



City of Nedlands

# Corporate & Strategy Reports

**Committee Consideration – 13 November 2018**  
**Council Resolution – 27 November 2018**

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<b>CPS20.18 List of Accounts Paid – September 2018</b>	
<b>Committee</b>	13 November 2018
<b>Council</b>	27 November 2018
<b>Applicant</b>	City of Nedlands
<b>Officer</b>	Vanaja Jayaraman – Manager Finance
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. Creditor Payment Listing September 2018 2. Purchasing Card Payments September 2018 (29 <sup>th</sup> August – 28 <sup>th</sup> September)

## **Executive Summary**

In accordance with Regulation 13 of the *Local Government (Financial Management) Regulations 1996* Administration is required to present the List of Accounts Paid for the month to Council.

## **Recommendation to Committee**

**Council receives the List of Accounts Paid for the month of September 2018 (refer to attachments).**

## **Discussion/Overview**

### **Background**

Regulation 13 of the *Local Government (Financial Management) Regulations 1996* requires a list of accounts paid to be prepared each month, showing each account paid since the last list was prepared. This list is to include the following information:

1. the payee's name;
2. the amount of the payment;
3. the date of the payment; and
4. sufficient information to identify the transaction.

The list is to be presented to the Council at the next ordinary meeting of the Council after the list is prepared and recorded in the minutes of that meeting.

### **Risk Management**

The accounts payable procedures ensure that no fraudulent payments are made by the City, and these procedures are strictly adhered to by the officers. These include the final vetting of approved invoices by the Manager Finance and the Director Corporate and Strategy (or designated alternative officers).

## Conclusion

The List of Accounts Paid for the month of September 2018 complies with the relevant legislation and can be received by Council (see attachments)

## Consultation

Required by legislation:

Yes

No

Required by City of Nedlands policy:

Yes

No

## Budget/Financial Implications

Nil.



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

Chq/Ref	Payee	Date	Amount	Tran	Description	Amount
<b>Westpac - Municipal Acct</b>						
<b>CHEQUE</b>						
70095	MRS D LITTLE	07/09/2018	-320.00	INV	50% REFUND FOR BA CERTIFICATION	320.00
70096	DEPUTY COMMISSIONER OF TAXATION AUS	07/09/2018	-2,228.00	INV	PAYMENT FOR SP5-2018 - 3003737759250821 PRN	2,228.00
70097	BAREFOOT RENOVATIONS	07/09/2018	-13.25	INV	BSL AND BCITF COLLECTION FEE	13.25
70098	CITY OF NEDLANDS - CASH CHEQUE / PE	07/09/2018	-148.72	INV	RECOUP PETTY CASH	136.10
				INV	RECOUP PETTY CASH - PRCC	12.62
70099	WEST AUSTRALIAN NEWSPAPER LTD	07/09/2018	-82.39	INV	PAPER DELIVERY - 15 AUG 2018-12 SEPT 2018	82.39
70100	WATER CORPORATION	07/09/2018	-3,210.91	INV	TENNIS COURTS BRUCE ST - 01/06/18-03/08/18	218.96
				INV	CENTRE AT MELVISTA AV DALKEITH 01/06/18-03/08/18	100.21
				INV	ACCOUNT FOR PARK AT MELVISAT 1/6/18-3/8/18	559.88
				INV	RESERVE AT R NARDINA - 1/6/18-2/8/18	600.24
				INV	RESERVE AT 118 WOOD ST 25/4/18-25/7/18	71.92
				INV	CENTER AT ADDERLEY ST MTC - 25/5/18-25/7/18	1,427.25
				INV	TRADE WASTE PERMIT MELVISTA AVE	232.45
70101	CITY OF NEDLANDS - CASH CHEQUE / PE	14/09/2018	-443.75	INV	RECOUP PETTY CASH - TRESILLIAN	443.75
70102	WATER CORPORATION	14/09/2018	-3,823.95	INV	PARK AT MELVISTA AV 1/6/18-3/8/18	559.88
				INV	CENTRE AT MELVISTA AV 1/6/18-3/8/18	100.21
				INV	INFANT HEALTH CENTRE 23/5/18-24/7/18	46.08
				INV	AMENITIES AT BROADWAY 5/6/18-2/8/18	805.45
				INV	SPORTS GROUND AT 282 MARINE PARADE 25/5/18-25/7/18	28.43
				INV	CHANGE ROOMS AT MARINE PDE 25/5/18-25/7/18	382.24
				INV	BEACH FACILITIES AT MARINE PDE 25/5/18-25/7/18	6.95
				INV	54 BIRDWOOD PDE - 5/6/18-3/8/18	377.07
				INV	TENNIS COURTS AT 10 DRAPER ST 23/5/18-24/7/18	785.92
				INV	RESE MONTGOMERY AV 22/5/18-23/7/18-9001470689	330.00
				INV	RD VERGE 24 ALFRED RD MTC 23/5/18-23/7/18	34.77



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## All Payments 1/09/2018 to 30/09/2018

Chq/Ref	Payee	Date	Amount	Tran	Description	Amount
				INV	CLUB AT 140 MELVISTA AVE - 1/6/18-3/8/18	366.95
	<b>Total CHEQUE</b>		<b>-\$10,270.97</b>			
<b>EFT</b>						
PY01-05	WESTPAC - MUNICIPAL ACCT	04/09/2018	-349,501.47			
PY99-06	WESTPAC - MUNICIPAL ACCT	11/09/2018	-10,529.39			
PY01-06	WESTPAC - MUNICIPAL ACCT	18/09/2018	-349,858.05			
1043	EFT TRANSFER: - 07/09/2018	07/09/2018	-330,198.74	<b>1043.100-01</b>	<b>Advantech Mobile Auto Electric</b>	
				INV	fit and wire up roof mounted amber beacon	594.00
				INV	Remove failed rear lamp clusters. make new mountin	300.00
				INV	Supply and fit brake light resistors	178.00
				<b>1043.10786-01</b>	<b>Verti-Turf</b>	
				INV	Turf renovation (verti drain) - Highview Pk	750.00
				<b>1043.10859-01</b>	<b>CSP Group Pty Ltd</b>	
				INV	Tungsten saw chains, chain & bar oil, 2 stroke oil	950.00
				<b>1043.10895-01</b>	<b>State Library of WA</b>	
				INV	Delivery for Better Beginnings Program -2018-2019	1,265.00
				<b>1043.11421-01</b>	<b>Waterlogic Australia</b>	
				INV	Water (filtered) service - 1/8/18-31/8/18	671.00
				<b>1043.11634-01</b>	<b>Ms N Horley</b>	
				INV	Councillor allowance payment - September 2018	2,208.33
				<b>1043.11975-01</b>	<b>JLR Pumps</b>	
				INV	Cruickshank Oval (Beatrice Road) - Remove 11 kW	3,993.55
				<b>1043.12118-01</b>	<b>Mr I Argyle</b>	
				INV	Councillor allowance payment - September 2018	2,208.33
				<b>1043.12120-01</b>	<b>Mr B G Hodsdon</b>	
				INV	Councillor allowance payment - September 2018	2,208.33
				<b>1043.12350-01</b>	<b>Capital Recycling</b>	
				INV	Standing order fro waste removal from John XXIII	11,062.96
				INV	Standing order for waste removal from John XXIII	3,372.47
				<b>1043.12504-01</b>	<b>Planning Institute of Australia</b>	
				INV	PIA WA Conference Registration	2,237.50
				<b>1043.12544-01</b>	<b>Mr T P James</b>	



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## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Councillor allowance payment - September 2018	2,208.33
<b>1043.12642-01</b>	<b>Domain Catering</b>			INV	Nicole ceric dinner + deliver	360.00
<b>1043.12682-01</b>	<b>Synergy</b>			INV	1 Broome Street - 13/7/18-9/8/18	2,080.45
				INV	Lot 0 Adderley Street - 13/7/18-9/8/18	941.15
				INV	Electricity supply various locations	7,761.65
				INV	UA 60 Stirling Highway - 13/7/18-9/8/18	1,829.65
				INV	71 Stirling Highway - 13/7/18-9/8/18	2,430.60
<b>1043.12732-01</b>	<b>Mr N Collard</b>			INV	Consultancy for proposed Tawarri Development	350.00
<b>1043.12777-01</b>	<b>Perth Irrigation Centre</b>			INV	Sunset Foreshore additional poly required	104.20
				INV	Sunset Foreshore - Sprinklers and pipe	1,718.25
<b>1043.12825-01</b>	<b>A Evans</b>			INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	384.00
<b>1043.12826-01</b>	<b>C Schilizzi</b>			INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	3,816.00
<b>1043.12974-01</b>	<b>Outsource Business Support Solution</b>			INV	Urgent work required followed by the work done	352.00
<b>1043.12985-01</b>	<b>Mr R M Hipkins</b>			INV	Councillor allowance payment - September 2018	8,089.00
<b>1043.13014-01</b>	<b>Nespresso Professional</b>			INV	10 boxes Lungo Leggero 50 Capsule Box	520.00
				INV	Espresso Leggero 50 Capsule Box	682.50
<b>1043.13042-01</b>	<b>Totally Workwear - Mount Hawthorn</b>			INV	Standing order for PPE - David Smith (2209)	404.29
<b>1043.13267-01</b>	<b>Dept of Transport</b>			INV	Vehicle search fee - July 2018	580.60
<b>1043.133-01</b>	<b>Alinta Energy</b>			INV	Lot 1 Odern Cres - 2/5/18-31/7/18	358.25
				INV	Lot 6987 Montgomery Ave -4/5/18-3/8/18	625.45
<b>1043.13327-01</b>	<b>By Word of Mouth Catering</b>			INV	Catering for Council Committee Meeting - 14 Aug 18	693.00
<b>1043.13384-01</b>	<b>Harvey Fresh</b>			INV	Standing Order - Weekly Milk Delivery	47.52
<b>1043.13388-01</b>	<b>JB Leadlights</b>			INV	Replace glass & restore leadlight panel Drabble	825.00



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## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				1043.13412-01	<b>Quick Corporate Australia</b>	
				INV	Stationery supplies	448.12
				1043.13480-01	<b>DU Electrical Pty Ltd</b>	
				INV	Allen Park - Investigate cabinet entry and replace	819.50
				INV	Melvista Oval - Repairs to S/S door and hinges	814.00
				1043.13499-01	<b>Perth Dishwashers</b>	
				INV	Service on Dishwasher at Admin	233.20
				1043.13588-01	<b>Truck Centre (WA) Pty Ltd</b>	
				INV	Oil, air, fuel & power stg Filter Kit. Fleet 104.	354.20
				1043.13718-01	<b>South East Regional Centre for Urban</b>	
				INV	Weed management July 2018	11,156.94
				INV	Weed management - July 2018	3,790.16
				1043.13733-01	<b>West Coast Spring Water P/L</b>	
				INV	15L Cooler bottle water supply to NCC	17.00
				1043.13842-01	<b>Tree Amigos Tree Surgeons Pty Ltd</b>	
				INV	Remove corymbia citriod	2,902.24
				INV	Remove dead Agonis	677.77
				1043.13846-01	<b>Mr N W Shaw</b>	
				INV	Councillor allowance payment - September 2018	2,208.33
				1043.13857-01	<b>Mr L McManus</b>	
				INV	Councillor allowance payment - September 2018	2,208.33
				1043.13992-01	<b>Get Wet Ponds &amp; Aquariums</b>	
				INV	Standing Order - Service for Aquariums	82.50
				1043.14004-01	<b>Drainflow Services Pty Ltd</b>	
				INV	CCTV footage - works carried out on 26/7/18	462.00
				INV	City wide drainage education 18,19 & 20 June 18	1,584.00
				1043.14074-01	<b>Neri Roofing Contractors</b>	
				INV	Repair leak at John Leckie Pavillion	385.00
				1043.14123-01	<b>Mr J D Wetherall</b>	
				INV	Councillor allowance payment - September 2018	2,208.33
				1043.14165-01	<b>Bridgestone Australia Pty Ltd</b>	
				INV	Puncture repair on X Trail Fleet No 1369	25.00
				1043.14187-01	<b>Barrett Displays</b>	
				INV	Horizontal display boards for Emerge	1,700.00
				1043.14232-01	<b>Mr G Hay</b>	
				INV	Councillor allowance payment - September 2018	2,208.33
				1043.14233-01	<b>Ms K A Smyth</b>	
				INV	Councillor allowance payment - September 2018	2,208.33



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## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				<b>1043.1427-01</b>	<b>City of Stirling</b>	
				INV	Delivered meals subsidies for the City of Nedland	1,201.50
				<b>1043.14451-01</b>	<b>Cleandustrial Services Pty Ltd</b>	
				INV	Cleaning services - Beaton Park 7/6/18	91.21
				<b>1043.14456-01</b>	<b>Thomson Reuters (Professional)</b>	
				INV	BigRedSky E-Recruitment Solutions - 1/9/18 - 31/8/18	14,373.35
				<b>1043.14627-01</b>	<b>Peter Delle Coste</b>	
				INV	Music Entertainment for Social Support Clients	130.00
				<b>1043.14670-01</b>	<b>Protek 24/7</b>	
				INV	Lawler Park Nedlands	712.80
				INV	Beaton Park - AAPS - Repairs to Xylophone	552.09
				INV	Charles court reserve	712.80
				INV	Removal and disposal of notice board at Carrington	712.80
				<b>1043.14684-01</b>	<b>JB Hi Fi Claremont</b>	
				INV	2 X Griffin Survivor All Terrain Rugged Case	179.90
				<b>1043.14693-01</b>	<b>Easifleet</b>	
				INV	Payroll Deduction	1,064.18
				INV	Payroll Deduction	1,076.86
				<b>1043.14774-01</b>	<b>T J Depiazzi &amp; Sons</b>	
				INV	Bushland mulch delivery	4,496.58
				<b>1043.14895-01</b>	<b>Data Documents</b>	
				INV	Printing of Roland Leach Poetry Prize printed mate	1,000.01
				INV	3 x road banners	396.00
				<b>1043.14952-01</b>	<b>Mr W R Hassell</b>	
				INV	Councillor allowance payment - September 2018	3,515.17
				<b>1043.14993-01</b>	<b>Marketforce</b>	
				INV	Two print ads - Western Suburbs 156mm high and 17	2,161.58
				<b>1043.15005-01</b>	<b>Becarwise</b>	
				INV	Payment of novated car lease payment	1,844.29
				<b>1043.15125-01</b>	<b>Selectus Pty Ltd</b>	
				INV	Novated car lease payment	427.26
				<b>1043.15224-01</b>	<b>Boyan Electrical Services - City BI</b>	
				INV	Replaced faulty PE cell and lamp on cherry picker	522.51
				INV	Swanbourne Beach Reserve - Inspect and reset light	94.88
				<b>1043.15237-01</b>	<b>StrataGreen</b>	
				INV	Supply 1 cartons (12 cans) orange fluoro spray	65.74
				<b>1043.15249-01</b>	<b>Cobblestone Concrete</b>	





