 - MAS (WA) Pty Ltd as Trustee for the Simpson Family Trust T/As Miracle Recreation Equipment;
 - Nature Play Solutions Pty Ltd;
 - Playmaster Pty Ltd.
2. agrees to award the construction of the Brockman Reserve Playground to Erutan Pty Ltd ta Nature Playgrounds; and
3. authorises the Chief Executive Officer to Sign the acceptance of offers.

12.4 Corporate & Strategy Report No's CPS07.19 (copy attached)

Note: Regulation 11(da) of the *Local Government (Administration) Regulations 1996* requires written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70, but not a decision to only note the matter or to return the recommendation for further consideration.

CPS07.19		List of Accounts Paid – February 2019	
Committee		12 March 2019	
Council		26 March 2019	
Applicant		City of Nedlands	
Employee Disclosure under section 5.70 Local Government Act 1995		Nil.	
Director		Lorraine Driscoll – Director Corporate & Strategy	
Attachments		1. Creditor Payment Listing February 2019 2. Purchasing Card Payments February 2019 (29 th January 2019 – 28 th February 2019)	

Committee Recommendation / Recommendation to Committee

Council receives the List of Accounts Paid for the month of February 2019 (refer to attachments).

13. Reports by the Chief Executive Officer

13.1 Common Seal Register Report – March 2019

The attached Common Seal Register Report for the month of March 2019 is to be received.

March 2019

SEAL NUMBER	DATE SEALED	DEPARTMENT	MEETING DATE / ITEM NO.	REASON FOR USE
919	19 March 2019	Technical Services	Delegated Authority	Easement Lot 416 (No. 1) Heritage Lane Mt Claremont - between the City of Nedlands & Aegis Aged Care Group Pty Ltd (3 copies)

13.2 List of Delegated Authorities – March 2019

The attached List of Delegated Authorities for the month of March 2019 is to be received.

Date of use of delegation of authority	Title	Position exercising delegated authority	Act	Section of Act	Applicant / CoN / Property Owner / Other
March 2019					
05/03/2019	(APP) – DA19/33847 – 40A Mengler Ave, Claremont – Additions (Carport to Grouped Dwelling)	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Great Aussie Patios
06/03/2019	(APP) – DA19/33844 – 3/141 Broadway, Nedlands – Change of Use (Office to Health Studio)	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Ms D Gaspar
06/03/2019	(APP) – DA19/3368 – 62A The Avenue, Nedlands – Retrospective Additions (Pergola) to Existing Single Dwelling	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Mrs W Prendiville
06/03/2019	(APP) – DA19/34610 – 6 Colin Street, Dalkeith – Amendment to DA18/33576 – Finished Floor Level	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Honest Holdings
07/03/2019	(APP) – DA19/34407 – 42A Langham St, Nedlands – Additions	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Modernark Layout Design
07/03/2019	(APP) – DA19/33719 – 14 Nardina Cr, Dalkeith – Two Storey Single House	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Oswald Homes (1972) Pty Ltd

07/03/2019	(APP) – DA19/34659 – 678 Minora Road, Dalkeith – Additions (Patio) to Single House	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Oasis Patios
08/03/2019	3039213- Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Marisa Schonwolf
08/03/2019	3032715- Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Marie Poggi
13/03/2019	3039315 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Laura Palchak
15/03/2019	3039316 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	John Wang
15/03/2019	3032688 and 3032731 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Glen Parsons
15/03/2019	(APP) – DA19/34464 – 3/150 Stirling Hwy, Nedlands – Change of Use (Consulting Rooms)	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Skyn Pty Ltd
15/03/2019	(APP) – DA19/34000 – 22 Dalkeith Road, Nedlands – Single Storey Single House	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Webb and Brown Neaves
19/03/2019	(APP) – DA19/33149 – 7 Waratah Ave, Dalkeith – Two Storey Single House	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Craig Steere Architects

21/03/2019	(APP) – DA19/34761 – 111/118 Monash Ave, Nedlands – Additions (Patio) to Existing Aged Care Facility	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Grand Patios
22/03/2019	3032724 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Carolyn Tomich
22/03/2019	3032685 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Nikki McAleer
22/03/2019	3032960 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Rebecca Kaard
22/03/2019	3038847 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Changhao Liu
22/03/2019	3034915 - Parking Infringement Withdrawal – error made by issuing officer	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Michelle Connor
22/03/2019	(APP) – DA19/34287 – 38 Tyrell St, Nedlands – Two Storey Single House	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Aintree Holdings Pty Ltd
25/03/2019	(APP) – DA19/34612 – 13A Bedbrook Place, Shenton Park – Incidental Shop for Existing Pharmaceutical Manufacturing Facility	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	PureIV

26/03/2019	(APP) – DA19/34543 – 7 Kings Row, Mt Claremont – Patio	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Great Aussie Patios
26/03/2019	(APP) – DA19/34608 – 68 Louise St, Nedlands – Amendment to DA18/5	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Addstyle Constructions
26/3/2019	3038501 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Isobel Beardsmore
26/3/2019	3038613 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Louis McAuliffe
26/3/2019	3038604 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Tessa McAllister
26/3/2019	3038610 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Maryse d'Argent
26/3/2019	3038612 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Hanna Steere
26/3/2019	3038606 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Margarita Robson
26/3/2019	3038609 - Parking Infringement Withdrawal – compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Sue Smith

26/3/2019	1001800 – Bushfire Infringement Withdrawal – error made by issuing officer	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	James Young
26/03/2019	(APP) – DA19/34165 – 62 Jutland Parade, Dalkeith – Driveway	Coordinator Statutory Planning Andrew Bratley	City of Nedlands TPS2	Section 6.7.1	Limestone Pty Ltd
29/03/2019	(APP) – DA19/34147 – 35 Stirling Hwy, Nedlands – Change of Use (from Office to Health Studio and Consulting Rooms) and Signage	Manager Planning Ross Jutras-Minett	City of Nedlands TPS2	Section 6.7.1	R Susanto
29/03/2019	3039441 - Parking Infringement Withdrawal – error made by issuing office	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Vivien Forrest
29/03/2019	3039420 - Parking Infringement Withdrawal – other compassionate grounds	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Miranda Franklin
29/03/2019	3038564 - Parking Infringement Withdrawal – stolen vehicle	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Jerome Georget
29/03/2019	3039420 - Parking Infringement Withdrawal – error made by issuing officer	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Cameron Wilson
29/03/2019	3039219 - Parking Infringement Withdrawal – error made by issuing officer	Acting Manager Health & Compliance Neil McGuinness	Local Government Act 1995	Section 9.20/6.12(1)	Hetty Forte

13.3 Monthly Financial Report – March 2019

Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act	Nil.
Director	Lorraine Driscoll – Director Corporate & Strategy
CEO	Mark Goodlet
Attachments	<ol style="list-style-type: none"> 1. Financial Summary (Operating) by Business Units – 31 March 2019 2. Capital Works & Acquisitions – 31 March 2019 3. Statement of Net Current Assets – 31 March 2019 4. Statement of Financial Activity – 31 March 2019 5. Borrowings – 31 March 2019 6. Statement of Financial Position – 31 March 2019 7. Operating Income & Expenditure by Reporting Activity – 31 March 2019 8. Operating Income by Reporting Nature & Type – 31 March 2019

Executive Summary

Administration is required to provide Council with a monthly financial report in accordance with *Regulation 34(1) of the Local Government (Financial Management) Regulations 1996*. The monthly financial variance from the budget of each business unit is reviewed with the respective manager and the Executive to identify the need for any remedial action. Significant variances are highlighted to Council in the attached Monthly Financial Report.

Recommendation to Council

Council receives the Monthly Financial Report for 31 March 2019.

Discussion/Overview

The monthly financial management report meets the requirements of *Regulation 34(1) and 34(5) of the Local Government (Financial Management) Regulations 1996*.

The monthly financial variance from the budget of each business unit is reviewed with the respective Manager and the Executive to identify the need for any remedial action. Significant variances are highlighted to Council in the Monthly Financial Report.

This report gives an overview of the revenue and expenses of the City for the year to date 31 March 2019 together with a Statement of Net Current Assets as at 31 March 2019.

The operating revenue at the end of March 2019 was \$34 M which represents \$613k favourable variance compared to the year-to-date budget.

The operating expense at the end of March 2019 was \$23 M, which represents \$4.03 M favourable variance compared to the year-to-date budget.

The attached Operating Statement compares “Actual” with “Budget” by Business Units. Variations from the budget of revenue and expenses by Directorates are highlighted in the following paragraphs.

Governance

Expenditure:	Favourable variance of	\$ 359,088
Revenue:	Unfavourable variance of	\$(152,847)

The favourable expenditure variance is mainly due to lower expenditure for the WESROC project by \$156k, and professional fees, special projects, office communications and ICT Expenses of \$202k not expensed yet.

The unfavourable revenue variance is mainly due to lower revenue from WESROC corresponding with the lower expenditure.

Corporate and Strategy

Expenditure:	Favourable variance of	\$ 653,097
Revenue:	Favourable variance of	\$ 504,691

The favourable expenditure variance is mainly due to timing differences in the use of ICT professional services and expenses of \$246k. Also timing difference on special projects finance and interest expenses of \$117k. Small savings on ICT Depreciation of \$122k and some savings on customer service, Finance and IT salary of \$164k due to delay in filling vacancies

Favourable revenue variance is due to timing difference of interest income \$65k and higher rates revenue of \$412k. The higher rates income is mainly from higher interim rates and profiling issue. The rates income for March YTD Actual is \$23.77 M compared to the March YTD Budget of \$23.36 M and the Annual Budget of \$23.44 M.

Community Development and Services

Expenditure:	Favourable variance of	\$497,616
Revenue:	Favourable variance of	\$ 78,182

The favourable expenditure variance is mainly due to expenses not expended yet for community donations of \$51k, special projects of \$12k and operational activities of \$34k. Salaries and NCC expenses is lower by \$357k mainly due to delay in filling vacant positions, and timing differences.

The Favourable revenue variance is due to increase fees & charges income from NCC, Tresillian courses of \$67k.

Planning and Development

Expenditure:	Favourable variance of	\$ 436,515
Revenue:	Favourable variance of	\$ 120,815

The favourable expenditure variance is mainly due to expenses not expended yet for operational activities of \$235k, Strategic Planning expenses and other ranger services of \$65k. Salaries is lower by \$120k mainly due to delay in filling vacant positions, and timing differences.

Small favourable revenue variance is due to higher income for planning fees & charges of \$93k.

Technical Services

Expenditure:	Favourable variance of	\$ 2,084,565
Revenue:	Unfavourable variance of	\$ 62,181

Favourable expenditure variance is mainly due to expenses not expended yet for Parks maintenance of \$442k. Depreciation on Infrastructure is lower by \$1.6 M due to lower revaluation values compared to the previous years.

Small favourable variance is due to increase income from Waste management and infrastructure service charges. Timing difference on Grants payments of \$30k also contributed to favourable variance.

UGP

As at 31 March 2019, the City's service charge, spend and borrowings since the commencement of the project is as follows:

Project	Service Charge	Spend	Borrowings
Alderbury Street	\$184,509	\$368,798	\$66,956
West Hollywood	\$2,286,460	\$5,484,011	\$3,574,691
Alfred Road & Mt Claremont	\$396,290	\$674,661	\$94,279
Total	\$2,867,259	\$6,527,470	\$3,735,926

Borrowings

At 31 March 2019, we have a balance of borrowings of \$7.9 M. 2018/19 budget included borrowings of \$4.4 M including \$2.47 M for the UGP based on the assumption that 75% of the owners will opt for a 10-year loan. However, only 23% of owners have opted for the 10-year loan, thus reducing the loan requirement for the owners' portion of the UGP to \$806k. This will reduce the borrowings for the year by \$1.66 M with an estimated total outstanding borrowing of \$8.5 M at year end compared to the budget of \$10 M.

Net Current Assets Statement

At 31 March 2019, net current assets were \$10.27 M compared to \$11.28 M as at 31 March 2018. This is mainly due to an increase of \$1.5m in restricted reserves and increase of \$340k in receivables.

Rates debtors outstanding is 7% as at 31 March 2019 compared to 6% as at 31 March 2018.

Capital Works Programme

At the end of March, the expenditure on capital works were \$6M with further commitments of \$932k which is 48% of a total budget of \$14.37 M.

Conclusion

The statement of financial activity for the period ended 31 March 2019 indicates that operating expenses are under the year-to-date budget by 14.9% or \$4.03 M, while revenue is above the Budget by 1.8% or \$613k.

Key Relevant Previous Council Decisions:

Nil.

Consultation

N/A

Budget/Financial Implications

As outlined in the Monthly Financial Report.



CITY OF NEDLANDS
FINANCIAL SUMMARY - OPERATING - BY BUSINESS UNIT
AS AT 31 March 2019

Posting Year 2019
 Fund Number 2
 Operating/Capi O

Row Labels	Master Account (desc)	March Actual YTD	March Budget YTD	Variance	Committed Balance	Annual Budget
Governance						
CEO's Office						
Governance						
Expense						
20420	Salaries - Governance	588,811	596,025	7,214	0	794,698
20421	Other Employee Costs - Governance	30,395	36,138	5,743	555	40,882
20423	Office - Governance	13,269	21,418	8,149	867	29,700
20424	Motor Vehicles - Governance	4,096	9,378	5,282	0	12,500
20425	Depreciation - Governance	65,113	78,300	13,187	0	104,400
20427	Finance - Governance	203,310	203,340	30	0	271,121
20428	Insurance - Governance	134,130	123,500	(10,630)	0	123,500
20430	Other Expense - Governance	6,630	7,497	867	2,082	10,000
20434	Professional Fees - Governance	153,373	254,165	100,792	38,524	305,000
20450	Special Projects - Governance / PC93	69,808	226,148	156,340	1,452	304,862
Expense Total		1,268,936	1,555,909	286,973	43,480	1,996,663
Income						
50410	Sundry Income - Governance	(46,200)	(210,762)	(164,562)	0	(281,020)
50415	Profit Sale of Assets - Governance	0	(5,123)	(5,123)	0	(5,123)
Income Total		(46,200)	(215,885)	(169,685)	0	(286,143)
Governance Total		1,222,736	1,340,024	117,288	43,480	1,710,520
Communications						
Expense						
28320	Salaries - Communications	212,893	215,352	2,459	0	287,143
28321	Other Employee Costs - Communications	3,554	3,000	(554)	0	3,000
28323	Office - Communications	33,335	72,003	38,668	12,310	80,000
28327	Finance - Communications	65,610	65,601	(9)	0	87,465
28330	Other Expense - Communications	0	1,797	1,797	614	1,900
28335	ICT Expenses - Communications	27,833	31,620	3,788	7,621	34,500
28350	Special Projects - Communications / PC 90	0	15,000	15,000	0	20,000
Expense Total		343,225	404,373	61,148	20,545	514,008
Communications Total		343,225	404,373	61,148	20,545	514,008
Human Resources						
Expense						
20520	Salaries - HR	296,274	325,713	29,439	0	434,288
20521	Other Employee Costs - HR	207,484	197,875	(9,609)	16,907	274,424
20522	Staff Recruitment - HR	51,718	35,003	(16,715)	4,325	41,000
20523	Office - HR	3,109	4,734	1,625	0	6,300
20525	Depreciation - HR	312	378	66	0	500
20527	Finance - HR	(609,120)	(609,087)	33	0	(812,112)
20530	Other Expense - HR	0	1,197	1,197	248	1,600
20534	Professional Fees - HR	0	18,000	18,000	0	24,000
20535	ICT Expenses - HR	13,067	30,000	16,933	0	40,000
Expense Total		(37,156)	3,813	40,969	21,480	10,000
Income						
50510	Contributions & Reimbursements - HR	(25,173)	(8,335)	16,838	0	(10,000)
Income Total		(25,173)	(8,335)	16,838	0	(10,000)
Human Resources Total		(62,329)	(4,522)	57,807	21,480	0
Members Of Council						
Expense						
20323	Office - MOC	24,854	27,000	2,146	7,395	36,000
20325	Depreciation - MOC	572	675	103	0	900



CITY OF NEDLANDS
FINANCIAL SUMMARY - OPERATING - BY BUSINESS UNIT
AS AT 31 March 2019

Posting Year 2019
 Fund Number 2
 Operating/Capi O

Row Labels	Master Account (desc)	March Actual	March Budget	Variance	Committed	Annual Budget
		YTD	YTD		Balance	
20329	Members of Council - MOC	370,529	337,778	(32,751)	0	448,700
20330	Other Expense - MOC	0	500	500	0	1,000
Expense Total		395,956	365,953	(30,003)	7,395	486,600
Members Of Council Total		395,956	365,953	(30,003)	7,395	486,600
CEO's Office Total		1,899,588	2,105,828	206,240	92,901	2,711,128
Governance Total		1,899,588	2,105,828	206,240	92,901	2,711,128
Corporate & Strategy						
Corporate Strategy & Systems						
Customer Services						
Expense						
21320	Salaries - Customer Service	286,048	359,406	73,358	0	479,207
21321	Other Employee Costs - Customer Service	5,099	6,600	1,501	0	6,900
21323	Office - Customer Service	4,839	4,131	(708)	2,623	5,500
21327	Finance - Customer Service	(438,930)	(438,906)	24	0	(585,207)
21330	Other Expense - Customer Service	8,448	11,394	2,946	3,006	15,200
21350	Special Projects - Customer Service	102,886	79,875	(23,011)	27,016	106,500
Expense Total		(31,610)	22,500	54,110	32,645	28,100
Income						
51301	Fees & Charges - Customer Services	(422)	(450)	(28)	0	(600)
Income Total		(422)	(450)	(28)	0	(600)
Customer Services Total		(32,032)	22,050	54,082	32,645	27,500
ICT						
Expense						
21720	Salaries - ICT	283,235	357,159	73,924	0	476,206
21721	Other Employee Costs - ICT	13,227	14,325	1,098	0	17,500
21723	Office - ICT	18,187	28,750	10,563	25,000	37,000
21724	Motor Vehicles - ICT	12,905	16,497	3,592	0	22,000
21725	Depreciation - ICT	39,624	162,000	122,376	0	216,000
21727	Finance - ICT	(1,247,760)	(1,247,781)	(21)	0	(1,663,707)
21730	Other Expense - ICT	2,864	5,247	2,383	0	7,000
21734	Professional Fees - ICT	25,948	83,335	57,387	15,475	100,000
21735	ICT Expenses - ICT	440,312	629,554	189,242	66,437	794,300
Expense Total		(411,456)	49,086	460,542	106,912	6,299
Income						
51302	Sundry Income - IT	(16,585)	0	16,585	0	0
Income Total		(16,585)	0	16,585	0	0
ICT Total		(428,042)	49,086	477,128	106,912	6,299
Corporate Strategy & Systems Total		(460,074)	71,136	531,210	139,557	33,799
Finance						
Rates						
Expense						
21920	Salaries - Rates	57,371	65,304	7,933	0	87,075
21921	Other Employee Costs - Rates	917	900	(17)	0	900
21923	Office - Rates	13,740	13,500	(240)	893	18,000
21927	Finance - Rates	120,262	98,181	(22,081)	0	130,908
21930	Other Expense - Rates	13,596	18,335	4,739	1,184	22,000
21934	Professional Fees - Rates	53,996	52,300	(1,696)	17,400	59,800
Expense Total		259,883	248,520	(11,363)	19,476	318,683
Income						
51908	Rates - Rates	(23,773,864)	(23,361,046)	412,818	0	(23,445,040)
Income Total		(23,773,864)	(23,361,046)	412,818	0	(23,445,040)



CITY OF NEDLANDS
FINANCIAL SUMMARY - OPERATING - BY BUSINESS UNIT
AS AT 31 March 2019

Posting Year 2019
Fund Number 2
Operating/Capi O

Row Labels	Master Account (desc)	March Actual YTD	March Budget YTD	Variance	Committed Balance	Annual Budget
Rates Total		(23,513,981)	(23,112,526)	401,455	19,476	(23,126,357)
General Finance						
Expense						
21420	Salaries - Finance	659,519	676,575	17,056	46,300	902,102
21421	Other Employee Costs - Finance	20,681	14,750	(5,931)	0	17,100
21423	Office - Finance	46,737	43,297	(3,440)	8,950	57,400
21424	Motor Vehicles - Finance	8,076	8,100	24	0	10,800
21425	Depreciation - Finance	295	378	83	0	500
21427	Finance - Finance	(739,468)	(747,672)	(8,204)	6,811	(996,402)
21430	Other Expense - Finance	704	0	(704)	0	1,500
21434	Professional Fees - Finance	14,488	22,497	8,009	12,360	45,000
21450	Special Projects - Finance	5,170	30,000	24,830	0	40,000
Expense Total		16,202	47,925	31,723	74,421	78,000
Income						
51401	Fees & Charges - Finance	(49,664)	(41,671)	7,993	0	(55,500)
51410	Sundry Income - Finance	(20,960)	(22,125)	(1,165)	0	(22,500)
51406	Contributions & Reimbursements - Finance	(8,260)	0	8,260	0	0
Income Total		(78,884)	(63,796)	15,088	0	(78,000)
General Finance Total		(62,682)	(15,871)	46,811	74,421	0
General Purpose						
Expense						
21627	Finance - General Purpose	33,499	27,000	(6,499)	0	54,000
21631	Interest - General Purpose	179,111	272,565	93,454	0	327,080
Expense Total		212,610	299,565	86,955	0	381,080
Income						
51604	Grants Operating - General Purpose	(272,205)	(282,075)	(9,870)	0	(376,100)
51606	Contributions & Reimbursements - General Purpose	(5,000)	0	5,000	0	0
51607	Interest - General Purpose	(356,764)	(291,747)	65,017	0	(389,000)
51610	Sundry Income - General Purpose	(80)	0	80	0	0
Income Total		(634,049)	(573,822)	60,227	0	(765,100)
General Purpose Total		(421,439)	(274,257)	147,182	0	(384,020)
Shared Services						
Expense						
21523	Office - Shared Services	40,874	58,500	17,626	4,799	78,000
21527	Finance - Shared Services	(114,750)	(114,750)	0	0	(153,000)
21534	Professional Fees - Shared Services	49,000	62,503	13,503	4,745	75,000
Expense Total		(24,876)	6,253	31,129	9,544	0
Shared Services Total		(24,876)	6,253	31,129	9,544	0
Finance Total		(24,022,978)	(23,396,401)	626,577	103,441	(23,510,377)
Corporate & Strategy Total		(24,483,053)	(23,325,265)	1,157,788	242,998	(23,476,578)
Community Development						
Community Development						
Expense						
28120	Salaries - Community Development	323,801	356,979	33,178	0	475,979
28121	Other Employee Costs - Community Development	7,465	7,525	60	0	8,400
28123	Office - Community Development	1,103	2,916	1,813	9	3,900
28124	Motor Vehicles - Community Development	10,213	10,422	209	0	13,900
28125	Depreciation - Community Development	2,150	2,475	325	0	3,300
28127	Finance - Community Development	142,380	142,416	36	0	189,892
28130	Other Expense - Community Development	112	3,000	2,888	0	3,500



