



City of Nedlands

Corporate & Strategy Reports

Committee Consideration – 14 June 2016
Council Resolution – 28 June 2016

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CPS17.16	List of Accounts Paid – April 2016
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Committee	14 June 2016
Council	28 June 2016
Applicant	City of Nedlands
Officer	Kim Chau – Manager Finance
Director	Andrew Melville – Acting Director Corporate & Strategy
Director Signature	
File Reference	Fin/072-17
Previous Item	Nil.

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 April 2016 (refer to attachment).

Strategic Plan

KFA: Governance and Civic Leadership

This report will ensure that City meets its statutory requirements.

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:

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 as the next ordinary meeting of the Council after the list is prepared and recorded in the minutes of that meeting.

Consultation

Required by legislation:

Yes

No

Required by City of Nedlands policy:

Yes

No

Legislation / Policy

This report meetings the requirements of *Regulation 13 of the Local Government (Financial Management) Regulations 1996*.

Budget/Financial Implications

Not Applicable.

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 Finance Manager and the Director for Corporate and Strategy (or designated alternative officers).

Discussion

The list of accounts paid for April 2016 is attached and presented to Council.

Conclusion

The list of accounts paid for the month of April 2016 complies with the relevant legislation and can be received by Council.

Attachments

1. List of Accounts Paid – April 2016; and
2. Purchasing Card Expenses – March 2016 (30th March – 28th April 2016).



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<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
NAB - Municipal Account						
CHEQUE						
60364	CITY OF NEDLANDS - CASH CHEQUE / PE	01/04/2016	-721.45	INV	PETTYCASH TRESILLIAN	346.90
				INV	RECOUP PETTY CASH - NEDLANDS COMMUNITY CENTRE	374.55
60365	WATER CORPORATION	01/04/2016	-429.00	INV	WATER CAR PARK 15 HAMPDEN FROM 19/01-16/03/2016	41.86
				INV	WATER GARDEN AT 55 HAMPDEN FROM 19/01-16/03/2016	14.65
				INV	WATER DRINKING TAP SMYTH RD 19/01-16/03/2016	6.21
				INV	WATER ROAD VERGE AT STIRLING FROM 18/01-16/03/2016	23.02
				INV	WATER ROAD VERGE HAMPDEN FROM 19/01-16/03/2016	73.26
				INV	WATER ROAD VERGE AT SMYTH FROM 19/01-16/03/2016	96.28
				INV	WATER GARDEN AT 1 HAMPDEN FROM 19/01-16/03/2016	60.70
				INV	WATER RAOD VERGE AT BAIRD AVE FROM 18/01-16/03/16	113.02
60366	GILES BENNETT	01/04/2016	-100.00	INV	REFUND OF KEY - BOND JOHN LECKIE PAVILLION	100.00
60367	JOSHUA MC EVOY	01/04/2016	-250.00	INV	2015-2016 YOUTH GRANTS FUND	250.00
60368	WATER CORPORATION	03/04/2016	-1,455.89	INV	WATER FOR GARDEN AT HAPDEN RD 19/01-16/03/16	25.12
				INV	WATER RESERVE AT 42 LEURA ST 19/01-16/03/2016	299.82
				INV	WATER AT 69-71 STIRLING FROM 18/01-16/03/2016	425.03
				INV	WATER 1-15 CARRINGTON 18/01-16/03/2016	239.24
				INV	WATER GARDEN WILLIAM RD 19/01-16/03/2016	228.14
				INV	WATER HOUSE AT 110 SMYTH FROM 18/01-16/03/2016	221.80
				INV	WATER ROUNDABOUT CARRINGTON FROM 18/01-16/03/2016	16.74
60369	WATER CORPORATION	06/04/2016	-1,063.89	INV	INFANT HEALTH CENTRE 25/01/16 TO 23/03/2016	42.19
				INV	ROAD VERGE BROCKWAY MTCLAREMONT 25/1/16 TO25/1/16	215.58
				INV	TENNISCOURTS10 DRAPERST FLOREAT 25/01/16-23/01/16	90.64
				INV	DRAPER ST FLOREAT 25/01/16 TO 23/03/16	208.81