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## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Remove 1.2m wide slab paving on The Avenue	21,463.20
				INV	Concrete works at Carrington Street Reserve	12,387.47
				INV	Urgent footpath repairs at Lesley Graham Rese	3,080.35
				<b>1043.15288-01</b>	<b>Pos Plaza</b>	
				INV	EPSON TM-T82II Ethernet/USB Ned and MTC library	548.00
				<b>1043.15297-01</b>	<b>Mrs C Monro</b>	
				INV	Yoga for Seniors August Classes x 5/ Chair	540.00
				<b>1043.15304-01</b>	<b>Remedial Pilates</b>	
				INV	Pilates for Seniors and Chair Pilates - August2018	675.00
				<b>1043.15401-01</b>	<b>WINC Australia Pty Ltd (Previous na</b>	
				INV	Kitchen supplies	109.13
				INV	Kitchen supplies	7.21
				INV	Kitchen supplies	15.27
				<b>1043.15426-01</b>	<b>Ms C M De Lacy</b>	
				INV	Councillor allowance payment - September 2018	2,208.33
				<b>1043.15427-01</b>	<b>Mr A W Mangano</b>	
				INV	Councillor allowance payment - September 2018	2,208.33
				<b>1043.15508-01</b>	<b>Australian Training Management Pty</b>	
				INV	Quick Cut Saw Course - 20 Aug -21 Aug 2018	3,285.00
				<b>1043.15630-01</b>	<b>Spookfish Australia Pty Ltd</b>	
				INV	Yearly Subscription to OrthoConnect	10,731.60
				<b>1043.15645-01</b>	<b>Osbornavit Pty Ltd t/a Harvey Norma</b>	
				INV	Replacement fridge Drabble house	409.00
				INV	Replacement fridge including delivery	240.00
				<b>1043.15647-01</b>	<b>Ms C F Madelin</b>	
				INV	Volunteer vehicle reimbursement	24.42
				<b>1043.2030-01</b>	<b>Child Support Registrar</b>	
				INV	Payroll Deduction	709.54
				<b>1043.380-01</b>	<b>Australian Taxation Office</b>	
				INV	Payroll Deduction	119,797.00
				<b>1043.3840-01</b>	<b>Kenyon &amp; Company Pty Ltd</b>	
				INV	Navra lamps 94210 x 2. 93640BL2 x 1.90034BL2 x 2.	583.77
				<b>1043.4160-01</b>	<b>Local Health Auth Analytical Co</b>	
				INV	Health LHAAC annual food sampling invoice 2018/20	5,665.71
				<b>1043.4370-01</b>	<b>Martineaus Patisserie</b>	
				INV	Catering for YAC meeting 07.08.18	70.00
				<b>1043.4500-01</b>	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Matter no: 42378	82.32



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## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Matter No: 42376	143.73
				INV	Matter No: 42377	83.97
				INV	Matter No: 42739	138.61
				INV	Matter No: 42375	82.32
				<b>1043.5120-01</b>	<b>Office Line</b>	
				INV	Sit Stand Electric Desk for Admin	1,123.50
				<b>1043.5850-01</b>	<b>Soundpack Solutions</b>	
				INV	Supply audio visual storage cases	201.85
				<b>1043.6030-01</b>	<b>Richgro Gardening Products</b>	
				INV	Lime Sulphur 500gm cartons	112.86
				<b>1043.760-01</b>	<b>Brealey Plumbing Service</b>	
				INV	PLUMBING	1,980.00
				INV	Plumbing at Mt Claremont Library	324.50
				<b>1043.7675-01</b>	<b>Landgate - GRV</b>	
				INV	2018/19 GRV Interim Valuation Schedules	180.60
1045	EFT TRANSFER: - 14/09/2018	14/09/2018	-235,369.75	<b>1045.100-01</b>	<b>Advantech Mobile Auto Electrics</b>	
				INV	Remove failed amber beacon and fit & wire	198.00
				<b>1045.10786-01</b>	<b>Verti-Turf</b>	
				INV	Turf renovation (verti drain)	550.00
				<b>1045.10895-01</b>	<b>State Library of WA</b>	
				INV	Annual fee for lost & damag public library 2018-19	2,970.00
				<b>1045.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Payment for agency staff	2,993.72
				INV	Payment to agency staff	2,993.72
				<b>1045.12023-01</b>	<b>Terrace Photographers Pty Ltd</b>	
				INV	Councillor & Executive Staff Group Photo for 2018	395.45
				<b>1045.125-01</b>	<b>Alchemy Technology</b>	
				INV	Onsite training for Rita Kaushal on 27th 2018.	1,097.25
				<b>1045.12517-01</b>	<b>C White</b>	
				INV	Claudia White - T3 Tutor Fees 2018	848.00
				<b>1045.12532-01</b>	<b>Total Eden Pty Ltd</b>	
				INV	Sprinklers and parts for Allen Park	2,795.82
				<b>1045.12534-01</b>	<b>DS Agencies Pty Ltd</b>	
				INV	Supply and installation of 2 Mall Seats, CMM105, 1	4,224.00
				<b>1045.12648-01</b>	<b>Mt Claremont Newsround</b>	
				INV	Mt Claremont News papers 15/8/18-11/8/18	127.28
				<b>1045.12777-01</b>	<b>Perth Irrigation Centre</b>	
				INV	Carrington street irrigation works - parts	7,362.30



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## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Saw & Pipe cutters for bore maintenance	113.80
1045.13095-01	<b>Rentokil Initial Pty Ltd</b>			INV	On going plant maintance - 1/8/18-31/8/18	305.72
1045.13217-01	<b>J Brown</b>			INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	960.00
1045.13254-01	<b>Murphy Painting &amp; Decorating</b>			INV	Repainting ceiling and walls- Adj chambers room	934.00
				INV	Repainting of door frame - Admin Building	1,206.00
1045.13267-01	<b>Dept of Transport</b>			INV	Vehicle search fee - June 2018	962.70
1045.133-01	<b>Alinta Energy</b>			INV	110 Smyth Rd Nedlands - 24/5/18-22/8/18	54.00
1045.13412-01	<b>Quick Corporate Australia</b>			INV	Stationery and kitchen supplies	267.89
1045.13428-01	<b>Lock Stock &amp; Farrell Locksmith Pty</b>			INV	Swap locks to Master System after break in Highvie	226.25
1045.13437-01	<b>Mowmaster Turf Equipment</b>			INV	Supply and fit micro adjuster kit, new belt guard	361.10
				INV	Supply and fit micro adjuster kit, new belt guard	361.09
				INV	24lb bucket of backlapping paste. Ransomes 347.	160.00
1045.13480-01	<b>DU Electrical Pty Ltd</b>			INV	Russell to Poly weld and extend the 150mm	1,237.50
1045.13713-01	<b>Sonic HealthPlus Pty Ltd</b>			INV	Pre-Employment Medical & Instant D&A Test - Brenda	220.00
1045.13793-01	<b>The Beeman</b>			INV	Remove Bee Hive - 28/08/18	225.00
1045.13812-01	<b>Mrs N M Ceric</b>			INV	Mobile - July 2018	43.00
				INV	Mobile - August 2018	43.00
1045.13842-01	<b>Tree Amigos Tree Surgeons Pty Ltd</b>			INV	Stump grinding various locations	445.96
				INV	Boundary prune	479.60
				INV	Crown reduction & thinning	1,062.60
				INV	Prune from boundary	1,645.60
1045.13863-01	<b>G M S Security (WA) Pty Ltd</b>			INV	Depot CCTV & Access control- 31/7,1/8,2/8	2,024.00
1045.13937-01	<b>Doghouse Media Pty Ltd</b>			INV	Six months retainer - for website as per agreement	288.75



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				<b>1045.14004-01</b>	<b>Drainflow Services Pty Ltd</b>	
				INV	Daran Park Lakes - Clean and remove sludge	4,673.00
				INV	Daran Park Lakes - Clean and remove sludge	9,000.00
				INV	City wide drainage education program	528.00
				INV	City wide drainage education program	3,781.80
				INV	Jetting of pipes at Victoria/Bishop Rd prior, etc	4,488.00
				INV	City wide road sweeping including path-JohnXXIII	110.00
				<b>1045.14153-01</b>	<b>Anne Yardley</b>	
				INV	Oral History Captain Stirling shops	675.00
				<b>1045.14165-01</b>	<b>Bridgestone Australia Pty Ltd</b>	
				INV	Firestone 11R22.5 rear drive tyres. Fleet No 104.	1,625.00
				<b>1045.14241-01</b>	<b>King.S Contracting</b>	
				INV	Repairs of reticulation systems From City of Nedla	191.09
				<b>1045.14252-01</b>	<b>All Fencing Perth</b>	
				INV	Removal of old broken asbestos fence& install new	2,700.00
				<b>1045.14451-01</b>	<b>Cleandustrial Services Pty Ltd</b>	
				INV	Cleaning services	42,385.34
				<b>1045.14476-01</b>	<b>Eluma Event Solutions</b>	
				INV	15 x beanbags delivered to John Leckie Pavilion	410.00
				<b>1045.14519-01</b>	<b>Kyle Bonser</b>	
				INV	PA and sound tech services	300.00
				<b>1045.14528-01</b>	<b>Ms S Macleay</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	384.00
				INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	384.00
				<b>1045.14530-01</b>	<b>Urban Indigenous Australia Pty Ltd</b>	
				INV	Aboriginal art workshop	450.00
				<b>1045.14755-01</b>	<b>Red Hot Design</b>	
				INV	Digital front print - White paper Tees - 16/08/18	49.50
				<b>1045.14774-01</b>	<b>T J Depiazzi &amp; Sons</b>	
				INV	Supply and deliver 30 cubes of bushland mulch	1,540.77
				<b>1045.14840-01</b>	<b>Domain Glass Pty Ltd</b>	
				INV	Repair damaged door at Drabble House	132.00
				<b>1045.14879-01</b>	<b>Stylus Design</b>	
				INV	Work to date: Design and file set-up	423.50
				INV	Design and file preparations for brochure	937.75
				<b>1045.14888-01</b>	<b>Corsign WA Pty Ltd</b>	
				INV	street blade repairs 3/8/18	182.60
				INV	Sign order	230.18



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	sign orders	280.50
				INV	Pole order for stock 31/7/18	1,397.44
<b>1045.14895-01</b>	<b>Data Documents</b>					
				INV	Colour Print both sides-250 GSM MATt ART	346.50
<b>1045.14932-01</b>	<b>Aus Chill Technical Services Pty Lt</b>					
				INV	Air-con maintenance at Administration	715.00
				INV	Air-con maintenance at Administration	660.00
<b>1045.14972-01</b>	<b>Allwestplant hire Australia Pty Ltd</b>					
				INV	Dry hire of komatsu WA250 loade 26/7/18 to 30/7/18	693.00
<b>1045.14988-01</b>	<b>Visimax</b>					
				INV	Ranger Equipment	295.20
<b>1045.15069-01</b>	<b>Wormald Australia Pty Ltd</b>					
				INV	Inspect & Monitor - NCC - 1/8/18-31/8/18	71.16
				INV	Inspect & Monitor - Admin Bldg - 1/8/18-31/8/18	71.16
				INV	Inspect &Y Monitor - Tresillian - 1/8/18-31/8/18	71.16
<b>1045.15167-01</b>	<b>Elmari Steyn Trading as Wonky Moon</b>					
				INV	Proceeds from sale of art - July 2018	280.00
<b>1045.15211-01</b>	<b>Officeworks Ltd</b>					
				INV	Stationary Order- For Depot requests \$97.02	122.96
				INV	Stationary Order- For Depot	204.81
<b>1045.15224-01</b>	<b>Boyan Electrical Services - City BI</b>					
				INV	Installation and connection of All Abilities Play	5,358.10
				INV	Replace lamp to pole 5 -attend to driveway lights	727.11
				INV	street light repairs for 2018-2019 financial year	522.51
				INV	Cruickshank Reserve - repair faulty sports lights	1,173.98
				INV	Supply and replace faulty eye Pe cell	171.60
<b>1045.15380-01</b>	<b>A Davis</b>					
				INV	Proceeds from sale of pop up exhibition - Aug 18	140.00
<b>1045.15401-01</b>	<b>WINC Australia Pty Ltd (Previous na</b>					
				INV	Depot Kitchen supplies	281.49
				INV	Stationery supplies Nedlands Library	42.20
				INV	Stationery supplies Nedlands Library	179.75
<b>1045.15434-01</b>	<b>Mr D Wollage</b>					
				INV	Mobile phone - 19/7/18-18/8/18	43.00
<b>1045.15474-01</b>	<b>Mr M Hurst</b>					
				INV	Repair damaged front wall	500.00
<b>1045.15507-01</b>	<b>Global Food Safety Auditing</b>					
				INV	Food auditing fees	583.00



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				1045.15555-01	<b>Geofabrics Australasia Pty Ltd</b>	
				INV	EcoAID Chambers (Arches), End Caps	28,924.50
				1045.15564-01	<b>Cascada (Access Icon Pty Ltd)</b>	
				INV	Supply of drainage pipes 9	1,843.60
				INV	Supply of drainage pipes	3,617.90
				INV	Supply 6 x 406W12 Cover Non-traf 1200 x 150mm	1,650.00
				INV	Supply of drainage pipes	3,399.00
				1045.15611-01	<b>Living Turf</b>	
				INV	Soil test for various locations	825.00
				1045.15624-01	<b>Polyfabrics Australasia Pty Ltd</b>	
				INV	Supply of 1,320 square metres of TurfProtection	5,731.00
				1045.15627-01	<b>JB Automation Supplies</b>	
				INV	Inverter replaced - Depot-8/8/18	660.00
				1045.15661-01	<b>ChemCentre</b>	
				INV	Water sampling for the all abilities play space	228.80
				1045.2048-01	<b>Tillys Home Helpers</b>	
				INV	Provision of Gardening Service to HACC Clients	544.50
				1045.2230-01	<b>Ecoscape Australia</b>	
				INV	Jones Park - Final Master drawing plan	495.00
				1045.4500-01	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Matter no: 42607	234.99
				INV	Matter no: 43030	1,131.74
				INV	Matter no: 40835	765.56
				INV	Matter no: 43059	1,037.47
				INV	Matter no: 41518	1,072.45
				1045.5080-01	<b>Oce Australia Ltd</b>	
				INV	SO 2017 Basic charges at Depot OCE Color Wave 550	216.48
				1045.760-01	<b>Brealey Plumbing Service</b>	
				INV	PLUMBING - Drabble house	198.00
				INV	Plumber to repair ladies toilet Nedlands Library	198.00
				INV	Unblock hand basin at various locations	1,028.50
				INV	Beaton Park - capped off leaking bubbler & repalce	1,045.00
				1045.7675-01	<b>Landgate - GRV</b>	
				INV	2018/19 GRV Interim Valuation Schedules	97.71
				1045.860-01	<b>Bunnings Group Limited</b>	
				INV	Maintenance supplies for me and works crew 2018/19	96.16
				1045.9872-01	<b>Civica Pty Ltd</b>	
				INV	Annual license fee 1/8/18-31/7/19	49,632.13