CITY OF NEDLANDS
FINANCIAL SUMMARY - OPERATING - BY BUSINESS UNIT
AS AT 31 March 2019

Posting Year 2019
 Fund Number 2
 Operating/Capi O

Row Labels	Master Account (desc)	March Actual YTD	March Budget YTD	Variance	Committed Balance	Annual Budget
28134	Professional Fees - Community Development	350	2,000	1,650	0	2,000
28137	Donations - Community Development	84,646	135,753	51,107	0	179,000
28150	Special Projects - Community Development	6,477	18,750	12,273	9,468	20,000
28151	OPRL Activities - Community Development / PC82-87	97,022	131,700	34,678	30,707	153,700
Expense Total		675,720	813,936	138,216	40,184	1,053,571
Income						
58101	Fees & Charges - Community Development	(9,006)	(14,103)	(5,097)	0	(18,000)
58104	Grants Operating - Community Development	(1,000)	0	1,000	0	(21,000)
58106	Contributions & Reimbursen - Community Developm	(5,200)	(100)	5,100	0	(200)
Income Total		(15,206)	(14,203)	1,003	0	(39,200)
Community Development Total		660,514	799,733	139,219	40,184	1,014,371
Community Facilities						
Income						
58201	Fees & Charges - Community Facilities	(1,082)	(9,375)	(8,293)	0	(12,500)
58206	Contributions & Reimbursen -Community Facilitie:	0	(750)	(750)	0	(1,000)
58209	Council Property - Community Facilities	(134,797)	(128,556)	6,241	0	(171,400)
Income Total		(135,879)	(138,681)	(2,802)	0	(184,900)
Community Facilities Total		(135,879)	(138,681)	(2,802)	0	(184,900)
Volunteer Services VRC						
Expense						
29320	Salaries - Volunteer Services VRC	67,256	68,328	1,072	0	91,108
29321	Other Employee Cost - Volunteer Services VRC	917	900	(17)	0	900
29323	Office - Volunteer Services VRC	794	2,324	1,530	0	3,000
29327	Finance - Volunteer Services VRC	14,670	14,661	(9)	0	19,546
29330	Other Expense - Volunteer Services VRC	3,844	4,225	381	53	5,700
Expense Total		87,482	90,438	2,956	53	120,254
Income						
59304	Grants Operating - Volunteer Services VRC	(22,733)	(14,000)	8,733	0	(14,000)
Income Total		(22,733)	(14,000)	8,733	0	(14,000)
Volunteer Services VRC Total		64,749	76,438	11,689	53	106,254
Volunteer Services NVS						
Expense						
29220	Salaries - Volunteer Services NVS	14,839	24,606	9,767	0	32,817
29221	Other Employee Costs - Volunteer Services NVS	600	700	100	0	700
29223	Office - Volunteer Services NVS	22	400	378	0	800
29227	Finance - Volunteer Services NVS	12,870	12,843	(27)	0	17,122
29230	Other Expense - Volunteer Services NVS	427	1,825	1,398	1,726	2,600
29250	Special Projects - Volunteer Services NVS	2,395	3,000	605	76	3,000
Expense Total		31,154	43,374	12,220	1,803	57,039
Volunteer Services NVS Total		31,154	43,374	12,220	1,803	57,039
Tresillian Community Centre						
Expense						
29120	Salaries - Tresillian CC	180,412	199,602	19,190	0	266,134
29121	Other Employee Costs - Tresillian CC	3,138	3,000	(138)	0	3,000
29123	Office - Tresillian CC	15,554	18,981	3,427	1,502	25,300
29125	Depreciation - Tresillian CC	411	603	192	0	800
29127	Finance - Tresillian CC	63,000	63,333	333	0	84,445
29130	Other Expense - Tresillian CC	4,319	6,497	2,178	60	7,500
29136	Courses - Tresillian CC	136,057	150,000	13,943	24,055	200,500
29150	Exhibition - Tresillian CC	3,930	0	(3,930)	0	6,200
Expense Total		406,821	442,016	35,195	25,617	593,879



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Income						
59101	Fees & Charges - Tresillian CC	(275,947)	(231,375)	44,572	0	(361,500)
59109	Council Property - Tresillian CC	(21,257)	(21,375)	(118)	0	(28,500)
51906	Contributions & Reimbursement - Tresillian CC	(500)	0	500	0	0
	Income Total	(297,704)	(252,750)	44,954	0	(390,000)
Tresillian Community Centre Total		109,116	189,266	80,150	25,617	203,879
	Community Development Total	729,654	970,130	240,476	67,657	1,196,643
Community Services Centres						
Nedlands Community Care						
Expense						
28620	Salaries - NCC	528,095	649,686	121,591	0	866,242
28621	Other Employee Costs - NCC	10,579	15,961	5,382	0	17,300
28623	Office - NCC	13,302	8,128	(5,174)	611	11,500
28624	Motor Vehicles - NCC	53,296	87,750	34,454	0	117,000
28625	Depreciation - NCC	17,781	19,728	1,947	0	26,300
28626	Utility - NCC	4,088	6,750	2,662	0	9,000
28627	Finance - NCC	199,080	199,107	27	0	265,472
28630	Other Expense - NCC	23,225	49,284	26,059	5,230	65,700
28635	ICT Expenses - NCC	2,608	14,500	11,892	5,090	16,000
28664	Hacc Unit Cost - NCC / PC66	76,469	0	(76,469)	0	0
	Expense Total	928,522	1,050,894	122,372	10,931	1,394,514
Income						
58601	Fees & Charges - NCC	(68,094)	(64,494)	3,600	0	(86,000)
58604	Grants Operating - NCC	(726,637)	(774,675)	(48,038)	0	(1,032,900)
58610	Sundry Income - NCC	0	0	0	0	(2,000)
	Income Total	(794,731)	(839,169)	(44,438)	0	(1,120,900)
Nedlands Community Care Total		133,792	211,725	77,933	10,931	273,614
Positive Ageing						
Expense						
27420	Salaries - Positive Ageing	50,910	54,054	3,144	0	72,071
27421	Other Employee Costs - Positive Ageing	730	800	70	0	800
27427	Finance - Positive Ageing	22,320	22,338	18	0	29,785
28437	Donations - Positive Ageing	2,825	4,500	1,675	2,437	6,000
28450	Other Expense - Positive Ageing	21,443	12,150	(9,293)	3,584	16,200
	Expense Total	98,228	93,842	(4,386)	6,021	124,856
Income						
58420	Fees & Charges - Positive Ageing	(38,244)	(18,747)	19,497	0	(25,000)
	Income Total	(38,244)	(18,747)	19,497	0	(25,000)
Positive Ageing Total		59,984	75,095	15,111	6,021	99,856
Point Resolution Child Care						
Expense						
28820	Salaries - PRCC	369,157	384,225	15,068	0	512,290
28821	Other Employee Costs - PRCC	7,714	8,125	411	0	8,500
28823	Office - PRCC	2,861	7,600	4,739	301	10,200
28824	Motor Vehicles - PRCC	5,513	6,003	491	0	8,000
28825	Depreciation - PRCC	619	828	209	0	1,100
28826	Utility - PRCC	5,846	6,807	961	0	8,300
28827	Finance - PRCC	65,700	65,673	(27)	0	87,565
28830	Other Expense - PRCC	6,699	13,497	6,798	1,831	18,000
28835	ICT Expenses - PRCC	1,175	2,403	1,228	773	4,800
	Expense Total	465,284	495,161	29,877	2,904	658,755



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Income						
58801	Fees & Charges - PRCC	(468,260)	(419,000)	49,260	0	(575,000)
Income Total		(468,260)	(419,000)	49,260	0	(575,000)
Point Resolution Child Care Total		(2,976)	76,161	79,137	2,904	83,755
Mt Claremont Library						
Expense						
28523	Office - Mt Claremont Library	6,398	8,553	2,155	2,139	11,000
28527	Finance - Mt Claremont Library	80,370	80,334	(36)	0	107,108
28530	Other Expense - Mt Claremont Library	18,216	27,058	8,842	5,604	37,000
28535	ICT Expenses - Mt Claremont Library	9,621	12,859	3,238	1,165	14,000
Expense Total		114,605	128,804	14,199	8,909	169,108
Income						
58501	Fees & Charges - Mt Claremont Library	(541)	(378)	163	0	(500)
58510	Sundry Income - Mt Claremont Library	(391)	(225)	166	0	(300)
58511	Fines & Penalties - Mt Claremont Library	(751)	(300)	451	0	(400)
Income Total		(1,683)	(903)	780	0	(1,200)
Mt Claremont Library Total		112,921	127,901	14,980	8,909	167,908
Nedlands Library						
Expense						
28720	Salaries - Library Services	694,068	763,794	69,726	0	1,018,397
28721	Other Employee Costs - Library Services	24,515	27,267	2,752	0	31,150
28723	Office - Nedlands Library	23,499	35,197	11,698	4,243	45,500
28724	Motor Vehicles - Nedlands Library	13,563	13,725	162	0	18,300
28725	Depreciation - Nedlands Library	8,962	9,000	38	0	12,000
28727	Finance - Nedlands Library	417,420	417,414	(6)	0	556,555
28730	Other Expense - Nedlands Library	54,926	110,162	55,236	21,447	147,400
28731	Grants Expenditure - Nedlands Library	1,259	1,100	(159)	0	1,100
28734	Professional Fees - Nedlands Library	2,600	0	(2,600)	0	0
28735	ICT Expenses - Nedlands Library	22,980	30,109	7,129	318	36,000
28750	Special Projects - Nedlands Library	110	3,100	2,990	0	3,100
Expense Total		1,263,901	1,410,868	146,967	26,008	1,869,502
Income						
58701	Fees & Charges - Nedland Library	(5,328)	(4,122)	1,206	0	(5,500)
58704	Grants Operating - Nedlands Library	(1,200)	(1,100)	100	0	(1,100)
58710	Sundry Income - Nedlands Library	(4,508)	(4,878)	(370)	0	(6,500)
58711	Fines & Penalties - Nedlands Library	(2,508)	(2,250)	258	0	(3,000)
Income Total		(13,544)	(12,350)	1,194	0	(16,100)
Nedlands Library Total		1,250,357	1,398,518	148,161	26,008	1,853,402
Community Services Centres Total		1,554,078	1,889,400	335,322	54,772	2,478,535
Community Development Total		2,283,732	2,859,530	575,798	122,429	3,675,178
Planning & Development Services						
Planning Services						
Town Planning - Administration						
Expense						
24820	Salaries - Town Planning Admin	75,308	79,794	4,486	0	106,391
24821	Other Employee Costs - Town Planning Admin	25,797	24,150	(1,647)	0	31,000
24823	Office - Town Planning Admin	7,798	5,707	(2,091)	527	8,000
24824	Motor Vehicles - Town Planning Admin	29,028	36,000	6,972	0	48,000
24825	Depreciation - Town Planning Admin	131	450	319	0	600
24827	Finance - Town Planning Admin	256,680	256,680	0	0	342,242
24830	Other Expense - Town Planning Admin	110	3,250	3,140	0	5,000



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Row Labels	Master Account (desc)	March Actual YTD	March Budget YTD	Variance	Committed Balance	Annual Budget
Expense Total		394,852	406,031	11,179	527	541,233
Income						
54801	Fees & Charges - Town Planning Admin	(357,039)	(263,250)	93,789	0	(351,000)
54810	Sundry Income - Town Planning Admin	(6,646)	0	6,646	0	0
54811	Fines & Penalties - Town Planning	(1,500)	(1,125)	375	0	(1,500)
Income Total		(365,185)	(264,375)	100,810	0	(352,500)
Town Planning - Administration Total		29,666	141,656	111,990	527	188,733
Statutory Planning						
Expense						
24320	Salaries - Statutory Planning	282,157	298,638	16,481	0	398,177
24321	Other Employee Costs - Statutory Planning	0	2,200	2,200	0	2,200
24334	Professional Fees - Statutory Planning	20,838	15,000	(5,838)	20,345	20,000
Expense Total		302,995	315,838	12,843	20,345	420,377
Statutory Planning Total		302,995	315,838	12,843	20,345	420,377
Strategic Planning						
Expense						
24857	Strategic Projects - Strategic Planning	38,943	104,201	65,258	22,165	125,050
24920	Salaries - Strategic Planning	277,667	298,485	20,818	0	397,979
24921	Other Employee Costs - Strategic Planning	0	2,200	2,200	0	2,200
24934	Professional Fees - Strategic Planning	4,935	15,000	10,065	0	20,000
Expense Total		321,545	419,886	98,341	22,165	545,229
Strategic Planning Total		321,545	419,886	98,341	22,165	545,229
Planning Services Total		654,207	877,380	223,173	43,037	1,154,339
Health & Compliance						
Sustainability						
Expense						
24620	Salaries - Sustainability	34,794	23,877	(10,917)	0	31,826
24621	Other Employee Costs - Sustainability	466	300	(166)	0	300
24624	Motor Vehicles - Sustainability	14,262	11,997	(2,265)	0	16,000
24625	Depreciation - Sustainability	1,002	1,197	195	0	1,600
24627	Finance - Sustainability	13,410	13,410	0	0	17,884
24634	Professional Fees - Sustainability	2,120	0	(2,120)	0	0
24635	ICT Expenses - Sustainability	208	0	(208)	0	0
24638	Operational Activities - Sustainability / PC79	10,519	33,150	22,631	4,214	49,000
Expense Total		76,781	83,931	7,150	4,214	116,610
Sustainability Total		76,781	83,931	7,150	4,214	116,610
Environmental Health						
Expense						
24720	Salaries - Environmental Health	326,127	337,266	11,139	631	449,677
24721	Other Employee Costs - Environmental Health	15,246	15,575	329	0	20,700
24723	Office - Environmental Health	1,855	3,156	1,301	53	4,200
24725	Depreciation - Environmental Health	4,340	4,950	610	0	6,600
24727	Finance - Environmental Health	92,700	92,745	45	0	123,659
24730	Other Expense - Environmental Health	25,451	7,625	(17,826)	12,796	8,500
24735	ICT Expenses - Environmental Health	0	2,500	2,500	0	2,500
24751	OPRL Activities - Environmental Health PC76,77,78	11,981	70,384	58,403	26,682	92,500
Expense Total		477,700	534,201	56,501	40,162	708,336
Income						
54701	Fees & Charges - Environmental Health	(45,100)	(45,000)	100	0	(45,000)
54710	Sundry Income - Environmental Health	(666)	(747)	(81)	0	(1,000)
54711	Fines & Penalties - Environmental Health	(4,280)	(9,738)	(5,458)	0	(13,000)



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Row Labels	Master Account (desc)	March Actual YTD	March Budget YTD	Variance	Committed Balance	Annual Budget
Income Total		(50,046)	(55,485)	(5,439)	0	(59,000)
Environmental Health Total		427,654	478,716	51,062	40,162	649,336
Environmental Conservation						
Expense						
24220	Salaries - Environmental Conservation	2,198	0	(2,198)	0	0
24221	Other Employee Costs - Environmental Conservation	1,224	2,525	1,301	0	2,800
24223	Office - Environmental Conservation	641	1,050	409	0	1,900
24227	Finance - Environmental Conservation	49,770	49,734	(36)	0	66,313
24230	Other Expense - Environmental Conservation	284	1,125	841	0	1,500
24237	Donations - Environmental Conservation	0	18,525	18,525	0	24,700
24251	OPRL Activities - Environ Conservation / PC80	477,961	632,268	154,307	127,642	853,000
Expense Total		532,077	705,227	173,150	127,642	950,213
Income						
54204	Grants Operating - Environmental Conservation	(22,214)	(22,500)	(286)	0	(30,000)
54210	Sundry Income - Environmental Conservation	(15,144)	(8,800)	6,344	0	(8,800)
Income Total		(37,358)	(31,300)	6,058	0	(38,800)
Environmental Conservation Total		494,719	673,927	179,208	127,642	911,413
Ranger Services						
Expense						
21120	Salaries - Ranger Services	476,052	477,507	1,455	0	636,687
21121	Other Employee Costs - Ranger Services	11,433	7,403	(4,030)	7	7,900
21123	Office - Ranger Services	8,540	6,972	(1,568)	1,078	9,300
21124	Motor Vehicles - Ranger Services	43,649	41,247	(2,402)	0	55,000
21125	Depreciation - Ranger Services	5,103	3,753	(1,350)	0	5,000
21127	Finance - Ranger Services	152,999	144,066	(8,933)	0	192,089
21130	Other Expense - Ranger Services	66,134	62,106	(4,028)	4,037	82,300
21134	Professional Fees - Ranger Services	0	0	0	0	0
21135	ICT Expenses - Ranger Services	0	10,000	10,000	9,852	10,000
21137	Donations - Ranger Services	1,000	1,000	0	0	1,000
Expense Total		764,912	754,054	(10,858)	14,974	999,276
Income						
51101	Fees & Charges - Ranger Services	(54,695)	(62,255)	(7,560)	0	(82,500)
51106	Contributions & Reimbursements- Rangers Services	(28,678)	(30,000)	(1,322)	0	(30,000)
51110	Sundry Income - Ranger Services	0	0	0	0	0
51111	Fines & Penalties - Rangers Services	(298,949)	(269,375)	29,574	0	(370,500)
Income Total		(382,323)	(361,630)	20,693	0	(483,000)
Ranger Services Total		382,589	392,424	9,835	14,974	516,276
Health & Compliance Total		1,381,743	1,628,998	247,255	186,993	2,193,635
Building Services						
Expense						
24420	Salaries - Building Services	558,981	625,242	66,261	32,716	833,653
24421	Other Employee Costs - Building Services	20,293	22,225	1,932	0	26,600
24423	Office - Building Services	2,339	4,825	2,486	62	4,900
24424	Motor Vehicles - Building Services	20,170	19,197	(973)	0	25,600
24425	Depreciation - Building Services	161	225	64	0	300
24427	Finance - Building Services	198,000	198,009	9	0	264,009
24430	Other Expense - Building Services	517	3,315	2,798	800	3,400
24434	Professional Fees - Building Services	200	15,832	15,632	4,696	20,000
Expense Total		800,661	888,870	88,209	38,274	1,178,462
Income						



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		YTD	YTD		Balance	
54401	Fees & Charges - Building Services	(420,686)	(377,088)	43,598	0	(450,700)
54410	Sundry Income - Building Services	(50,738)	(117,000)	(66,262)	0	(156,000)
54411	Fines & Penalties - Building Services	(29,520)	(9,000)	20,520	0	(12,000)
54406	Contributions & Reimbursements - Building Services	(837)	0	837	0	0
	Income Total	(501,781)	(503,088)	(1,308)	0	(618,700)
	Building Services Total	298,881	385,782	86,901	38,274	559,762
	Building Services Total	298,881	385,782	86,901	38,274	559,762
	Planning & Development Services Total	2,334,830	2,892,160	557,330	268,304	3,907,736
Technical Services						
Engineering						
Infrastructure Services						
Expense						
26220	Salaries - Infrastructure Svs	1,697,162	1,713,990	16,828	0	2,285,320
26221	Other Employee Costs - Infrastructure Svs	92,539	94,096	1,557	9,991	111,350
26223	Office - Infrastructure Svs	19,243	34,010	14,768	6,105	41,400
26224	Motor Vehicles - Infrastructure Svs	37,624	37,503	(121)	0	50,000
26225	Depreciation - Infrastructure Svs	13,043	8,847	(4,196)	0	11,800
26227	Finance - Infrastructure Svs	(1,273,899)	(1,993,995)	(720,096)	0	(2,658,664)
26228	Insurance - Infrastructure Svs	77,521	68,700	(8,821)	0	68,700
26230	Other Expense - Infrastructure Svs	33,495	55,164	21,669	19,315	68,550
26234	Professional Fees - Infrastructure Svs	22,866	16,665	(6,201)	8,037	20,000
26235	ICT Expenses - Infrastructure Svs	4,828	11,475	6,647	9,679	15,300
36101	Project Contribution - Infrastructure	2,002,816	2,079,960	77,144	65,891	2,079,960
	Expense Total	2,727,237	2,126,415	(600,822)	119,017	2,093,716
Income						
50202	Service Charges - Infrastructure Svs	(2,861,395)	(2,848,700)	12,695	0	(2,848,700)
56201	Fees & Charges - Infrastructure Svs	(5,758)	0	5,758	0	0
	Income Total	(2,867,152)	(2,848,700)	18,452	0	(2,848,700)
	Infrastructure Services Total	(139,915)	(722,285)	(582,370)	119,017	(754,984)
Plant Operating						
Expense						
26521	Other Employee Costs - Plant Operating	1,224	1,700	476	0	1,700
26525	Depreciation - Plant Operating	324,547	486,000	161,453	0	648,000
26527	Finance - Plant Operating	(728,891)	(993,639)	(264,748)	0	(1,324,851)
26532	Plant - Plant Operating	488,656	559,345	70,689	75,043	728,551
26533	Minor Parts & Workshop Tools - Plant Operating	42,520	31,203	(11,317)	658	41,600
26549	Loss Sale of Assets - Plant Operating	40,974	28,280	(12,694)	0	33,937
	Expense Total	169,031	112,889	(56,142)	75,701	128,937
Income						
56501	Fees & Charges - Plant Operating	(41,946)	(28,503)	13,443	0	(38,000)
56510	Sundry Income - Plant operating	(7,253)	0	7,253	0	0
56515	Profit Sale of Assets - Plant Operating	(52,376)	(69,340)	(16,964)	0	(83,206)
	Income Total	(101,575)	(97,843)	3,732	0	(121,206)
	Plant Operating Total	67,456	15,046	(52,410)	75,701	7,731
Streets Roads and Depots						
Expense						
26625	Depreciation - Streets Roads & Depots	1,240,733	2,855,403	1,614,670	0	3,807,200
26626	Utility - Streets Roads & Depots	329,854	405,000	75,146	1,545	540,000
26630	Other Expense - Streets Roads & Depots	66,574	5,247	(61,327)	36	7,000
26640	Reinstatement - Streets Roads & Depot	1,059	5,256	4,197	0	7,000
26667	Maintenance - Road Maintenance / PC51	463,067	510,375	47,308	142,884	680,500



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		YTD	YTD		Balance	
26668	Maintenance - Drainage Maintenance / PC52	363,665	386,472	22,807	85,034	515,300
26669	Maintenance - Footpath Maintenance / PC53	78,325	154,053	75,728	31,923	205,400
26670	Maintenance - Parking Signs / PC54	64,565	65,628	1,063	965	87,500
26671	Maintenance - Right of Way Maintenance / PC55	60,974	65,628	4,654	0	87,500
26672	Maintenance - Bus Shelter Maintenance / PC56	10,886	9,665	(1,221)	136	11,600
26673	Maintenance - Graffiti Control / PC57	8,057	14,625	6,568	3,367	19,500
26674	Maintenance - Streets Roads & Depot / PC89	158,736	113,625	(45,111)	16,143	151,500
Expense Total		2,846,494	4,590,977	1,744,483	282,033	6,120,000
Income						
56601	Fees & Charges - Streets Roads & Depots	(64,248)	(57,753)	6,495	0	(77,000)
56604	Grants Operating - Streets Roads & Depots	(66,542)	(48,753)	17,789	0	(65,000)
56606	Contributions & Reimburse - Streets Roads & Depots	(27,295)	(15,003)	12,292	0	(20,000)
Income Total		(158,085)	(121,509)	36,576	0	(162,000)
Streets Roads and Depots Total		2,688,409	4,469,468	1,781,059	282,033	5,958,000
Waste Minimisation						
Expense						
24520	Salaries - Waste Minimisation	172,294	179,145	6,851	0	238,859
24521	Other Employee Costs - Waste Minimisation	4,938	3,600	(1,338)	0	4,200
24524	Motor Vehicles - Waste Minimisation	6,905	6,678	(227)	0	8,900
24527	Finance - Waste Minimisation	128,077	128,082	5	0	170,778
24538	Purchase of Product - Waste Minimisation	2,695	2,250	(445)	225	3,000
24552	Residential Kerbside - Waste Minimisation / PC71	1,391,190	1,394,103	2,913	754,189	1,858,800
24553	Residential Bulk - Waste Minimisation / PC72	189,773	187,300	(2,473)	139,926	374,600
24554	Commercial - Waste Minimisation / PC73	124,582	71,703	(52,879)	51,196	95,600
24555	Public Waste - Waste Minimisation / PC74	78,203	85,747	7,544	80,440	101,000
24556	Waste Strategy - Waste Minimisation / PC75	15,123	84,500	69,377	32,071	84,500
Expense Total		2,113,778	2,143,108	29,330	1,058,047	2,940,237
Income						
54501	Fees & Charges - Waste Minimisation	(3,312,205)	(3,301,955)	10,250	0	(3,305,600)
Income Total		(3,312,205)	(3,301,955)	10,250	0	(3,305,600)
Waste Minimisation Total		(1,198,427)	(1,158,847)	39,580	1,058,047	(365,363)
Building Maintenance						
Expense						
24120	Salaries - Building Maintenance	286,715	324,624	37,909	0	432,830
24121	Other Employee Costs - Building Maintenance	4,550	5,619	1,069	0	6,500
24123	Office - Building Maintenance	0	453	453	0	500
24124	Motor Vehicles - Building Maintenance	27,343	27,000	(343)	0	36,000
24125	Depreciation - Building Maintenance	478,556	534,450	55,894	0	712,600
24126	Utility - Building Maintenance PC41,42,43	174,808	227,070	52,262	(431)	272,500
24127	Finance - Building Maintenance	124,560	(113,976)	(238,536)	0	(151,967)
24128	Insurance - Building Maintenance PC40	90,840	134,200	43,360	0	134,200
24130	Other Expense - Building Maintenance	25,657	19,494	(6,163)	43	26,000
24133	Building - Building Maintenance PC58	892,016	1,021,765	129,749	345,646	1,400,900
24135	ICT Expenses - Building Maintenance	0	2,500	2,500	1,500	2,500
Expense Total		2,105,045	2,183,199	78,154	346,758	2,872,563
Income						
54106	Contributions & Reimbursement - Building Maintenanar	(53,999)	(77,328)	(23,329)	0	(103,100)
54109	Council Property - Building Maintenance	(182,717)	(180,675)	2,042	0	(240,900)
Income Total		(236,716)	(258,003)	(21,287)	0	(344,000)
Building Maintenance Total		1,868,329	1,925,196	56,867	346,758	2,528,563
Engineering Total		3,285,852	4,528,578	1,242,726	1,881,556	7,373,947