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				INV	R1 FINCH WAY MT CLAREMONT 25/01/16 TO 23/03/16	104.65
				INV	MONTGOMERY AV MT CLAREMONT 25/01/16 TO 23/03/16	259.37
				INV	ALFRED RD MT CLAREMONT - 25/01/16 TO 23/03/2016	43.95
				INV	INFANT HEALTH 25 STRICKLAND 27/01-24/03/2016	98.70
60370	CITY OF NEDLANDS - CASH CHEQUE / PE	14/04/2016	-440.10	INV	ADMIN PETTYCASH	111.00
				INV	TRESILLIAN PETTYCASH	150.00
				INV	ADMIN PETTYCASH	179.10
60371	WATER CORPORATION	14/04/2016	-3,733.81	INV	91 WOOD ST SWANBOURNE 27/01/16 TO 24/03/16	6.28
				INV	DRIFTWOOD PL SWANBOURNE 27/01/16 TO 24/03/16	6.28
				INV	ROUNDABT NORTH ST SWANBOURNE LOT ROUNDABOUT	87.91
				INV	CHANGE ROOMS AT MARINE PD SWANBOURNE	408.61
				INV	PARK AT KIRKWOOD RD SWANBOURNE	361.28
				INV	RESERVE AT 118 WOOD ST SWANBOURNE LOT 368	180.00
				INV	BEACH FACILITIES AT MARINE PDE SWANBOURNE	75.35
				INV	CENTRE AT ADDERLEY ST MT CLAREMONT	2,608.10
60372	JENNIFER CULLEN	14/04/2016	-57.50	INV	REFUND FOR FOI DEPOSIT	57.50
60373	NULSEN DISABILITY SERVICES	14/04/2016	-1,100.00	INV	COMMUNITY GRANTS FUND	1,100.00
60374	CASSANDRA GWINNUTT	14/04/2016	-42.50	INV	REFUND PARTIAL REGISTRATION FEES AFTER STERILIZATI	42.50
60375	CHARLES BLOXHAM	14/04/2016	-90.00	INV	REFUND PARKING INFRINGEMENT DUE TO OFFICER ERROR	90.00
60376	BRAJKOVICH DEMOLITION SALVAGE WA P/	14/04/2016	-190.00	INV	RAT BAIT FEE REFUND FOR 100 STEPHENSON AVE DEMO	190.00
60377	PATSY DURACK'S ROSE GARDENS	14/04/2016	-420.00	INV	GARDEN TOUR AND DEVONSHIRE TEA FOR GOIND PLACES TO	420.00
60378	PERTH MILITARY MODELLING SOCIETY C/	14/04/2016	-50.00	INV	REFUND OF KEY BOND - KEY RETURNED	50.00
60379	WATER CORPORATION	20/04/2016	-13,880.93	INV	WATER FOR CLUB AT 140 MELVISTA AVE 04/02-06/04/201	309.91
				INV	SPORT GREOUND AT 282 MARINE PDE SWANBOURNE LOT 403	129.77
				INV	WATER INFANT HEALTH CENTRE 97A WARATAH 30/02-05/04	924.78



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				INV	WATER RESERVE AT NARDINA FROM 03/02-05/04/2016	435.34
				INV	WATE RAMENTIES AT BROADWAY FROM 04/02-06/04/2016	613.23
				INV	WATER AT JUTLAND PDE 04/02-06/04/2016	559.08
				INV	WATER DAYCARE 53 JUTLAND FROM 01/03-30/04/2016	113.98
				INV	WATER FOR 792 ESPLANADE FROM 04/02-06/04/2016	8.37
				INV	WATER TENNIS COURT BRUCE ST FROM 04/02-06/04/2016	262.91
				INV	WATER FOR 54 BIRDWOOD PDE 04/02-06/04/2016	195.93
				INV	WATER FOR 116 ADELMA FROM 04/02-06/04/2016	6.27
				INV	WATER CLUB AT VICTORIA AVE 04/02-06/04/2016	500.06
				INV	WATER FOR RESERVE AT 116 HACKETT FROM 04/02-06/04	437.44
				INV	WATER FOR CENTRE AT MELVISTA FROM 04/02-06/04/2016	297.85
				INV	WATER AT SPORTS GROUND AT BEATRICE 04/02-06/2016	305.73
				INV	WATE FOR PARK MELVISTA AVE FROM 04/02-06/04/2016	498.45
				INV	BOWLING CLUB AT R15752 SMYTH ROD NEDLANDS LOT	555.32
				INV	WATER CAFE AT 278 MARINE PDE 28/01-29/03/2016	6,334.54
				INV	WATER FOR HALL AT 45 MONASH FROM 19/01-16/03/2016	189.65
				INV	WATER FOR 282 MARINE PDE FROM 28/01-29/03/2016	936.36
				INV	BOWLING CLUB AT JUTLAND PDE DALKEITH LOT 10693 RES	265.96
60380	HESTER MURREY	20/04/2016	-77.50	INV	3 YEAR REGISTRATION FEE - YEAR 1	77.50
60381	PERTH MILITARY MODELLING SOCIETY	20/04/2016	-38.00	fund	OVERPAYMENT MADE ON 27/11/2016, RECEIPT 463047.	38.00
60382	DALLAS E HICKMAN	20/04/2016	-79.00	INV	REFUND GOING PLACES TOUR NOT REQUIRED	79.00
60383	CITY OF NEDLANDS - CASH CHEQUE / PE	28/04/2016	-800.05	INV	RECOUP PETTY CASH- NCC 18/04/2016	281.30
				INV	PETTYCASH LIBRARY	335.00
				INV	PETTYCASH TRESILLIAN	183.75
60384	WATER CORPORATION	28/04/2016	-2,816.08	INV	WATER CHARGES ROUNDABOUT ADERDARE RD 15/02-08/04	75.35