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

Chq/Ref	Payee	Date	Amount	Tran	Description	Amount
1046	EFT TRANSFER: - 14/09/2018	14/09/2018	-2,549.12	<b>1046.15665-01</b>	<b>B &amp; LY Goh</b>	
				INV	Rates Refund	2,090.27
				<b>1046.15668-01</b>	<b>G L Yoong</b>	
				INV	Rates Refund	458.85
1047	EFT TRANSFER: - 21/09/2018	21/09/2018	-1,784,466.82	<b>1047.100-01</b>	<b>Advantech Mobile Auto Electrics</b>	
				INV	Supply and fit new battery to ford Ranger Fleet 61	284.00
				<b>1047.10056-01</b>	<b>City of Nedlands - Social Club</b>	
				INV	Payroll Deduction	264.00
				INV	Payroll Deduction	1.29
				INV	Payroll Deduction	258.00
				<b>1047.10843-01</b>	<b>Volunteering WA</b>	
				INV	Evaluating volunteer outcomes masterclass- 21Aug18	660.00
				<b>1047.10859-01</b>	<b>CSP Group Pty Ltd</b>	
				INV	Repair and service Stihl BT45 Fleet No 764.	226.70
				<b>1047.11107-01</b>	<b>Western Chainwire</b>	
				INV	Fencing works at Carrington Park	14,894.00
				INV	Variance to scope of works at Carrington Park	8,415.00
				<b>1047.11284-01</b>	<b>Australia Post</b>	
				INV	Total supply period ending - 31/8/18	3,550.99
				<b>1047.11732-01</b>	<b>Local Government Professionals</b>	
				INV	2018 Community Development confrence-Registration	610.00
				<b>1047.11987-01</b>	<b>CR Kennedy</b>	
				INV	Upgrade MicroSurvey InCad software from 2015-2018	1,573.00
				<b>1047.12038-01</b>	<b>WA Energy Consultants Pty Ltd</b>	
				INV	22018/19 reading 20 August 2018	220.00
				<b>1047.12350-01</b>	<b>Capital Recycling</b>	
				INV	Waste removal from John XXIII	1,854.41
				<b>1047.12534-01</b>	<b>DS Agencies Pty Ltd</b>	
				INV	Supply and installation of Classic Plaza Seat	2,293.50
				INV	bus seat 18/7/18	1,441.00
				<b>1047.12642-01</b>	<b>Domain Catering</b>	
				INV	Catering for councillors meeting- 21/8/18	326.00
				<b>1047.12682-01</b>	<b>Synergy</b>	
				INV	Lot 792 Esplanade Nedlands- 22/6/18-21/8/19	373.55
				INV	UA esplanade - 26/6/18-22/8/18	312.70
				INV	UTs Montgomery Ave - 29/5/18-25/7/18	643.85
				<b>1047.12794-01</b>	<b>West Coast Limestone</b>	
				INV	Construct 5m x 5m reconstituted limestone	2,805.00



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				1047.1280-01	<b>Chubb Fire &amp; Security Pty Ltd</b>	
				INV	Fire equipment safety - Dalkeith Hall Inv 7580045	239.12
				1047.12914-01	<b>The Worm Shed</b>	
				INV	Worm Farm order for 35 Grainger Drive MTC	247.00
				1047.13123-01	<b>Toll Priority</b>	
				INV	Standing Order - Toll Priority	368.65
				1047.13254-01	<b>Murphy Painting &amp; Decorating</b>	
				INV	Repainting - CON various sites	1,330.00
				INV	Repainting signs at Caladenia Parade	360.00
				1047.133-01	<b>Alinta Energy</b>	
				INV	Unit B 60 Stirling highway 7/6/18-31/8/18	35.30
				INV	21 Tyrell st - 1/6/18-30/8/18	149.25
				1047.13384-01	<b>Harvey Fresh</b>	
				INV	Standing Order - Weekly Milk Delivery	47.52
				1047.13412-01	<b>Quick Corporate Australia</b>	
				INV	Stationery supply	156.92
				INV	Stationery supplies	290.26
				1047.13428-01	<b>Lock Stock &amp; Farrell Locksmith Pty</b>	
				INV	Locks for parks gates	369.90
				1047.13733-01	<b>West Coast Spring Water P/L</b>	
				INV	15L Cooler bottle water supply to NCC	8.50
				1047.13741-01	<b>Dave's Landscaping &amp; Brickpaving</b>	
				INV	Repair raised brick paving and remove tree roots	440.00
				1047.13775-01	<b>Australia Post - 604909</b>	
				INV	Total supply - Period ending 31/8/18	53.09
				1047.13863-01	<b>G M S Security (WA) Pty Ltd</b>	
				INV	Security system maintenance & repairs 18/7/18	539.00
				INV	Additional equipment to Zamia room - MTC	6,040.00
				INV	Security system maintenance\$ repairs 10/8/18	272.80
				1047.13895-01	<b>Ms M B Hulls</b>	
				INV	Reimbursement of phone expenses	88.00
				1047.13902-01	<b>Plantrite</b>	
				INV	Plant stock - Cnr Carrington & Broome St	394.90
				1047.13929-01	<b>Planet Footprint Pty Ltd</b>	
				INV	WESROC services provided by Planet Footprint	9,086.00
				1047.13946-01	<b>Plants and Garden Rentals</b>	
				INV	Plants&Garden - Period: Sept 2018	182.55
				1047.13972-01	<b>Proword Enterprises</b>	





# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Transcription of oral history Fahey	276.70
<b>1047.13992-01</b>					<b>Get Wet Ponds &amp; Aquariums</b>	
				INV	Standing Order - Service for Aquariums	82.50
<b>1047.14004-01</b>					<b>Drainflow Services Pty Ltd</b>	
				INV	Works carried out 2nd to 4th July 2018	3,190.00
				INV	works carried out on the 18th June 2018	440.00
<b>1047.14052-01</b>					<b>Mr G K Trevaskis</b>	
				INV	Internet reimbursement - 08/9/18-8/10/18	59.99
<b>1047.14074-01</b>					<b>Neri Roofing Contractors</b>	
				INV	Repair roof leaks	450.00
<b>1047.14139-01</b>					<b>Perth Asbestos Removal Company</b>	
				INV	removal of dumped asbestos fence sheet on Fraseria	275.00
<b>1047.14165-01</b>					<b>Bridgestone Australia Pty Ltd</b>	
				INV	165/13 Bridgestone LT tyres. Trailer Flt 252.	225.50
<b>1047.14684-01</b>					<b>JB Hi Fi Claremont</b>	
				INV	Library stock adult DVDs Nedlands	611.72
<b>1047.14693-01</b>					<b>Easifleet</b>	
				INV	Payroll Deduction	1,064.18
				INV	Payroll Deduction	1,076.86
<b>1047.14748-01</b>					<b>System Maintenance</b>	
				INV	6 monthly fire pump maintenance at College Park	504.79
<b>1047.14888-01</b>					<b>Corsign WA Pty Ltd</b>	
				INV	New logo sticker for street sign 20/8/18	944.24
				INV	Traffic Hazard, Rough surface signs 21/08/18	2,860.00
				INV	Supply&Intall Street name - 20/08/18	167.81
				INV	Traffic Signs 22/08/18	404.80
				INV	3x Custom Sign 800x600mm no-reflective digi print	198.00
				INV	Dogs on Leads at all times signs	962.50
<b>1047.14932-01</b>					<b>Aus Chill Technical Services Pty Lt</b>	
				INV	Aircondition maintenence - MTC library	522.50
<b>1047.14972-01</b>					<b>Allwestplant hire Australia Pty Ltd</b>	
				INV	Remove old drainage pit and grate and install new	3,992.63
				INV	Laxum lane drainage	11,000.00
<b>1047.15010-01</b>					<b>AHG Trade Parts Pty Ltd</b>	
				INV	Ranger oil and air filter kits x 15	1,254.00
<b>1047.15041-01</b>					<b>Captain Stirling IGA</b>	
				INV	Nedlands VRC Volunteer Managers Meeting - Catering	75.06
<b>1047.15042-01</b>					<b>Commercial Netmakers Pty ltd</b>	



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Supply and deliver 3 x 12.72m tennis nets	593.40
				<b>1047.15097-01</b>	<b>Central Regional TAFE</b>	
				INV	Municipal Law A & B course	366.60
				INV	Municipal Law A & B - course catering	287.20
				<b>1047.15193-01</b>	<b>Great Southern Fuel Supplies</b>	
				INV	Bulk delivery of 4,200 litres diesel to tank # 4.	6,012.01
				INV	Bulk fuel delivery of 4,206 litres Unleaded	5,940.55
				<b>1047.15224-01</b>	<b>Boyan Electrical Services - City BI</b>	
				INV	Replace metal halide bollards - led con lights	4,596.90
				INV	Supply and replace ceiling fan and controller	203.78
				INV	Replace switch and faulty downlight	399.31
				INV	Various electrical works	1,072.84
				INV	Supply and install new GPO admin kitchen	92.40
				INV	Light audit for August 2018	550.00
				INV	Supply& install new switch board brick ready build	2,539.91
				INV	Attend to power issue	75.90
				INV	Replace faulty 3 gang light switchcouncil chambers	107.80
				INV	Repair faulty power outlet at Admin	101.48
				<b>1047.15237-01</b>	<b>StrataGreen</b>	
				INV	Tools and equipment for North & South Mowing Truck	1,318.92
				<b>1047.15302-01</b>	<b>Ms V Soto</b>	
				INV	Zumba Gold classes in August x 14	980.00
				<b>1047.15507-01</b>	<b>Global Food Safety Auditing</b>	
				INV	6 months food audit	451.00
				<b>1047.15548-01</b>	<b>Ream Clean Property Service</b>	
				INV	Removal of illegal dumping at various locations	561.00
				<b>1047.15574-01</b>	<b>3E Consulting Engineers Pty Ltd</b>	
				INV	Detailed lighting design for wombat crossing	660.00
				<b>1047.15610-01</b>	<b>West Coast HVAC</b>	
				INV	Install new kitchen canopy and exhaust fan-Kitchen	8,597.24
				<b>1047.15620-01</b>	<b>Move Consultants</b>	
				INV	T19001 90 Stirling Highway Peer Review Attendance	770.00
				INV	T19007 101 Monash Avenue Peer Review	1,650.00
				<b>1047.15639-01</b>	<b>Stephanie Reisch</b>	
				INV	Curate Emerge Youth Art Awards	1,540.00
				<b>1047.15641-01</b>	<b>False Magic</b>	
				INV	Performance at Emerge Youth Art Awards	100.00
				<b>1047.15644-01</b>	<b>Finn Pearson Music</b>	



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Performance at Emerge Youth Art Awards	100.00
1047.15673-01	I Dabrowski			INV	Volunteer insurance claim reimbursement	51.21
1047.15674-01	Mrs E Scorer			INV	Payment for council staff monthly meeting	101.50
1047.15676-01	C Bandalan			INV	Commendation -Emerge Youth Art Award- 2018	250.00
1047.15677-01	G Foster			INV	Open award- First prize- Emerge Youth Art Award18	500.00
1047.15678-01	C Davis			INV	People's choice award- Emerge Youth Art Awards2018	500.00
1047.15679-01	L Duncan			INV	Resident's award- First Prize- Emerge Youth Art 18	500.00
1047.2030-01	Child Support Registrar			INV	Payroll Deduction	658.09
1047.2075-01	Landgate			INV	Online Transaction Summary- August 2018	154.20
1047.2257-01	Ellenby Tree Farm Pty Ltd			INV	Supply of Lagerstroemia indica 35/45L for 7	71.50
1047.360-01	Australia Post			INV	Total supply period ending 31/8/18	1,620.48
1047.380-01	Australian Taxation Office			INV	Payroll Deduction	120,489.00
				INV	Payroll Deduction	5,168.00
1047.400-01	Australian Services Union			INV	Payroll Deduction	67.70
				INV	Payroll Deduction	67.70
1047.4150-01	LO-GO Appointments			INV	Landscape Gardener - 1/9/18	1,845.60
				INV	Landscape Gardener- WE:25/8/18	784.28
				INV	Pay for agency staff	1,545.49
1047.4500-01	McLeods Barristers & Solicitors			INV	Annual Audit Preparation	154.00
1047.7322-01	Town of Claremont			INV	City of Nedlands contribution to Underground Power	257,600.00
1047.7675-01	Landgate - GRV			INV	GRV - G2018/17 - 11/8/18-24/8/18	428.07
1047.7840-01	Dept of Fire and Emergency Services					



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

Chq/Ref	Payee	Date	Amount	Tran	Description	Amount
				INV	2018-19 ESL Qtr 1 contribution	1,254,498.68
				<b>1047.8110-01</b>	<b>Wattleup Tractors</b>	
				INV	Supply all parts and carry out 2000hr service	2,647.40
				INV	Repair service tractor	527.60
				<b>1047.8242-01</b>	<b>Western Metropolitan Regional Council</b>	
				INV	WASTE DISPOSAL	1,294.76
				INV	Waste disposal	379.16
				INV	WASTE DISPOSAL	549.63
1050	EFT TRANSFER: - 28/09/2018	28/09/2018	-660,242.31	<b>1050.10428-01</b>	<b>Roads 2000</b>	
				INV	Patch 1:Mill & Fill	6,106.50
				INV	Patch on Monash	4,984.31
				INV	Profiling, Asphalt and misc	4,411.57
				INV	Pothole repairs	1,711.28
				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	73,214.12
				<b>1050.10786-01</b>	<b>Verti-Turf</b>	
				INV	Turf renovation - Allen Pk (bottom)	1,822.50
				<b>1050.10859-01</b>	<b>CSP Group Pty Ltd</b>	
				INV	New HS 82-R-Z 750mm Hedge trimmer	504.20
				INV	Complete HL135 head for pole hedge trimmer	449.00
				INV	Throttle cable for FS360 brushcutter. Flt445.	34.00
				<b>1050.11107-01</b>	<b>Western Chainwire</b>	
				INV	Fence repair and gate installation in Swanbourne B	1,826.00
				INV	Carrington Park- repair gates and additional works	2,706.00
				<b>1050.11410-01</b>	<b>Hays Specialist Recruitment Aust Pt</b>	
				INV	Pay for agency staff	2,993.72
				<b>1050.11530-01</b>	<b>Workpower Incorporated</b>	
				INV	Hibbertia Scandens , Banksia Nivea	1,361.80
				<b>1050.11804-01</b>	<b>WALGA</b>	
				INV	WESROC Corella control program contribution	5,500.00
				<b>1050.11975-01</b>	<b>JLR Pumps</b>	
				INV	Melvista Oval - Pump and Bore Service	2,458.50
				<b>1050.12222-01</b>	<b>Conservation Volunteers Australia</b>	
				INV	Three weeks' conservation work.	825.00
				<b>1050.12246-01</b>	<b>Donegan Enterprises Pty Ltd</b>	
				INV	Repairs to Masons Gardens Play Equipment and soft	995.50
				INV	Replace damaged and corroded steering wheel	3,344.00
				<b>1050.12346-01</b>	<b>U N Nolli</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	1,232.00