CITY OF NEDLANDS
FINANCIAL SUMMARY - OPERATING - BY BUSINESS UNIT
AS AT 31 March 2019

Posting Year 2019
 Fund Number 2
 Operating/Capi O

Row Labels	Master Account (desc)	March Actual YTD	March Budget YTD	Variance	Committed Balance	Annual Budget
Parks Services						
Parks Services						
Expense						
26360	Depreciation - Parks Services	401,804	849,072	447,268	0	1,132,100
26365	Maintenance - Parks Services / PC59	2,914,262	3,356,557	442,295	342,407	4,336,900
Expense Total		3,316,067	4,205,629	889,562	342,407	5,469,000
Income						
56301	Fees & Charges - Parks & Ovals	(649)	(7,497)	(6,848)	0	(10,000)
56306	Contributions & Reimbursements - Parks Services	(18,695)	(15,003)	3,692	0	(20,000)
56309	Council Property - Parks Services	(52,491)	(50,247)	2,244	0	(67,000)
56310	Sundry Income - Parks Services	(13,782)	(1,125)	12,657	0	(1,500)
56312	Fines & Penalties - Parks & Ovals	0	(747)	(747)	0	(1,000)
56313	Grants Operating - Parks and Gardens Services	(3,461)	0	3,461	0	0
Income Total		(89,077)	(74,619)	14,458	0	(99,500)
Parks Services Total		3,226,990	4,131,010	904,020	342,407	5,369,500
Parks Services Total		3,226,990	4,131,010	904,020	342,407	5,369,500
Technical Services Total		6,512,842	8,659,588	2,146,746	2,223,962	12,743,447
City of Nedlands Total		(11,452,061)	(6,808,159)	4,643,902	2,950,594	(439,089)



CITY OF NEDLANDS
CAPITAL WORKS & ACQUISITIONS
AS AT 31 MARCH 2019

L1	L1 Desc / Ni L2 - Desc	March Actual YTD	Committed Balance	June Budget YTD	Budget Available
2	Footpath Rehabilitation				
	2012 Waratah Avenue	6,120	0	414,900	408,780
	2019 Princess Road	0	0	17,680	17,680
	2030 Beatrice Road	83,674	0	77,112	-6,562
	2124 Kingston St	24,161	2,946	57,120	30,014
	2143 Brockway Road	0	0	29,920	29,920
	2171 Knutsford Street	0	0	14,008	14,008
	2044 Leon Road	0	0	62,424	62,424
	600 Princess Rd - Marita to Broadway LHS	13,180	7,200	35,000	14,621
	603 Stirling Hwy - Archdeacon to Bruce Sth	11	0	0	-11
	604 Stirling Hwy-Meriwa to Clifton (north)	104,859	-600	77,112	-27,147
	605 Stirling Hwy-Florenct to Mtjoy (south)	128,866	1,848	145,144	14,430
	606 Stirling Hwy-Baird to Boronia (north)	141,599	9,873	157,896	6,424
	607 Stirling Hwy-Thomas to Archdeacon(south)	208,332	20,607	186,354	-42,585
	608 Stirling Hwy- Archdeacon to Bruce (south)	35,094	0	86,292	51,198
	Footpath Rehabilitation Total	745,896	41,873	1,360,962	573,193
3	Road Rehabilitation				
	2199 Camelia Ave	215,878	644	115,464	-101,057
	2190 Riverview Ct	196,536	114	191,000	-5,650
	2143 Brockway Road	183,421	7,599	257,992	66,972
	2079 Minora Road	123,974	3,451	173,362	45,936
	2174 Sayer Street	25,425	455	22,345	-3,535
	2115 Leura Street	0	0	459,272	459,272
	2147 Nandina Avenue	3,576	180,676	269,824	85,572
	2152 Kathryn Crescent	151,277	14,215	165,620	128
	2164 Iolanthe Street	106,843	4,223	110,076	-990
	2196 Marlin Court	3,432	104,948	106,080	-2,301
	2220 Heritage Lane	420,974	3,670	326,808	-97,836
	2311 Cormorant Lane	7,038	0	89,760	82,722
	2347 Sittella Lane	0	0	18,760	18,760
	Road Rehabilitation Total	1,631,575	319,995	2,499,564	547,994
4	Drainage Rehabilitation				
	2010 Broadway	0	0	40,800	40,800
	2024 Carrington Street	331,693	5,580	277,552	-59,721
	2050 Strickland Street	0	1,091	0	-1,091
	2188 Iris Avenue	10,755	250	30,000	18,995
	2318 Gerygone Lane	0	0	54,400	54,400
	Drainage Rehabilitation Total	342,448	6,920	402,752	53,383
5	Street Furniture / Bus Shelter				
	4057 Beaton Park	0	2,659	0	-2,659
	9000 City Wide	0	34,102	0	-34,102
	500 City Wide Bus Shelters - Replace	0	0	73,440	73,440
	501 City Wide Street Lights - INSTL LED	19,226	33,536	50,000	-2,762
	502 West Hollywood - LED smart control	95,378	-63,791	125,000	93,413
	Street Furniture / Bus Shelter Total	114,604	6,507	248,440	127,329
6	Grant Funded Projects				
	2001 Railway Road	4,330	1,839	75,000	68,831
	2003 Alfred Road	0	0	57,150	57,150
	2010 Broadway	0	0	90,000	90,000
	2012 Waratah Avenue	0	0	205,000	205,000
	2015 Birdwood Parade	0	0	172,000	172,000
	2018 Underwood Avenue	94,969	19,359	163,300	48,972
	2037 Elizabeth Street	9,350	41,152	1,250,000	1,199,498
	2200 John XXII Avenue	352,191	3,574	309,600	-46,165
	2014 Aberdare Rd	0	0	46,000	46,000
	2262 Iris Avenue (South)	0	0	37,500	37,500
	2410 INTXN - Smyth RD/Monash Av	287,795	-96,309	440,000	248,514
	Grant Funded Projects Total	748,635	-30,385	2,845,550	2,127,300
11	Building Construction				
	4000 100 Princess Rd - John Leckie Pavilion	248	0	0	-248
	4001 Kirkwood Rd - Allen Park Lower Pavilion	6,757	1,273	0	-8,030

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4002	97 Waratah Ave - Dalkeith Hall	27,457	0	0	-27,457
4003	Broome St - Council Depot	183,569	20,853	149,600	-54,821
4004	Webster St - Drabble House	170	0	0	-170
4005	Drabble House Flat - 8A Webster St	1,306	6,526	0	-7,831
4006	2 Draper St - Hackett Playcentre	0	-730	0	730
4007	140 Melvista Ave - JC Smith Pavilion	28,593	0	0	-28,593
4009	53 Jutland Pde - PRCC	995	14,503	81,600	66,102
4011	105 Montgomery Ave - MTC Library	22,130	4,545	22,130	-4,545
4012	19 Haldane St - MTC Community Centre	6,711	0	0	-6,711
4016	67 Stirling Highway - Maisonettes	1,136	0	163,200	162,064
4019	84 Beatrice Rd - Adam A. Pavilion (Collegians AFC)	370	5,455	0	-5,825
4020	71 Stirling Hwy - Administration Bldg	19,706	919	102,000	81,375
4046	Verdun St-Highview Pk Hockey PvlN (Suburban Lior	72	0	40,800	40,728
4052	Allen Park (Master Plan)	0	0	150,000	150,000
4101	Melvista Reserve	0	-1,161	0	1,161
4159	8 Draper St - Hackett Hall	35,664	0	210,000	174,336
4164	100A Princess Rd - College Park Family Centre	0	0	272,000	272,000
4201	John XXIII Ave - Council Depot	132,552	191,614	204,000	-120,165
9000	City Wide	1,308	7,864	68,000	58,828
Building Construction Total		468,744	251,660	1,463,330	742,926
12	Off Street Parking				
405	Broadway Foreshore Carpark - Resurface	0	102,172	129,200	27,028
406	Maisonettes Carpark - Resurface	0	0	43,520	43,520
Off Street Parking Total		0	102,172	172,720	70,548
14	Parks & Reserves Construction				
4057	Beaton Park	4,120	6,993	0	-11,113
4060	Birdwood Parade Reserve	11,062	0	11,100	38
4079	David Cruickshank Reserve	261	0	0	-261
4094	Jones Park	19,558	27	16,250	-3,335
4101	Melvista Reserve	50,557	0	50,560	3
4131	Street Gardens and Verges	0	38,095	0	-38,095
4155	Shenton Bushland	9,914	0	0	-9,914
700	Beaton Park - Irrigation upgrade	14,141	116	14,300	42
701	Beaton Park - R bollard lighting	83,217	21	0	-83,238
707	College Park - UG irrigation system	0	0	432,480	432,480
716	Lesley Graham Rsv - Renew garden beds	-2,101	0	0	2,101
724	Pt Res Rsv - DVPT Greenway buffer S1	45,427	4,411	99,447	49,609
725	Pt Res Rsv - Construct 710m DUP	117,502	0	113,650	-3,852
726	River Fshore - INST landscaping JL Pd	0	0	58,600	58,600
728	St John Wood Bv POS - DVLP park	18,845	9,860	178,500	149,795
730	Allen Park - R bollard light Heritage Pr	16,558	0	16,552	-6
731	Allen Park - R bollard lighting x3	0	0	2,700	2,700
732	Allen Park (LO) - INST floodlight	26,153	0	123,000	96,847
733	Asquith Park - R park sign	0	0	9,112	9,112
734	Asquith Reserve - Redevelopment	10,234	5,106	291,040	275,700
735	Birdwood Pde Rsv-R carpark lightpole x2	0	0	16,918	16,918
736	Bishop Rd Rsv - R drinking fountain	3,863	29	5,304	1,412
737	Bishop Rd Rsv - Enviro-scape manster pln	0	3,581	66,096	62,515
738	Brockman Rsv - R drinking fountain	5,731	29	5,304	-455
739	Brockman Rsv - UG playground	0	90	71,944	71,854
740	Carringotn Park - R fence Stage 1	32,256	0	34,898	2,642
741	Carringotn Park - R gate x2	0	0	3,536	3,536
742	Carringotn Park - R basketball backboard	5,841	0	8,976	3,135
743	Charles Crt Rsv - R carpark light pole	4,927	0	4,956	29
744	Charles Crt Rsv - R combo table	4,239	0	5,304	1,065
745	Charles Crt Rsv - R fitness equipment	0	0	35,360	35,360
746	College Park - UG gate	3,046	0	5,304	2,258
747	College Park - R tennis floodlight x8	26,452	0	33,864	7,412
748	College Park - R drinking fountain	5,192	19	5,304	94
749	College Park - R park signs x2	12,152	0	18,768	6,616
750	Daran Park - Renovate lower pond	175,628	0	173,650	-1,978
751	DC Rsv - R boomgate	1,156	0	3,800	2,644
752	Hamilton Park - UG irrigation system	0	0	23,200	23,200
753	Hollywood Bowling Club - R fence	0	0	23,200	23,200
754	Hollywood Rsv - UG pathway	0	63,727	142,800	79,073
755	Hollywood Rsv - R gate	1,404	0	5,304	3,900
756	Hollywood TCR - R Gate	1,156	0	5,304	4,148
757	Hollywood TCR - UP playground	0	0	35,496	35,496
758	Hollywood TCR - R ball collector & net	1,475	0	5,304	3,829

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	759	Hollywood TCR - R combo table x2	0	0	11,800	11,800
	760	Hollywood TCR - R pump & RDVLP bore	0	0	11,800	11,800
	761	Jones Park - R fence	16,639	0	14,008	-2,631
	762	Jones Park - R gate	21,405	0	5,304	-16,101
	763	Lesley Graham Rsv - R park sign	5,464	0	9,112	3,648
	764	Lesley Graham Rsv - R park bench	1,088	0	2,720	1,632
	765	Leura Park - R self closing gate x3	6,147	0	5,304	-843
	766	Pine Tree Park - UP playground equip	0	5,474	15,640	10,166
	767	Pt Res Rsv - UG irrigation system	6,202	155	204,000	197,643
	768	Raiway Rd - Complete greenway	0	0	102,000	102,000
	769	St Johns Wood Blv POS - INST playground	2,244	0	136,000	133,756
	Parks & Reserves Construction Total		769,156	137,733	2,674,873	1,767,984
15	Plant & Equipment					
	4048	Melvista Ave - Nedlands Bridge Club	0	11,292	0	-11,292
	7500	Technical Svs - Engineering	106,121	540	116,000	9,340
	7501	Development Svs - Town Planning	37,862	40	46,000	8,098
	7502	Development Svs - Building Svs	19,067	26	23,000	3,907
	7505	Planning & Development Svs - Ranger Svs	92,899	254	159,000	65,847
	7509	Technical Svs - Parks Svs	148,456	1,331	390,700	240,912
	7511	Community Svs - Service Centres	18,760	49	33,000	14,192
	7515	Corporate & Strategy - ICT	0	0	42,000	42,000
	Plant & Equipment Total		423,165	13,532	809,700	373,003
16	ICT Capital Projects					
	6039	Library System Software	9,239	0	60,000	50,761
	6053	Hardware	107,106	0	16,100	-91,006
	6054	Software	0	14,595	0	-14,595
	6056	Hardware - server refreshment	0	0	90,000	90,000
	6057	Hardware - redundant link	0	0	22,000	22,000
	6058	Hardware - WIFI	0	0	6,000	6,000
	6059	Software - Authority	0	0	89,600	89,600
	6060	Software - IP Phone	0	37,995	42,000	4,005
	6061	Software - Business Improvement System	0	0	200,000	200,000
	ICT Capital Projects Total		116,345	52,590	525,700	356,765
18	Furniture & Fixture					
	4008	60 Stirling Hwy - Nedlands Library	0	0	8,500	8,500
	4020	71 Stirling Hwy - Administration Bldg	2,408	0	0	-2,408
	Furniture & Fixture Total		2,408	0	8,500	6,092
19	Public Art					
	9000	City Wide	57,964	2,873	0	-60,836
	Public Art Total		57,964	2,873	0	-60,836
20	Major Projects - Parks					
	900	Beaton Park - AAPS Stage 1	26,105	0	0	-26,105
	901	Beaton Park - AAPS Stage 2	451,157	15,389	630,000	163,454
	902	Beaton Park - Riverwall Stage 2	59,318	8,678	62,500	-5,495
	903	Charles Crt Rsv - CNST riverwall S4-1	22,898	0	430,296	407,398
	904	Swanbourne Beach Oval - rehabilitation	26,398	3,146	240,000	210,456
	Major Projects - Parks Total		585,875	27,213	1,362,796	749,708
City of Nedlands Total			6,006,815	932,682	14,374,887	7,435,390



CITY OF NEDLANDS
STATEMENT OF NET CURRENT ASSETS
CLOSING FUNDS
AS AT 31 MARCH 2019

	2018/19 YTD 31 March 2019	2017/18 YTD 31 March 2018	2017/18 YEAR END 30 June 2018
Current Assets			
Cash & Cash Equivalents	17,082,395	16,230,765	11,135,046
Receivable - Rates Outstanding (inc Rebates)	1,750,244	1,410,288	351,530
Receivable - Sundry Debtors	410,591	653,001	396,323
Receivable - Self Supporting Loan	3,343	3,242	13,219
Receivable - UGP	148,622	763	259
GST Receivable	278,786	121,005	256,674
Prepayments	126,501	186,333	186,333
Less: Provision for Doubtful Debts	(5,186)	(5,923)	(5,186)
Inventories	228	3,627	31,936
	<u>19,795,524</u>	<u>18,603,101</u>	<u>12,366,134</u>
Current Liabilities			
Payable - Sundry Creditors	(725,735)	(159,447)	(1,815,293)
Payable - ESL	(455,808)	(328,852)	5,619
Accrued Salaries and Wages	(26,551)	(50,886)	(276,846)
Employee Provisions	(2,180,988)	(2,180,192)	(2,027,291)
Borrowings	(392,555)	(251,615)	(3,249,692)
	<u>(3,781,637)</u>	<u>(2,970,991)</u>	<u>(7,363,503)</u>
Unadjusted Net Current Assets	<u>16,013,887</u>	<u>15,632,110</u>	<u>5,002,631</u>
Less: Restricted Reserves	(6,128,957)	(4,598,327)	(6,037,347)
Less: Current Self Supporting Loan Liability	(3,343)	(3,242)	(13,219)
Add Back: Borrowings	392,555	251,615	3,249,692
Net Current Assets	<u>10,274,142</u>	<u>11,282,155</u>	<u>2,201,756</u>



City of Nedlands

CITY OF NEDLANDS
STATEMENT OF FINANCIAL ACTIVITY
BY DIRECTORATES
FOR THE PERIOD ENDED 31 MARCH 2019

	2018-19 Annual Budget \$	March 19 YTD Budget \$	March 19 YTD Actual \$	March 19 YTD Variance \$	Variance %
Operating Income					
Governance	296,143	224,220	71,373	(152,847)	-68.2%
Corporate & Strategy	24,288,740	23,999,114	24,503,805	504,691	2.1%
Community Development & Services	2,366,300	1,709,803	1,787,985	78,182	4.6%
Planning & Development Services	1,552,000	1,215,878	1,336,693	120,815	9.9%
Technical Services	6,881,006	6,702,629	6,764,810	62,181	0.9%
	35,384,189	33,851,644	34,464,666	613,022	1.8%
Operating Expense					
Governance	(3,007,271)	(2,330,048)	(1,970,960)	359,088	15.4%
Corporate & Strategy	(812,162)	(673,849)	(20,752)	653,097	96.9%
Community Development & Services	(6,041,478)	(4,569,333)	(4,071,717)	497,616	10.9%
Planning & Development Services	(5,459,736)	(4,108,038)	(3,671,523)	436,515	10.6%
Technical Services	(19,624,453)	(15,362,217)	(13,277,652)	2,084,565	13.6%
	(34,945,100)	(27,043,485)	(23,012,605)	4,030,880	14.9%
Capital Income					
Grants Capital	3,845,392		1,844,918		
Capital Contribution	0		14,360		
Proceeds from Disposal of Assets	3,790,001		296,744		
New Borrowings	2,757,285		1,757,286		
Self Supporting Loan Principal Repayments	13,219		9,876		
Transfer from Reserve	3,245,505		0		
	13,651,402		3,923,184		
Capital Expenditure					
Land & Buildings	(1,253,330)		(468,744)		
Infrastructure - Road	(7,281,550)		(3,468,554)		
Infrastructure - Parks	(4,496,107)		(1,469,635)		
Plant & Equipment	(809,700)		(423,165)		
Furniture & Equipment	(534,200)		(176,717)		
Repayment of Debentures	(4,200,246)		(3,807,690)		
Transfer to Reserves	(4,466,816)		(91,611)		
	(23,041,949)		(9,906,116)		
Total Operating and Non-Operating	(8,951,458)		5,469,129		
Adjustment - Non Cash Items					
Depreciation	6,691,600		2,605,308		
Receivables/Provisions/Other Accruals	(10,000)		9,350		
(Profit) on Sale of Assets	(88,329)		(52,376)		
Loss on Sale of Assets	33,937		40,974		
ADD - Surplus/(Deficit) 1 July b/f	2,201,756		2,201,757		
LESS - Surplus/(Deficit) 30 June c/f	(122,494)		10,274,142		
	8,951,458		(5,469,129)		



**SUMMARY STATEMENT OF BORROWING ACTIVITY
FOR THE PERIOD ENDING 31 MARCH 2019**

Purpose

Loan 178 - Waste Bins
 Loan 179 - Road Infrastructures
 Loan 181 - Building and Road Infrastructures
 Loan 182 - Building
 Loan 183 - Building
 Loan 184 - Building
 Loan 185 - Building
 Loan 187 - Underground Power (CON)
 Loan - Short Term Facility - Underground Power (W. Hollywood Res)
 Loan 188 - Underground Power (W.Hollywood Res)
 Loan 189 - Underground Power (Alfred & MTC Res)
 Loan 190 - Underground Power (Alderbury Res)
 Loan 191 - Building and Road Infrastructures

Self Supporting Loans

Loan 186 - Dalkeith Bowling Club

Total

Interest Rate Per Annum	Actual YTD 31 MARCH 2019				
	Principal 30-Jun-18 \$	New loans \$	Principal Repayment \$	Principal 31-Mar-19 \$	Interest(YTD) \$
6.01%	48,688	0	(48,688)	0	1,100
6.04%	764,036	0	(81,167)	682,869	33,397
5.91%	727,240	0	(169,992)	557,248	29,748
4.67%	888,399	0	(178,410)	709,988	29,049
2.78%	1,187,478	0	(116,498)	1,070,980	23,953
3.12%	1,047,101	0	(94,072)	953,028	23,772
3.12%	495,569	0	(44,522)	451,047	11,251
2.64%	3,081,977	0	(461,388)	2,620,590	57,991
2.48%	1,652,524	950,552	(2,603,076)	0	21,890
3.07%	0	645,499		645,499	
3.07%	0	94,279		94,279	
3.07%	0	66,956		66,956	
	0	0		0	
	9,893,012	1,757,286	(3,797,813)	7,852,484	232,152
3.07%	105,664	0	(9,877)	95,787	2,358
				0	
	9,998,676	1,757,286	(3,807,690)	7,948,272	234,510

Adopted Budget 2018/19		
New loans \$	Principal 30-Jun-19 \$	Interest \$
0	0	1,100
0	654,992	43,709
0	498,901	37,987
0	649,124	37,338
0	1,031,606	31,396
0	921,180	31,206
0	435,974	14,769
0	2,464,759	75,287
950,552	0	26,900
2,043,957	1,917,267	60,060
191,550	179,677	5,628
232,502	218,091	6,832
1,000,000	1,000,000	3,500
4,418,561	9,971,573	375,712
0	92,445	3,093
4,418,561	10,064,018	378,805



CITY OF NEDLANDS
STATEMENT OF FINANCIAL POSITION
AS AT 31 MARCH 2019

	2018/2019 YTD 31 March 2019 \$	2017/2018 YTD 31 March 2018 \$	2017/2018 YEAR END 30 June 2018 \$
Current Assets			
Cash & Cash Equivalents	17,082,395	16,230,765	11,135,046
Trade & Other Receivables	2,586,400	2,182,376	1,012,819
Inventories	228	3,627	31,936
Other - Prepayments & Accruals	126,501	186,333	186,333
Total Current Assets	19,795,524	18,603,101	12,366,134
Non Current Assets			
Other Receivables	526,643	503,813	540,167
Other Financial Assets	123,734	135,676	123,734
Property, Plant & Equipment Infrastructure	345,499,288	346,924,416	345,708,041
	85,896,646	136,160,799	82,571,682
Total Non Current Assets	432,046,312	483,724,704	428,943,625
Total Assets	451,841,836	502,327,805	441,309,759
Current Liabilities			
Trade & Other Payables	1,208,094	539,184	2,086,520
Current Borrowings	392,555	251,615	3,249,692
Employee Provisions	2,180,988	2,180,192	2,027,291
Total Current Liabilities	3,781,637	2,970,991	7,363,503
Non Current Liabilities			
Long Term Borrowings	7,555,717	8,497,935	6,748,982
Employee Provisions	333,491	324,341	337,618
Total Non Current Liabilities	7,889,208	8,822,276	7,086,600
Total Liabilities	11,670,845	11,793,267	14,450,103
Net Assets	440,170,992	490,534,538	426,859,656
Equity			
Retained Surplus	80,495,384	77,939,228	67,275,653
Reserves - Cash Backed	6,128,957	4,598,327	6,037,350
Revaluation Surplus	353,546,650	407,996,983	353,546,653
Total Equity	440,170,992	490,534,538	426,859,656



**SUMMARY STATEMENT OF FINANCIAL ACTIVITY - OPERATING
BY REPORTING ACTIVITY
FOR THE PERIOD ENDING 31 MARCH 2019**

Reporting Activity	March 19 YTD Budget	March 19 YTD Actual	Variance Indicators			F/U	2018-19 Annual Budget	Var. Scale
			\$	%	Flag			
Expenditure:								
Community Leadership	1,921,862	1,664,891	256,971	13%	▶	F	2,483,263	●
Corporate Administration	833,515	66,938	766,577	92%	▶	F	1,017,487	●
Community Capacity Building	1,389,764	1,201,176	188,588	14%	▶	F	1,824,743	●
Community Care	1,639,897	1,492,035	147,862	9%	▶	F	2,178,125	●
Libraries	1,539,672	1,378,506	161,166	10%	▶	F	2,038,610	●
Building & Development Control	1,610,739	1,498,509	112,230	7%	▶	F	2,140,072	●
Strategic Urban Planning	503,817	398,325	105,492	21%	▶	F	661,839	●
Environmental Health Services	534,201	477,700	56,501	11%	▶	F	708,336	●
Rangers & Public Safety	754,054	764,912	(10,858)	1%	▶	U	999,276	●
Engineering & Asset Management	2,126,415	2,727,237	(600,822)	28%	▶	U	2,093,716	●
Parks & Natural Areas	4,910,856	3,848,144	1,062,712	22%	▶	F	6,419,213	●
Roads, Paths & Drains	4,703,866	3,015,525	1,688,341	36%	▶	F	6,248,937	●
Community Building Management	2,183,199	2,105,045	78,154	4%	▶	F	2,872,563	●
Waste Management	2,143,108	2,113,778	29,330	1%	▶	F	2,940,237	●
Rates & Property Services	248,520	259,883	(11,363)	5%	▶	U	318,683	●
Total Operating Expenditure	27,043,485	23,012,605		15%	▶	F	34,945,100	
Net Operating Result	6,808,159	11,452,061					439,089	