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				INV	WATER FOR RESERVE AT GRANBY CR 22/02-15/04/2016	599.93
				INV	GARDEN AT PRINCESS RD 16/02-15/04/2016	20.93
				INV	WATER FOR ROAD VERGE 999 PRINCESS RD 16/02-15/04/2	10.47
				INV	WATER RAOD VERGE AT DALKEITH FROM 16/02-18/04/2016	159.07
				INV	WATER MEDIAN STRIP AT FLORENCE RD 16/02-18/04/2016	18.84
				INV	WATER HALL AT 62 STIRLING FROM 17/02-18/04/2016	290.76
				INV	WATER RESERVE 60 STIRLING HWY FROM 17/02-18/04/16	189.97
				INV	WATER GARDEN 1-9 STIRLING FROM 16/02-18/04/2016	251.80
				INV	WATER VERGE 999 DALKEITH FROM 16/02-18/04/2016	12.56
				INV	WATER CENTRE AT 21-23 TYRELL ST 17/02-18/04/16	776.98
				INV	WATER ROAD VERGE 1 BRUCE ST 17/02-18/04/2016	20.93
				INV	WATER CAR PARK AT 17 COOPER FROM 17/02-18/04/16	177.91
				INV	WATER ROAD VERGE 1 STANLEY 16/02-18/04/2016	14.65
				INV	WATER FOR KINDERGARTEN AT 1670 PRINCESS RD 17/02-	195.93
60385	MRS P GILBERT	28/04/2016	-24.00	fund	REFUND FOR OVERPAYMENT	24.00
			Total CHEQUE			-\$27,859.70
EFT						
PY01-20	NAB - MUNICIPAL ACCOUNT	05/04/2016	-318,610.51			
PY99-21	NAB - MUNICIPAL ACCOUNT	06/04/2016	-2,515.76			
PY01-21	NAB - MUNICIPAL ACCOUNT	19/04/2016	-328,665.32			
842	EFT TRANSFER: - 01/04/2016	01/04/2016	-613,180.87			
				842.100-01	Advantech Mobile Auto Electrics	
				INV	Remove u/s rear warning alarm, supply and wire up	315.00
				842.10099-01	Water Filter Warehouse	
				INV	Counter top service	55.00
				842.10428-01	Roads 2000	
				INV	Supply and lay 7mm Dense Grade - Greenville Stree	35,331.57
				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	190,681.18
				INV	Supply and Lay 7mm SMA - Greenville Street	27,323.22



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					842.10731-01 Green Skills (Eco Jobs)	
				INV	Contractor work payment	565.41
					842.10843-01 Volunteering WA	
				INV	Implementing the National Standards for Volunteer	25.00
				INV	National standards for volunteer involvement	440.00
					842.11410-01 Hays Specialist Recruitment Aust Pt	
				INV	Labour Hire Service - John Miller - 18.75 hrs W/E	717.34
				INV	pay for Claire Bock W/E 06/03/2016	2,344.24
				INV	To provide a Technical Services Officer from	2,375.49
				INV	Pay for John Miller W/E 06/03/2016	669.52
					842.11421-01 Waterlogic Australia	
				INV	Water filter- 01/03/2016 to 31/03/2016	680.90
					842.11686-01 Mercer Australia Pty Ltd	
				INV	Training registration for Melika Mansfield -	1,195.00
					842.11849-01 Marfleet Distributing Co Pty Ltd	
				INV	RDX2053SM front disc pad sets (6 off) suit triton	369.60
					842.12026-01 Bolinda Publishing Pty Ltd	
				INV	Nedlands Library - Bolinda Large Print and Audio	391.60
					842.12532-01 Total Eden Pty Ltd	
				INV	Sprinkler Gear Drive	2,059.20
				INV	Swanbourne Estate - Sprinklers pipe and fittings	802.07
					842.12628-01 Diamond Hire	
				INV	Summer Concerts 2016- Generator Hire	440.00
					842.12642-01 Domain Catering	
				INV	Catering for Councillor Briefing Meetings	415.00
					842.12648-01 Mt Claremont Newsround	
				INV	31/01/2016 to 27/02/2016	36.82
					842.12677-01 Wilson Security	
				INV	Nedlands Library - Wilson Security for late night	377.25
				INV	Unlock and Lock gate at Swanbourne Beach Overflow	241.01
				INV	Mt Claremont Library - Wilson Security for late	231.52
					842.12682-01 Synergy	
				INV	Electricity for Moss Vale from 08/01-10/03/2016	83.80
				INV	Electricity for Grasby st 08/01-10/03/2016	84.40
				INV	Electricity for 84 Beatrice rd from 12/02-10/03/16	317.75
					842.12693-01 Photo Perth Wholesale Pty Ltd	
				INV	Archival stationery 6x4 photopage 100 pack centre	249.42
					842.12735-01 Comfort Keepers	