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				<b>1050.12372-01</b>	<b>MP Rogers &amp; Associates Pty Ltd</b>	
				INV	Stage 3 river wall works - design and documentation	5,909.16
				INV	Stage 3 river wall works - design and documentation	805.79
				<b>1050.12642-01</b>	<b>Domain Catering</b>	
				INV	Catering Councillor Briefing - 30/08/18	445.00
				<b>1050.12677-01</b>	<b>Wilson Security</b>	
				INV	Nedlands Library Evening Patrol- 1/8/18-31/8/18	386.30
				INV	Mt Claremont Library 1/8/18-31/8/18	237.07
				<b>1050.12682-01</b>	<b>Synergy</b>	
				INV	Lot 181 Montgomery Ave- 8/8/18-5/9/18	104.00
				INV	84 Beatrice Rd - 10/8/18-13/9/18	692.80
				INV	Montgomery Ave - 29/5/18-25/7/18	643.85
				<b>1050.12743-01</b>	<b>Active Transport &amp; Tilt Tray Svces</b>	
				INV	PickUp & Transport Volvo Loader from Broome Depot	594.00
				<b>1050.12814-01</b>	<b>McGees Property</b>	
				INV	Market Rental Evaluation Lot 253	3,025.00
				<b>1050.12826-01</b>	<b>C Schilizzi</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	3,816.00
				<b>1050.12918-01</b>	<b>GLG GreenLife Group Pty Ltd</b>	
				INV	Garden&Landscape maintenance Aug2018	6,310.26
				<b>1050.12987-01</b>	<b>Wren Oil</b>	
				INV	Oil waste disposal-27/8/18	115.50
				INV	Exchange filter drum 205L	137.50
				<b>1050.13014-01</b>	<b>Nespresso Professional</b>	
				INV	Espresso Leggero 50 Capsule Box (5 boxes)	690.00
				<b>1050.13042-01</b>	<b>Totally Workwear - Mount Hawthorn</b>	
				INV	Supply of uniforms for staff	607.21
				INV	Standing Order for supply of PPE and clothing	225.27
				<b>1050.13095-01</b>	<b>Rentokil Initial Pty Ltd</b>	
				INV	Interior plantscape rental	295.38
				<b>1050.13274-01</b>	<b>Syrinx Environmental Pty Ltd</b>	
				INV	Bushland condition and weed mapping Shenton B	26,598.00
				<b>1050.133-01</b>	<b>Alinta Energy</b>	
				INV	97 Waratah Ave 13/6/18-7/9/18	24.65
				INV	Gas charges for Lot 123 Melvista 01/06 to 30/08	35.80
				<b>1050.13327-01</b>	<b>By Word of Mouth Catering</b>	
				INV	Catering for Council Committee Meeting - 11 Sept	693.00
				<b>1050.13384-01</b>	<b>Harvey Fresh</b>	



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Standing Order - Weekly Milk Delivery	47.52
<b>1050.13412-01</b>					<b>Quick Corporate Australia</b>	
				INV	Kitchen supply	7.52
<b>1050.13506-01</b>					<b>C Marinovich</b>	
				INV	Tresillian Arts Centre	1,166.00
					Caroline Marinovich - T3 T	
<b>1050.13534-01</b>					<b>Nu-Trac Rural Contracting</b>	
				INV	Swanbourne Beach Cleaning - 31/08/18	740.00
<b>1050.13713-01</b>					<b>Sonic HealthPlus Pty Ltd</b>	
				INV	Pre-Employment Medicals	220.00
<b>1050.13728-01</b>					<b>FOI WA Services, Advice &amp;</b>	
				INV	FOI Consultancy - 01/06/2018-29/08/18	2,200.00
<b>1050.13842-01</b>					<b>Tree Amigos Tree Surgeons Pty Ltd</b>	
				INV	Princess Rd and Vincent St roundabout. Prune phoen	1,389.30
				INV	Arboricultural Work completed-86 Clement St Swanbo	583.00
				INV	Arboricultural work completed - 15 February 2018	3,564.00
				INV	Grind stump at 77 Webster St NEDLANDS - 52cm	931.16
<b>1050.13869-01</b>					<b>Instant Products Hire</b>	
				INV	Ongoing: Portable toilet hire for John XXIII Depot	188.27
<b>1050.13902-01</b>					<b>Plantrite</b>	
				INV	Supply of various plants	1,744.60
<b>1050.13932-01</b>					<b>The Information Management Group Pt</b>	
				INV	Standing Order-Archives and Storage 1/8/18-31/8/18	1,065.22
<b>1050.13971-01</b>					<b>Earthcare (Australia) Pty Ltd</b>	
				INV	Stage 2- Claim 13 August 2018	19,855.68
<b>1050.13972-01</b>					<b>Proword Enterprises</b>	
				INV	transcription of oral history Grimoldby	234.00
<b>1050.14004-01</b>					<b>Drainflow Services Pty Ltd</b>	
				INV	Citywide drainage education program23/08/18-27/08/1	969.41
				INV	Carpark Sweep - August/18. Additional Sweeping	2,640.00
<b>1050.14074-01</b>					<b>Neri Roofing Contractors</b>	
				INV	Attend to water leaks at John Leckie Pavillion	418.00
<b>1050.14085-01</b>					<b>Think Water</b>	
				INV	RFT 2016/17.13 Beaton Park - Irrigation System	15,555.63
<b>1050.14164-01</b>					<b>Ms S Hibbert</b>	
				INV	Proceeds from sale of pop up exhibition - Aug 2018	280.00
				INV	Proceeds from sale of pop up exhibition - Sept2018	448.00
				INV	Term 3 2018 Tuition - Sue Hibbert Watercolour	2,332.00



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				1050.14170-01	<b>Civcon Civil &amp; Project Management</b>	
				INV	Carrington Park Kerbing	9,697.19
				1050.14241-01	<b>King.S Contracting</b>	
				INV	Beatrice Rd Path - Adjust reticulation footpath	4,061.44
				1050.1427-01	<b>City of Stirling</b>	
				INV	Delivered meals subsidies for the City of Nedlands	1,264.00
				1050.14358-01	<b>Ms N Butcher</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	4,160.00
				1050.14392-01	<b>Rob Forlani Art</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	1,440.00
				1050.14451-01	<b>Cleandustrial Services Pty Ltd</b>	
				INV	Cleaning service - Admin bldg, Ned Library, PRCC	506.42
				1050.1447-01	<b>CJD Equipment Pty Ltd</b>	
				INV	Filter kits x 2. Quote # 0050139372. Volvo Flt 539	665.32
				1050.14518-01	<b>Mr I De Souza</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	3,933.60
				1050.14535-01	<b>Skyline Landscape Services</b>	
				INV	Landscape maintenance - August 2018	4,342.91
				1050.14684-01	<b>JB Hi Fi Claremont</b>	
				INV	Junior DVDs for Nedlands Library	163.55
				INV	Junior DVDs for Nedlands Library	83.88
				1050.14688-01	<b>Supreme Shades</b>	
				INV	Shade sail repairs at Mt Claremont Community	2,310.00
				1050.14732-01	<b>Ms M Smith</b>	
				INV	Breaking the Boundaries in Art - Oils and Acrylics	1,113.00
				1050.14761-01	<b>Mandurah Cruises &amp; Gift Shop</b>	
				INV	Going Places tour - Mandurah Tour 5th October 2018	2,576.00
				1050.14826-01	<b>Raymond David Haywood</b>	
				INV	2018-18 SharePoint Consultancy	5,701.67
				INV	SharePoint Consultant 2017-18	3,446.67
				1050.14888-01	<b>Corsign WA Pty Ltd</b>	
				INV	All Abilities Play Space - Playground	3,190.00
				INV	street blade repairs 23/8/18	1,477.85
				1050.14895-01	<b>Data Documents</b>	
				INV	TRESILLIAN COURSES BOOKLET	3,408.24
					31/08/18	
				INV	30/08/18 A4 Brochure	368.50
				1050.14932-01	<b>Aus Chill Technical Services Pty Lt</b>	



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Air-con maintenance- Adam Armstrong	165.00
				INV	Air-con maintenance - Tresillian	330.00
				INV	Air-con maintenance - NCC	297.00
				INV	Air-con maintenance - PRCC	220.00
<b>1050.14955-01</b>					<b>Nedlands News</b>	
				INV	Nedlands Library Newspapers 16/06/18-9/9/18	372.40
<b>1050.14960-01</b>					<b>Anna Ruocco</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	768.00
<b>1050.14972-01</b>					<b>Allwestplant hire Australia Pty Ltd</b>	
				INV	Dry hire of Hyundai HL 22/08/18 - 31/8/18	2,431.00
				INV	Martin St Drainage Project 28/08/18	3,298.62
				INV	Swanbourne reserve drainage	27,500.00
				INV	Lemnos St SEP Repair - 29/08/18	1,849.52
				INV	10 Day hire of Positrack Bobcat with direct drive	5,795.63
<b>1050.14993-01</b>					<b>Marketforce</b>	
				INV	EOI AAPS Food and Beverage Vendor 27/08/18	646.13
				INV	Aldi Development Application - 27/08/18	502.87
				INV	Asquith Street Improvements Advertisements-27/8/18	1,743.34
				INV	Nedlands News 18/19 - 27/08/18	2,018.49
<b>1050.15005-01</b>					<b>Becarwise</b>	
				INV	Payment of novated lease - FN - 16/9/18	1,844.29
<b>1050.15008-01</b>					<b>All Earth Group Pty Ltd</b>	
				INV	6m3 of Coarse River Sand delivered to Carrington	399.25
				INV	Delivery of 26 ton - brickies sand	687.48
				INV	Delivery of 26 ton - lawn sand	541.41
				INV	Delivery of 26 ton -75mm limestone supply	476.65
<b>1050.15019-01</b>					<b>Moore Stephens (WA) Pty Ltd</b>	
				INV	Internal Audit Program	6,600.00
<b>1050.15044-01</b>					<b>Mrs N S Lester</b>	
				INV	Subjects of Note talk Tuesday18 September 2018	350.00
<b>1050.15082-01</b>					<b>Ms M Benitez Ines</b>	
				INV	Tresillian Arts Centre - Tutor Fees - Term 3 2018	768.00
<b>1050.15125-01</b>					<b>Selectus Pty Ltd</b>	
				INV	Novated Car Lease - FN -16/9/18	427.26
<b>1050.15211-01</b>					<b>Officeworks Ltd</b>	
				INV	Stationary Order- For Depot requests	207.74
				INV	Stationary Order- For Depot request	167.30
<b>1050.15224-01</b>					<b>Boyan Electrical Services - City BI</b>	





# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Caladenia Parade - Repair & replace bulb light fit	440.00
				INV	Swanbourne Beach Reserve - repair electrical start	568.71
				<b>1050.15236-01</b>	<b>Suez Recycling &amp; Recovery (Perth) P</b>	
				INV	Prepay October 2018	80,750.00
				INV	Contamination- Greenwaste and Recycling materials	1,601.91
				INV	Waste disposal- August 2018 inv164215	25,745.64
				INV	Prepay october 2018	45,000.00
				<b>1050.15237-01</b>	<b>StrataGreen</b>	
				INV	Supplies for parks	964.15
				<b>1050.15249-01</b>	<b>Cobblestone Concrete</b>	
				INV	Foothpath repair-James St Swanbourne 29/8/18	880.00
				<b>1050.15285-01</b>	<b>Densford Civil</b>	
				INV	PP1 - August 2018 Goldsmith	27,844.46
				INV	PP1- August 2018	54,038.79
				<b>1050.15401-01</b>	<b>WINC Australia Pty Ltd (Previous na</b>	
				INV	Various stationery, disposable platters etc., etc	1.32
				INV	Stationery	126.13
				INV	Various stationery, disposable platters etc., etc	445.18
				<b>1050.15428-01</b>	<b>Miss K Gillespie</b>	
				INV	Tresillian arts centre - Tutor fees - Term 3 2018	2,016.00
				<b>1050.15524-01</b>	<b>Inlogik Pty Ltd</b>	
				INV	Promaster monthly user fee- August 2018	453.97
				<b>1050.15539-01</b>	<b>Southern Cross Protection Pty Ltd</b>	
				INV	STANDING ORDER - CTI service Jul-Dec 2018	632.50
				<b>1050.15583-01</b>	<b>Veris Australia Pty Ltd</b>	
				INV	Land Survey of new road - Gilmore Lane at Melvista	2,997.50
				<b>1050.15604-01</b>	<b>Little Way</b>	
				INV	Catering - Council Meeting - 28 August 2018	540.00
				<b>1050.15606-01</b>	<b>Steven Tweedie</b>	
				INV	Elected Member Training Sessions 7th & 30th Aug 18	1,100.00
				<b>1050.15611-01</b>	<b>Living Turf</b>	
				INV	MP Nourish, MP Roots 31/08/18	407.00
				<b>1050.15616-01</b>	<b>Ilsa Smith</b>	
				INV	Chair Pilates classes x5 in August 2018 @ \$70 each	350.00
				<b>1050.15636-01</b>	<b>New Style Carpentry</b>	
				INV	Carpentry works - Administration	390.00
				<b>1050.15643-01</b>	<b>Mowmentum</b>	
				INV	Mowing service - 13/8/18 & 27/8/18	308.00



# CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				1050.15648-01	<b>BioRok Technologies Pty Ltd</b>	
				INV	Permanent Asphalt Repair - 30/08/18	2,783.00
				1050.15653-01	<b>Barclays Building Services (WA) Pty</b>	
				INV	Insurance excess for building repairs	10,000.00
				1050.15670-01	<b>Jen Banyard</b>	
				INV	Author presentations - Childrens Book Week	715.00
				1050.15675-01	<b>Mr D Hall</b>	
				INV	Pesticide licence renewal	190.00
				1050.15682-01	<b>Mr R Sharma</b>	
				INV	Plural sight technical tranning annualsubscription	314.85
				1050.1765-01	<b>Contatore Engineering Pty Ltd</b>	
				INV	Repair bent tyne on brick forks Fleet 539.	594.00
				1050.4040-01	<b>The Lane Bookshop</b>	
				INV	Book club Sets - Lane	105.97
				INV	Book club Sets - Lane	158.29
				1050.4120-01	<b>Lightning Laundry</b>	
				INV	lightning laundry- August 2018	621.00
				1050.4500-01	<b>McLeods Barristers &amp; Solicitors</b>	
				INV	Matter no: 42959	1,455.05
				1050.6584-01	<b>Sports Surfaces</b>	
				INV	Repair tennis court surface as per quotation Ref:	3,000.00
				1050.760-01	<b>Brealey Plumbing Service</b>	
				INV	PLUMBING-Rose Gardens 27/08/18	150.00
				INV	PLUMBING Foreshore@Tawarri Lodge 28/08/18	159.50
				1050.8110-01	<b>Wattleup Tractors</b>	
				INV	Supply and delivery of Trimax Pegasus S4 493 broad	50,614.05
				1050.8755-01	<b>IPWEA WA</b>	
				INV	2x member workshop attendance- organic waste syste	75.00
				1050.9876-01	<b>Priestman &amp; Sharp</b>	
				INV	Panel and paint repairs as per quote #20220. Fit 8	1,936.87
					<b>Total EFT</b>	
						<b>-\$3,722,715.65</b>
					<b>TOTAL PAYMENTS</b>	
						<b>-\$3,732,986.62</b>

Westpac - Trust Acct

CHEQUE



## CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

Chq/Ref	Pavee	Date	Amount	Tran	Description	Amount
20121	MS A P THOMAS	07/09/2018	-217.00	RFND	REFUND HALL & KEY BOND JOHN LECKIE	217.00
20122	TIM DAVIES LANDSCAPING	07/09/2018	-1,700.00	RFND	56 JUTLAND PDE - FOOTPATH REFUND	1,700.00
20123	A D BROOKS	07/09/2018	-1,700.00	RFND	13 BEDFORD ST - FOOTPATH REFUND	1,700.00
20124	J P HOCKING	07/09/2018	-1,650.00	RFND	61 KIRWAN ST - FOOTPATH REFUND	1,650.00
20125	AAA DEMOLITION & TREE SERVICE	07/09/2018	-1,650.00	RFND	19 HOOLEY ST - FOOTPATH REFUND	1,650.00
20126	DISTINCTIVE HOMES WA PTY LTD	07/09/2018	-1,650.00	RFND	19 HOOLEY ST - FOOTPATH REFUND	1,650.00
20127	DISTINCTIVE HOMES WA PTY LTD	07/09/2018	-1,650.00	RFND	4 SAYER ST - FOOTPATH REFUND	1,650.00
20128	BAREFOOT RENOVATIONS	07/09/2018	-155.25	INV	BSL AND BCITF FEE	155.25
20129	GREEN SHORE BUILDERS PTY LTD	21/09/2018	-1,700.00	RFND	4 WARABA PLACE - FOOTPATH REFUND	1,700.00
20130	T MCCLUNG	21/09/2018	-1,700.00	RFND	5 RAWLEY GARDENS - FOOTPATH REFUND	1,700.00
20131	MR R P DOHMEN	21/09/2018	-1,650.00	RFND	7 SHANN ST - FOOTPATH REFUND	1,650.00
20132	MS J B BARTLEY	21/09/2018	-1,700.00	RFND	72 DALKEITH ROAD - FOOTPATH REFUND	1,700.00
20133	CHIARELLI HOLDINGS	21/09/2018	-1,700.00	RFND	84 MOUNTJOY - FOOTPATH REFUND	1,700.00
20134	RIVERSTONE CONSTRUCTION	21/09/2018	-1,650.00	RFND	33 BROWNE AVE - FOOTPATH REFUND	1,650.00
<b>Total CHEQUE</b>			<b>-\$20,472.25</b>			
<b>EFT</b>						
1044	EFT TRANSFER: - 07/09/2018	07/09/2018	-27,637.34	1044.12228-01 INV	<b>Dept of Commerce - Building Commiss</b> Return and reconcilliation - August 2018	13,516.29
				1044.12229-01 INV	<b>Construction Training Fund</b> Return and reconcilliation - August 2018	14,121.05



## CITY OF NEDLANDS

## All Payments 1/09/2018 to 30/09/2018

<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
1048	EFT TRANSFER: - 21/09/2018	21/09/2018	-208.00	1048.15672-01	Ngala Community Services INV Hall and bond refund - Receipt 539955	208.00
1049	EFT TRANSFER: - 21/09/2018	21/09/2018	-1,700.00	1049.15680-01	J H Chia fund 37 CLIFTON ST - FOOTPATH REFUND	1,700.00
Total EFT			<u>-29,545.34</u>			
TOTAL PAYMENTS			<u><u>-50,017.59</u></u>			

## City of Nedlands

## Purchasing Card Payments - Sep 2018 (Statement period 29th Aug 2018 to 28th Sep 2018)

Date	Supplier	Description	AUD
3/09/2018	MARTINEAUS PATISSERINEDLANDS036	Martineaus morning tea meeting	79.10
5/09/2018	CPP STATE LIBRARYNORTHBRIDGE036	car parking for meeting at State Records Office -	12.12
27/09/2018	CARD FEE036	CARD FEE036	5.00
4/09/2018	DATA DEPOTHEIDELBERG036	Intellitone cabling device	243.32
5/09/2018	CNW PTY LTDOSBORNE PARK036	Conduit and cabling supplies	112.01
5/09/2018	J&K HOPKINS OSBORNE POSBORNE PARK036	Cabinet for storage	309.00
6/09/2018	BUNNINGS 483000CLAREMONT036	Door cushion chambers door	10.67
6/09/2018	BUNNINGS 483000CLAREMONT036	Materials for door repairs	47.14
6/09/2018	TTFS GROUP PTY LTDDANDENONG SOU036	Temp fencing bracing	77.55
6/09/2018	JAYLON INDUSTRIESMALAGA036	Shade cloth for temp fencing depot	369.60
10/09/2018	BARNETTS ACHTRL H/WOSBORNE PARK036	Accesssable ramp and door hardware	128.27
11/09/2018	ZANUISYDNEY036	Clock for board room	106.65
13/09/2018	WA SAFETY TAPE AND MWELSHPOOL036	Saftey barricades for various maintenance works	410.00
14/09/2018	BUNNINGS 483000CLAREMONT036	Materials door frame repairs	25.82
19/09/2018	BUNNINGS 483000CLAREMONT036	Mataterials construction	122.66
19/09/2018	ALUMINIUM SPECIALITIMALAGA036	Aluminium materials for skirting and door Admin	175.18
20/09/2018	BEYOND TOOLSMALAGA036	Adhesives and materials	73.00
20/09/2018	BP ROSEGARDEN 6161NEDLANDS036	Batterysmoke alarm board room	9.00
21/09/2018	TOTALLY WORKWEAR MT HAMOUNT HAWTHOR036	Saftey pants and boots	298.67
25/09/2018	MWAVELIDCOMBE036	Monitor arm	141.35
26/09/2018	ALLWOOD TIMBER SUPPLWELSHPOOL036	Timber door repairs	69.33
27/09/2018	CARD FEE036	CARD FEE036	5.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
5/09/2018	LAWLEYS BAKERY CAFENEDLANDS036	Catering library meeting	30.95
12/09/2018	CITY OF FREMANTLEFREMANTLE036	Parking	3.00
19/09/2018	Caffe Latte NedlandsNedlands036	Catering library meeting	18.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
12/09/2018	INSTITUTE OF PUBLIC WOPERTH036	Lunch Forum: Safe Active Streets	75.00
12/09/2018	INSTITUTE OF PUBLIC WOPERTH036	Credit Card Surcharge	1.13
27/09/2018	CARD FEE036	CARD FEE036	5.00
27/09/2018	COLES 0299CLAREMONT036	Staff Meeting Breakfast Catering - September	83.34
27/09/2018	COLES 0299CLAREMONT036	Staff Meeting Breakfast Catering - September	36.48
3/09/2018	BUNNINGS 483000CLAREMONT036	Danger tape & batteries	150.13
3/09/2018	BUNNINGS 483000CLAREMONT036	Admin Centre maintenance	56.06
6/09/2018	BUNNINGS 483000CLAREMONT036	Hoses fittings and boards	149.60
7/09/2018	GALVINS PLUMBING SUPPLNEDLANDS036	Carrington Street drainage	130.04
7/09/2018	GALVINS PLUMBING SUPPLNEDLANDS036	Carrington Street drainage	155.00
12/09/2018	BUNNINGS 483000CLAREMONT036	Maintenance items for cabinets	268.76
27/09/2018	CARD FEE036	CARD FEE036	5.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
3/09/2018	CPP STATE LIBRARYNORTHBRIDGE036	Parking at SLWA	8.08
12/09/2018	FUSION CUISINE PTY LDALKEITH036	Catering meeting library	26.70
19/09/2018	Deli ChicchiMount Claremo036	Catering WSLG	21.40
25/09/2018	BOOKTOPIA PTY LTDLIDCOMBE036	Stationery	39.95
25/09/2018	BOOKTOPIA PTY LTDLIDCOMBE036	Local Stock library	29.50
27/09/2018	BOOKTOPIA PTY LTDLIDCOMBE036	Local Stock Nedlands Library	137.90
27/09/2018	CARD FEE036	CARD FEE036	5.00
29/08/2018	STK*Shutterstock866-6633954NY840	Stock photos	49.00
29/08/2018	STK*Shutterstock866-6633954NY840	Transaction fee	1.47
11/09/2018	STK*Shutterstock866-6633954NY840	Stock photos	49.00
11/09/2018	STK*Shutterstock866-6633954NY840	Transaction fee	1.47
14/09/2018	INSTITUTE OF PUBLIC WOPERTH036	Conference	86.28
17/09/2018	PAYPAL4029357733036	Photography Accessory	23.96
17/09/2018	PAYPAL4029357733036	Transaction fee	2.40
17/09/2018	PAYPAL4029357733036	Office Stationery	8.53
20/09/2018	STK*Shutterstock866-6633954NY840	Stock photos	49.00
20/09/2018	STK*Shutterstock866-6633954NY840	Foreign transaction fee	1.47
27/09/2018	CARD FEE036	CARD FEE036	5.00
3/09/2018	TENNIS ONLY OSBBOORAGOON036	Capital Works - Hollywood Reserve Tennis Court	599.85
17/09/2018	NETAFIM AUSTRALIALAVERTON NORT036	Cad Training	168.30
27/09/2018	CARD FEE036	CARD FEE036	5.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
29/08/2018	AVERY PRODUCTSCASTLE HILL036	Body Worn Camera Stickers	21.85
31/08/2018	BUNNINGS 483000CLAREMONT036	Snake transporting container	29.99
7/09/2018	OFFICEWORKS 06160'CONNOR036	Desk Mats Chambers	89.85
7/09/2018	ANACONDAINNALOO036	Leatherman multitool	155.95
7/09/2018	ANACONDAINNALOO036	Leatherman multitool	311.90
11/09/2018	STRUDDYS APPAREL COLOGANHOLME036	AP&ES games uniform	183.70
19/09/2018	Monty'sScarborough036	Repayment of coffee purchase	4.50
27/09/2018	CARD FEE036	CARD FEE036	5.00
30/08/2018	POST NEDLANDS POST SNENEDLANDS036	Registered post for contract	7.50
13/09/2018	INSTITUTE OF PUBLIC WOPERTH036	Lunch Forum: Safe Active Streets Registration for James Cresswell	76.13
13/09/2018	INSTITUTE OF PUBLIC WOPERTH036	Lunch Forum: Safe Active Streets Registration for Rory Smith	86.28
27/09/2018	CARD FEE036	CARD FEE036	5.00