Legend

Favourable Variance to Budget F ▶
Unfavourable Variance to Budget U ▶

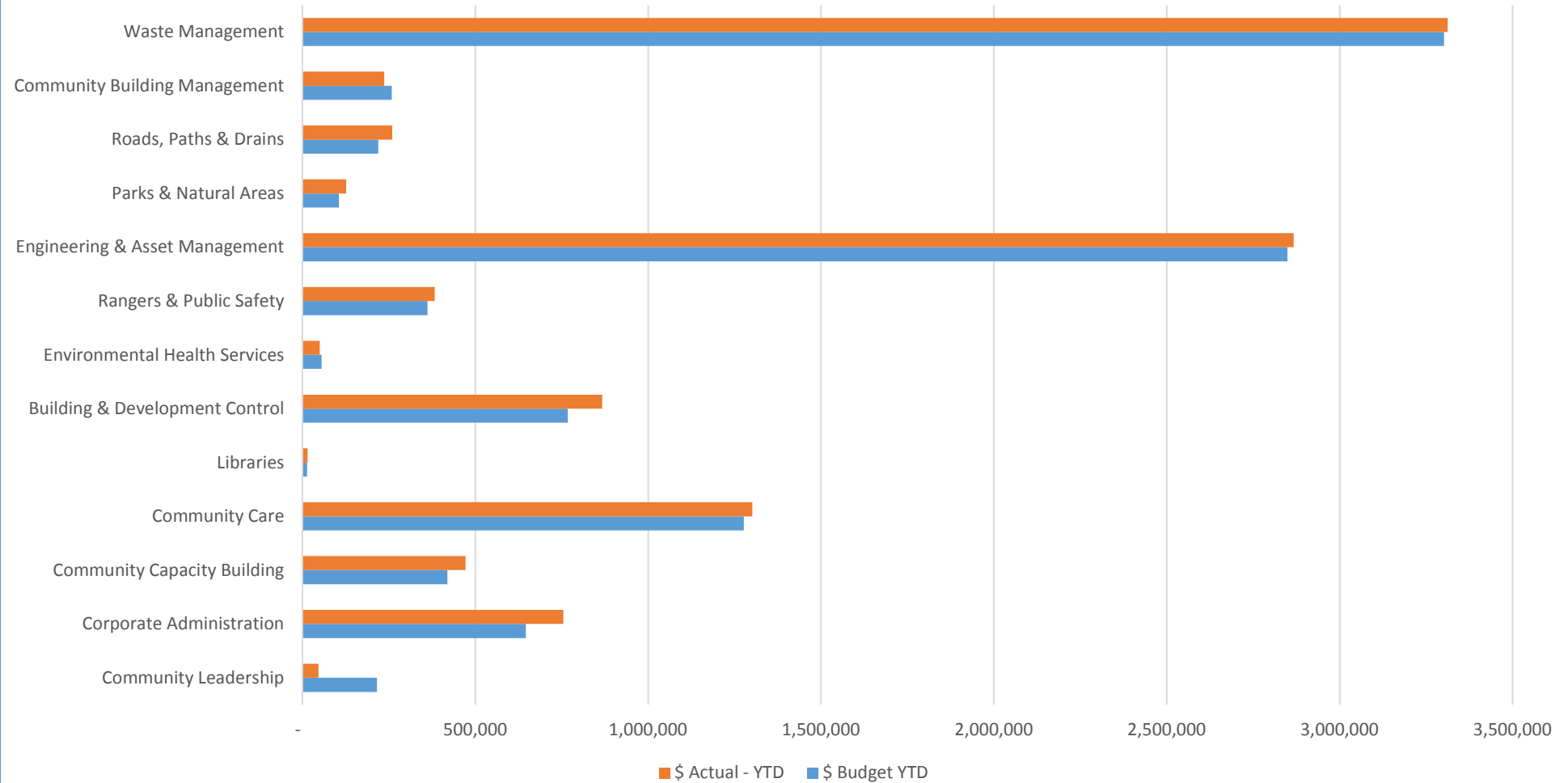
Legend

Favourable Variance > 10% ●
Variance between -10% (U) and +10% (F) ●
Unfavourable Variance > 10% ●



**GRAPHICAL SUMMARY OF FINANCIAL ACTIVITY - OPERATING
BY REPORTING ACTIVITY
FOR THE PERIOD ENDING 31 MARCH 2019**

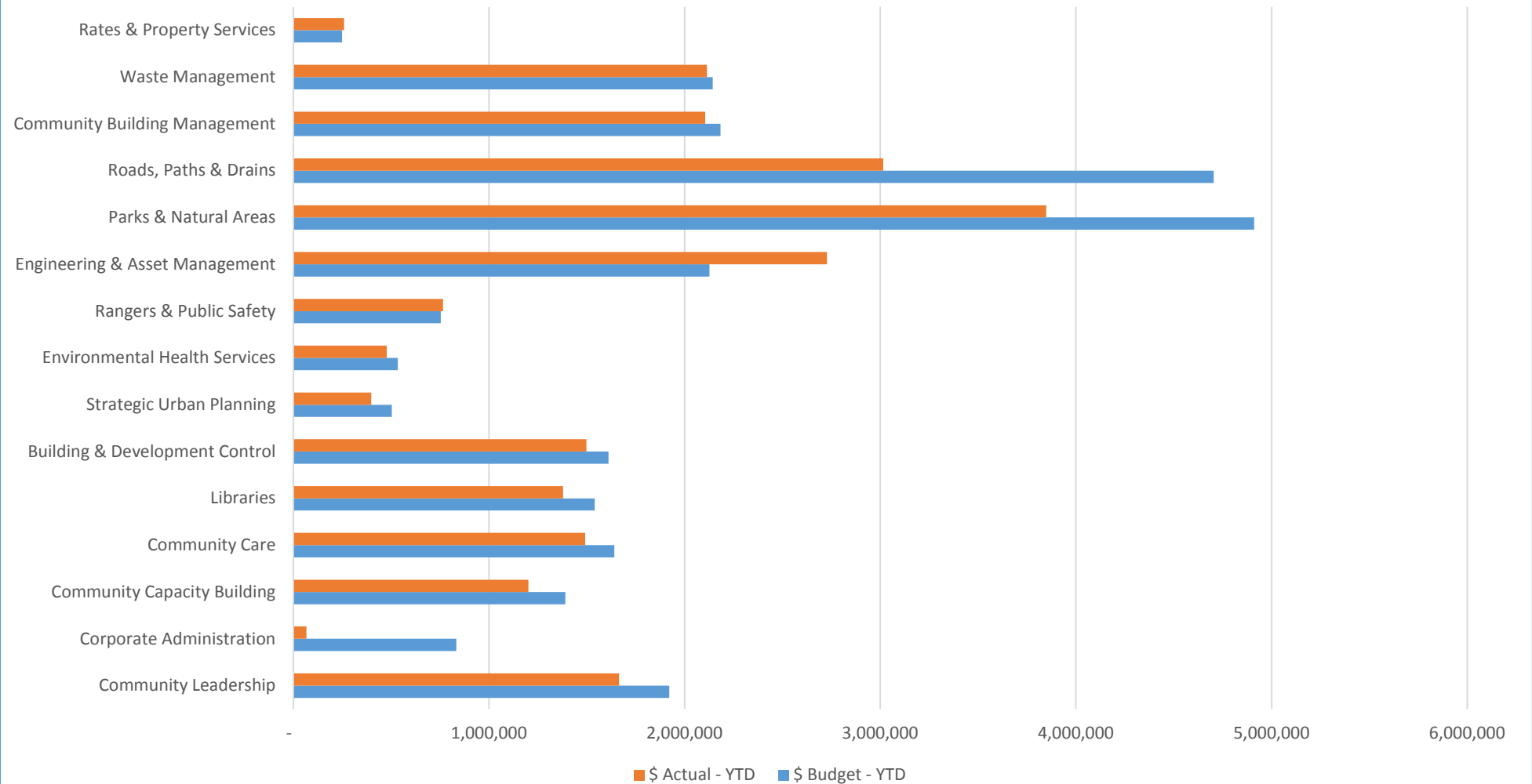
Income - YTD by Reporting Activity (Excluding Rates)





**GRAPHICAL SUMMARY OF FINANCIAL ACTIVITY - OPERATING
BY REPORTING ACTIVITY
FOR THE PERIOD ENDING 31 MARCH 2019**

Operating Expenditure - YTD by Reporting Activity





CITY OF NEDLANDS
SUMMARY STATEMENT OF FINANCIAL ACTIVITY - INCOME
BY REPORTING NATURE & TYPE
FOR THE PERIOD ENDING 31 MARCH 2019

Reporting Activity	March 19 YTD Budget	March 19 YTD Actual	Variance Indicators			F/U	2018-19 Annual Budget	Var. Scale
			\$	%	Flag			
Income:								
Operating Income								
Rates	23,361,046	23,773,864	412,818	2%	▶	F	23,445,040	●
Service Charges (UGP)	2,848,700	2,861,395	12,695	0%	▶	F	2,848,700	●
Fees & Charges	4,947,016	5,218,915	271,899	5%	▶	F	5,499,900	●
Fines & Penalties	292,535	337,508	44,973	15%	▶	F	401,400	●
Interest Revenue	291,747	356,764	65,017	22%	▶	F	389,000	●
Operating Grants	1,143,103	1,115,992	(27,111)	(2%)	▶	U	1,540,100	●
Contributions	527,372	564,899	37,527	7%	▶	F	692,100	●
Other Revenue	440,125	235,329	(204,796)	(47%)	▶	U	479,620	●
Operating Income	33,851,644	34,464,666					35,384,189	
Capital Income								
Capital Grants	2,563,595	1,859,278	(704,317)	(27%)	▶	U	3,845,392	● R6
Asset Sale Proceeds	3,790,000	296,744	(3,493,256)	(92%)	▶	U	3,790,000	● R7
Sub Total - Capital Income	6,353,595	2,156,022					7,635,392	
Total Income	40,205,239	36,620,688		(9%)	▶	U	43,019,581	

Legend

Favourable Variance to Budget F ▶
 Unfavourable Variance to Budget U ▶

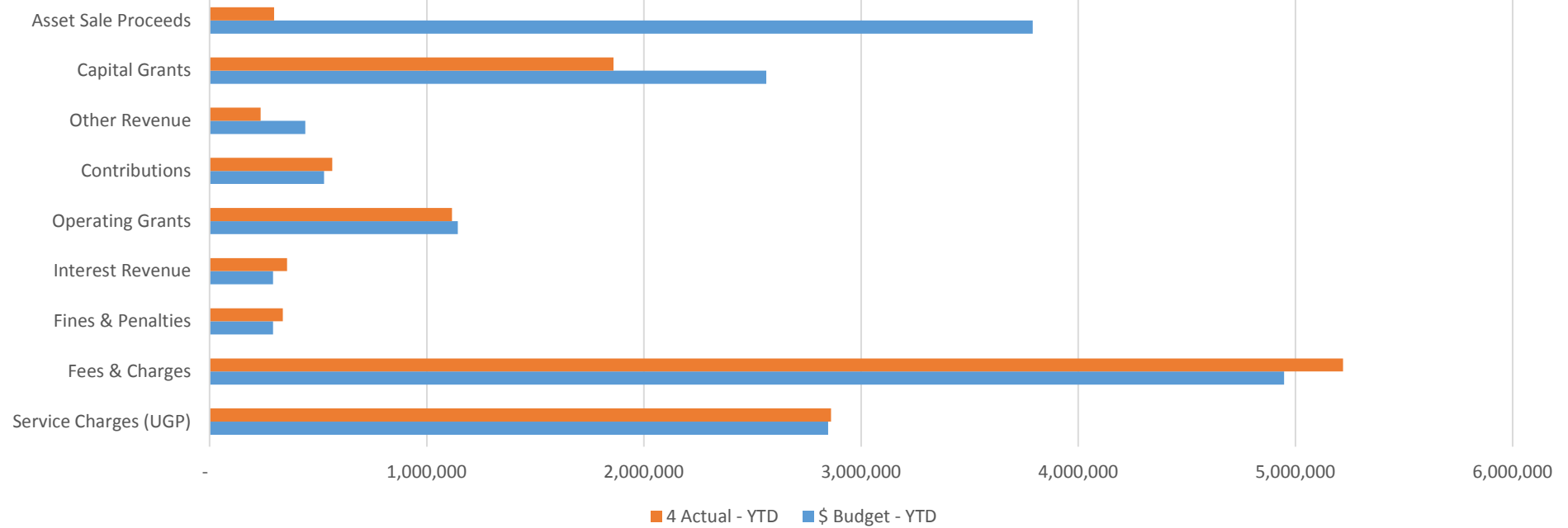
Legend

Favourable Variance > 10% ●
 Variance between -10% (U) and +10% (F) ●
 Unfavourable Variance > 10% ●

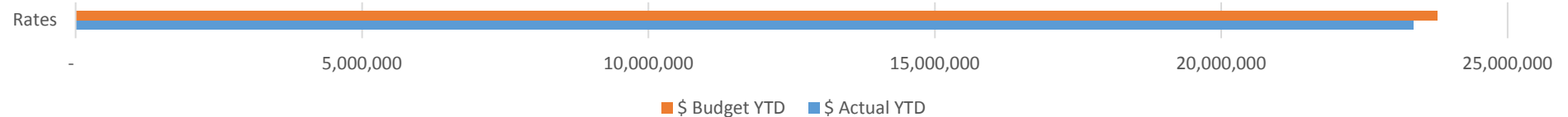


CITY OF NEDLANDS
SUMMARY STATEMENT OF FINANCIAL ACTIVITY - INCOME
BY REPORTING NATURE & TYPE
FOR THE PERIOD ENDING 31 MARCH 2019

Income - YTD by Nature & Type (Excluding Rates)



Rates Income - YTD



13.4 Monthly Investment Report – March 2019

Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act	Nil.
Director	Lorraine Driscoll – Director Corporate & Strategy
CEO	Mark Goodlet
Attachments	Investment Report for the period ended 31 March 2019

Executive Summary

In accordance with the Council's Investment Policy, Administration is required to present a summary of investments to Council on a monthly basis.

Recommendation to Council

Council receives the Investment Report for the period ended 31 March 2019.

Discussion/Overview

Council's Investment of Funds report meets the requirements of Section 6.14 of the Local Government Act 1995.

The Investment Policy of the City, which is reviewed each year by the Audit and Risk Committee of Council, is structured so as to minimise any risks associated with the City's cash investments. The officers adhere to this Policy, and continuously monitor market conditions to ensure that the City obtains attractive and optimum yields without compromising on risk management.

The Investment Policy of the City, which is reviewed each year by the Audit and Risk Committee of Council, is structured so as to minimise any risks associated with the City's cash investments. The officers adhere to this Policy, and continuously monitor market conditions to ensure that the City obtains attractive and optimum yields without compromising on risk management.

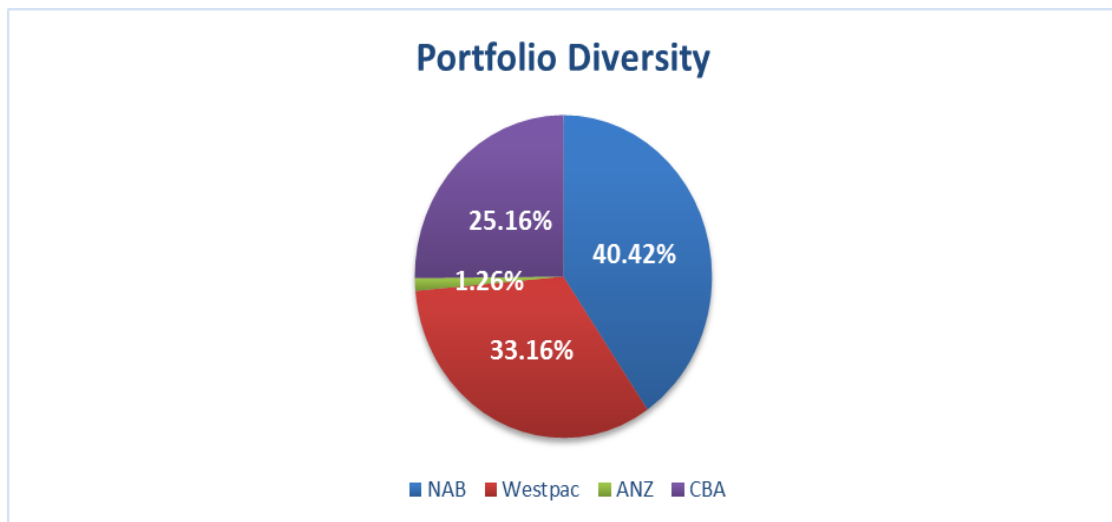
The Investment Summary shows that as at 31 March 2019 the City held the following funds in investments:

Municipal Funds	\$ 7,644,614.28
Reserve Funds	<u>\$ 6,513,408.44</u>
Total	<u>\$ 14,158,022.72</u>

The total interest earned from investments as at 31 March 2019 was \$296,163.88.

The Investment Portfolio comprises holdings in the following institutions:

Financial Institution	Funds Invested	Interest Rate	Proportion of Portfolio
NAB	\$5,723,053.45	2.56% - 2.73%	40.42%
Westpac	\$4,694,840.39	1.75% - 2.69%	33.16%
ANZ	\$178,510.97	2.20%	1.26%
CBA	\$3,561,617.91	1.30% - 2.49%	25.16%
Total	\$14,158,022.72		100.00%



Conclusion

The Investment Report is presented to Council.

Key Relevant Previous Council Decisions:

Nil.

Consultation

Required by legislation:

Yes

No

Required by City of Redlands policy:

Yes

No

Budget/Financial Implications

Investment income is steady as per budget.



INVESTMENTS REPORT
FOR THE PERIOD ENDED 31 MARCH 2019

Particulars	Interest	Invest.	Maturity	Period	NAB	Westpac	ANZ	CBA	Total	Interest
	Rate	Date	Date	Days	*AA-/Stable/A-1+	*AA-/Stable/A-1+	*AA-/Stable/A-1+	*AA-/Stable/A-1+		YTD Accumulated
RESERVE INVESTMENTS										
City Development - Western Zone	2.37%	13-Mar-19	11-Jul-19	120				171,158.93	171,158.93	\$3,100.05
City Development - Western Zone	2.32%	23-Jan-19	23-May-19	120				204,076.72	204,076.72	\$3,647.29
North Street	2.71%	21-Jan-19	25-May-19	124	781,528.33				781,528.33	\$15,604.93
Welfare - General	2.49%	15-Jan-19	15-May-19	120				312,066.26	312,066.26	\$5,583.09
Welfare - NCC	2.38%	13-Mar-19	11-Jul-19	120				156,530.11	156,530.11	\$2,802.88
Welfare - PRCC	1.30%	N/A	N/A	N/A				15,444.47	15,444.47	\$50.73
Services - Tawarri 1	2.71%	21-Jan-19	25-May-19	124	66,975.15				66,975.15	\$1,337.31
Services General	2.73%	30-Jan-19	29-Jul-19	180	25,174.53				25,174.53	\$494.26
Services - Tawarri 2	2.20%	11-Mar-19	11-Jun-19	92			114,688.29		114,688.29	\$1,959.72
Insurance	2.20%	11-Mar-19	11-Jun-19	92			63,822.67		63,822.67	\$1,074.21
Underground power	2.71%	25-Jan-19	27-May-19	122	494,797.29				494,797.29	\$9,347.29
Waste Management	2.38%	13-Mar-19	11-Jul-19	120				501,514.71	501,514.71	\$9,745.27
City Development - Swanbourne	2.49%	15-Jan-19	15-May-19	120				131,605.40	131,605.40	\$2,362.82
City Building - General	2.71%	21-Jan-19	25-May-19	124	479,442.76				479,442.76	\$9,573.13
City Building - PRCC	1.30%	N/A	N/A	N/A				25,655.67	25,655.67	\$82.76
Business system Reserve	2.71%	25-Jan-19	27-May-19	122	154,772.50				154,772.50	\$2,303.05
Public Art Reserves	2.71%	25-Jan-19	27-May-19	122	209,982.33				209,982.33	\$2,795.91
Waste Management Reserve	2.71%	25-Jan-19	27-May-19	122	459,813.77				459,813.77	\$6,798.11
City Development Reserve	2.71%	25-Jan-19	27-May-19	122	130,797.12				130,797.12	\$1,968.42
Building Replacement Reserve	2.71%	25-Jan-19	27-May-19	122	284,245.81				284,245.81	\$3,856.22
All ability play space	2.71%	25-Jan-19	27-May-19	122	96,727.31				96,727.31	\$1,827.31
Major projects	2.69%	29-Jan-19	29-May-19	120		1,632,588.30			1,632,588.30	\$32,588.30
TOTAL RESERVE INVESTMENTS					3,184,256.90	1,632,588.30	178,510.97	1,518,052.28	6,513,408.44	\$118,903.06
MUNICIPAL INVESTMENTS										
Muni Investment NS60	2.50%	31-Mar-19	30-Apr-19	30		1,029,718.04			1,029,718.04	\$19,055.70
Muni Investment #4 - WBC	2.67%	4-Feb-19	4-Jun-19	120		1,018,017.72			1,018,017.72	\$18,017.72
Muni Investment #5 - WBC - CLOSED						0.00			0.00	\$9,058.08
Muni Investment #6 - WBC	1.75%	29-Mar-19	29-Apr-19	31		1,014,516.33			1,014,516.33	\$14,516.33
Muni Investment #1 - CBA	2.29%	23-Jan-19	23-Apr-19	90				1,016,298.47	1,016,298.47	\$16,298.47
Muni Investment #2 - CBA	2.49%	19-Feb-19	21-May-19	91				1,027,267.17	1,027,267.17	\$27,267.17
Muni Investment #7 - NAB	2.70%	28-Nov-18	29-Apr-19	152	1,523,426.54				1,523,426.54	\$23,426.54
Muni Investment #8 - ANZ - CLOSED							0.00		0.00	\$8,738.48
Muni Investment #3 - CBA - CLOSED								0.00	0.00	\$12,267.53
Muni Investment #9 - ANZ - CLOSED									0.00	\$6,127.93
Muni Investment #10 - NAB - CLOSED									0.00	\$6,606.85
Muni Investment #11 - NAB	2.56%	28-Feb-19	29-May-19	90	1,015,370.02				1,015,370.02	\$15,370.02
Muni Investment #157 - ANZ - CLOSED										\$509.99
TOTAL MUNICIPAL INVESTMENTS					2,538,796.55	3,062,252.10	0.00	2,043,565.63	7,644,614.28	\$177,260.80
TOTAL					5,723,053.45	4,694,840.39	178,510.97	3,561,617.91	14,158,022.72	\$296,163.88

13.5 Future Elections and Polls to 2023

Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 <i>Local Government Act 1995</i>	Nil.
Director	Lorraine Driscoll – Director Corporate & Strategy
CEO	Mark Goodlet – Chief Executive Officer
Attachments	Nil

Executive Summary

Council is requested to declare the Western Australian Electoral Commission (WAEC) is responsible for the conduct of future elections to the end of 2023 and to agree to these elections being conducted as postal elections.

Recommendation to Committee**Council:**

- 1. declares, in accordance with section 4.20(4) of the Local Government Act 1995, the Western Australian Electoral Commissioner to be responsible for the conduct of all future elections and polls until the end of 2023; and**
- 2. decides, in accordance with section 4.61(2) of the Local Government Act 1995 that the method of conducting all future elections or polls will be as a postal election.**

ABSOLUTE MAJORITY REQUIRED

Discussion/Overview

The conduct of the Local Government ordinary elections is a complex and time-consuming event and has been well managed by experienced returning officers provided by the Western Australian Electoral Commissioner (WAEC) in recent years. The WEAC are also adequately trained which ensures that all legislative requirements are complied with.

As an alternative, the Administration can undertake the conduct of the elections at a reduced cost. However, as the Administrative staff are not trained in conducting the elections, it may increase risk of non-compliance of the Act. Further it would require additional resources, to ensure that the process is carried out in a timely manner.

Because of the convenience it provides to electors, a postal ballot encourages a higher participation rate by electors. The alternate would be to hold the election as an in-person election, but this may discourage a higher participation.

Council is requested to make a declaration that the Western Australian Electoral Commissioner (WAEC) is to be responsible for the conduct of future elections to the end of 2023 and to agree to these elections being conducted as postal elections.