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				INV	02/03/16 to 03/03/16	193.41
				842.12754-01	Armaguard	
				INV	Banking pickup - February 2016	1,166.80
				842.12777-01	Perth Irrigation Centre	
				INV	Lesley Graham Reserve- Jumbo valve pits &	426.52
				INV	Street verges - Variety of nozzles (35) for	176.75
				842.1280-01	Chubb Fire & Security Pty Ltd	
				INV	Fire panel maintenance at Admin	332.31
				INV	Fire equipment testing- College park family centr	111.08
				842.12884-01	CY O'Connor Institute	
				INV	Reptile handling - Adam Greentree	456.42
				842.12896-01	Chandler MacLeod Limited	
				INV	Pay for Joe Hodges - W/E 28/02/16	2,221.19
				842.12918-01	GLG GreenLife Group Pty Ltd	
				INV	Landscape Maintenance for month Feb 2016	7,609.22
				842.12975-01	Innova Group Pty Ltd	
				INV	Supply of table trolley Collegians change rooms	1,155.00
				842.13095-01	Rentokil Initial Pty Ltd	
				INV	interior plantscape - 01/03/2016- 31/03/2016	358.30
				842.13129-01	Quality Traffic Management Pty Ltd	
				INV	Installation, maintenance and removal of traffic	1,455.57
				INV	Crew of two traffic controllers, one vehicle and	11,138.92
				842.13254-01	Murphy Painting & Decorating	
				INV	Painting of rooms at PRCCC,Painting admin receptio	2,577.00
				842.133-01	Alinta Energy	
				INV	Gas charges for Lot 5837 Beatrice from 16/02-18/03	13.15
				INV	Gas charges for u b 60 Stirling 02/12-03/03/2016	36.30
				INV	Gas charges for Melvista ave 14/12/15-16/03/16	50.25
				INV	Gas charges for 95 Waratah 10/12/15-14/03/2016	40.15
				842.13384-01	Harvey Fresh	
				INV	Staning Order - Weekly Milk Delivery	71.01
				INV	Standing order milk delivery	71.01
				842.13412-01	Quick Corporate Australia	
				INV	Stationery order for the Depot (Web order No.	110.95
				INV	Stationery	159.05
				842.13506-01	C Marinovich	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1	1,646.00
				842.13509-01	J K Wallis	



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				INV	Oral history interview transcription and photos	2,010.00
842.13534-01					Nu-Trac Rural Contracting	
				INV	Swanbourne Beach - 23 x beach cleans as	2,796.00
842.13537-01					First Five Minutes Pty Ltd	
				INV	Fire and Emergency Response Procedures and	3,447.06
842.13576-01					Buddys Bouncy Castles Pty Ltd	
				INV	Summer Concerts 2016- Buddy Bouncy Castles	880.00
842.13626-01					Poolegrave Signs & Engraving	
				INV	Unneiling stand hire - Opening event	198.00
842.13628-01					Liquor Barons Dalkeith	
				INV	Consumables - Pavilion opening	656.09
842.13733-01					West Coast Spring Water P/L	
				INV	part order for 5 months	23.25
				INV	part order for 5 months	38.75
842.13741-01					Dave's Landscaping & Brickpaving	
				INV	Crossover repair 18 coast rise swanbourne	770.00
842.13750-01					Testo Pty Ltd	
				INV	3 x testo 104IR temperature probes	568.70
842.13840-01					H M Andresen	
				INV	2 hours for taking down the summer concert	374.00
842.13863-01					G M S Security (WA) Pty Ltd	
				INV	Quarterly monitoring service from 01/04-30/06/2016	1,287.00
842.13869-01					Instant Products Hire	
				INV	On going: portable toilet hire for John 23rd depot	180.02
842.13936-01					Tenderlink.com	
				INV	Tenderlink upload Nedlands Bridge Club Ramp RFQ 2	165.00
842.13937-01					Doghouse Media Pty Ltd	
				INV	Website hosting plus support	2,409.00
842.13987-01					Childscapes	
				INV	QIP training and mentoring	650.00
842.14005-01					Perth Energy Pty Ltd	
				INV	Electricity for 181 Montgomery ave 05/02-03/03/16	3,907.51
842.14037-01					Beaver Tree Services Aust Pty Ltd	
				INV	Removal of illegal dumping - Beatrice Road near	660.00
				INV	removal of illegal dumping - 11 Bedford Street	220.00
				INV	Concentrate on horizontal limbs and poor cut limbs	524.70
				INV	surplus wood to be collected-Urgent call from Rang	1,841.95
				INV	removal stump grind	589.05



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				INV	Removal of illegal dumping - Pont Resolution	1,100.00
				842.14165-01	Bridgestone Select Nedlands	
				INV	Bridgestone supercats 195x15 8 ply . Strip, fit	580.00
				842.14170-01	Civcon Civil & Project Management	
				INV	DAVID CRUICKSHANK RESERVE REDEVELOPMENT - CARPARK	171,254.83
				842.14176-01	Advanced Consulting	
				INV	Meeting general call, documnetation reports review\	1,562.00
				842.14234-01	Insight Enterprises Australia Pty L	
				INV	Office 365 Year Subscription	6,861.36
				842.14379-01	Mr D Dunn	
				INV	Consultancy Work for Assistance with SharePoint	1,283.33
				INV	Consultancy Work for Assistance with SharePoint	1,416.67
				842.14432-01	Ampac Debt Recovery	
				INV	Legal fees for service of GPC (summons) to	142.34
				842.14468-01	Ricoh Australia Pty Ltd	
				INV	Transaction processed in Month Feb 2016	6,153.95
				842.1447-01	CJD Equipment Pty Ltd	
				INV	Supply of all materials, oils and labour	2,457.73
				842.145-01	Protector Alsafe Pty Ltd	
				INV	Supply of PPE for -Employee #	44.95
				842.14510-01	JB Hi-Fi Group Pty Ltd	
				INV	HP - 13-4112TU 13' SPECTRE X360 W10 - Lisa Olive	1,635.00
				842.14515-01	Programmed Integrated Workforce	
				INV	Weekending 28/02/16, L Pinca, Labourer parks and	1,579.40
				842.14535-01	Skyline Landscape Services	
				INV	Landscape maintenance for month of Feb 2015	4,291.25
				842.14602-01	Professional Tree Surgeons	
				INV	Removal of collapsed Platypus tree	341.00
				842.14674-01	Seashore Engineering Pty Ltd	
				INV	Foreshore management plan for Swan River	9,724.00
				842.14802-01	Kwik Kopy Centre - Perth CBD	
				INV	20 x prints of maps	374.00
				842.14840-01	Domain Glass Pty Ltd	
				INV	Fix balcony door at John Leckie pavilion.	220.00
				INV	Reglaze broken window at College park family	220.00
				INV	Fix Mt Claremont door from rubbing against	319.00
				842.14875-01	Andrea Vinkovic	