18/09/2018	YOUR LIFE TALKSCARSELDINE036	Activity cards for NCC Day Centre Clients	39.95
26/09/2018	COLES 0336BELDON036	Claremont and Waratah Book Clubs afternoon tea	18.59
26/09/2018	COLES 0336BELDON036	Client Book Club x 2 afternoon tea	4.80
27/09/2018	NEDLANDS LIBRARYNEDLANDS036	Client Book Club Book Hire fee 26.9.18	40.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
19/09/2018	BOOKTOPIA PTY LTDLIDCOMBE036	New junior stock for Nedlands Library	132.55
19/09/2018	BOOKTOPIA PTY LTDLIDCOMBE036	New junior stock for Mt Claremont Library	100.60
21/09/2018	BOOKTOPIA PTY LTDLIDCOMBE036	Junior stock for Nedlands Library	88.95
25/09/2018	KMART 1139INNALOO036	Paint supplies for school holiday program	16.00
27/09/2018	EDUCATIONAL ARTNEDLANDS036	School holiday event supplies	29.55
27/09/2018	CARD FEE036	CARD FEE036	5.00
29/08/2018	SWANBOURNE MARKETSWANBOURNE036	Refreshment for Conservation Volunteers	8.22
7/09/2018	BUNNINGS 483000CLAREMONT036	Materials for vegetation survey	31.53
14/09/2018	BUNNINGS 309000WEMBLEY036	Disposable gloves for spray work and work gloves	25.93
27/09/2018	CARD FEE036	CARD FEE036	5.00
7/09/2018	HBCT WA PTY LTDCANNINGTON036	Farewell morning tea Rob Slarski	42.10
7/09/2018	LIQUORLAND 3216CANNINGTON036	Leaving Gift - staff	15.00
7/09/2018	MARTINEAUS PATISSERINEDLANDS036	Farewell Morning tea - Rob Slarski	25.80
10/09/2018	TAYLOR RD IGANEDLANDS036	Farewell morning tea - Rob Slarski	24.68
11/09/2018	PLANNING INSTITUTE OFBARTON036	A-Z of Planning PIA Training - Kim Richards	435.00
13/09/2018	BUNNINGS 483000CLAREMONT036	Pk10 Respirator - Health Department	29.94
27/09/2018	LGPAPERTH036	LGPA Design Excellence Peter Ross and Ronni	240.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
30/08/2018	WOOLWORTHS 4356COTTESLOE WA036	Woolworths	76.13
3/09/2018	SNDC WA PTYLTDALKEITH036	IGA -catering for weekly activities	14.51
10/09/2018	SNDC WA PTYLTDALKEITH036	IGA - catering for weekly activities	5.70
10/09/2018	ANGLICAN PRSH MOS PRMOSMAN PARK036	St Lukes' OP shop vintage cups for High Tea event	26.00
10/09/2018	GOOD SAMARITAN INDUSUBIACO036	Samaritans - Vintage tea cups for High Tea event	3.00
10/09/2018	COLES 0299CLAREMONT036	Coles - catering for event	55.99
10/09/2018	COLES 0299CLAREMONT036	Coles - Positive Ageing Weekly catering	44.01
10/09/2018	COLES 0299CLAREMONT036	Coles - Positive Ageing Weekly catering	40.54
10/09/2018	COLES 0299CLAREMONT036	Coles - Posistive Ageing weekly catering	0.11
11/09/2018	LADY KITCHENERCLAREMONT036	Lady Kitchener - High Tea & Show Sept 2018	21.98
13/09/2018	SNDC WA PTYLTDALKEITH036	IGA -catering for weekly activities	6.43
13/09/2018	SNDC WA PTYLTDALKEITH036	IGA -catering for weekly activities	1.98
17/09/2018	MARTINEAUS PATISSERINEDLANDS036	Martineaus - Monthly lunch activity with clients	10.00
18/09/2018	LUNA PALACE JOINT VNEDLANDS036	Windsor Cinema - monthly activity with Affinity	29.00
18/09/2018	CAPTAIN STIRLING IGANEDLANDS036	IGA - Positive Ageing catering weekly activities	7.99
19/09/2018	SNDC WA PTYLTDALKEITH036	IGA Dalkeith - PA Activities	14.52
19/09/2018	SNDC WA PTYLTDALKEITH036	IGA Dalkeith - PA Activities	21.94
24/09/2018	SNDC WA PTYLTDALKEITH036	IGA Dalkeith - Positive Ageing weekly catering	22.00
24/09/2018	SNDC WA PTYLTDALKEITH036	IGA Dalkeith - Positive Ageing weekly catering	18.45
27/09/2018	CARD FEE036	CARD FEE036	5.00
12/09/2018	BOOKTOPIA PTY LTDLIDCOMBE036	Library stock adult Mt Claremont	125.15
12/09/2018	BOOKTOPIA PTY LTDLIDCOMBE036	Shipping cost	6.95
20/09/2018	BOOKTOPIA PTY LTDLIDCOMBE036	Library stock adult Nedlands	275.05
24/09/2018	BOOKTOPIA PTY LTDLIDCOMBE036	Library stock adult Nedlands	126.15
27/09/2018	CARD FEE036	CARD FEE036	5.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
4/09/2018	SAFETY INSTITUTE OFTULLAMARINE036	Getting ready for the new standard for OSH systems	71.50
12/09/2018	FIRST 5 MINUTES PLENOGGERA036	First 5 Minutes SPOT Training 20 credits	242.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
28/08/2018	BUNNINGS 456000OSBORNE PARK036	Plumbing fixtures	42.43
3/09/2018	JB HI FI CLAREMONTCLAREMONT036	Mobile Phone for work	1329.00
19/09/2018	STATEWIDE BUILDING PSEVILLE GROVE036	steel reinforcing	605.88
21/09/2018	TRADIES WORKWEAR PTYOSBORNE PARK036	Safety clothing	209.85
21/09/2018	TRADIES WORKWEAR PTYOSBORNE PARK036	Safety clothing	164.90
21/09/2018	TOTALLY WORKWEAR MT HAMOUNT HAWTHOR036	Safety Clothing	154.65
27/09/2018	CARD FEE036	CARD FEE036	5.00
10/09/2018	COBBLER EXTRAMORLEY036	Engraving	35.95
11/09/2018	Novotel Langley FD IntPerth036	EA Parking at Conference 11 September 2018	15.00
12/09/2018	Novotel Langley FD IntPerth036	EA Parking at Conference 12 September 2018	15.00
13/09/2018	Novotel Langley FD IntPerth036	EA Parking at Conference	15.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
30/08/2018	MSFT *<E07006GHQ4>MSBILL.INFO036	MS 365 online	56.10
3/09/2018	CPANEL INC7135290800TX840	bank charges	0.86
3/09/2018	CPANEL INC7135290800TX840	ext web hosting	27.92
19/09/2018	MSFT *<E07006NCJ9>MSBILL.INFO036	MS 365 online	56.10
25/09/2018	MSFT *<E02006J0EG>MSFT AZURE036	MS Azure SQL service	171.49
27/09/2018	CARD FEE036	CARD FEE036	5.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
5/09/2018	UNIVRSTY/STH AUSTADELAIDE036	UniSA Student Fee P Busby	37.26
7/09/2018	PETSTOCK MIDLANDMIDLAND036	Replacment Fluro Globe for Fish Tank	10.20
14/09/2018	DOME NEDLANDSNEDLANDS036	Informal position interview (J Poliwka) Pbusby	15.60
14/09/2018	POK SOON KIMNEDLANDS036	Informamal interview (McCauley) Pbusby	12.00

27/09/2018	CARD FEE036	CARD FEE036	5.00
3/09/2018	NET WORLD SPORTSINTERNET826	HR approved staff clothing	116.33
27/09/2018	CARD FEE036	CARD FEE036	5.00
5/09/2018	OFFICEWORKS 0602SUBIACO036	Stationery	93.79
5/09/2018	OFFICEWORKS 0602SUBIACO036	Stationery	14.21
19/09/2018	WOOLWORTHS 4359FLOREAT WA036	Catering for meetings	23.00
21/09/2018	TAYLOR RD IGANEDLANDS036	Catering for meetings	21.15
24/09/2018	BUNNINGS 454000INNALOO036	Minor equipment	14.86
27/09/2018	CARD FEE036	CARD FEE036	5.00
29/08/2018	BOX N CRATE HIREO'CONNOR036	Storage crates	448.50
29/08/2018	BOX N CRATE HIREO'CONNOR036	Storage crates	144.00
6/09/2018	BUNNINGS 483000CLAREMONT036	Crommelin waterproof and brushes	122.08
17/09/2018	PARKER BLACK/FORROSBORNE PARK036	Lockwood door closer	549.49
21/09/2018	TOTALLY WORKWEAR MT HAMOUNT HAWTHOR036	Workwear	540.71
27/09/2018	CARD FEE036	CARD FEE036	5.00
25/09/2018	ARCHIVAL SURVIVAL PTWANGARATTA036	Archival materials for Local Studies	174.68
27/09/2018	CARD FEE036	CARD FEE036	5.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
28/08/2018	PAYPAL4029357733036	programme resource book	16.65
28/08/2018	PAYPAL4029357733036	programe resource book	90.00
29/08/2018	JACK'S WHOLEFOODS & CLAREMONT036	fruits and vegetables	56.68
29/08/2018	JACK'S WHOLEFOODS & CLAREMONT036	food Childern meal PRCC	0.36
28/08/2018	La Galette De FranceNedlands036	fathers day -catering	36.00
29/08/2018	TAYLOR RD IGANEDLANDS036	lunch childern meal PRCC	8.00
30/08/2018	GOLDEN BAKERY (WA) POSBORNE PARK036	father day catering PRCC	129.00
3/09/2018	CAPTAIN STIRLING IGANEDLANDS036	consumables childern meal PRCC	7.00
3/09/2018	CAPTAIN STIRLING IGANEDLANDS036	lunch- consumables Childern meal PRCC	15.11
3/09/2018	HOUSE IN INNALOOINNALOO036	slicer -kitchen childern meal PRCC	39.99
4/09/2018	H&M AUSTRALIA AU0010PERTH036	aprons - kitchen childern meal PRCC	39.98
4/09/2018	CAPTAIN STIRLING IGANEDLANDS036	lunch-afternoon/morning tea childern meal PRCC	11.39
5/09/2018	SNDC WA PTYLTDDALKEITH036	lunch- afternoon tea childern meal PRCC	7.56
4/09/2018	COLES ONLINE 0342FREMANTLE036	perishables/non perishables	194.95
4/09/2018	COLES ONLINE 0342FREMANTLE036	food Childern meal PRCC	3.96
4/09/2018	COLES 0302FLOREAT036	lunches- childern meal PRCC	14.00
5/09/2018	COLES ONLINE 0342FREMANTLE036	Cartering for PRCC child care	36.66
5/09/2018	COLES ONLINE 0342FREMANTLE036	food Childern meal PRCC	84.59
7/09/2018	CHILD AUSTRALIABELMONT036	staff training	178.00
10/09/2018	FARMER JACKS WOODLANWOODLANDS036	afternoon / morning tea childern meal PRCC	57.25
11/09/2018	CAPTAIN STIRLING IGANEDLANDS036	Meat and bread Childern meal PRCC	47.93
11/09/2018	CAPTAIN STIRLING IGANEDLANDS036	Meat and bread Childern meal PRCC	0.30
11/09/2018	COLES 0299CLAREMONT036	Meat and bread Childern meal PRCC	41.78
11/09/2018	COLES 0299CLAREMONT036	Meat and bread Childern meal PRCC	0.15
13/09/2018	WIZARD PHARMACY CLARCLAREMONT036	Medical wipes PRCC	27.58
17/09/2018	SNDC WA PTYLTDDALKEITH036	Meat and bread Childern meal PRCC	8.60
17/09/2018	TAYLOR RD IGANEDLANDS036	Meat and bread Childern meal PRCC	6.40
18/09/2018	CAPTAIN STIRLING IGANEDLANDS036	Meat and bread Childern meal PRCC	41.63
18/09/2018	CAPTAIN STIRLING IGANEDLANDS036	Meat and bread Childern meal PRCC	0.11
19/09/2018	SNDC WA PTYLTDDALKEITH036	Meat and bread Childern meal PRCC	6.40
19/09/2018	COLES 0299CLAREMONT036	Meat and bread Childern meal PRCC	12.00
21/09/2018	JACK'S WHOLEFOODS & CLAREMONT036	Meat and bread Childern meal PRCC	44.73
24/09/2018	BUNNINGS 483000CLAREMONT036	garden maintainance - lawn	54.72
24/09/2018	IKEA PERTHINNALOO036	out door /indoor resouces mats carpets and out doo	259.79
24/09/2018	SPOTLIGHT INNALOOINNALOO036	kitchen utensils	24.48
25/09/2018	TARGET 5065INNALOO036	programe resource	15.00
26/09/2018	THINGZ GIFTSINNALOO036	programme resource - garden fence	39.99
27/09/2018	CAPTAIN STIRLING IGANEDLANDS036	Meat and bread Childern meal PRCC	30.38
27/09/2018	SQ *DEVEREUX BOOKSDalkeith036	story book and yearly planner for staff	22.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
30/08/2018	MSY TECHNOLOGY WABALCATTA036	2 LG Monitors for Finance	330.00
30/08/2018	MSY TECHNOLOGY WABALCATTA036	Monitors & Cable for IT Stock	487.09
4/09/2018	PANLYN AUSTRALIA PLOSBORNE PARK036	SSdrive purchased for office	309.00
19/09/2018	MSFT *<E07006NCJ8>MSBILL.INFO036	Power BI Monthly Lic	125.73
19/09/2018	MSFT *<E07006NCJ9>MSBILL.INFO036	Microsoft Office F1 extra storage	137.50
27/09/2018	CARD FEE036	CARD FEE036	5.00
3/09/2018	COLES 0342FREMANTLE036	Depot milk delivery 02.09.18	60.40
3/09/2018	COLES 0342FREMANTLE036	Depot Staff breakfast 03.09.18	210.70
14/09/2018	JACK SPRATTS LUNCH BARNEDLANDS036	Milk for depot	16.95
17/09/2018	COLES 0342FREMANTLE036	Milk delivery for depot	68.40
20/09/2018	OFFICEWORKS 0602SUBIACO036	Index cards for David Wollage	13.90
27/09/2018	CARD FEE036	CARD FEE036	5.00
28/08/2018	COLES 0299CLAREMONT036	Voucher for Customer Service Champion	20.00
31/08/2018	THE REJECT SHOP 6617INNALOO036	Frams for Customer Service Champion awards	12.00
5/09/2018	CLAREMONT QUARTERPERTH036	Vouchers for Emerge Youth Art Awards	50.00
10/09/2018	JANE BROOK ESTATE WINEMIDDLE SWAN036	Drinks for Art Exhibition	324.00
12/09/2018	TARROD ENTERPRISES PNEDLANDS036	Youth advisory council meeting catering	70.00
19/09/2018	COLES 0299CLAREMONT036	Soft drinks for Citizenship Ceremony	40.48
19/09/2018	COLES 0299CLAREMONT036	Soft drinks for Citizenship Ceremony	4.97