Key Relevant Previous Council Decisions:

At the Council meeting held on 26 February 2013 Council agreed to the Western Australian Electoral Commissioner (WAEC) to conduct future elections to the end of 2017 and for these elections to be postal elections.

Budget/Financial Implications

It is estimated that the cost of the 2019 election will be \$69,000 including GST. An additional charge of \$3,100 will be incurred if Council decides to opt for the Australia Post Priority Service for the lodgment of election packages.

13.6 Execution of Caveat Removal and Re-lodgement to allow transfer of property ownership

Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Ross Jutras-Minett – Acting Director Planning and Development
CEO	Mark Goodlet
Attachments	1. Confidential – Deed documents

Executive Summary

The purpose of this report is to grant application of the Common Seal to enable the temporary withdrawal of a caveat on a property to facilitate a property transaction for Lot 88 and 89 North Street, Swanbourne.

The confidential documents provided to Council are deed documents to be executed by the City to enable one of the two properties in question (Lot 88 and 89 North Street, Swanbourne) to be sold/transferred to the other party listed in the deed document. The caveat is proposed to be temporarily withdrawn and then re-lodged following the transfer of the property.

The deed document has been vetted by the City's legal representative McLeod's Barristers and Solicitors.

Recommendation to Council

Council:

1. **approves the affixing of the City of Nedlands Common Seal (seal) by the CEO on the deed documentation to temporarily remove the caveat on Lot 88 and Lot 89 North Street, Swanbourne; and**
2. **directs the Mayor and Chief Executive Officer (CEO) to execute the deed documentation in triplicate by way of signing.**

Discussion/Overview

Background

The City has agreed to temporarily withdraw the caveat from Lot 88 and 89 subject to the buyers entering into the deed and the City being entitled to re-lodge its absolute caveat over lot 88 and 89 following transfer. The original caveat on the title is a result of:

- 6 March 2006 WAPC subdivision approval (WAPC Ref.# 129995) issued. A condition (Condition 1) of which required *“All buildings having the necessary clearance from the new boundaries as required by the relevant Town Planning Scheme”*
- 15 August 2008 the City and the owners of the properties entered into a Deed with the City to defer the WAPC Condition 1 in the form of the following Subdividers’ Covenants:
 - *“The Subdividers covenant and agree with the City that they will make application to the City for any licence or approval required under written law for the demolition of the Dwelling and will complete demolition and removal of the Dwelling to the satisfaction of the City’s Building Surveyor:*
 - a. *Prior to any sale, transfer or disposal of either one of the lots created by the subdivision as proposed in the Application (“the Subdivided Lots”) and;*
 - b. *Prior to undertaking any development on the Subdivided Lots,*
And in any event within 5 years if the date of this Deed,
unless otherwise agreed in writing by the parties”.
- 29 June 2011 and 27 May 2013 saw withdrawal and reinstatement of the Deed for the purpose of sale of one of the lots and for re-mortgaging of one of the lots
- Ms. Sarah Davies (one of the landowners) requested on the 18th of December 2018 for the City to formally agree to an extension of the original 5-year timeframe which expired in October of 2013.
- The City has indicated that it would be favourable for an extension to the timeframe identified in the Deed.
- 21 December 2018 the City granted formal agreement to the timeframe identified in the original deed.

Action

McLeod’s Solicitors and Barristers (McLeod’s) hand delivered the deed documents to the City on the 26 March 2019. The landowners of Lot 88 and 89 has executed their portion of the deed documents.

Once approved by Council, the seal will be applied to the deed documents in triplicate in presence of the Mayor and CEO, who are then required to sign the easement documents in triplicate. At this point the documentation is said to be executed.

Once executed, the deed documents will be then be collected by McLeod's. On receipt, McLeod's will arrange for the temporary withdrawal of the caveat of the titles by lodging of the documents at Landgate.

Legislation

The Local Government Act 1995 states:

9.49A. Execution of documents

- (1) A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer, each of whom is to sign the document to attest that the common seal was so affixed.
- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.

Key Relevant Previous Council Decisions:

Nil

Consultation

Negotiations were undertaken between Administration and the landowners of Lot 88 and 89 North Street, Swanbourne.

Budget/Financial Implications

Legal and lodgment fees for the execution are at the expense of the landowners of Lot 88 and Lot 89 North Street, Swanbourne.

Conclusion

The withdrawal of the caveats is required to facilitate a property transaction between the original deed parties. The application of the common seal by the City will enable the temporary removal of the caveat which will be placed back on the title once the transaction has occurred.

13.7 Consent from City to Allow Discharge of Easement for Reciprocal Rights of Access Easement

Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
Director	Ross Jutras-Minett – Acting Director Planning and Development
CEO	Mark Goodlet
Attachments	1. Confidential – Consent Discharge of Easement documents

Executive Summary

The purpose of this report is to approve the application of the Common Seal on a discharge of easement for No. 2A Korel Gardens, Swanbourne.

The easement benefits No. 2 Korel Gardens, Swanbourne which recently had a development approved and building permit issued for a two storey single house with direct vehicle access to Korel Gardens. Therefore access (vehicle nor pedestrian) is no longer required to the battle-axe leg to No. 2A Korel Gardens (rear lot) for no. 2 Korel Gardens, Swanbourne (front lot).

The City is also party to the easement to ensure that the easement was not removed without direct access being made available to the garage on no. 2 Korel Gardens, Swanbourne.

The landowner of no. 2A Korel Gardens, Swanbourne is therefore seeking the City's consent to discharge the easement as it is no longer required.

Recommendation to Council

Council:

1. approves the affixing of the City of Nedlands Common Seal (seal) by the CEO on the "Consent – Discharge of Easement" documentation to permit the removal of the easement on Lot 601 No. 2A Korel Gardens, Swanbourne; and
2. directs the Mayor and Chief Executive Officer (CEO) to execute the "Consent – Discharge of Easement" documentation by way of signing.

Discussion/Overview

Background

The parent lot was granted subdivision approval with a condition to have a reciprocal rights of access easement over the battle-axe leg to allow for the proposed front lot to share access with the rear lot. This was at the request of the subdivision applicant to provide flexibility of vehicle access options for the front lot (now No. 2 Korel Gardens, Swanbourne).

Following the issue of a development approval and building permit for No. 2 Korel Gardens, Swanbourne, the easement is no longer required. The City therefore has no reason to prevent the discharge of the easement.



Action

McLeod's Solicitors and Barristers (McLeod's) emailed the discharge of easement documents to the City on the 15 March 2019. The landowners of No. 2A Korel Gardens and No. 2 Korel Gardens will execute their relevant sections separately to this process.

Once approved by Council, the seal will be applied to the discharge of easement document in presence of the Mayor and CEO, who are then required to sign the easement document. At this point the documentation is said to be executed.

Once executed, the completed discharge of easement document will be then be collected by McLeod's. On receipt, McLeod's or the landowner will arrange for the lodgment of the discharge of easement documents at Landgate.

Legislation

The Local Government Act 1995 states:

9.49A. Execution of documents

- (1) A document is duly executed by a local government if —
 - (a) the common seal of the local government is affixed to it in accordance with subsections (2) and (3); or
 - (b) it is signed on behalf of the local government by a person or persons authorised under subsection (4) to do so.
- (2) The common seal of a local government is not to be affixed to any document except as authorised by the local government.
- (3) The common seal of the local government is to be affixed to a document in the presence of —
 - (a) the mayor or president; and
 - (b) the chief executive officer or a senior employee authorised by the chief executive officer, each of whom is to sign the document to attest that the common seal was so affixed.
- (4) A local government may, by resolution, authorise the chief executive officer, another employee or an agent of the local government to sign documents on behalf of the local government, either generally or subject to conditions or restrictions specified in the authorisation.

Key Relevant Previous Council Decisions:

Nil

Consultation

Negotiations were undertaken between Administration and the landowner of No. 2A Korel Gardens, Swanbourne.

Budget/Financial Implications

Legal and lodgment fees for the execution are at the expense of the landowner of No. 2A Korel Gardens, Swanbourne.

Conclusion

The existing easement is no longer required over the rear lot (2A Korel Gardens, Swanbourne) battle-axe driveway and therefore the landowner is seeking to discharge the easement. The City being party to the easement no longer requires this easement to remain in place and hence requires the City to consent to discharge the easement to arrange its removal. This requires the application of the common seal which requires resolution from Council.

13.8 Register of Delegated Authority and Authorisations – Amendments – Local Planning Scheme 3

Council	23 April 2019
Applicant	City of Nedlands
Employee Disclosure under section 5.70 Local Government Act 1995	Nil.
CEO	Mark Goodlet
Attachments	1. Register of Delegations of Authority – with track changes on the following pages: front cover, table of contents, 4, 66, & 92.

Executive Summary

The City of Nedlands Local Planning Scheme No. 3 was gazetted on Tuesday 16 April 2019. It is necessary to reassign the Planning Delegations from Town Planning Scheme No. 2 to Local Planning Scheme No. 3.

Recommendation to Council

That Council:

1. notes the review of delegations contained in the attached Register of Delegations in accordance with section 5.46(2) of the Local Government Act 1995; and
2. approves the amendments to the Register of Delegations as contained in the attached document.

ABSOLUTE MAJORITY REQUIRED

Discussion/Overview

Background

The last review was undertaken at the Ordinary Council Meeting on 27 November 2018. Following gazettal of the City's Local Planning Scheme No. 3 minor revisions have now been made as attached for Council approval.

Planning and Development (Local Planning Scheme) Regulations 2015

The delegation provisions of Town Planning Scheme 2 have been replaced by the Planning and Development (Local Planning Schemes) Regulations 2015, Regulations 81 to 84, which now provide for delegations and sub-delegations as follows:

Regulation 82 - Delegations by local government

- (1) *The local government may, by resolution, delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties under this Scheme other than this power of delegation.*
- (2) *A resolution referred to in subclause (1) must be by absolute majority of the council of the local government.*
- (3) *The delegation must be in writing and may be general or as otherwise provided in the instrument of delegation.*

Regulation 83 - Local government CEO may delegate powers

- (1) *The local government CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's functions under this Scheme other than this power of delegation.*
- (2) *A delegation under this clause must be in writing and may be general or as otherwise provided in the instrument of delegation.*
- (3) *Subject to any conditions imposed by the local government on its delegation to the local government CEO under clause 82, this clause extends to a power or duty the exercise or discharge of which has been delegated by the local government to the CEO under that clause.*

Regulation 84 - Other matters relevant to delegations under this Division

The Local Government Act 1995 sections 5.45 and 5.46 apply to a delegation made under this Division as if the delegation were a delegation under Part 5 Division 4 of that Act.

Key Relevant Previous Council Decisions:

Nil.

Consultation

Nil.

Budget/Financial Implications

Nil.

Conclusion

Administration has reviewed the Register of Delegations in regard to the changes required with the gazettal of Local Planning Scheme No. 3 and is recommending the amendments as shown with track changes in the attached Register of Delegations of Authority.

Register of Delegations of Authority

As at ~~27 November 2018~~ 23 April 2019

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Register of Delegations of Authority and Authorisations

1. Preamble**Introduction**

- a) A Council may delegate to its Chief Executive Officer, some of its powers and duties provided for in the *Local Government Act 1995*. Any decision to delegate must be passed by an absolute majority and the delegation must be in writing.
- b) The only staff member to whom the Council may delegate any of its powers and duties under the *Local Government Act 1995* is the Chief Executive Officer but the Chief Executive Officer may give delegated authority to any staff member. The Chief Executive Officer is the only staff member with the power to delegate.
- c) A Council may also delegate some of its powers and duties to committees of council by a decision passed by an absolute majority and recorded in writing.

Limits on Delegation to the Chief Executive Officer

- a) There are some powers and duties that a Council cannot delegate. They are specified where applicable.

Delegations to Committees

- a) Council may delegate its powers and duties to committees comprising only of Council members except:
 - i. any power or duty that requires a decision of an absolute majority of the local government; and any other power or duty that is prescribed; or
 - ii. the power of delegation.
- b) Council may delegate to a committee comprising of council members and employees, any of the local government's powers or duties that can be delegated to the Chief Executive Officer.
- c) Council may delegate to a committee comprising staff members or members of the public any of the local government's powers and duties necessary or convenient for the proper management of:
 - i. the local government's property; or
 - ii. an event in which the local government is involved.

Register of Delegations of Authority and Authorisations

- d) No delegations may be made to committees on which there are no elected members or members of staff.

Period of Any Delegation

- a) A delegation of authority has effect for the period of time specified in the instrument of delegation or where no period of time is specified, indefinitely.
- b) Any delegation under the City of Nedlands [Town-Local](#) Planning Scheme No. [23](#) can only be for a maximum period of 12 months
- b) Any decision by Council to revoke or amend a delegated authority must be passed by an absolute majority.

Recording Delegations

- a) Any delegation under the Local Government Act 1995, either by Council or the Chief Executive Officer must be recorded in writing;
- b) The CEO is to keep a register of the delegations made by Council to the CEO and made by the CEO to other employees (this register);
- c) Any delegation by Council to a committee must also be in writing.

Exercising Delegated Authority

- a) After either the CEO (or any other employee) has exercised a delegated authority the following information must be recorded in writing:
- i. how the person exercised the power or discharged the duty;
 - ii. when the person exercised the power or discharged the duty; and;
 - iii. the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.

Review

At least once every financial year, delegations from the *Local Government Act 1995* and the City of Nedlands [Town-Local](#) Planning Scheme No. [32](#) are to be reviewed by the delegator, either Council or the Chief Executive Officer.

Register of Delegations of Authority and Authorisations

Council's Ability to Make Decisions is not Limited

Council may still exercise any of its powers or duties that have been delegated to the Chief Executive officer or to a committee.

"A delegation does not strip the person making the delegation of the right to exercise the delegated power or discharge the delegated duty".

(Government of Western Australia, Department of Local Government, Local Government Operational Guidelines Number 17 January 2007)

Acting Through

In addition to delegations, the *Local Government Act 1995* introduces the concept of "acting through". Where a person is "acting through", they have no discretion in carrying out the function. This could be the City performing administrative functions on behalf of the council, or implementing policies adopted by the council. This differs to a delegate who exercises the decision making function in his or her own right.

As per the *Local Government Act 1995* section 5.51, the CEO's functions are to:

- a) advise the council in relation to the functions of a local government under this Act and other written laws; and
- b) ensure that advice and information is available to the council so that informed decisions can be made; and
- c) cause council decisions to be implemented; and
- d) manage the day to day operations of the local government; and
- e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions; and
- f) speak on behalf of the local government if the mayor or president agrees; and
- g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 5.37(2) in relation to senior employees); and
- h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and
- i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO.

Any function in the *Local Government Act 1995* which the CEO would carry out administratively (based on the above) can be done so via "acting through", unless the Council has an overriding policy which would require the Council to delegate that function back to the CEO formally.

Register of Delegations of Authority and Authorisations

Legislative Authority

- a) The following sections of the *Local Government Act 1995* provide for delegation of authority:
 - i. s.5.16 to s.5.18 (delegations to Committees)
 - ii. s.5.42 to s.5.46 (delegations to CEO and other employees).
- b) The *Local Government (Administration) Regulations* s.19 expands upon s.5.45(3) of the Act.
- c) Legislative powers to delegate relate only to the Act in which they are contained. It is not possible to, for example, rely on section 5.42(1) of the *Local Government Act 1995* to delegate any of a local government's powers under another Act. Any delegation by a local government of its powers under another Act can only be delegated by the delegation provisions of that Act.

Register of Delegations of Authority and Authorisations

2. Delegations under the Local Government Act 1995

Authority to delegate: Sections 5.42 and 5.44 of the *Local Government Act 1995*

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Part 1 – Introductory Matters		
Nil items in Part 1		
Part 2 – Constitution of Local Government		
Division 1 – Districts and wards		
Nil items in Division 1		
Division 2 – Local governments and councils of local governments		
Nil items in Division 2		
Division 3 – How offices on the Council are filled		
Section 2.11(2) May change the method of filling the office of mayor from the election by the Council to the election by the electors method (special majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 2.12A(1)(b) May by motion passed by it, proposes to change the method of filling the office of mayor	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
2.12A(1)(c) Local government to give public notice of proposal to change method of filling office of mayor or president	Suitable for Acting Through	

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Division 4 – Membership and size of Council		
Section 2.17(3) A council with 15 councillors may retain those 15 even if a decision is made to elect the mayor by the electors	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 5 – Qualifications for holding office on the council		
Section 2.25(1) May by resolution grant leave of absence to a member	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 6 – Terms of office on the council and vacation of office		
Nil items in Division 6		
Division 7 – Commissioners		
Nil items in Division 7		
Division 8 – Local Government Advisory Board		
Nil items in Division 8		
Part 3 – Functions of Local Governments		
Division 1 – General		
Nil items in Division 1		
Division 2 – Legislative functions of local governments		
Subdivision 1 – Local laws made under <i>this Act</i>		
Section 3.1 (2) Determination of parking stalls and parking stations Where the local government makes a determination of resolution under this clause, it shall erect signs to give effect to the determination or resolution.	CEO delegated to constitute, determine and vary and also indicate by signs minor instances of parking stalls and parking stations as described in clause 3.1 (1) of the Parking and Parking Facilities Local Law	

Register of Delegations of Authority and Authorisations

Section 3.5(1) May make local laws to perform any of its functions under the Act	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 3.6(1) With the Governor's approval, can apply a local law to an area that is not in its district	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Subdivision 2 – Local laws made under any Act		
Section 3.12(3) Local government must give Statewide public notice (in relation to proposed local laws)	Suitable for Acting Through	
Section 3.12(4) May adopt a local law as proposed or that is not significantly different from what was proposed (absolute majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 3.12(5) Local government must publish the adopted local law in the Government Gazette	Suitable for Acting Through	
Section 3.12(6) Local government must give local public notice that a local law has been adopted	Suitable for Acting Through	
Section 3.15 A local government must ensure that people of its district are informed of the purpose and effect of all its local laws	Suitable for Acting Through	
Section 3.16(1) Within 8 years from the day a local law commences, a local government must review the operation of each local law following the process set out in section 3.16	Suitable for Acting Through	

Register of Delegations of Authority and Authorisations

Section 3.16(2) Local government must give Statewide public notice in relation to the review of its local laws	Suitable for Acting Through	
Section 3.16(3) After the last day for submissions in relation to the review of its local laws, a local government must consider submissions and cause a report to be submitted to council	Suitable for Acting Through	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.16(4) May determine whether or not it considers that any of its local laws should be repealed or amended	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 3 – Executive functions of local governments		
Subdivision 1 – Performing executive functions		
Section 3.21 In performing its executive function, the local government must ensure that the obligations set out in section 3.21 are complied with	Suitable for Acting Through	
Section 3.22(1) A local government that causes damage through the performance of its function must pay compensation to the owner or occupier	CEO	28 June 2016 Report CPS18.16
Subdivision 2 – Certain provisions about land		
Section 3.25(1) A local government may give an occupier a notice requiring them to do something to the land if it is specified in Schedule 3.1. The local government must also inform the owner if the occupier is not the owner	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

Section 3.26(2) In order to make a person comply with a notice, a local government may do anything it considers necessary to achieve the purpose for which the notice was given	Suitable for Acting Through	
Section 3.26(3) A local government may continue to undertake works that are not carried out by the owner or occupier and recover the costs as a debt	CEO	28 June 2016 Report CPS18.16
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.27(1) A local government may go onto private land in the circumstances prescribed in Schedule 3.2 and carry out works, even if it does not have the consent of the owner	CEO	28 June 2016 Report CPS18.16
Subdivision 3 – Powers of entry		
Section 3.31(2) After a local government has given notice, it may authorise a person to enter land, premises or thing without consent, unless the owner or occupier has objected to the entry	CEO	28 June 2016 Report CPS18.16
Section 3.34(1) A local government may enter land in an emergency without notice or consent	CEO	28 June 2016 Report CPS18.16
Section 3.34(5) A local government must give notice to the owner or occupier of an intended entry in an emergency whenever it is practical	Suitable for Acting Through	
Section 3.36(3) A local government may make an opening in a fence to do works on a property subject to providing the owner or occupier with 3 days written notice	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Subdivision 4 – Impounding abandoned vehicle wrecks and goods involved in certain contraventions		
Section 3.39 Local government may authorise an employee to remove and impound any goods	CEO	28 June 2016 Report CPS18.16
Section 3.40(2) If a local government impounds a vehicle to remove and impound goods, it must allow the offender to resume control of the vehicle as soon as practicable after the goods have been removed	Suitable for Acting Through	
Section 3.40(3) If the person entitled to resume control of the vehicle is not present, the local government must give notice (to the holder of a license in respect of the vehicle, stating from where and when the vehicle may be collected)	Suitable for Acting Through	
Section 3.40A(1) Local government may authorise a person to remove and impound an abandoned vehicle wreck	CEO	28 June 2016 Report CPS18.16
Section 3.40A(2) Local government to provide notice to the owner of a removed abandoned vehicle wreck, advising that the vehicle may be collected	Suitable for Acting Through	
Section 3.40A(4) Local government may declare that a vehicle is an abandoned wreck	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.42(1) If a local government impounds non-perishable goods, it must either begin a prosecution against the offender or give them a notice stating from where and when the goods may be collected	Suitable for Acting Through	
Section 3.44 Where non-perishable goods have been removed and impounded and a prosecution instituted, if the offender is not convicted or is convicted but it is not ordered that the goods be confiscated, the local government must give the alleged offender notice stating from where and when the goods may be collected	Suitable for Acting Through	
Section 3.46(1) A local government may refuse to allow goods impounded under sections 3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid	Suitable for Acting Through	
Section 3.46(2) A local government may refuse to allow goods removed under sections 3.40 or 3.40A to be collected until the costs of removing and keeping them have been paid	Suitable for Acting Through	
Section 3.47(1) The local government may sell or otherwise dispose of any goods that have been ordered to be confiscated under section 3.43	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.47(2) The local government may sell or otherwise dispose of any vehicle that has not been collected within 2 months of a notice having been given under section 3.40(3) or 7 days of a declaration being made that a vehicle is an abandoned vehicle wreck	CEO	28 June 2016 Report CPS18.16
Section 3.47(2a) The local government may sell or otherwise dispose of impounded goods that have not been collected within the period specified in section 3.47(2b) of the date a notice is given under sections 3.42(1)(b) or 3.44	CEO	28 June 2016 Report CPS18.16
Section 3.47A(1) If an impounded animal is ill or injured to such an extent that treating it is not practicable, the local government may humanely destroy the animal and dispose of the carcass	CEO	28 June 2016 Report CPS18.16
Section 3.48 If goods are removed or impounded under section 3.39 and the offender is convicted, the local government may recover any expenses incurred in removing and impounding the goods	CEO	28 June 2016 Report CPS18.16
Subdivision 5 – Certain provisions about thoroughfares		
Section 3.50(1) A local government may close a thoroughfare to vehicles, wholly or partially, for a period not exceeding 4 weeks	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.50(1a) and 3.50(4) A local government may, after providing public notice of its intention and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks	CEO	28 June 2016 Report CPS18.16
Section 3.50(6) An order to close a thoroughfare may be revoked by the local government	CEO	28 June 2016 Report CPS18.16
Section 3.50(8) If a thoroughfare is closed without local public notice, the local government must give such notice as soon as practicable after its closure	Suitable for Acting Through	
Section 3.50A A local government may partially and temporarily close a thoroughfare, without giving local public notice, if the closure is for the purpose of carrying out repairs or maintenance and is unlikely to have a significant adverse effect on users of the thoroughfare	CEO	28 June 2016 Report CPS18.16
Local Government (Functions and General) Regulations, reg.6(3) – a local government may, by local public notice, revoke an order under regulation 6(1) that closed a thoroughfare or alter it to make it less restrictive	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.51(3) Before fixing, altering or realigning a public thoroughfare or draining water onto adjoining land, the local government must give notice of its proposal, invite submissions and consider those submissions	CEO	28 June 2016 Report CPS18.16
Section 3.52(2) Except it they are closed or have restricted use, local governments are to ensure that public thoroughfares are kept open for public use	Suitable for Acting Through	
Section 3.52(3) When fixing, altering or realigning a public thoroughfare, the local government must ensure vehicle access to adjoining land is provided	Suitable for Acting Through	
Subdivision 6 – Various executive functions		
Section 3.53(3) If an unvested facility lies within 2 or more districts, the local governments concerned can agree on its control and management	Suitable for delegation, not currently delegated	
Section 3.54(1) A local government may do anything it could do under the <i>Parks and Reserves Act 1895</i> if it were a board appointed under that Act, to control and manage any land reserved under the <i>Land Act 1933</i> and vested in or placed under the control and management of the local government	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Note: Under Subdivision 6 – Various Executive Functions 3.57 applies to tenders for providing goods or services, i.e. is required to invite tenders before it enters in to a contract of a prescribed kind under which another person is to supply goods or services	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 3.57(1) A local government must invite tenders before it enters into a contract for goods or services with a value of \$150,000 or more (Functions and General Regulation 11)	CEO	28 June 2016 Report CPS18.16
Local Government (Functions and General) Regulations, reg.14(2a) – where a local government is inviting tenders, the local government must determine in writing the criteria for accepting tenders	CEO	28 June 2016 Report CPS18.16
Local Government (Functions and General) Regulations, reg.11(2)(d) – tenders do not have to be publicly invited if the contract is to be entered into by auction after being expressly authorised by a resolution of the council	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Local Government (Functions and General) Regulations, reg.14(4)(a) – such information that council decides should be disclosed to those interested in submitting a tender	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Local Government (Functions and General) Regulations, reg.18(4) and (5) – a local government must consider any tender that has not been rejected and decide which one to accept. It may decline to accept any tender.	CEO	28 June 2016 Report CPS18.16
Local Government (Functions and General) Regulations, reg.19 – a local government must give each tenderer written notice stating the successful tender or advising that no tender was accepted.	Suitable for Acting Through	
Local Government (Functions and General) Regulations, reg.20 – a local government may, with the approval of the tenderer, make a minor variation in a contract for goods or services before it enters the contract with the successful tenderer.	CEO	28 June 2016 Report CPS18.16
Local Government (Functions and General) Regulations, reg.20(2) – if the successful tenderer does not want to accept the contract with the variation or the local government and the tenderer cannot reach agreement, the local government can select the next most appropriate tenderer	CEO	28 June 2016 Report CPS18.16
Local Government (Functions and General) Regulations, reg.21(1) – a local government may seek expressions of interest before entering the tender process	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Local Government (Functions and General) Regulations, reg.21(3) – a local government must give Statewide public notice that it seeks expressions of interest before entering the tender process	Suitable for Acting Through	
Local Government (Functions and General) Regulations, reg.23(3) – a local government must consider any submissions of interest that have not been rejected and decide which ones could satisfactorily supply the goods or services	CEO	28 June 2016 Report CPS18.16
Local Government (Functions and General) Regulations, reg.24 – a local government must give each person who submitted an expression of interest written notice of the outcome of its decision	Suitable for Acting Through	
Local Government (Functions and General) Regulations, reg.24E(1) – where a local government intends to give a regional price preference the local government is to prepare a regional price preference policy	Suitable for delegation to CEO	
Local Government (Functions and General) Regulations, reg.24E(4) – a local government cannot adopt a regional price policy until the local government has considered submissions received	Suitable for delegation to CEO	
Section 3.58(2) A local government can only dispose of property to the highest bidder at public auction or the most suitable public tender	CEO	28 June 2016 Report CPS18.16