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				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2016	633.60
				842.14888-01	Corsign WA Pty Ltd	
				INV	Sign order 19/01/16	412.50
				842.14893-01	G. Tuke	
				INV	Line dance classes for affinity club Feb /2016	240.00
				842.14941-01	Swan Valley Cuddly Animal Farm	
				INV	Summer Concerts 2016 - Animal Farm x 4 concerts	1,996.00
				842.14972-01	Allwestplant hire Australia Pty Ltd	
				INV	Drainage Supervision - John XXiii Ave drainage	13,150.50
				842.14980-01	OSHGroup Pty Ltd	
				INV	Medical and Musculoskeletal - Mc Carney Bridget	275.00
				INV	Pre- employment medical assessment - Chole Curtin	335.50
				INV	Pre-employment medical assessment - Joe Hodges	335.50
				842.14984-01	Whiz Digital	
				INV	Production of all abilities play space	2,200.00
				842.14993-01	Marketforce	
				INV	Booking and placing of 5 months Nedlands News	1,996.49
				INV	Metro WA Post Newspapers - Proposed Amendments to	295.17
				INV	Summer Concerts 2016 - Multiple adverts - WSW	4,113.96
				INV	Employment Advertisement - Director Corporate and	1,969.30
				842.15006-01	Suez Recycling & Recovery Australia	
				INV	Environmental health purchase 2 x sharps paks	106.55
				842.15013-01	Time Equals Money	
				INV	Subjects of Note presentation Wednesday 9 March	385.00
				842.15046-01	Ramsay Health - Hollywood Hospital	
				INV	Rates Refund	4,860.93
				842.2075-01	Landgate	
				INV	Land enquiry and other DLI invoices	134.66
				842.2622-01	Fuji Xerox Australia Pty Ltd	
				INV	25 reams (5 boxes) of white A4 50% recycled paper	126.50
				INV	A4 white paper 50% recycled (30 reams, 6 boxes)	151.80
				842.2801-01	Glass's Guide	
				INV	Annual subscription Auto complete guide	833.80
				842.345-01	Environmental Health Aust WA Inc	
				INV	Legal Issues Masterclass - Shannon Berdal	300.00
				842.350-01	AIM - Australian Institute of Manag	
				INV	Excel essential training for Hamish	235.00
				842.3620-01	John Hughes	



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				INV	1230A114 oil filters (6 off) 1500A098 air	945.70
842.3840-01	Kenyon & Company Pty Ltd			INV	Narva rear warning horns. 4 off, Hella 7 pin	443.21
842.4500-01	McLeods Barristers & Solicitors			INV	Food Act Prosecution	10,361.67
				INV	Legal advice in relation to unauthorised	890.12
				INV	Siew N, Chew P, Watson P & R environmental	468.49
				INV	Legal fee Parking prosecution	754.31
842.4660-01	Modern Teaching Aids Pty Ltd			INV	Bouncing board 210 cm long x 24 cm wide	351.95
				INV	Wonky Walker Balance Bar 121 cm with cleats	351.95
842.6600-01	St John Ambulance Western Australia			INV	Annual first aid restock - Nedlands Library	150.20
				INV	Annual first aid restock - HR	317.33
				INV	First aid restocking - Council Fleet	2,053.01
				INV	Annual first aid restock - administration	110.74
				INV	Annual first aid restock - PROCC	251.02
				INV	Annual first aid restock - Tresillian Centre	216.53
				INV	Annual First Aid Restock - NCC	358.69
842.6983-01	Telstra Corporation Ltd			INV	Phone charges Feb-March 2016	134.10
842.741-01	Boyan Electrical Services			INV	Paul Hasluck - Replace faulty ballast, ignite, 3	734.12
				INV	Birdwood Parade - Replace faulty lamp	275.28
				INV	Peace Memorial Rose Garden- Replace 2 faulty	455.82
				INV	Electrical maintenance- Drabble house	159.04
				INV	Electrical maintenance- Mt Claremont playgroup	99.68
				INV	Electrical maintenance- Mt Claremont library	628.29
				INV	Loch & Carrington roundabout - Replace faulty PE	137.08
				INV	Baines Park - replace faulty lamp on pole next to	162.38
				INV	Broadway & The Avenue roundabout - Replace faulty	184.38
				INV	Blain Park - replace 2 faulty lamps with the aid	564.58
				INV	Electrical maintenance - Mt Claremont library	371.72
				INV	Melvista & Vincent Roundabout - Replace faulty	90.88
842.7675-01	Landgate - GRV			INV	GRV Valuation for 2015-16	156.63
842.785-01	Brooks Hire Service Pty Ltd			INV	Excavator hire Jenkins Road	2,553.32