20/09/2018	V/CELLARS 3224DALKEITH036	Drinks and ice for Citizenship Ceremony	129.36
26/09/2018	APPLE ITUNES STORESYDNEY036	National anthem track for Citizenship Ceremonies	1.69
27/09/2018	CARD FEE036	CARD FEE036	5.00
28/08/2018	V/CELLARS 5164NEDLANDS036	Refreshments for Councillors Kitchen	87.98
11/09/2018	CAPTAIN STIRLING IGANEDLANDS036	Milk for staff kitchen	4.98
17/09/2018	V/CELLARS 5164NEDLANDS036	Refreshments for Councillor's Kitchen	106.54
18/09/2018	CAPTAIN STIRLING IGANEDLANDS036	Milk for staff kitchen	19.92
27/09/2018	COMPANY DIRECTORSSYDNEY036	Applied Risk Governance Course - Lorraine Driscoll	504.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
28/08/2018	SERPENTINE CAFE ON TJARRAHDALKEITH036	Client and volunteer meals	90.00
3/09/2018	SUNFLOWERS CHINESE VILNEDLANDS036	Client and volunteer meals	25.00
3/09/2018	G HUANG & G SHINEDLANDS036	Meals on account	40.00
6/09/2018	SOUTH BEACH HOTELSOUTH FREMANT036	Client meals on Acc	45.00
10/09/2018	SUNFLOWERS CHINESE VILNEDLANDS036	Client Meals on Account DRC outing	49.00
12/09/2018	TAYLOR RD IGANEDLANDS036	Picnic supplies for DRC/SS outing	60.72
12/09/2018	COLES 0342FREMANTLE036	DRC monthly consumables	261.80
12/09/2018	COLES 0342FREMANTLE036	DRC monthly consumables	71.85
13/09/2018	SPUDSHEDJANDAKOT036	Picnic supplies for DRC/SS outing	52.60
13/09/2018	SPUDSHEDJANDAKOT036	Picnic supplies for DRC/SS outing	17.49
14/09/2018	ALH VENUES 8555HERDSMAN LWA036	Lunch clients on account meals DRC/SS outing	94.00
24/09/2018	SUNFLOWERS CHINESE VILNEDLANDS036	Client meals on account DRC outing	20.00
24/09/2018	G HUANG & G SHINEDLANDS036	Client meals on account DRC/SS	55.00
27/09/2018	SOUTH BEACH HOTELSOUTH FREMANT036	Client meals on Account DRC/SS outing	75.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
10/09/2018	KEY MEDIA PTY LTDST LEONARDS036	Employment Law Masterclass Perth	1228.59
27/09/2018	CARD FEE036	CARD FEE036	5.00
28/08/2018	WOOLWORTHS 4359FLOREAT WA036	Dish Washing products	23.20
28/08/2018	WOOLWORTHS 4359FLOREAT WA036	Storage Basket	5.00
4/09/2018	OFWKS ONLINE BENTLEIGH03036	Brother printer labels	230.66
13/09/2018	MAGGIE BEER PRODUCTS PTANUNDA036	Maggie Beer Sparkling Ruby Cabernet	134.50
17/09/2018	WOOLWORTHS 4359FLOREAT WA036	Dish wash tablets	12.99
17/09/2018	WOOLWORTHS 4359FLOREAT WA036	Cleaning supplies	16.00
17/09/2018	WOOLWORTHS 4359FLOREAT WA036	Soy Milk office	10.20
17/09/2018	WOOLWORTHS 4359FLOREAT WA036	Catering public events	61.80
17/09/2018	WOOLWORTHS 4359FLOREAT WA036	Catering public events	33.10
18/09/2018	THE FLOREAT MARKETFLOREAT036	Sparkling Water Public Events	25.00
19/09/2018	MARTINEAUS PATISSERINEDLANDS036	Catering Subjects of Note 18 September 2018	150.00
20/09/2018	CAPTAIN STIRLING IGANEDLANDS036	Catering library meeting	9.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
29/08/2018	DOMINOS ESTORE 0279NEDLANDS036	Catering from Dominos	189.95
31/08/2018	SNDC WA PTYLTDDALKEITH036	Catering items for Advocare Talk	12.54
31/08/2018	SNDC WA PTYLTDDALKEITH036	Catering items for Advocare Talk	14.61
17/09/2018	FUSION CUISINE PTY LDALKEITH036	Catering/Meeting with Manager	17.10
19/09/2018	Holiday Inn City Centre PPerth036	Coffee Meeting	8.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
31/08/2018	KIRKWOOD DELICATESSESWANBOURNE036	Catering Bushcare's Major Day Out Allen Park	260.00
17/09/2018	BUNNINGS 483000CLAREMONT036	Office materials	43.53
17/09/2018	BUNNINGS 483000CLAREMONT036	Materials Environmental Conservation program	94.00
27/09/2018	CARD FEE036	CARD FEE036	5.00
			<b><u>\$22,703.02</u></b>



<b>CPS21.18</b>	<b>Annual Review of Council Delegated Authorities</b>
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<b>Committee</b>	13 November 2018
<b>Council</b>	27 November 2018
<b>Applicant</b>	City of Nedlands
<b>Officer</b>	Nicole Ceric – Executive Assistant to CEO & Mayor
<b>Director</b>	Lorraine Driscoll – Director Corporate & Strategy
<b>Attachments</b>	1. Register of Delegations of Authority

## Executive Summary

At least once every financial year, delegations are to be reviewed (s. 5.46(2) of the *Local Government Act 1995*). The City’s Delegated Authority manual is now due for its annual review.

## Recommendation to Committee

**Council approves the Register of Delegations of Authority as per Attachment 1.**

**Absolute Majority Required**

## Discussion/Overview

Section 5.42 of the *Local Government Act 1995* sets out the local government’s power to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties, with some exceptions as listed in Section 5.43. Delegation of certain powers is common across local governments and facilitates good governance.

In addition, Section 5.44 of the Act allows the Chief Executive Officer to further delegate to any employee of the local government the exercise of any of the Chief Executive Officer’s powers other than that of delegation.

At least once every financial year, delegations are to be reviewed (s. 5.46 (2)).

Administration has reviewed the Register of Delegations and is recommending the following amendments as shown with track changes in the attached Register of Delegations of Authority.

## Key Relevant Previous Council Decisions:

Nil.

## **Consultation**

The attached Register of Delegations of Authority and Authorisations with track changes was presented at the Councillor Briefing Session on the 18<sup>th</sup> September 2018 where the proposed amendments were discussed with Councillors. No objections were received and the revisions are now presented to Council for formal acceptance.

## **Budget/Financial Implications**

Nil.



# *Register of Delegations of Authority*

As at xxx 2018

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## 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.

- 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 Planning Scheme No. 2 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; 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 Planning Scheme No. 2 are to be reviewed by the delegator, either Council or the Chief Executive Officer.

### **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.

**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.



## 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
<b>Part 1 – Introductory Matters</b>		
Nil items in Part 1		
<b>Part 2 – Constitution of Local Government</b>		
<b>Division 1 – Districts and wards</b>		
Nil items in Division 1		
<b>Division 2 – Local governments and councils of local governments</b>		
Nil items in Division 2		
<b>Division 3 – How offices on the Council are filled</b>		
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)	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> 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	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Division 4 – Membership and size of Council</b>		
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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 5 – Qualifications for holding office on the council</b>		
Section 2.25(1) May by resolution grant leave of absence to a member	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 6 – Terms of office on the council and vacation of office</b>		
Nil items in Division 6		
<b>Division 7 – Commissioners</b>		
Nil items in Division 7		
<b>Division 8 – Local Government Advisory Board</b>		
Nil items in Division 8		
<b>Part 3 – Functions of Local Governments</b>		
<b>Division 1 – General</b>		
Nil items in Division 1		
<b>Division 2 – Legislative functions of local governments</b>		
<b>Subdivision 1 – Local laws made under <i>this Act</i></b>		
<u>Section 3.1 (2) Determination of parking stalls and parking stations</u> <u>Where the local government makes a determination of resolution under this clause, it shall erect signs to give effect to the determination or resolution.</u>	<u>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</u>	

Section 3.5(1) May make local laws to perform any of its functions under the Act	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
<b>Subdivision 2 – Local laws made under any Act</b>		
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)	<b>Delegation prohibited</b> 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	

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	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
Section 3.16(4) May determine whether or not it considers that any of its local laws should be repealed or amended	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 3 – Executive functions of local governments</b>		
<b>Subdivision 1 – Performing executive functions</b>		
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	<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
<b>Subdivision 2 – Certain provisions about land</b>		
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	<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>

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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>Subdivision 3 – Powers of entry</b>		
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Section 3.34(1) A local government may enter land in an emergency without notice or consent	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
<b>Subdivision 4 – Impounding abandoned vehicle wrecks and goods involved in certain contraventions</b>		
Section 3.39 Local government may authorise an employee to remove and impound any goods	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>



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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>Subdivision 5 – Certain provisions about thoroughfares</b>		
Section 3.50(1) A local government may close a thoroughfare to vehicles, wholly or partially, for a period not exceeding 4 weeks	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Section 3.50(6) An order to close a thoroughfare may be revoked by the local government	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	
<b>Subdivision 6 – Various executive functions</b>		
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Note: Under <b>Subdivision 6 – Various Executive Functions 3.57</b> 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	<b>Delegation prohibited</b> 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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

Local Government (Functions and General) Regulations, reg.21(1) – a local government may seek expressions of interest before entering the tender process	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	<a href="#">27 June 2017 Report CPS17.17</a> <del><a href="#">28 June 2016 Report CPS18.16</a></del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	
Note: Under <b>Subdivision 6 – Various Executive Functions 3.59</b> applies to commercial enterprises by local governments  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	Suitable for Acting Through	

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)	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 4 – Regional local governments</b>		
Nil items in Division 4		
<b>Part 4 – Elections and other polls</b>		
<b>Division 1 - Preliminary</b>		
Nil items in Division 1		
<b>Division 2 – Inaugural elections</b>		
Nil items in Division 2		
<b>Division 3 – Ordinary elections</b>		
Nil items in Division 3		
<b>Division 4 – Extraordinary elections</b>		
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	<b>Delegation prohibited</b> 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
<b>Division 5 – Other elections</b>		
Nil items in Division 5		
<b>Division 6 – Postponement and consolidation of elections</b>		
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 <b>after</b> the third Saturday in January in an election year <b>but</b> before the third Saturday in July in that election year to be on the ordinary election day for that year	<b>Delegation prohibited</b> 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.	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 7 – Provisions about electoral officers and the conduct of elections</b>		
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)	<b>Delegation prohibited</b> 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
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.	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 8 – Eligibility for enrolment</b>		
Nil items in Division 8		
<b>Division 9 – Electoral process</b>		
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).	<b>Delegation prohibited</b> 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)	<b>Delegation prohibited</b> 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	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Division 10 – Validity of elections</b>		
Nil items in Division 10		
<b>Division 11 – Electoral offences</b>		
Nil items in Division 11		
<b>Division 12 – Polls and referendums</b>		
Nil items in Division 12		
<b>Part 5 - Administration</b>		
<b>Division 1 - Introduction</b>		
Section 5.2 Must ensure there is an appropriate structure for administering the local government	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 2 – Council meetings, committees and their meetings and electors’ meetings</b>		
<b>Subdivision 1 – Council meetings</b>		
Section 5.3(1) Must hold ordinary meetings and may hold special meetings	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Subdivision 2 – Committees and their meetings</b>		
Section 5.8 May establish committees of 3 or more people to assist council in exercising its powers and duties. (Absolute majority required).	<b>Delegation prohibited</b> 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)	<b>Delegation prohibited</b> 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
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)	<b>Delegation prohibited</b> 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	

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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
<b>Subdivision 3 – Matters affecting council and committee meetings</b>		
Note: Under <b>Subdivision 3 – Regulations about council and committee meetings and committees 5.25 applies</b>		
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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 3 – Acting for the mayor or president</b>		
Nil items in Division 3		
<b>Division 4 – Local government employees</b>		
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 5.36(1) Must employ a CEO	<b>Delegation prohibited</b> 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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <a href="#">28 June 2016</a> <a href="#">Report CPS18.16</a>
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	<b>Delegation prohibited</b> 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).	

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	<b>Delegation prohibited</b> 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	
<b>Division 5 – Annual reports and planning</b>		
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 <sup>st</sup> December after that financial year. (Absolute majority required)	<b>Delegation prohibited</b> 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).	

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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 6 – Disclosure of financial interests</b>		
Nil items in Division 6		
<b>Division 7 – Access to information</b>		
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <a href="#">28 June 2016</a> <a href="#">Report CPS18.16</a>
<b>Division 8 – Fees, expenses and allowances</b>		
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	<b>Delegation prohibited</b> 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
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))	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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).	<b>Delegation prohibited</b> 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).	<b>Delegation prohibited</b> 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
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).	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>Division 9 – Conduct of certain officials</b>		
Section 5.102 A local government may make a cash advance to a person for an expense which can be reimbursed	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

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).	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
<b>Part 6 – Financial Management</b>		
<b>Division 1 - Introduction</b>		
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	<a href="#">27 June 2017 Report CPS17.17</a> <del><a href="#">28 June 2016 Report CPS18.16</a></del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
<b>Division 2 – Annual budget</b>		
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).	<b>Delegation prohibited</b> 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 <b>other</b> circumstances) prepared. (Absolute majority required).	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

<b>Division 3 – Reporting on activities and finance</b>		
Note: Under <b>Division 3 – Reporting on activities and finance, section 6.4</b> 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	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<b>Delegation prohibited</b> 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	

<b>Division 4 – General financial provisions</b>		
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	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<b>Delegation prohibited</b> 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))	<b>Delegation prohibited</b> 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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
Section 6.12(3) A local government may determine what conditions apply to the granting of a concession	Suitable for delegation to CEO	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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.	<b>Delegation prohibited</b> 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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
<b>Division 5 – Financing local government activities</b>		
<b>Subdivision 1 – Introduction</b>		
Nil items in subdivision 1		

<b>Subdivision 2 – Fees and charges</b>		
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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	
<b>Subdivision 3 – Borrowings</b>		
Section 6.20(1) May borrow or re-borrow money, obtain credit or extend its financial accommodation in other ways to perform its functions	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> 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	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
<b>Division 6 – Rates and service charges</b>		
<b>Subdivision 1 – Introduction and the basis of rating</b>		
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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	



<b>Subdivision 2 – Categories of rates and service charges</b>		
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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.	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
Note: Under <b>Division 6 – Rates and service charges, subdivision 2 categories of rates and service charges, section 6.38(1)</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Subdivision 3 – Imposition or rates and service charges</b>		
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	Suitable for Acting Through	

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	Suitable for Acting Through	
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	Suitable for Acting Through	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
<b>Subdivision 4 – Payment of rates and service charges</b>		
Note: Under <b>Division 6 – Rates and service charges, subdivision 4 payment of rates and service charges, section 6.45(1)</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

Note: Under <b>Division 6 – Rates and service charges, subdivision 4 payment of rates and service charges, section 6.45(3)</b> 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.	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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 <b>Division 6 – Rates and service charges, subdivision 4 payment of rates and service charges, section 6.51(1)</b> 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	<b>Delegation prohibited</b> 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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>FUNCTION</b>	<b>DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	



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	

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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Section 6.76(6) The local government is to provide the person with notice of its decision	Suitable for Acting Through	
<b>Part 7 - Audit</b>		
<b>Division 1 - Introduction</b>		
Nil items in Division 1		
<b>Division 1A – Audit Committee</b>		
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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> 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
<b>Division 2 – Appointment of auditors</b>		
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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 3 – Conduct of audit</b>		
Note: Under <b>Division 3 – Conduct of audit, section 7.9</b> 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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Division 4 – General</b>		
Section 7.12A(2) A local government must meet with its auditor at least once a year	Delegated to the Audit and Risk Committee	<a href="#">27 June 2017 Report CPS17.17</a> <a href="#">28 June 2016 Report CPS18.16</a>

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	<b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
<b>Part 8 – Scrutiny of the Affairs of Local Governments</b>		
<b>Division 1 – Inquiries by the Minister or an authorised person</b>		
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	

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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>Division 2A – Council may be peremptorily suspended or required to undertake remedial action</b>		
Nil items in Division 2A		
<b>Division 2 – Inquiries by Inquiry Panels</b>		
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>Division 3 – General provisions about suspension and dismissal of councils</b>		
Nil items in Division 3		
<b>Division 4 – Misapplication of funds and property</b>		
Nil items in Division 4		
<b>Part 9 – Miscellaneous Provisions</b>		
<b>Division 1 – Objections and review</b>		
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	<b>Delegation prohibited</b> 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	