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.58(3) A local government can dispose of property by private treaty but must follow the process set out in section 3.58(3)	Suitable for delegation to CEO	
Local Government (Functions and General) Regulations, reg.30(2)(a)(ii) – a disposition of land is exempt of disposition if the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee	Suitable for delegation to CEO	
<p>Note: Under Subdivision 6 – Various Executive Functions 3.59 applies to commercial enterprises by local governments</p> <p>Section 3.59(2) A local government must prepare a business plan before it enters into a major trading undertaking, a major land transaction or a land transaction that is preparatory to a major land transaction</p>	Suitable for Acting Through	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.59(4) A local government must give Statewide public notice stating its proposal to enter into a major trading undertaking, a major land transaction or a land transaction that is preparatory to a major land transaction, where the plan may be inspected or obtained, and call for submissions on the plan within 6 weeks	Suitable for Acting Through	
Section 3.59(5) Must consider submissions and then decide whether to proceed with the major trading undertaking, major land transaction or land transaction that is preparatory to a major land transaction (absolute majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 4 – Regional local governments		
Nil items in Division 4		
Part 4 – Elections and other polls		
Division 1 - Preliminary		
Nil items in Division 1		
Division 2 – Inaugural elections		
Nil items in Division 2		
Division 3 – Ordinary elections		
Nil items in Division 3		
Division 4 – Extraordinary elections		
Section 4.9(1) If the mayor has not already done so, council at a meeting held within one month after the vacancy occurs, must fix the day on which a poll is held for an extraordinary election	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Division 5 – Other elections		
Nil items in Division 5		
Division 6 – Postponement and consolidation of elections		
Section 4.16(4) Council may decide, with the Electoral Commissioner's approval, that the election day for a vacancy that has occurred under section 2.32 after the third Saturday in January in an election year but before the third Saturday in July in that election year to be on the ordinary election day for that year	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 4.17(2) Council may decide, with the Electoral Commissioner's approval, that a vacancy may remain unfilled if it occurred under section 2.32 after the third Saturday in January in the election year but before the third Saturday in July in that election year in which the term would have ended under the Table to section 2.28 (terms of office). In that case the term of the member who held the office is to be regarded in section 4.6 as ending on the day on which it would have ended if the vacancy had not occurred.	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 7 – Provisions about electoral officers and the conduct of elections		
Section 4.20(2) May with the approval of the person concerned and the Electoral Commissioner, appoint a person as the returning officer instead of the CEO (Absolute majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 4.20(4) May with the Electoral Commissioner's agreement, declare the Electoral Commissioner to be responsible for the conduct of an election and appoint a person to be the returning officer.	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 8 – Eligibility for enrolment		
Nil items in Division 8		
Division 9 – Electoral process		
Section 4.57(3) May appoint an eligible person (who is willing to accept the appointment) to any unfilled office if, at the close of nominations for an extraordinary elections, under section 4.57(1) or (2), the number of candidates is less than the number of offices. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 4.61 May decide to use postal voting for an election. (Absolute majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Elections reg.9(1) – the fees to be paid to an electoral officer for conducting an election are those agreed between the local government and the electoral officer	Suitable for Acting Through	
Elections reg.28(1b)(b) – if a candidate's deposit has not been refunded within 28 days after notice is given of the result of the election, the local government is to credit that amount to a fund of the local government	Suitable for Acting Through	

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Division 10 – Validity of elections		
Nil items in Division 10		
Division 11 – Electoral offences		
Nil items in Division 11		
Division 12 – Polls and referendums		
Nil items in Division 12		
Part 5 - Administration		
Division 1 - Introduction		
Section 5.2 Must ensure there is an appropriate structure for administering the local government	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 2 – Council meetings, committees and their meetings and electors’ meetings		
Subdivision 1 – Council meetings		
Section 5.3(1) Must hold ordinary meetings and may hold special meetings	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.4 The Mayor or at least 1/3 of councillors or decided by council may decide to hold an ordinary or special meeting	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Subdivision 2 – Committees and their meetings		
Section 5.8 May establish committees of 3 or more people to assist council in exercising its powers and duties. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.15 May reduce the quorum for a committee meeting. (Absolute majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 5.16(1) May delegate to a committee, under and subject to section 5.17, any of its powers and duties other than this power of delegation. (Absolute majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.18 A local government must keep a register of all delegations made to a committee at least once each financial year	Suitable for Acting Through	
Section 5.18 A local government must review all delegations made to a committee	Suitable for delegation to CEO	
Admin Reg.12(1) – At least once every financial year a local government must give local public notice of the date, time and place of all its ordinary council meetings and any committee meetings that must or are proposed to be open to the public, that are to be held in the next 12 months	Suitable for Acting Through	
Admin Reg.12(2) – A local government must give local public notice if any of the dates, times or places in the notice under regulation 12(1) change	Suitable for Acting Through	
Admin Reg.12(3) – A local government must give local public notice of the date, time and place of a special meeting of council that must be open to the public	Suitable for Acting Through	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Admin Reg.14(1) – A local government is to ensure that notice papers and agenda relating to any council or committee meeting and reports and other documents tabled at the meeting or which have been produced for presentation at the meeting are made available to the public at the same time as they are available to council and committee members	CEO	28 June 2016 Report CPS18.16
Subdivision 3 – Matters affecting council and committee meetings		
Note: Under Subdivision 3 – Regulations about council and committee meetings and committees 5.25 applies		
Local Government (Administration) Regulations, reg. 14A(1)(c) – a person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if council has approved of the arrangement by absolute majority	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 3 – Acting for the mayor or president		
Nil items in Division 3		
Division 4 – Local government employees		
Section 5.27(2) General meeting of electors to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year	CEO	28 June 2016 Report CPS18.16

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 5.36(1) Must employ a CEO	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.36(4) If the position of CEO becomes vacant, a local government must advertise the position in the manner and containing such information as prescribed	Suitable for Acting Through	
Section 5.37(1) A local government may designate any employee to be a senior employee	CEO	28 June 2016 Report CPS18.16
Section 5.37(2) The CEO is to inform council of each proposal to employ or dismiss a senior employee, council may reject or accept a recommendation by the CEO to employ or dismiss a senior employee. If it rejects a recommendation it must provide the CEO with its reasons	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.37(3) If the position of a senior employee becomes vacant, a local government must advertise the position in the manner and containing such information as prescribed	Suitable for Acting Through	
Section 5.38 The performance of each employee employed more than 1 year, needs to be reviewed	Suitable for Acting Through	
Admin Reg.18(c) – A local government is to approve a process for section and appointment of the CEO	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).	

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Admin Reg.18(D) – A local government is to consider, accept the review, with or without modification, or reject the review of the CEO's performance	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).	
Section 5.42(1) & 5.43 May delegate to the CEO any of its powers and duties under this Act except those in section 5.43	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.50(1) A local government must prepare a policy for employees whose employment is finishing, setting out the circumstances in which the local government would pay a gratuity and how that gratuity would be assessed, and give local public notice of the policy	Suitable for delegation to CEO	
Section 5.50(2) A local government may make a payment to an employee whose employment is finishing, that is in addition to the amount set out in its policy, provided that local public notice of the payment is given	Suitable for delegation to CEO	
Division 5 – Annual reports and planning		
Section 5.53(1) A local government must prepare an annual report	Suitable for Acting Through	
Section 5.54(1) Must accept the annual report by 31 st December after that financial year. (Absolute majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.56 A local government is to prepare a Plan for the Future	Suitable for delegation to CEO	
Admin reg.19C(4) A local government is to review its current plan for the future every 2 years	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Admin reg.19C(7) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a plan for the future and when preparing any modifications of a plan	Suitable for Acting Through	
Admin re.19D(1) After a plan for the future, or modifications to a plan, are adopted a local government is to give local public notice	Suitable for Acting Through	
Admin reg.19D(5) A Council is to adopt a plan for the future	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 6 – Disclosure of financial interests		
Nil items in Division 6		
Division 7 – Access to information		
Admin reg29A(2) Information prescribed as confidential but that, under 5.95(7), may be available for inspection if a local government so resolves	CEO	28 June 2016 Report CPS18.16
Division 8 – Fees, expenses and allowances		
Section 5.98(1)(b) May set a fee, within the prescribed range, to be paid to a council member who attends a council or committee meeting	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 5.98(2)(b) A local government may approve expenses which are to be reimbursed to its councillors, provided that the expenses are of the kind prescribed as those which the local government can approve for reimbursement (subject to section 5.98(3))	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	28 June 2016 Report CPS18.16
Section 5.98(4) A local government may approve the reimbursement to a council member of an approved expense, either generally or in a particular case	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	28 June 2016 Report CPS18.16
Section 5.98A May decide to pay its deputy mayor an allowance of up to the prescribed percentage of the annual local government allowance to which the mayor is entitled under section 5.98(5). (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.99 May decide to pay council members attending council and committee meetings a prescribed minimum annual fee or where it has set a fee, that fee. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 5.99A May decide that instead of reimbursing council members, under section 5.98(2), for all of particular type of expense, it will instead pay the prescribed minimum allowance for that type of expense or where it has set an allowance for that type of expense, that allowance. Only reimburse in excess of that allowance. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.100(2) A local government may decide to reimburse expenses to committee members who are not council members or employees	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	28 June 2016 Report CPS18.16
Section 5.101(2) A local government may reimburse an employee for an expense that was incurred in relation to a matter affecting the local government	CEO	28 June 2016 Report CPS18.16
Division 9 – Conduct of certain officials		
Section 5.102 A local government may make a cash advance to a person for an expense which can be reimbursed	CEO	28 June 2016 Report CPS18.16
Section 5.103(1) A local government must prepare or adopt a code of conduct to be observed by council members, committee members and employees	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).	
Section 5.103(2) A local government must review its code of conduct within 12 months of every ordinary election day	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).	

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Part 6 – Financial Management		
Division 1 - Introduction		
Financial Management reg.8(1) – A local government must maintain separate accounts for monies required to be held in the municipal fund, the trust fund, the reserve accounts, or monies relating to major land or major trading undertakings that will or are expected to span more than 2 financial years	Suitable for Acting Through	
Financial Management reg.11(1) – A local government must develop procedures for cheques, credit cards, computer encryption devices and passwords, purchasing cards and petty cash systems	Suitable for Acting Through	
Financial Management Reg.11(2) – A local government must develop procedures for the approval of accounts	Suitable for Acting Through	
Financial Management reg.13(2) – A list of accounts for approval to be paid must be prepared for each month, including the date of the meeting of council to which the list is presented	Suitable for Acting Through	
Financial Management re.19(1) – A local government must establish and document internal control procedures to ensure control over investments	CEO	28 June 2016 Report CPS18.16

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Division 2 – Annual budget		
Section 6.2(1) A local government must prepare by 31 August in each financial year, an annual budget for its municipal fund for the next financial year	Suitable for Acting Through	
Section 6.2(1) Must adopt the budget prepared. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.3 A local government must prepare a budget if a general valuation or a rate or service charge is quashed by a court or the State Administrative Tribunal, or if it intends to impose supplementary general rate or specified area rate for the remainder of the financial year	Suitable for Acting Through	
Section 6.3 Must adopt the budget (for other circumstances) prepared. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 3 – Reporting on activities and finance		
Note: Under Division 3 – Reporting on activities and finance, section 6.4 financial report applies		
Section 6.4(1) A local government must prepare an annual financial report for the preceding financial year and such other reports as are required	Suitable for Acting Through	
Section 6.4(3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor the accounts of the local government and the annual financial report	Suitable for Acting Through	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Local Government (Financial Management) Regulations, reg.33A(3) – council is to consider a budget review submitted to it and is to determine by absolute majority whether or not to adopt the review, any parts of the review or any recommendations made in the review	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Local Government (Financial Management) Regulations, reg.34(2)(c) – each statement of financial activity is to be accompanied by documents containing such other supporting information as is considered relevant by the local government	Suitable for Acting Through	
Local Government (Financial Management) Regulations, reg.34(1) – a local government must prepare monthly financial reports	Suitable for Acting Through	
Division 4 – General financial provisions		
Section 6.9(3) A local government must pay or deliver to the person entitled to it any money and its interest and any property	Suitable for Acting Through	
Section 6.9(4) A local government may transfer money held in trust for 10 years to its municipal fund, but must repay to a person who establishes a right to the repayment, together with any interest earned on the investment	Suitable for Acting Through	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.11(1) A local government must establish and maintain a reserve account for each purpose for which it wishes to set aside money	Suitable for Acting Through	
Section 6.11(2) May determine by absolute majority to change the purpose of a reserve account or use money held in a reserve account for another purpose	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.11(2) A local government must give one month local public notice of a proposal to change the purpose of a reserve account or use money held in a reserve account for another purpose	Suitable for Acting Through	
Section 6.12(1)(a) May determine by absolute majority, when adopting the annual budget, grant a discount or an incentive for early payment of any money (subject to section 6.12(2))	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.12(1)(b) A local government may waive or grant concessions in relation to any amount of money that is owed to the local government (subject to section 6.12(2))	CEO	28 June 2016 Report CPS18.16
Section 6.12(1)(c) A local government may write off any amount of money that is owed to the local government (subject to section 6.12(2))	CEO	28 June 2016 Report CPS18.16
Section 6.12(3) A local government may determine what conditions apply to the granting of a concession	Suitable for delegation to CEO	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.13(1) May determine by absolute majority, resolve to apply interest to any money that it has been owed (subject to section 6.13(6), other than for rates and service charges.	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.14(1) A local government may invest money in its municipal or trust funds that is not being used, in accordance with Part III of the <i>Trustees Act 1962</i>	CEO	28 June 2016 Report CPS18.16
Division 5 – Financing local government activities		
Subdivision 1 – Introduction		
Nil items in subdivision 1		
Subdivision 2 – Fees and charges		
Section 6.16(1) May impose, by absolute majority, a fee or charge for any goods or services it provides, except for a service for which a service charge has been imposed	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.16(3) As well as imposing fees and charges when adopting the annual budget, may by absolute majority impose fees and charges during the year or amend, from time to time, fees and charges throughout the year	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.19 If a local government wishes to impose a fee or charge under Part 6 Division 5 Subdivision 2 after the annual budget has been adopted, it must provide local public notice of its intention to do so and the date from which the amended fees or charges will be imposed	Suitable for Acting Through	
Subdivision 3 – Borrowings		
Section 6.20(1) May borrow or re-borrow money, obtain credit or extend its financial accommodation in other ways to perform its functions	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.20(2) If a local government proposes to exercise its power to borrow but it is not budgeted for, unless the proposal is of a prescribed kind, it must give one month public notice of the proposal	Suitable for Acting Through	
Section 6.20(2) If it proposes to exercise its power to borrow but it is not budgeted for, it must make the resolution to do so by absolute majority	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.20(3)(a) and (b) If it exercises its power to borrow and then decides not to proceed with the proposal or it does not use all of the money, credit or financial accommodation, after giving one month local public notice it may by absolute majority resolve to use it for another purpose	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.20(3) One month's public "notice" must be given	Suitable for Acting Through	

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Division 6 – Rates and service charges		
Subdivision 1 – Introduction and the basis of rating		
Section 6.26(3) If Co-operative Bulk Handling Ltd and a local government cannot reach an agreement, under section 6.26(2)(i), the local government may refer the matter to the Minister for determination	Suitable for delegation to CEO	
Section 6.29(2) Must impose a rate on the basis of unimproved value to any tenement, license or permit that is located in a district for which only rates on the basis of gross rental value apply	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Subdivision 2 – Categories of rates and service charges		
Section 6.32(1) When adopting the annual budget, may in order to make up a budget deficiency, by absolute majority impose a general rate on rateable land within its district, and may be imposed uniformly or differentially a specified area rate or minimum payment on rateable land within its district, and may impose a service charge on land within its district.	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.32(3) May in an emergency after rates in a financial year have been imposed, by absolute majority impose a supplementary general rate or a specified area rate for the unexpired portion of the current financial year, and to impose a new general rate, specified area rate or services charge if a court or the State Administrative Tribunal quashes a general valuation, rate or service charge	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.33(1) May impose differential general rates	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.35(1) May impose on any rateable land in its district a minimum payment	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.36(1) A local government must give local public notice of its intention to impose any differential general rates or minimum payment applying to a differential rate category under section 6.35(6)(c)	Suitable for Acting Through	
Section 6.37(1) May impose a specified area rate on rateable land for specific work, service or facility	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<p>Note: Under Division 6 – Rates and service charges, subdivision 2 categories of rates and service charges, section 6.38(1) the Local Government (Financial Management) Regulations, reg.54 applies and council may impose a service charge on owners or occupiers to meet the cost of providing television and radio rebroadcasting, underground electricity, property surveillance and security and water</p>	<p>Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty</p>	
<p>Subdivision 3 – Imposition or rates and service charges</p>		
<p>Section 6.39(1) As soon as practicable after a local government resolves to impose rates, it must compile a record of all rateable land in the district and all land which has a service charge imposed</p>	<p>Suitable for Acting Through</p>	
<p>Section 6.39(2) A local government must, from time to time, amend the current rate record to ensure it is accurate and correct and may amend the rate record for the 5 years preceding the current financial year</p>	<p>Suitable for Acting Through</p>	
<p>Section 6.40(1) If the rateable value, rateability or the rate imposed on any land is amended in the rate record, under section 6.39(2), the local government must reassess the rates payable and give notice to the owner of the land of any change in the amount of rates payable</p>	<p>Suitable for Acting Through</p>	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.40(2) If a service charge on any land is amended in the rate record, under section 3.39(2), the local government must reassess the service charge and give notice to the owner of the land of any change of the amount of service charge payable	Suitable for Acting Through	
Section 6.40(3) If rates are reduced, under section 6.40(1), a local government must refund the owner of the land on request or credit the amount for rates or service charges	Suitable for Acting Through	
Section 6.40(4) If a service charge is reduced, under section 6.40(2), and the service charge had already been paid by the owner, the owner may request and then the local government must pay the overpaid amount to the owner or, alternatively, the overpaid portion is credited against any future amounts payable. If the service charge was paid by the occupier, the local government must pay the overcharged portion to the person who paid it	Suitable for Acting Through	
Section 6.41(1) A local government must give a rate notice to the owner of rateable land and the owner or occupier (as the case requires) of land on which a service charge is imposed, containing the particulars required	Suitable for Acting Through	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Subdivision 4 – Payment of rates and service charges		
Note: Under Division 6 – Rates and service charges, subdivision 4 payment of rates and service charges, section 6.45(1) the Local Government (Financial Management) Regulations, reg.64(2) applies, when adopting the annual budget, must determine the due date for payment of instalments after the first instalment	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Note: Under Division 6 – Rates and service charges, subdivision 4 payment of rates and service charges, section 6.45(3) the Local Government (Financial Management) Regulations, reg.67 applies council may impose an additional charge (including by way of interest) where payment of a rate or service is by instalments and have regard to the additional costs of administration and consider the additional charge as a full or partial reimbursement of those costs and not for the purpose of making a profit.	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.46 May. When imposing a rate or service charge, by absolute majority resolve to grant a discount or incentive for its early payment	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.47 May, when imposing rates and service charges, by absolute majority resolve to waive a rate or service charge or grant a concession	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.49 A local government may make an agreement with a person to pay their rates and service charges	Suitable for Acting Through	
Local Government (Financial Management) Regulations, reg.66(2) – if an instalment remains unpaid after the day on which the next instalment becomes due the local government may revoke the ratepayer’s right to pay by instalments	Suitable for Acting Through	
Local Government (Financial Management) Regulations, reg.66(3)(b) – the local government must in writing immediately notify the ratepayer of the revocation	Suitable for Acting Through	
Section 6.50(1) and (2) A local government may determine the due date that rates and charges become due, but which date cannot be sooner than 35 days after the date noted on the rate notice	Suitable for Acting Through	
Note: Under Division 6 – Rates and service charges, subdivision 4 payment of rates and service charges, section 6.51(1) the Local Government (Financial Management) Regulations, reg.70 applies, council may by absolute majority resolve to impose interest (not to exceed 11%) on a rate and service charge	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.56(1) A local government may recover an unpaid rate or service charge and the cost of proceedings in court of competent jurisdiction	CEO	28 June 2016 Report CPS18.16

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.60(2) A local government may give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the local government in satisfaction of the rate or service charge	CEO	28 June 2016 Report CPS18.16
Section 6.60(3) If a local government gives notice to a lessee, under section 6.60(2), the local government must give a copy of the notice to the lessor	CEO	28 June 2016 Report CPS18.16
Section 6.60(4) If a local government gives notice to a lessee, under section 6.60(2), and the lessee fails to pay rent to the local government, the local government may recover the rate or service charge as a debt from the lessee	CEO	28 June 2016 Report CPS18.16
Section 6.61(1) A local government may request an occupier, an agent or the person who receives the rent of a property, to give the name and address of the owner to the local government	Suitable for Acting Through	
Section 6.64(1) If any rates or service charges have remained unpaid for at least 3 years, a local government may take possession of the land and hold the land against a person having an estate or interest in the land, and may lease or sell the land or transfer it to the Crown or itself	CEO	28 June 2016 Report CPS18.16