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				842.8010-01	Staples Australia Pty Ltd	
				INV	STATIONERY	318.78
				842.8110-01	Wattleup Tractors	
				INV	404-040-750 mower deck drive belts. 6 off.	178.30
				842.8180-01	City Toyota	
				INV	90915-YZZD2 oil filters.. 6 off.	119.99
				842.8242-01	Western Metropolitan Regional Council	
				INV	Disposal cost - OCT/DEC 2015 e-waste Collection	1,164.55
				842.860-01	Bunnings Group Limited	
				INV	Brushes and screws for general maintenance	67.64
				INV	BUILDING SUPPLIES - Drabble house	56.38
				INV	Building supplies and materials - Administration	93.41
				INV	Building supplies and materials - Depot	37.95
				INV	BUILDING SUPPLIES	32.36
				842.8620-01	Zipform Pty Ltd	
				INV	PRINTING	5,178.60
				842.8639-01	Aged & Community Services WA Inc	
				INV	Symposium: Putting Business into your Home Care	495.00
				842.8759-01	Subtera Subsurface Locating	
				INV	Locating services - Stirling highway footpath	8,448.00
				842.880-01	Bunzl Limited	
				INV	TOILET SUPPLIES	28.44
				INV	TOILET SUPPLIES	989.93
845	EFT TRANSFER: - 07/04/2016	08/04/2016	-326,894.03	845.100-01	Advantech Mobile Auto Electrics	
				INV	Remove u/s hour meter, supply and fit new VDO	415.00
				INV	Test and remove u/s batteries. Supply and fit new	449.00
				INV	Test and remove u/s battery. Supply and fit new	327.00
				845.10731-01	Green Skills (Eco Jobs)	
				INV	Maintenance staff Hollywood Reserve	728.97
				INV	Maintenance Staff Masons Gardens 29/02/2016	217.03
				INV	Weed control and firebreak maintenance Pine Tree	186.84
				845.1104-01	Cat Haven	
				INV	Cat Haven Pound Fee 2015/16	300.00
				845.11410-01	Hays Specialist Recruitment Aust Pt	
				INV	Pay for Oliver Streppel - W/E 13/03/2016	229.55
				INV	Pay for Oliver Streppel W/E 20/03/2016	879.93
				INV	Pay for John Miller W/E 14/02/2016	937.32
				845.11559-01	Icon Septech Pty Ltd	



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				INV	Combination Grate & Side entry cover slab	1,320.00
				845.11598-01	WA Genealogical Society Inc	
				INV	Associate Membership renewal 2015 to 2016	100.00
				845.11634-01	Ms N Horley	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.11849-01	Marfleet Distributing Co Pty Ltd	
				INV	PBR CA 14 brake servo unit for trailer fleet 617	1,055.00
				INV	RDB 1934 and RDB2090 brake pads 2 off each	176.00
				845.11899-01	Taylor Burrell Barnett	
				INV	Stirling Highway Activity Corridor - Planning and	14,300.00
				INV	Stirling Highway Activity Corridor - Planning and	12,617.00
				845.11954-01	Carealot Home Health Services Pty L	
				INV	Casual Domestic Assistance to HACC clients	121.00
				845.12026-01	Bolinda Publishing Pty Ltd	
				INV	Nedlands Library- Bolinda large print and audio	289.77
				845.12079-01	Complete Pest Management Services	
				INV	Ant & pest treatment - 1125413	198.00
				845.12118-01	Councillor I Argyle	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.12120-01	Mr B G Hodsdon	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.12317-01	Techsand Pty Ltd	
				INV	Construct 1.5 metre wide footpath in Greenville	18,884.67
				845.12357-01	Nedlands Newspaper Delivery	
				INV	Newspaper delivery 24/01/2016-27/02/2016	358.77
				845.12427-01	R Hawker	
				INV	Volunteer vehicle reimbursement	28.49
				845.12447-01	Replas WA	
				INV	Supply 16 x bollards 125mm square x 1.5 m	778.27
				845.12532-01	Total Eden Pty Ltd	
				INV	Swanbourne Estate - Sprinklers pipe and fittings	1,519.12
				845.12544-01	Councillor T P James	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.12546-01	Greenway Enterprises	
				INV	Supply 2 Cartons (24 cans) orange fluoro survey	145.99
				INV	Coir Logs and Jute Mesh	1,621.20
				845.12682-01	Synergy	
				INV	Electricity 09/01/2016 to 22/03/2016	7,102.85