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	
<b>Division 2 – Enforcement and legal proceedings</b>		
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
<b>Division 3 – Documents</b>		
Nil items in Division 3		
<b>Division 4 – Protection from liability</b>		
Nil items in Division 4		
<b>Division 5 – Associations of local government</b>		
Nil items in Division 5		
<b>Division 6 – Regulations, directions and orders</b>		
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	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Division 7 – Other miscellaneous provisions</b>		
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	
<b>Division 8 – Amendments to 1960 Act and transitional provisions</b>		
Nil items in Division 8		
<b>Nil Schedule 1</b>		
<b>Schedule 2.1 – Provisions about creating, changing the boundaries of, and abolishing districts</b>		
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	
<b>Schedule 2.2 – Provisions about names, wards and representation</b>		
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)	<b>Delegation prohibited</b> 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
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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> 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	<b>Delegation prohibited</b> 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	



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).	
<b>Schedule 2.3 – When and how mayors, presidents, deputy mayors and deputy presidents are elected by council</b>		
Nil items in Schedule 2.3		
<b>Schedule 2.4 – Provisions about Commissioners</b>		
Nil items in Schedule 2.4		
<b>Schedule 2.5 – Provisions about the Local Government Advisory Board</b>		
Nil items in Schedule 2.5		

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Schedule 3.1 – Powers under notices to owners or occupiers of land</b>		
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"> <li>a. Has fallen from the land, or from anything on the land; and</li> <li>b. Is obstructing a public thoroughfare</li> </ul>	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>Schedule 3.2 – Particular things local governments can do on land even through it is not local government property</b>		
Nil items in Schedule 3.2		
<b>Schedule 4.1 – How to conduct votes and ascertain the result of an election</b>		
Nil items in Schedule 4.1		
<b>Schedule 5.1 – Provisions about standards panels</b>		
Nil items in Schedule 5.1		
<b>Schedule 6.1 – Provisions relating to the phasing in of valuations</b>		
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	<b>Delegation prohibited</b> 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
<p>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.</p>	<p>Suitable for Acting Through</p>	
<p>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</p>	<p><b>Delegation prohibited</b> under the <i>Local Government Act 1995</i> and Council is to perform the power or duty</p>	
<p>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.</p>	<p>Suitable for Acting Through</p>	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Schedule 6.2 – Provisions relating to lease of land where rates or service charges unpaid</b>		
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	
<b>Schedule 6.3 – Provisions relating to sale or transfer of land where rates or service charges unpaid</b>		
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	

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)	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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	
<b><i>Nil Schedule 7</i></b>		
<b>Schedule 8.1 – Provisions about Inquiry Panels</b>		
Nil items in Schedule 8.1		
<b>Schedule 9.1 – Certain matter for which Governor may make regulations</b>		
Nil items in Schedule 9.1		
<b><i>Nil Schedule 9.2</i></b>		
<b>Schedule 9.3 – Transitional provisions</b>		
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*

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
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: <ul style="list-style-type: none"> <li>(a) prevent damage to the footpath; or</li> <li>(b) prevent inconvenience to the public or danger from falling materials.</li> </ul>	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"><li>(a) in writing; and</li><li>(b) must specify the period for which it is granted; and</li><li>(c) must specify each condition imposed under subregulation (4); and</li><li>(d) may be renewed from time to time; and</li><li>(e) may be cancelled by giving written notice to the person to whom the permission was granted.</li></ul>	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"> <li>(a) conditions relating to the erection of hoardings, fences,</li> <li>(b) walkways or other structures for the protection of the public thoroughfare or public safety (protective structures);</li> <li>(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;</li> <li>(d) a condition imposing a charge for any damage to the public thoroughfare resulting from the placement of a thing on the public thoroughfare;</li> <li>(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.</li> </ul>	Suitable for Acting Through	
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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	

**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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Section 123 An enforcement agency must provide each authorised officer appointed by the agency with a certificate of authority as an authorised officer	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

## 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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

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	<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>

**7. Register of Delegations under the *City of Nedlands Town Planning Scheme 2***

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Town Planning Scheme No. 2		

## Clause 6.7.1

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.

CEO, except for the following:

- a) Proposed ~~and Retrospective~~ developments already commenced or carried out and Change of Use applications which are classified IP, P or AA and uses not listed 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;~~
- ~~e)b) \_\_\_\_\_~~ Grouped and/or Multiple Dwelling developments involving five (5) or more dwellings; and
- ~~c) Refusal of applications where discretion exists for Council to approve the variations under the City's Town Planning Scheme no. 2, policies and/or the Residential Design Codes.~~
- ~~d) Where objections are received (more than 2) relating to car parking requirements for non-residential applications.~~

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|--|---|--|
|  | <p>e) Where objections<sup>[RJ2]</sup> are received for Home Business and Short term accommodation applications.</p> <p>f) Where objections are received (more<sup>[RJ3]</sup> than 2) and the objection relates to a minor variation as follows:</p> <ol style="list-style-type: none"> <li>i. Up to 1% variation to open space</li> <li>ii. Up to 300mm to boundary wall height</li> <li>iii. Up to 300mm to building height.</li> <li>iv. Up to 2% variation to overshadowing requirements.</li> <li>v. Up to 300mm variation to lot boundary setback requirements (excluding front setback)</li> <li>vi. Visual privacy variations which result in &lt;1m<sup>2</sup> area of neighbouring property being within the cone of vision and the overlooking being indirect in nature or overlooking a blank wall only.</li> </ol> |  |
|--|---|--|



	<p>vii. Materials of construction being weatherboard for more than 25% of the ground floor of a dwelling .</p> <p>viii. Outbuildings with a wall height of less than 2.7m.</p> <p>ix. Vehicle access being from the primary street in lieu of a rear laneway (where the laneway is in poor condition) and no objection has been received<sup>RJ4</sup></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
<b>Planning and Development Act 2005</b> 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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Heritage of Western Australia Act 1990</b> 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.	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Metropolitan Region Scheme</b> Authority to delegate: DEL 2011/02, Government Gazette no. 248, 23 December 2011		
CI 29(3) Forwarding an application to the Commission.	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
CI 30 Exercising powers under the Planning & Development Act 2005 delegated by the WAPC to: <ul style="list-style-type: none"> <li>- Determine applications;</li> <li>- Revoke applications; and</li> <li>- Limit time of approval.</li> </ul>	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.	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Strata Titles Act 1985</b> 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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Strata Titles Act 1985</b> 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"> <li>a) propose the creation of a vacant lot;</li> <li>b) propose vacant air stratas in multi-tiered strata scheme developments;</li> <li>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"> <li>i. a type of development; and/or</li> <li>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.</li> </ul> </li> </ul>	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.	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Liquor Control Act 1988</b> Authority to delegate: Part 3 – S40		
S40 Issue certificates as to whether the use of premises complies with local planning laws.	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<b>Delegation to respond to external organisations</b> 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.	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Respond to the Swan River Trust on planning applications made under the <i>Swan and Canning Rivers Management Act 2006</i>	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>



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
<b>Part 2 – Building and demolition permits</b>			
<b>Division 2 – Application for building or demolition permits</b>			
Section 17.1 Refer an uncertified application to a building surveyor	CEO		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Section 20 & 23 Grant a building permit	CEO		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Section 20, 22(1) & (2), 23(3) Refuse to grant a building permit	CEO		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 21 & 23(2) Grant a demolition permit	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Section 21(2), 22(1) & (2), 23(3) Refuse to grant a demolition permit	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
<b>Division 3 – Building or demolition permits</b>			
Section 27(1) Impose conditions on the grant of a permit in addition to any provided for in the Regulations	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Section 27(3) Add, vary or revoke conditions imposed under this section before the building work or demolition work is completed	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
<b>Division 4 – Duration of building or demolition permits</b>			

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 32 (3) Extend the time during which a permit has effect.	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
<b>Part 4 – Occupancy permits and building approval</b>			
<b>Division 3 – Making and dealing with applications for occupancy permits and building approval certificates</b>			
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Section 55(2) Refuse to consider an application.	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Section 58(1) Grant or modify the occupancy permit or grant the building approval certificate.	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Section 58(2) & (3) Refuse to grant or modify the occupancy permit or grant the building approval certificate.	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 59 Grant or modify the occupancy permit or grant the building approval certificate within specified time frame.	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Section 59(3) Refund the fee that accompanied an application to the applicant if no decision made within the time.	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Section 62(3) Add, vary or revoke conditions while the occupancy permit or building approval certificate has effect.	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Section 65(4) Extend the period in which the occupancy permit or modification to the building approval certificate has effect.	CEO		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>Part 6 – Work affecting other land</b>			
<b>Division 4 – Other boundary matters</b>			
Section 88(3) Specify the way in which an outward facing side of a particular close wall must be finished	CEO		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>Part 8 - Enforcement</b>			

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
<b>Division 2 – Authorised persons</b>			
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Section 96(6) Revoke a designation at any time	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Section 97(1) Give an identity card to each person designated by it as an authorised person.	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Section 99(3) Revoke or vary a condition of an authorised person.	CEO		

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
<b>Division 5 – Building orders</b>			
<p>Section 110(1) Make an order in respect of one or more of the following:</p> <p>(a) Particular building work;</p> <p>(b) Particular demolition work; and</p> <p>(c) A particular building or incidental structure whether completed before or after commencement.</p>	CEO		<p><a href="#">27 June 2017</a>  <a href="#">Report CPS17.17</a>  <del>28 June 2016</del>  <del>Report CPS18.16</del></p>
<p>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</p>	CEO		<p><a href="#">27 June 2017</a>  <a href="#">Report CPS17.17</a>  <del>28 June 2016</del>  <del>Report CPS18.16</del></p>
<p>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</p>	CEO		<p><a href="#">27 June 2017</a>  <a href="#">Report CPS17.17</a>  <del>28 June 2016</del>  <del>Report CPS18.16</del></p>
<p>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></p>	CEO		<p><a href="#">27 June 2017</a>  <a href="#">Report CPS17.17</a>  <del>28 June 2016</del>  <del>Report CPS18.16</del></p>

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 117(1) Revoke a building order at any time	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
<b>Part 11 – Building information</b>			
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>



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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Section 129(1) Make the register available for inspection by members of the public during normal office hours.	CEO		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

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		<p><a href="#">27 June 2017 Report CPS17.17</a>  <del>28 June 2016 Report CPS18.16</del></p>
<p>Section 131(2) Allow an interested person to inspect a building record and provide to the interested person a copy of the building record</p>	CEO		<p><a href="#">27 June 2017 Report CPS17.17</a>  <del>28 June 2016 Report CPS18.16</del></p>
<p>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</p>	CEO		<p><a href="#">27 June 2017 Report CPS17.17</a>  <del>28 June 2016 Report CPS18.16</del></p>
<p>Section 132(3) Give the Building Commissioner prescribed information or building record</p>	CEO		<p><a href="#">27 June 2017 Report CPS17.17</a>  <del>28 June 2016 Report CPS18.16</del></p>

## 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
<b>Part 2 – General matters</b>			
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
<b>Part 3 – Building and demolition permits</b>			
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
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		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016 Report CPS18.16</del>
Reg. 23(3) Refuse to accept an application extend a permit	CEO		<a href="#">27 June 2017 Report CPS17.17</a> <del>28 June 2016</del>

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
			<a href="#">Report CPS18.16</a>
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <a href="#">Report CPS18.16</a>
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <a href="#">Report CPS18.16</a>
<b>Part 5 – Occupancy permits and building approval certificates</b>			
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <a href="#">Report CPS18.16</a>
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <a href="#">Report CPS18.16</a>
<b>Division 2 – Private swimming pools</b>			
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	CEO		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del>

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
pool as effectively as if there were compliance with Australian Standard AS1926.1			<a href="#">Report CPS18.16</a>
Reg.51(3) Approval of a door for the purposes of reg.50(4)(c)(ii)	CEO		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <a href="#">28 June 2016</a> <a href="#">Report CPS18.16</a>
Reg.53(1) Arrange for an authorised person to inspect the enclosures of private swimming pools in the district 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	CEO		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <a href="#">28 June 2016</a> <a href="#">Report CPS18.16</a>
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <a href="#">28 June 2016</a> <a href="#">Report CPS18.16</a>
<b>Division 3 – Smoke alarms</b>			
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <a href="#">28 June 2016</a> <a href="#">Report CPS18.16</a>
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		<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <a href="#">28 June 2016</a> <a href="#">Report CPS18.16</a>

**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"> <li>c. Approve an application for a permit unconditionally or subject to any conditions; or</li> <li>d. Refuse to approve an application for a permit</li> </ul> (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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Section 18 The Council may approve an application for a permit subject to conditions	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Section 19 The Council may set fees as it determines from time to time for – <ul style="list-style-type: none"> <li>a. The hire of a reserve or foreshore;</li> <li>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.</li> </ul>	CEO	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

## 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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>
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.	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>



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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
<b>FUNCTION</b>	<b>DELEGATION</b>	<b>DATE ADOPTED/LAST REVIEWED</b>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>

**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	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del><a href="#">28 June 2016</a></del> <del><a href="#">Report CPS18.16</a></del>

***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 <del>Corporate Strategy &amp; Systems</del> <u>Information Systems</u> <del>Records Coordinator</del> <u>Manager Health &amp; Compliance</u>	<u>27 June 2017</u> <u>Report CPS17.17</u> <del>28 June 2016</del> <u>Report CPS18.16</u>
To make decisions under Sections 20, 23, 24, 25, 30, 31, 41, 43, 48, 50 and 54	Director <del>Corporate &amp; Strategy &amp; Systems</del> Director Technical Services Director Planning & Development Manager <del>Corporate Strategy &amp; Systems</del> <u>Information Systems</u> <del>Records Coordinator</del> <u>Manager Health &amp; Compliance</u>	<u>27 June 2017</u> <u>Report CPS17.17</u> <del>28 June 2016</del> <u>Report CPS18.16</u>

*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"> <li>- Town Planning Scheme no. 2;</li> <li>- <i>Planning and Development Act 2005</i>;</li> <li>- <i>Heritage of Western Australia Act 1990</i>;</li> <li>- Metropolitan Region Scheme;</li> <li>- <i>Strata Titles Act 1985</i>;</li> <li>- <i>Liquor Control Act 1988</i>; and</li> <li>- Responding to external organisations.</li> </ul>	Director Planning and Development Manager Planning <del>Services</del> Coordinator Statutory Planning Senior Statutory Planning Officer	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>
Where delegation to the CEO exists under the: <ul style="list-style-type: none"> <li>- Building Act 2011; and</li> <li>- Building Regulations 2012.</li> </ul>	Manager <del>Property Building</del> Services Senior Building <del>Services</del> Surveyor With the exception of: Section 59 and Section 99(3) of the Act; and Reg 132(3) of the Regulations.	<a href="#">27 June 2017</a> <a href="#">Report CPS17.17</a> <del>28 June 2016</del> <del>Report CPS18.16</del>