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.64(2) A local government that takes possession of land, under section 6.64(1), must give the owner such notice as prescribed and then affix the notice to a conspicuous part of the land in the form prescribed	Suitable for Acting Through	
Section 6.64(3) A local government may lodge a caveat in respect of any land for which rates and service charges are outstanding	Suitable for Acting Through	
Section 6.69(2) A local government may accept payment of any outstanding rates or service charges on such terms and conditions as are agreed between the parties, up to the time of actual sale of the relevant land but not more than 7 days prior to same	Suitable for Acting Through	
Section 6.69(3) If a local government accepts payment of outstanding rates or service charges, under sections 6.69(1) or 6.69(2), the local government is required to make such notifications and take such measures as are prescribed to cancel the proposed sale	Suitable for Acting Through	
Section 6.71(1) If a local government is unable to sell land under Part 6 Division 6 within 12 months, it may transfer the land to the Crown or itself	Suitable for delegation to CEO	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.71(3) If a local government transfers land to itself, under section 6.71(1)(b), it must pay any sum owed under a mortgage, lease, tenancy, encumbrance or charge in favour of the Crown in right of the State or a department, agency or instrumentally of the Crown	Suitable for Acting Through	
Section 6.74(1) A local government may apply in the prescribed form to the Minister to have land revested in the Crown if it is rateable vacant land and rates or service charges in respect of it have remained unpaid for at least 3 years	Suitable for delegation to CEO	
Local Government (Financial Management) Regulations, reg.77(1) – before applying to have land revested under section 6.74, a local government must give notice to the owner of the land and any other interested persons and publish the notice in the Gazette	Suitable for Acting Through	
Local Government (Financial Management) Regulations, reg.77(3) – a local government must consider any objections it receives in relation to a revestment under regulation 77	Suitable for delegation to CEO	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.76(4) A local government may extend the time for a person to make an objection in relation to the rate record	Suitable for Acting Through	
Section 6.76(5) The local government must consider any objections to the rates record and may disallow or allow the objection either wholly or in part	CEO	28 June 2016 Report CPS18.16
Section 6.76(6) The local government is to provide the person with notice of its decision	Suitable for Acting Through	
Part 7 - Audit		
Division 1 - Introduction		
Nil items in Division 1		
Division 1A – Audit Committee		
Section 7.1A(1)(2) By absolute majority establish an audit committee, appoint members to the committee with a minimum of 3 members and a majority of which are council members	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 7.1B Despite s5.16 by absolute majority council can delegate to an audit committee only those powers and duties contained in Part 7 other than this power of delegation	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Division 2 – Appointment of auditors		
Section 7.1(1)(2) By absolute majority must appoint a person or persons on the recommendation of the audit committee, to be its auditor	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 7.6(2)(f) A local government may terminate the appointment of an auditor by written notice	Suitable for delegation to the Audit Committee (not currently delegated)	
Audit reg.8(1) – where a local government has terminated an agreement with its auditor, it must give notice and reasons for the termination to the Executive Director within 30 days	Suitable for Acting Through	
Section 7.6(3) If the auditor's registration as a company auditor is suspended or the auditor is unable or unwilling to carry out their duties, must appoint a person to conduct or complete its audit	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 3 – Conduct of audit		
Note: Under Division 3 – Conduct of audit, section 7.9 Local Government (Audit) Regulations, reg.14(3), a compliance audit return must be presented to the council at a meeting of the council, adopted by council and recorded in the minutes of the meeting at which it is adopted	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 4 – General		
Section 7.12A(2) A local government must meet with its auditor at least once a year	Delegated to the Audit and Risk Committee	28 June 2016 Report CPS18.16

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 7.12A(3) A local government is to examine the auditor's report, under section 7.9(1) and any report under section 7.9(3), and must determine if any matters raised by the report require action and ensure that appropriate action is taken	Suitable for delegation to the Audit Committee (not currently delegated)	
Section 7.12A(4) A local government must prepare a report on any action taken in response to an auditor's or section 7.9(3) report, and provide it to the Minister	Suitable for delegation to the Audit Committee (not currently delegated)	
Audit reg.14(1) A local government must carry out a compliance audit for the period 1 January to 31 December in each year	Suitable for Acting Through	
Audit reg.14(3) A compliance audit return must be presented to the council at a meeting of the council, adopted by the council and recorded in the minutes of the meeting at which it is adopted	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Part 8 – Scrutiny of the Affairs of Local Governments		
Division 1 – Inquiries by the Minister or an authorised person		
Section 8.2(2) Upon receiving a request from the Minister for information, a local government must provide the information to the Minister within the specified time of the notice	Suitable for Acting Through	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 8.14(3) A local government must give the Minister advise of what it has done or will do to comply with an enquiry report from the Minister or a person authorised by the Minister, within 35 days of receiving the report	CEO	28 June 2016 Report CPS18.16
Division 2A – Council may be peremptorily suspended or required to undertake remedial action		
Nil items in Division 2A		
Division 2 – Inquiries by Inquiry Panels		
Section 8.23(4) A local government must give the Minister advice of what things it has done, or will do, to comply with an Inquiry Panel's report within 35 days of receiving the report, or give its comment on a recommendation to dismiss the council	CEO	28 June 2016 Report CPS18.16
Division 3 – General provisions about suspension and dismissal of councils		
Nil items in Division 3		
Division 4 – Misapplication of funds and property		
Nil items in Division 4		
Part 9 – Miscellaneous Provisions		
Division 1 – Objections and review		
Section 9.6(1) An objection under Part 9 is to be dealt with by council or a committee authorised by council to deal with it	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 9.6(5) The local government must give the person who made the objection notice of how it was disposed of and reasons why	Suitable for Acting Through	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 9.9(3) As soon as a decision under section 9.9(1)(b) is made, the local government must give the affected person written notice stating the reasons for the decision	Suitable for Acting Through	
Division 2 – Enforcement and legal proceedings		
Section 9.10(1) and (2) The local government may appoint persons or classes of persons to be authorised to perform certain functions and must issue them with a certificate stating they are authorised	CEO	28 June 2016 Report CPS18.16
Division 3 – Documents		
Nil items in Division 3		
Division 4 – Protection from liability		
Nil items in Division 4		
Division 5 – Associations of local government		
Nil items in Division 5		
Division 6 – Regulations, directions and orders		
Section 9.60(4) A local government is to administer any regulation made under section 9.60 as if it were a local law	Suitable for Acting Through	
Section 9.63(1) If a dispute has arisen between 2 or more local governments, a local government may refer the matter to the Minister to resolve	Suitable for delegation to CEO	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Division 7 – Other miscellaneous provisions		
Section 9.68(5) A local government may recover accruing rates from a principal or agent who has failed to give a notice to the local government in accordance with section 9.68	Suitable for Acting Through	
Division 8 – Amendments to 1960 Act and transitional provisions		
Nil items in Division 8		
Nil Schedule 1		
Schedule 2.1 – Provisions about creating, changing the boundaries of, and abolishing districts		
Clause 11(2) Any local governments affected by an order made under clause 2.1 are to negotiate any adjustment or transfer between them of property, rights and liabilities	Suitable for delegation to CEO	
Schedule 2.2 – Provisions about names, wards and representation		
Clause 4(1) A local government must consider any submissions made under clause 3	Suitable for delegation to CEO	
Clause 4(2) If council believes that a submission is of a minor nature or one which would not require public submissions, may either propose (absolute majority required) to the Advisory Board that a submission be rejected or itself deal with it under clause 5(b)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Clause 4(3) It is council's opinion that a submission is substantially similar to a submission in respect of which a decision was made in the last two years, or the majority of affected electors who made the submission no longer support it, council may reject the submission	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Clause 4(4) Unless council decides to deal with a submission under clause 5(b) or rejects it or proposes to reject it under clauses 4(1) or 4(2), must carry out a review as to whether or not the order sought should be made	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Clause 5 Whether or not it has received a submission, council may carry out a review as to whether or not an order under clauses 2.2, 2.3(3) or 2.18 should in council's opinion be made or propose (absolute majority required) to the Advisory Board the making of an order under clauses 2.291), 2.393) or 2.18(3) if in the opinion of council the proposal is of a minor nature or one which would not require public submissions or propose (absolute majority required) to the Minister the making of an order changing the name of a district or ward	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Clause 6 A local government must carry out a review of its ward boundaries and the number of councillors per ward every 8 years or as directed by the Advisory Board	Suitable for delegation to CEO	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Clause 7 A local government is to provide local public notice advising that it is about to review its wards and inviting submissions	Suitable for Acting Through	
Clause 8 The council must have regard to community of interests, physical and topographical features, demographic trends, economic factors and the ratio of councillors to electors in respect of considerations about wards	Suitable for delegation to a 5.9(2)(a) committee (not currently delegated).	
Clause 9 When a ward review is complete, the local government must prepare a report for the Advisory Board and may propose the making of an order under clauses 2.2(1), 2.3(3) or 2.18(3)	Suitable for delegation to a 5.9(2)(a) committee (not currently delegated).	
Schedule 2.3 – When and how mayors, presidents, deputy mayors and deputy presidents are elected by council		
Nil items in Schedule 2.3		
Schedule 2.4 – Provisions about Commissioners		
Nil items in Schedule 2.4		
Schedule 2.5 – Provisions about the Local Government Advisory Board		
Nil items in Schedule 2.5		

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Schedule 3.1 – Powers under notices to owners or occupiers of land		
Regulation 7A <i>Local Government (Uniform Local Provisions) Regulations 1996</i> A person who is the owner or occupier of land must, when requested by the Local Government to do so, remove any thing that – <ul style="list-style-type: none"> a. Has fallen from the land, or from anything on the land; and b. Is obstructing a public thoroughfare 	CEO	28 June 2016 Report CPS18.16
Schedule 3.2 – Particular things local governments can do on land even though it is not local government property		
Nil items in Schedule 3.2		
Schedule 4.1 – How to conduct votes and ascertain the result of an election		
Nil items in Schedule 4.1		
Schedule 5.1 – Provisions about standards panels		
Nil items in Schedule 5.1		
Schedule 6.1 – Provisions relating to the phasing in of valuations		
Clause 1(1) When imposing general rates, with respect to gross rental value, may resolve that a general valuation, which results in an increase, can be phased in over 3 years	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Clause 1(5) If a local government makes a resolution, under clause 1(1), it must request the Valuer General, at the same time as the Valuer General determines an interim valuation that will come into force in the district during the first 2 years of the phasing in period, to determine a valuation under subclause (6). The local government must give the Valuer General immediate written notice when the valuation is no longer required.	Suitable for Acting Through	
Clause 2(1) When imposing general rates and changing from valuations on unimproved value to valuations on gross rental value, may resolve that gross rental valuations can be phased in over 3 years	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Clause 2(5) If a local government makes a resolution under clause 2(1), it must request the Valuer General, at the same time as the Valuer General determines an interim valuation that will come into force in the district during the first 2 years of the phasing in period, to determine a valuation under subclause (6). The local government must give the Valuer General immediate written notice when the valuation is no longer required.	Suitable for Acting Through	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Schedule 6.2 – Provisions relating to lease of land where rates or service charges unpaid		
Clause 1(1) A local government may lease the land with any conditions for a term that does not exceed 7 years	Suitable for delegation to CEO	
Schedule 6.3 – Provisions relating to sale or transfer of land where rates or service charges unpaid		
Clause 1(1) Before exercising its power of sale, a local government must give the owner, or any other person who has a recorded interest in the land, opportunity to pay the rates or service charges. It must send them notice by certified mail and place a notice with the contents prescribed in clause 1(2) on its notice board for a minimum of 35 days	Suitable for Acting Through	
Clause 1(3) A local government must give local public notice if the owner or other interested parties do not have a recorded address	Suitable for Acting Through	
Clause 1(4) The local government must appoint a time at which the land may be offered for sale by public auction, not less than 3 months and not more than 12 months from the service of the notice under clauses 1(1) or 1(2)	Suitable for delegation to CEO	
Clause 2(1) The local government must give Statewide public notice of the sale	Suitable for Acting Through	
Clause 2(3) The local government must give the Registrar of Titles or the Registrar of Deeds a memorial of the Statewide notice	Suitable for Acting Through	

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Clause 4(1) A local government may transfer or convey to the purchaser of the land an indefeasible estate in fee simple	CEO subject to 5.43(d)	28 June 2016 Report CPS18.16
Clause 7(2) If the land has not been sold within 12 months, the local government may begin the process again in accordance with this Schedule	Suitable for Acting Through	
<i>Nil Schedule 7</i>		
Schedule 8.1 – Provisions about Inquiry Panels		
Nil items in Schedule 8.1		
Schedule 9.1 – Certain matter for which Governor may make regulations		
Nil items in Schedule 9.1		
<i>Nil Schedule 9.2</i>		
Schedule 9.3 – Transitional provisions		
Nil items in Schedule 9.3		

3. Register of Delegations under the *Local Government (Uniform Local Provisions) Regulations 1996*

Authority to delegate: Section 5.17 of the *Local Government Act 1995*

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<p>Reg. 5(2) Serve written notice on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to:</p> <ul style="list-style-type: none"> (a) prevent damage to the footpath; or (b) prevent inconvenience to the public or danger from falling materials. 	Suitable for Acting Through	
<p>Reg. 6(3) Grant permission under this regulation to place on a specified part of public thoroughfare one or more specified things that may obstruct the public thoroughfare:</p> <ul style="list-style-type: none"> (a) in writing; and (b) must specify the period for which it is granted; and (c) must specify each condition imposed under subregulation (4); and (d) may be renewed from time to time; and (e) may be cancelled by giving written notice to the person to whom the permission was granted. 	Suitable for Acting Through	

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<p>Reg. 6(4) Impose such conditions as it thinks fit on granting permission under this regulation including, but not limited to, any of the following:</p> <ul style="list-style-type: none"> (a) conditions relating to the erection of hoardings, fences, (b) walkways or other structures for the protection of the public thoroughfare or public safety (protective structures); (c) conditions about the placement of things in the public thoroughfare including conditions about the depositing of building materials or waste, or storage or other facilities in the public thoroughfare; (d) a condition imposing a charge for any damage to the public thoroughfare resulting from the placement of a thing on the public thoroughfare; (e) a condition requiring the applicant to deposit with the local government a sum sufficient in the opinion of the CEO of the local government to cover the cost of repairing damage to the public thoroughfare resulting from the placement of a thing or a protective structure, on the basis that the local government may retain from that sum the amount required for the cost of repairs by the local government if the damage is not made good by the applicant. 	<p>Suitable for Acting Through</p>	
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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Reg. 6(6) When renewing permission granted under this regulation or at any other time, vary any condition imposed by it under subregulation (4) and the variation takes effect when written notice of it is given to the person to whom the permission was granted.	Suitable for Acting Through	
Reg. 6(8) Charge a person granted permission under this regulation a fee of not more than \$1.00 for each month or part of a month for each m2 of public thoroughfare that is enclosed by a hoarding or fence in accordance with the permission.	Suitable for Acting Through	

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4. Register of Delegations under the *Food Act 2008*

Authority to delegate: Section 118 of the *Food Act 2008*

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 122 (1) An enforcement agency may appoint a person to be an authorised officer for the purposes of this Act	CEO	28 June 2016 Report CPS18.16
Section 123 An enforcement agency must provide each authorised officer appointed by the agency with a certificate of authority as an authorised officer	CEO	28 June 2016 Report CPS18.16

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5. Register of Delegations under the Dog Act 1976

Authority to delegate: *Section 10AA of the Dog Act 1976*

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
All powers under the <i>Dog Act 1976</i>	CEO	28 June 2016 Report CPS18.16

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6. Register of Delegations under the *Cat Act 2011*Authority to delegate: Section 44 of the *Cat Act 2011*

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
All powers under the <i>Cat Act 2011</i>	CEO	28 June 2016 Report CPS18.16

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7. Register of Delegations under the *City of Nedlands Town [Local Planning Scheme 32](#)*

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Town Local Planning Scheme No. 32		
<p>Planning and Development (Local Planning Schemes) Regulations 2015, regulation 82. Schedule 2, Part 10, cl. 82 Clause 6.7.1</p> <p>The local government may, by resolution, delegate to a committee or to the local government CEO the exercise of any of the local government's powers or the discharge of any of the local government's duties under this Scheme other than this power of delegation.</p> <p>The Council may either generally, or in a particular case by resolution delegated to a Committee of the Council or an officer of the Council, the authority to deal with an application for planning approval made under this Scheme.</p>	<p>CEO, except for the following:</p> <ul style="list-style-type: none"> a) Proposed and Retrospective developments and Change of Use applications which are classified IP, P or AA where after advertising, submissions have been received which raise objections in relation to the matter at hand which are not able to be rectified by way of negotiation and/or amendment(s) being made to the proposal; b) A change from one non-conforming use to another non-conforming use; c) Grouped and/or Multiple Dwelling developments involving five (5) or more dwellings; and d) Refusal of applications where discretion exists for Council to approve the variations under the City's Local Town Planning Scheme No. 23, policies and/or the Residential Design Codes. 	<p>28 June 2016 Report CPS18.16</p>
<p>Determine applications for development approval under the City of Nedlands Local Planning Scheme No 3 and the Planning and Development Act 2005.</p>		

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8. Register of Delegations - Planning and Development

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Planning and Development Act 2005 Authority to delegate: Part 10		
Part 10: Referrals to WAPC in respect of applications for subdivision (including amalgamations and boundary re-alignments) and/or strata subdivision approval is required to be determined by the Commission.	CEO	28 June 2016 Report CPS18.16
Clearance of conditions of subdivision (including amalgamations and boundary re-alignments), strata subdivision or amalgamation approval where the local government is identified as the responsible agency in the WAPC preliminary approval advice.	CEO	28 June 2016 Report CPS18.16

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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Heritage of Western Australia Act 1990 Authority to delegate: S 23(4)		
S23(4): Participation where appropriate with the Heritage Council, where it is to consider giving advice to the Minister for Heritage with respect to 'interim' and 'permanent' entry of a place on the State Register of Heritage Places'.	CEO with the exception of the following: Does not apply where a formal request is made for a response from council regarding proposals for the entry of a place or places onto the State register of Heritage Places on an interim or permanent basis.	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Metropolitan Region Scheme Authority to delegate: DEL 2011/02, Government Gazette no. 248, 23 December 2011		
CI 29(3) Forwarding an application to the Commission.	CEO	28 June 2016 Report CPS18.16
CI 30 Exercising powers under the Planning & Development Act 2005 delegated by the WAPC to: <ul style="list-style-type: none"> - Determine applications; - Revoke applications; and - Limit time of approval. 	CEO with the exception of: Does not apply where objections are received on planning grounds and those objections are not capable of being addressed by way of the recommendation of a planning condition imposed on the proposed development.	28 June 2016 Report CPS18.16
CI 31 Issue of decision in the form set out in Form 2 to this scheme: An application is deemed to be refused if a decision is not conveyed within 60 days of receipt of application.	CEO	28 June 2016 Report CPS18.16
Respond to the Western Australian Planning Commission, or authorities given delegation by the Minister for Planning, on applications made under the Metropolitan Region Scheme or the <i>Planning and Development Act, 2005</i>	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Strata Titles Act 1985 Authority to delegate: DEL 2009/03, Government Gazette no. 98, 9 June 2009		
S24 The local government may make a preliminary determination that the plans and specifications are of sufficient standard to be brought under this Act as a building in a strata scheme.	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Strata Titles Act 1985 Authority to delegate: DEL 2009/03, Government Gazette no. 98, 9 June 2009		
S25 Clause 1 Schedule 1 Power to determine applications for the issuing of a certificate of approval for a plan of subdivision, re-subdivision or consolidation, except those applications that: <ul style="list-style-type: none"> a) propose the creation of a vacant lot; b) propose vacant air stratas in multi-tiered strata scheme developments; c) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to: <ul style="list-style-type: none"> i. a type of development; and/or ii. land within an area, which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application. 	CEO on the condition that: A local government that exercises the power referred to in clause 1 is to provide the WAPC with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format prescribed by the WAPC.	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Liquor Control Act 1988 Authority to delegate: Part 3 – S40		
S40 Issue certificates as to whether the use of premises complies with local planning laws.	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Delegation to respond to external organisations Authority to respond to external organisations		
Respond to the State Administrative Tribunal on applications for review of planning decisions including consideration of referrals under s31 the <i>State Administrative Tribunal Act 2004</i> ;	CEO with the exception of: Consideration of referrals under s31 of the <i>State Administrative Tribunal Act 2004</i> where Council has determined the application.	28 June 2016 Report CPS18.16
Respond to the Swan River Trust on planning applications made under the <i>Swan and Canning Rivers Management Act 2006</i>	CEO	28 June 2016 Report CPS18.16
Respond to requests from public agencies on issues requiring or inviting comment by the City with regard to local, metropolitan, regional and/or strategic planning matters.	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

8. Register of Delegations under the *Building Act 2011*Authority to delegate: Section 127 of the *Building Act 2011*

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Part 2 – Building and demolition permits			
Division 2 – Application for building or demolition permits			
Section 17.1 Refer an uncertified application to a building surveyor	CEO		28 June 2016 Report CPS18.16
Section 18(1) Require the applicant to provide any document or information that it requires to determine the application and to verify the information by statutory declaration	CEO		28 June 2016 Report CPS18.16
Section 20 & 23 Grant a building permit	CEO		28 June 2016 Report CPS18.16
Section 20, 22(1) & (2), 23(3) Refuse to grant a building permit	CEO		28 June 2016 Report CPS18.16
Section 21 & 23(2) Grant a demolition permit	CEO		28 June 2016 Report CPS18.16
Section 21(2), 22(1) & (2), 23(3) Refuse to grant a demolition permit	CEO		28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 24 Record the grounds on which a decision to refuse to grant a building permit or demolition permit is based on and the reasons for the decision and give to the person whom the decision relates written notice of the decision together with those grounds and reason and the person's right of review	CEO		28 June 2016 Report CPS18.16
Division 3 – Building or demolition permits			
Section 27(1) Impose conditions on the grant of a permit in addition to any provided for in the Regulations	CEO		28 June 2016 Report CPS18.16
Section 27(3) Add, vary or revoke conditions imposed under this section before the building work or demolition work is completed	CEO		28 June 2016 Report CPS18.16
Division 4 – Duration of building or demolition permits			
Section 32 (3) Extend the time during which a permit has effect.	CEO		28 June 2016 Report CPS18.16
Part 4 – Occupancy permits and building approval			
Division 3 – Making and dealing with applications for occupancy permits and building approval certificates			
Section 55(1) Require the applicant of an occupancy permit or building approval certificate to provide any document or information that it requires to determine the application and to verify the information by statutory declaration.	CEO		28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 55(2) Refuse to consider an application.	CEO		28 June 2016 Report CPS18.16
Section 58(1) Grant or modify the occupancy permit or grant the building approval certificate.	CEO		28 June 2016 Report CPS18.16
Section 58(2) & (3) Refuse to grant or modify the occupancy permit or grant the building approval certificate.	CEO		28 June 2016 Report CPS18.16
Section 59 Grant or modify the occupancy permit or grant the building approval certificate within specified time frame.	CEO		28 June 2016 Report CPS18.16
Section 59(3) Refund the fee that accompanied an application to the applicant if no decision made within the time.	CEO		28 June 2016 Report CPS18.16
Section 60 Record the grounds on which a decision to refuse to grant or modify an occupancy permit or grant a building approval certificate is based, and the reasons for the decision and give to the person to whom the decision relates written notice of the decision together with those grounds and reasons and the person's right of review.	CEO		28 June 2016 Report CPS18.16
Section 62(1) Impose conditions on the occupancy permit or modification or building approval certificate in addition to any provided for in the Regulations	CEO		28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 62(3) Add, vary or revoke conditions while the occupancy permit or building approval certificate has effect.	CEO		28 June 2016 Report CPS18.16
Section 62(4) & (5) Give written notice of the addition, variation or revocation of a condition and ensure that the notice informs the person of the person's right or review.	CEO		28 June 2016 Report CPS18.16
Section 65(4) Extend the period in which the occupancy permit or modification to the building approval certificate has effect.	CEO		28 June 2016 Report CPS18.16
Section 65 Refuse to extend the time during which an occupancy permit or a building approval certificate has effect or extend the permit or certificate for a shorter period than requested by the applicant and, if so, record the grounds on which a decision is based and the reasons for the decision together, and give written notice of the decision together with those grounds and reasons and the person's right of review	CEO		28 June 2016 Report CPS18.16
Part 6 – Work affecting other land			
Division 4 – Other boundary matters			
Section 88(3) Specify the way in which an outward facing side of a particular close wall must be finished	CEO		28 June 2016 Report CPS18.16
Part 8 - Enforcement			

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Division 2 – Authorised persons			
Section 96(3) Designate a person employed by the local government under section 5.36 under the <i>Local Government Act 1995</i> as an authorised person for the purposes of this Act in relation to building and incidental structures located or proposed to be located in the district of the local government.	CEO		28 June 2016 Report CPS18.16
Section 96(6) Revoke a designation at any time	CEO		28 June 2016 Report CPS18.16
Section 97(1) Give an identity card to each person designated by it as an authorised person.	CEO		28 June 2016 Report CPS18.16
Section 99(2) Limit the powers of an authorised person by imposing conditions on a person's instrument of designation or by written notice.	CEO		28 June 2016 Report CPS18.16
Section 99(3) Revoke or vary a condition of an authorised person.	CEO		
Division 5 – Building orders			