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				INV	Lot 368 Kirkwood Rd Swanbourne20/01/16 to 18/03/16	1,202.35
				INV	20/01/16 18/03/16 - Lot 11694 U Ts Montgomery Ave	277.50
				845.12735-01	Comfort Keepers	
				INV	domestic assistance 11/03/2016 INV 36384	312.10
				INV	Provision of DomesticAssistanc 21/03, 22/03, 23/03	338.48
				INV	Domestic Assitance 15/03/16-18/03/16 inv 36441	479.14
				845.12825-01	A Evans	
				INV	Tresillian Arts Centre - Term 1 2016 Tutor	404.00
				845.12896-01	Chandler MacLeod Limited	
				INV	Pay Joe Hodges - W/E 06/03/2016	2,809.15
				845.12914-01	The Worm Shed	
				INV	Warm farm order 64 Kingsway, 75 Birkdale and 3 Dun	741.00
				845.12985-01	Mr R M Hipkins	
				INV	Monthly Councillor Allowance 2015/16	7,973.75
				845.13014-01	Nespresso Professional	
				INV	10 boxes (50 capsules per box) Lungo Leggero	310.00
				845.13129-01	Quality Traffic Management Pty Ltd	
				INV	Traffic management John XXIII Ave Drainage	4,582.19
				845.13217-01	J Brown	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1	480.00
				845.13220-01	Lightning Towing	
				INV	Standing Order - Abandoned Vehicle Towing	277.75
				845.13267-01	Dept of Transport	
				INV	Vehicle Search Fee	18.80
				845.13306-01	Mr R M Binks	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.13384-01	Harvey Fresh	
				INV	Standing Order- Weekly Milk Delivery	71.01
				845.13402-01	Wavesound Pty Ltd	
				INV	Library stock adult Nedlands	564.30
				INV	Renewal transparent languages and universal class	3,300.00
				845.13437-01	Mowmaster Turf Equipment	
				INV	Honda rotary mower discharge flap and mounting	130.35
				845.13611-01	United Equipment Pty Ltd	
				INV	Supply and fit new operators safety seat to Depot	877.66
				845.13626-01	Poolegrave Signs & Engraving	
				INV	Supply 1 x engrave plaque as specified for	319.00
				845.13720-01	WA Bluemetal	



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				INV	Road base for Jenkins road project	2,456.86
				845.13733-01	West Coast Spring Water P/L	
				INV	Part Order for 5 months	31.00
				845.13769-01	EEO Specialists Pty Ltd	
				INV	Attendance for Nana McIntosh - Grievance Officer	3,283.50
				845.13802-01	Kool Digital Graphics	
				INV	Design of shelf readers	82.50
				INV	Graphic design for native plant subsidy scheme 15	99.00
				INV	Point Resoultion child care logo and signage	825.00
				845.13856-01	Councillor J Porter	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.13857-01	Councillor L McManus	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.13895-01	Ms M B Hulls	
				INV	50% mobile phone charges - February 2016	93.44
				845.14004-01	Drainflow Services Pty Ltd	
				INV	Educting controlled waste 05/02/16 - D107208	288.75
				INV	City wide educting program 25/02/16 - D107210	880.00
				INV	Educting 210 pits@ \$18 per - D107211	4,158.00
				INV	Educting pits 24/02/16- D107209	330.00
				845.14050-01	Subway Claremont	
				INV	YAC meeting 13.01	70.00
				845.14052-01	Mr G K Trevaskis	
				INV	internet 08032016	59.95
				845.14123-01	J D Wetherall	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.14232-01	Mr G Hay	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.14233-01	Ms K A Smyth	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.14241-01	King.S Contracting	
				INV	Restore any damage to verges and reticulation to	3,477.65
				845.14325-01	All Auds Super Fund	
				INV	Monthly Councillor Allowance 2015/16	2,180.00
				845.14358-01	Ms N Butcher	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1	2,080.00
				845.14393-01	Hudson & Hughie Pty Ltd	
				INV	Catering for All Abilities Partnership Meeting	168.00



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				845.14458-01	K K Li	
				INV	Volunteer vehicel reimbursement	106.92
				845.14462-01	Ms N Grant	
				INV	Tresillian Arts Centre - Tutor Fees Term 1 2016	879.00
				845.145-01	Protector Alsafe Pty Ltd	
				INV	Supply of PPE for Clayton Chansaw - 2186 1 x	97.90
				845.14515-01	Programmed Integrated Workforce	
				INV	Permanent placement fee for Lauro Pinca	1,980.00
				INV	Pay for Pinca Lauro W/E 13/03/2016	1,184.56
				845.14518-01	Mr I De Souza	
				INV	Tresillian Arts Centre - Tutor Fees Term 1 2016	2,666.40
				845.14693-01	Easifleet	
				INV	Payment of car lease for Paul Busby Emp 335	469.76
				845.14732-01	Ms M Smith	
				INV	TresillianArts Centre - Tutor Fees - Term 1	1,212.00
				845.14745-01	Vivid Promotions	
				INV	250 promotional dog bags	1,112.10
				845.14802-01	Kwik Kopy Centre - Perth CBD	
				INV	500 printed Books on Wheels brochures - January	401.50
				INV	1000 Library Information Brochures	422.40
				845.14856-01	Quik Impressions	
				INV	DI reply paid envelopes (3,000)	274.11
				845.14879-01	Stylus Design	
				INV	SUmmer concerts 2016- Photography Dot Bennett	302.50
				INV	Design and file preparation of All Abilities	181.50
				INV	Design of Logo and Banner for Nedlands Library	181.50
				845.14932-01	Aus Chill Technical Services Pty Lt	
				INV	Air conditioning maintenance - NCC	187.00
				845.14952-01	Mr W R Hassell	
				INV	Monthly Councillor Allowance 2015/16	3,467.50
				845.14984-01	Whiz Digital	
				INV	Production of All Abilities video - extra filming	2,380.40
				845.14993-01	Marketforce	
				INV	Summer Concerts 2016 - Additional newspaper multip	1,037.47
				845.15003-01	Engineering Design Consultancy Pty	
				INV	Proposed Office Alterations 71 Stirling Hwy	990.00
				845.15005-01	Becarwise	
				INV	Car lease Greg T - 30/03/2016	1,100.11