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 110(1) Make an order in respect of one or more of the following: (a) Particular building work; (b) Particular demolition work; and (c) A particular building or incidental structure whether completed before or after commencement.	CEO		28 June 2016 Report CPS18.16
Section 111(1) Before making a building order, give each person to whom the order is proposed to be directed written notice of the terms of the proposed order and the reasons for it and advise each person of time in which they may make submissions and consider each submission received	CEO		28 June 2016 Report CPS18.16
Section 117(2) Decide whether the building order has been fully complied with and either revoke the building order or inform each person to whom the order is directed that the building order remains in effect, within 28 days of receiving notification	CEO		28 June 2016 Report CPS18.16
Section 114(1) Serve a copy of the order on each person to whom the order is directed in accordance with s.76 of the <i>Interpretation Act 1994</i>	CEO		28 June 2016 Report CPS18.16
Section 117(1) Revoke a building order at any time	CEO		28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 118(2) If there is non-compliance with a building order, cause an authorised person to – a) Take any action specified in the order; or b) To commence or complete any work specified in the order; or c) If any specified action was required by the order to cease, to take such steps as are reasonable in the circumstances to cause the action to cease	CEO		28 June 2016 Report CPS18.16
Section 118(3) Recover as a debt from a person who has been served with a copy of a building order the reasonable costs and expenses incurred	CEO		28 June 2016 Report CPS18.16
Part 11 – Building information			
Section 128(1) & (2) Keep a register of all building permits, demolition permits, occupancy permits and building approval certificates granted by it and all building orders made by it, in an approved manner and form	CEO		28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 128(3) Amend the register to reflect the variation or revocation of a condition of, or any other change reflecting to that effect of, a building permit, a demolition permit, an occupancy permit, a building approval certificate or a building order resulting from a decision of the permit authority or information given to the permit authority.	CEO		28 June 2016 Report CPS18.16
Section 129(1) Make the register available for inspection by members of the public during normal office hours.	CEO		28 June 2016 Report CPS18.16
Section 129(2) On application by any person and on payment of the prescribed fee, if any, provide to the person a copy of a building permit, a demolition permit, an occupancy permit, a building approval certificate or a building order that is kept in the register.	CEO		28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
<p>Section 130 Keep in the manner and for the prescribed period such of the prescribed documents that comprise, accompany, are provided for in, are issued as a result of, or otherwise relate to the building or incidental structure that is the subject of –</p> <p>(a) An application for a building permit or demolition permit; or</p> <p>(b) An application of a kind mentioned in Part 4 Division 2; or</p> <p>(c) An inspection of a prescribed kind</p>	CEO		28 June 2016 Report CPS18.16
Section 131(2) Allow an interested person to inspect a building record and provide to the interested person a copy of the building record	CEO		28 June 2016 Report CPS18.16
Section 132(1) Give the Building Commissioner prescribed information for inclusion in the annual report submitted under the <i>Financial Management Act 2006</i> Part 5	CEO		28 June 2016 Report CPS18.16
Section 132(3) Give the Building Commissioner prescribed information or building record	CEO		28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

9. Register of Delegations under the *Building Regulations 2012*

Authority to delegate: Section 127 of the *Building Act 2011*

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Part 2 – General matters			
Reg.14 Give the Building Commissioner prescribed information for inclusion in the annual report submitted under the <i>Financial Management Act 2006</i> Part 5 by the accountable authority [s.132(1)] and provide a record or information by the Building Commissioner	CEO		28 June 2016 Report CPS18.16
Part 3 – Building and demolition permits			
Reg. 15A (2) Provide the FES Commissioner a copy of any occupancy permit for a building in which plans where referred to FES Commissioner under regulation 18B(1)	CEO		28 June 2016 Report CPS18.16
Reg. 15A (3) Provide the FES Commissioner a copy of any modified occupancy permit for a building in which plans where referred to FES Commissioner under regulation 18B(1)	CEO		28 June 2016 Report CPS18.16
Reg. 23(3) Refuse to accept an application extend a permit	CEO		28 June 2016 Report CPS18.16
Reg.24(1) & (2) – Extend or refuse to extend the time during which a permit has effect and impose conditions on the extended permits	CEOCEO		28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Reg.26(3) & (4) Approve a new person to be named as the builder on the building permit and amend the details set out in the permit accordingly	CEO		28 June 2016 Report CPS18.16
Part 5 – Occupancy permits and building approval certificates			
Reg.40(2) Refuse to accept and application to extend the time during which an occupancy permit or a building approval certificate has effect	CEO		28 June 2016 Report CPS18.16
Reg.40(5) Refuse to extend the time during which an occupancy permit or a building approval certificate has effect or extend the permit or certificate for a shorter period than requested by the applicant and, if so, record the grounds on which a decision is based and the reasons for the decision together, and give written notice of the decision together with those grounds and reasons and the person's right of review	CEO		28 June 2016 Report CPS18.16
Division 2 – Private swimming pools			
Reg.51(2) Approval alternative requirements to reg.50(4)(b) if satisfied that the alternative requirements will restrict access by young children to the swimming pool as effectively as if there were compliance with Australian Standard AS1926.1	CEO		28 June 2016 Report CPS18.16
Reg.51(3) Approval of a door for the purposes of reg.50(4)(c)(ii)	CEO		28 June 2016 Report CPS18.16
Reg.53(1) Arrange for an authorised person to inspect the enclosures of private swimming pools in the district	CEO		28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
at intervals of no more than 4 years for the purpose of monitoring whether the provisions in reg.50 and 52 of the Regulations are complied with			
Reg.53(3) Fix the charge to be imposed on each pool owner to meet the cost in that financial year of carrying out inspections	CEO		28 June 2016 Report CPS18.16
Division 3 – Smoke alarms			
Reg.61(1) Approve the use, in a dwelling or part of a dwelling, of a battery powered smoke alarm and give approval in relation to an alarm that was installed before the approval is to be given	CEO		28 June 2016 Report CPS18.16
Reg.61(2) Approve the use, in a dwelling or part of a dwelling, and give approval in relation to an alarm that was installed before the approval is to be given	CEO		28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

10. Register of Delegations under the City of Nedlands Local Law Relating to Reserves, Foreshores and Beaches

Authority to delegate: Section 24 The City of Nedlands may delegate any of the powers, functions and duties in this Local Law to the Chief Executive Officer

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 17 (1) The Council may: <ul style="list-style-type: none"> c. Approve an application for a permit unconditionally or subject to any conditions; or d. Refuse to approve an application for a permit (6) Notwithstanding a decision to approve an application for a permit made under this clause, the Council may at any time cancel or vary the permit	CEO	28 June 2016 Report CPS18.16
Section 18 The Council may approve an application for a permit subject to conditions	CEO	28 June 2016 Report CPS18.16
Section 19 The Council may set fees as it determines from time to time for – <ul style="list-style-type: none"> a. The hire of a reserve or foreshore; b. A bond for the restoration of the reserve or foreshore to its condition prior to hire and may use all or any of the bond to carry out such work as it deems necessary. 	CEO	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

11. Register of Delegations from the Chief Executive Officer to other staff members

Local Government Act 1995 and Regulations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.25(1) A local government may give an occupier a notice requiring them to do something to the land if it is specified in Schedule 3.1. The local government must also inform the owner if the occupier is not the owner	Director Planning & Development Director Technical Services	28 June 2016 Report CPS18.16
Section 3.50(1) A local government may close a thoroughfare to vehicles, wholly or partially, for a period not exceeding 4 weeks	Director Technical Services	28 June 2016 Report CPS18.16
Section 3.57(1) A local government must invite tenders before it enters into a contract for goods or services with a value of \$100,000 or more (Functions and General Regulation 11)	Director Corporate & Strategy Director Planning & Development Director Technical Services	28 June 2016 Report CPS18.16
Local Government (Functions and General) Regulations, reg.14(2a) – where a local government is inviting tenders, the local government must determine in writing the criteria for accepting tenders	Director Corporate & Strategy Director Planning & Development Director Technical Services	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Local Government (Functions and General) Regulations, reg.21(1) – a local government may seek expressions of interest before entering the tender process	Director Corporate & Strategy Director Planning & Development Director Technical Services	28 June 2016 Report CPS18.16
Section 6.12(1)(c) A local government may write off any amount of money that is owed to the local government (subject to section 6.12(2))	Director Planning & Development Only delegated to: 1. Extend time for payment of a modified penalty or to withdraw an infringement notice; 2. In relation to parking infringements, withdraw an infringement in the event of: a. Medical emergency; b. Vehicle broken down; c. Eastern States registration; d. No records held by Police Department if unregistered vehicle; e. Stolen vehicle; f. Error made by issuing officer; g. Vehicle towed away; or h. Other compassionate grounds.	28 June 2016 Report CPS18.16
Section 6.14(1) A local government may invest money in its municipal or trust funds that is not being used, in accordance with Part III of the <i>Trustees Act 1962</i>	Director Corporate & Strategy	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	DATE ADOPTED/LAST REVIEWED
Section 6.56(1) A local government may recover an unpaid rate or service charge and the cost of proceedings in court of competent jurisdiction	Director Corporate & Strategy	28 June 2016 Report CPS18.16
Section 6.60(2) A local government may give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the local government in satisfaction of the rate or service charge	Director Corporate & Strategy	28 June 2016 Report CPS18.16
Section 6.60(3) If a local government gives notice to a lessee, under section 6.60(2), the local government must give a copy of the notice to the lessor	Director Corporate & Strategy	28 June 2016 Report CPS18.16
Section 6.60(4) If a local government gives notice to a lessee, under section 6.60(2), and the lessee fails to pay rent to the local government, the local government may recover the rate or service charge as a debt from the lessee	Director Corporate & Strategy	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

Food Act 2008

Authority to delegate: Section 117 of the *Food Act 2008* only for sections 119, 122(2), 123, Part 4, Part 7 Division 3, Part 7 Division 4, Part 8)

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 119 The CEO, after consultation with an enforcement agency (other than the CEO), may, in writing, impose conditions or limitations on the performance of functions under this Act by the enforcement agency	Director Planning & Development	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

Freedom of Information Act 1992

Authority to Delegate: Section 100(1)(b) of the *Freedom of Information Act 1992*

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
To make decisions and coordinate applications under Sections 13, 15, 17, 18, 20, 23, 24, 25, 26, 27, 28, 30, 31, 41, 47, 48, 50 and 54	Manager Information Systems Manager Health & Compliance	28 June 2016 Report CPS18.16
To make decisions under Sections 20, 23, 24, 25, 30, 31, 41, 43, 48, 50 and 54	Director Corporate & Strategy Director Technical Services Director Planning & Development Manager Information Systems Manager Health & Compliance	28 June 2016 Report CPS18.16

Register of Delegations of Authority and Authorisations

Planning and Building Acts and Delegations

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Where delegation to the CEO exists under the: <ul style="list-style-type: none"> - Local Town Planning Scheme No. 32; - Planning and Development Act 2005; - Planning and Development (Local Planning Schemes) Regulations 2015; - Heritage of Western Australia Act 1990; - Metropolitan Region Scheme; - Strata Titles Act 1985; - Liquor Control Act 1988; and - Responding to external organisations. 	Director Planning and Development Manager Planning Coordinator Statutory Planning Senior Statutory Planning Officer	28 June 2016 Report CPS18.16
Where delegation to the CEO exists under the: <ul style="list-style-type: none"> - Building Act 2011; and - Building Regulations 2012. 	Manager Building Services Senior Building Surveyor With the exception of: Section 59 and Section 99(3) of the Act; and Reg 132(3) of the Regulations.	28 June 2016 Report CPS18.16

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14. Elected Members Notices of Motions of Which Previous Notice Has Been Given

Disclaimer: Where administration has provided any assistance with the framing and/or wording of any motion/amendment to a Councillor who has advised their intention to move it, the assistance has been provided on an impartial basis. The principle and intention expressed in any motion/amendment is solely that of the intended mover and not that of the officer/officers providing the assistance. Under no circumstances is it to be expressed to any party that administration or any Council officer holds a view on this motion other than that expressed in an official written or verbal report by Administration to the Council meeting considering the motion.

14.1 Councillor Hassell – Arts Committee Terms of Reference

On 8 April 2019 Councillor Hassell gave notice of his intention to move the following at this meeting.

That the clause under the heading Delegated Authority be amended to read (as tracked):

The Committee has delegated authority to implement public artworks of not more than \$10,000 each to the value of up to, in all, the budget allocation approved by Council within the current financial year's budget. Artworks over \$10,000 shall be recommended to Council for approval.

Justification

As a member of the Arts Committee I believe that major works should have the approval of Council.

This is especially the case when the view of the Committee is not unanimous in relation to any particular commission.

Whilst it is recognised that tastes vary the proposal is simply to allow Council to reject a proposed commission for a major work – it does not take the power of selection and recommendation away from the Committee.

It is a reasonable approach, it is suggested, to allow smaller works to be adopted for purchase or commissioned within budget but to require major works to be referred to Council for final tick off.

Administration Comment

- The Notice of Motion outlines a different process to that currently delegated to the Arts Committee.
- The scope of the committee is to initiate, consider and decide on proposals for public artworks.

- It is not a requirement of a committee to have unanimous support, but rather majority support. This would not change by taking the matter to Council, as it is also not required for Council to have unanimous support.
- The Committee takes the time to 'initiate, consider and decide on proposals for public artworks', they are fulfilling the scope of the Arts committee. For major commissions, there are many stages involved in reaching a decision, first of which is to have pre-approval of the site and budget amount from Council. This comes under procedure in the Terms of Reference. Once this procedure has been initiated and pre-approval has been provided, the work of the Arts Committee can proceed. This includes many steps: developing a brief, advertising the EOI, calling for submissions, convening and voting on a shortlist, receiving developed concepts from the artists, voting and selecting the preferred artist. This is the Scope of the Committee and meets the requirements of item 1 in the Scope. We believe, to then require Council to approve the selection after this rigorous selection process has been completed, would negate the work of the Arts Committee.
- The budget amount is approved by Council, along with the site, before the artwork concept and design processes are initiated by the Art Committee.

14.2 Councillor de Lacy – Strategic Recreation Plan

Council:

1. **Includes in the review of the Strategic Recreation Plan the need to identity a site (excluding Mt Claremont Oval) and funding model for a synthetic hockey pitch (and supporting infrastructure), based on criteria determined and applied by the Department of Local Government, Sport and Cultural Industries, City of Nedlands, HockeyWA and local hockey clubs;**
2. **Requests the Administration draft a Terms of Reference for the establishment of a Strategic Recreation Plan Advisory Group to provide leadership and guidance on the review of the Strategic Recreation Plan in the City and present this to Council in May 2019 for approval; and**
3. **Consider in the forthcoming 2019/20 Budget deliberations that approximately \$80,000 be assigned to the review and update of the Draft Highview Park Masterplan 2009**

Justification

1. According to HockeyWA the western suburbs has consistently produced a disproportionately high percentage of the overall playing membership for hockey throughout the state. Since the Strategic Recreation Plan was developed, growth in the sport has not declined as predicted but according to HockeyWA all 3 clubs that currently share Shenton turf (Westside Wolves, Suburban Lions and YMCC) have shown growth in numbers over the past 10 years. Given this growth, sharing Shenton turf is now an existential problem for all 3 clubs as they strive to train and play all juniors and seniors on turf as it is the default surface for the sport. All professional hockey is only ever played on turf, not grass.

In fact, currently all three clubs are playing between 44 and 52% of their turf home games elsewhere due to lack of access to Shenton. While UWA Sports Park with 2 turfs is located nearby, gaining access to UWA for training and game play is very difficult for the clubs as the WA Institute of Sport based at HBF Stadium uses UWA's 2 pitches for its hockey program in addition to them being used by the UWA hockey club.

The pressure on Shenton is so great now that YMCC are currently working with the Town of Cambridge to find a suitable site for their own hockey pitch as they have been based in Cambridge at Alderbury Reserve for 50 years. While WW are not currently 'based' in our City, they have been in the past and are keen to return. They run their extensive minkey and cubs program on grass at College Park. Suburban Lions are based in our City at Highview Park, and run minkey and cubs on grass at Melvista.

We have a responsibility to lead a robust and transparent search in collaboration with key stakeholders (and based on agreed criteria) for a site (and suitable funding model) for a synthetic hockey pitch in our City to try and secure the long-term future of the sport in the western suburbs. If this search fails to identify a suitable site in our City the clubs will need to look further afield.

Apart from \$60,000 that the City contributed towards the development of Shenton turf, there has been very little capital spending on hockey (pitches and clubrooms) since. The City's main hockey clubrooms that houses Suburban Lions (the Max Brown Pavilion at Highview Park) and is supported by two grass hockey fields, is in poor condition. Hence, the City's five-year capital program does include a nominated figure of \$560,000 to reconstruct this pavilion in 2019/20. However, this is not yet locked into the 2019/20 Budget.

2. The recent Westside Wolves proposal to establish a synthetic hockey pitch and associated infrastructure at Mt Claremont Oval raised some issues in the community about leadership and governance associated with Council decision-making, particularly in relation to sport and recreation proposals. Suggestions have been made from the community that the review of the Strategic Recreation Plan could be guided by a sub-Committee of Council.

It is proposed that Council consider establishing an Advisory Group of 4 Councillors (including one nominated as the Chair) to undertake this task. Unfortunately, Council does not have a policy on establishing Advisory Groups, however, this has not precluded their establishment in the past. It is suggested that the Administration prepare a Terms of Reference for a Strategic Recreation Plan Advisory Group and present these to Council at the May 2019 meeting for approval.

3. The Strategic Recreation Plan 2005-15 envisaged for Highview Park, that by 2015 *a vibrant Sporting Association would have ownership and management of centralised social clubrooms with all users working together to ensure the financial viability of their sport and facilities*. This has not happened despite stakeholders working together to draft a Masterplan for Highview Park in 2009 that was never presented or adopted by Nedlands Council. At the time the implementation of the preferred option from the draft Masterplan was expected to cost \$6m.

We now have a situation in Highview Park where:

- Hollywood-Subiaco Bowls Club's (HSBC) declining membership (and heavy reliance on bar trade which has also reduced) is significantly impacting their financial situation to the extent of being unable to pay invoices and hence, seeking assistance from the City

- existing hockey pitches (grass) are in poor condition and proving problematic to fix (there is also a capacity issue at Shenton turf resulting in YMCC and WW looking for alternative sites for another turf)
- the 5yr Capital program includes provisional sum of \$560k in 2019/20 to rebuild Max Brown Pavilion (Suburban Lions Hockey Club) (SLHC) in Highview Park given its poor condition
- futsal is now played at Highview Park and gridiron has moved
- major redevelopment is occurring to the east of Highview Park at Hollywood Private Hospital and south of the site at Regis revitalising the area, and in the case of Regis adding to the area's population
- LPS 3 includes major areas of infill in Hollywood where active and passive open space is limited given proximity to Karrakatta and Commonwealth War Graves cemetery, and the Hospital precinct

The situation is now critical for two major users of Highview, i.e. HSBC and SLHC. With the completion and adoption in 2017 of the revision of the draft Masterplan for Allen Park (2010) at a cost of \$9m it is now time to review the Masterplan for Highview Park.

Administration Comment

Ideally a Highview Park masterplan would be undertaken following the completion of the POS Strategy (does the City have enough POS?) and Strategic Recreation Plan (is the City using POS well?). This could be done in the latter half of 2019/20 once the POS Strategy and Strategic Recreation Plan are complete.

With budget limitation proceeding with the Highview Masterplan may preclude work on other location masterplans.

14.3 Mayor Hipkins – Referral of New Planning Scheme to Council Solicitors

That Council refer Local Planning Scheme No. 3 to its solicitors for vetting.

Justification

Statutory planning schemes provide the legal framework for investment decisions. It is highly desirable that any uncertainties or grey areas are eliminated or at least minimised. It is therefore standard practice that all schemes are checked by solicitors prior to their adoption. LPS3 has undergone an unorthodox approval process and vetting by solicitors has not occurred. With gazettal of LPS3 imminent, it should be referred to Council's solicitors as a matter of urgency.

Administration Comment

Planning staff have already sought legal advice in relation to specific clauses where uncertainties have arisen. It is recommended the City should only seek specific legal advice as required. A broad vetting of the scheme by solicitors is highly unlikely to yield any errors or uncertainties not already known, and being addressed, by planning staff.

The document is based on the Model Scheme Text which sets out standard provisions to be contained within a Local Planning Scheme. There are only 7 out of 38 clauses in LPS 3 which are not model provisions. Each of the 7 clauses have either been modified or newly inserted by the City's planners in conjunction with the City's lawyers, therefore further review is not considered necessary.

14.4 Mayor Hipkins – Initiation of Amendment to Local Planning Scheme 3

That Council initiate an amendment to LPS3 at the earliest opportunity to make the following changes to provisions in the Mixed Use Zone:

- 1. Deletion of sub-clause (3) to Clause 26 Modification of R-Codes;**
- 2. Addition of new sub-clause (6) to Clause 32.4 Mixed Use, Local Centre and Neighbourhood Centre Zones:**

(6) Non-residential uses are confined to ground and first floor only.
- 3. Addition of new sub-clause (7) to Clause 32.4 Mixed Use, Local Centre and Neighbourhood Centre Zones :**

(7) In the Mixed-Use Zone 20 per cent of the lot area shall be provided as deep soil landscaping.
- 4. Deletion of Fast Foods as a Use and Development Class in Table 3 - Zoning table of Clause 17 Zoning table.**

Justification

1. No explanation has been provided as to why LPS3 specifies that building height limits do not apply to land coded R-AC1. Deletion of Clause 26 (3) would result in height limits specified in the R-Codes applying;
2. Unless there are restrictions on non-residential uses in Mixed Use Zones, new office and commercial uses could preclude residential uses and prevent the City of Nedlands from attaining its 2050 population target;
3. In order to provide an appropriate living environment in Mixed Use Zones and adjoining areas, this provision would require all new development to allocate 20 per cent of the site area to in-ground landscaping;
4. This change would continue Nedlands' tradition of not allowing fast foods within the city boundaries, when the closest outlets are only a kilometre or two away in adjoining local governments.

The above proposed amendments do not affect the Minister's directions on allowable population density but, to the contrary, assist in achieving the city's 2050 target.

Administration Comment

1. Clause 26(3) of Local Planning Scheme 3 (LPS 3) removes a default (9 storey) building height for land coded R-AC1 and refers the assessment of building height to the objectives of the Residential Design Codes (R-Codes).

The City has received legal advice in relation to this clause and has been advised that Clause 26(3) does not prevent the City developing local planning instruments to contain building height controls for the R-AC1 density.

2. It is not considered appropriate for this provision to be included in the Scheme.

A Local Planning Policy is considered the appropriate mechanism to specify suitable 'non-residential to residential' land use mix within developments. The first objective of the Mixed Use zone states 'to provide a significant residential component as part of any new development' and a Local Planning Policy would refine this objective to achieve the desired land use mix within each Mixed Use precinct across the City.

3. This clause is not required. The R-Codes apply to all development within the Mixed Use zone (as a result of clause 32.4(5)), which contains Tree Canopy and Deep Soil Area requirements.

If further guidance is needed in relation to Landscaping and deep soil areas, requirements may be included in other local planning instruments, such as a Local Planning Policy or Local Development Plan.

4. No planning rationale has been provided for this point, and the City already has fast food type businesses, such as drive-through coffee. Future fast food uses may be appropriate in the Mixed Use zone (in locations such as the 'Town Centre'), particularly if integrated within a mixed-use development.

In summary the elements within this notice of motion are appropriately dealt with through Planning Instruments other than LPS3 and therefore a Scheme Amendment is not recommended. Administration are cognisant of these issues and is actively working towards policy solutions.

15. Elected members notices of motion given at the meeting for consideration at the following ordinary meeting on 28 May 2019

Disclaimer: Where administration has provided any assistance with the framing and/or wording of any motion/amendment to a Councillor who has advised their intention to move it, the assistance has been provided on an impartial basis. The principle and intention expressed in any motion/amendment is solely that of the intended mover and not that of the officer/officers providing the assistance. Under no circumstances is it to be expressed to any party that administration or any Council officer holds a view on this motion other than that expressed in an official written or verbal report by Administration to the Council meeting considering the motion.

Notices of motion for consideration at the Council Meeting to be held on 28 May 2019 to be tabled at this point in accordance with Clause 3.9(2) of Council's Local Law Relating to Standing Orders.

16. Urgent Business Approved By the Presiding Member or By Decision

Any urgent business to be considered at this point.

17. Confidential Items

17.1 Community Development Report – CM02.19 Hollywood-Subiaco Bowling Club Request for Financial Support

Committee Recommendation/Recommendation to Committee

Council:

- 1. Acknowledges the financial difficulties being experienced by the Hollywood-Subiaco Bowling Club;**
- 2. Arranges for the Club to retain 100% of the sublease income generated from the Sand Volleyball club sub lease arrangements for a period of 12 month and for this arrangement to be reviewed at the end of this period;**
- 3. Requests the CEO to ensure that the City's Administration continues to work supportively with the Club, to assist it to explore ways of improving its financial viability;**
- 4. Requests the CEO to keep Council informed of the Club's progress; and**
- 5. Requests Hollywood Subiaco Bowling Club to advise the City if their financial position declines further.**

Declaration of Closure

There being no further business, the Presiding Member will declare the meeting closed.