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845.15008-01	All Earth Group Pty Ltd					
INV					Waste removal from John XXIII Depot	4,824.66
845.15010-01	AHG TRADE PARTS PTY LTD					
INV					S74Q6744BC oil filters 4 off. BG9601C air filters	250.05
845.15018-01	Sarah Romaniello					
INV					Sarah Romaniello contract relief Environmental	2,135.00
845.15037-01	Mr P J Cornish					
INV					Oral History with Swanbourne Surf Life Saving	560.00
845.15041-01	Captain Stirling IGA					
INV					Catering for Volunteer Managers Network Meeting -	57.56
845.15051-01	Mr P J Weston					
INV					Rates Refund	1,741.72
845.15052-01	Life Cykel					
INV					Earth Hour Mayo sponsored event - Hire Cykel	350.00
845.15054-01	CGU Insurance Limited					
INV					Excess for damage 1 DFX243 - CGU160748763	2,000.00
845.2262-01	Elliott's Irrigation Pty Ltd					
INV					Dot Bennett Park - Iron filtration services on	236.50
845.2622-01	Fuji Xerox Australia Pty Ltd					
INV					4 x boxes (20 reams) white 50% recycled A4 paper	101.20
845.380-01	Australian Taxation Office					
INV					Payroll Deduction	101,198.84
INV					Payroll Deduction	3,797.15
845.4040-01	The Lane Bookshop					
INV					Nedlands Library - Lane Book Shop Adult Fiction	19.99
845.4660-01	Modern Teaching Aids Pty Ltd					
INV					furniture- PRCC (tables and chairs)	935.77
845.5080-01	Oce Australia Ltd					
INV					SO Basic Charges for Admin OCE printer - 46419	187.00
INV					SO 2015 Bais Charges at Depot - 46416	187.00
845.6600-01	St John Ambulance Western Australia					
INV					First Aid course Chris Batchem	199.00
INV					First aid refresher training program - Chris	160.00
INV					First Aid Refresher Training Raewyn, Chris, Caris	160.00
845.741-01	Boyan Electrical Services					
INV					North & Marine Roundabout	90.88
INV					Dot Bennett Park - replace faulty ignitor & lamps	249.28
INV					Electrical maintenance- Hackett hall	1,191.91



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				INV	Electrical maintenance- depot	122.78
				INV	Swanbourne Beach Reserve - replace 2 faulty	853.60
				INV	Mason Gardens - Replace faulty lampholder and 3	622.48
				845.760-01	Brealey Plumbing Service	
				INV	Repairs to Swanbourne Beach Shower	121.00
				845.785-01	Brooks Hire Service Pty Ltd	
				INV	Excavator hire Barcoo Road Jenkins rd 29/02/2016	1,485.66
				845.8010-01	Staples Australia Pty Ltd	
				INV	STATIONERY	144.38
				845.860-01	Bunnings Group Limited	
				INV	materials for depot	27.08
				INV	materials for depot	69.11
				INV	BUILDING SUPPLIES	61.74
				845.9872-01	Civica Pty Ltd	
				INV	Business Intelligence solutions & excel report	12,669.75
				INV	16/17 Civica ASA support annual account Top Up	33,000.00
				INV	Business Process Services - Authority Support	3,329.36
846	EFT TRANSFER: -	15/04/2016	-373,919.49	846.10210-01	Educational Experience Pty Ltd	
				INV	children furniture - (charis)	1,041.92
				846.10859-01	CSP Industries Pty Ltd	
				INV	2 stroke 50.1 oil x 10 liters. 2 off includes	293.00
				INV	StihlFS85R+HL.trading FS85R+HL s/no	909.00
				846.11182-01	Toolmart Australia Pty Ltd	
				INV	Arbotech brick saw for Admin work	1,194.00
				846.11284-01	Australia Post	
				INV	Total Supply ending 31/03/2016	7,384.00
				846.11410-01	Hays Specialist Recruitment Aust Pt	
				INV	Pay for Claire Bock W/ E 27/03/2016	1,875.39
				INV	Pay for Claire Bock W/E 13/03/2016	1,969.17
				INV	Pay for Claire Bock W/E 14/02/2016	2,375.49
				INV	Pay for Claire Bock W/E 21/02/2016	2,375.49
				INV	Pay for Claire Bock W/ E 03/04/2016	1,875.39
				846.11421-01	Waterlogic Australia	
				INV	Cups for water dispenser machine 2 x boxes	153.98
				846.115-01	AJ Auto & Marine Upholstery	
				INV	Canvas Seat Covers - Ford Rangers	1,474.00
				846.11528-01	University of WA	
				INV	Kidsport voucher Harvey Sampson	200.00



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					846.11559-01 Icon Septech Pty Ltd	
				INV	Universal side entry fram- Barco Avenue	1,518.00
				INV	Combination Grate & Side entry cover slab	3,960.00
					846.11795-01 Mr J Donaldson	
				INV	RUBBISH COLLECTION	800.00
				INV	Standing Order 2015/16 Illegal	50.00
					846.11954-01 Cerealot Home Health Services Pty L	
				INV	Casual Domestic Assistant - 27/02/16 to 11/3/16	486.20
					846.12079-01 Complete Pest Management Services	
				INV	Ant & pest treatment- Mt Claremont Changerooms	195.00
				INV	Ant & pest treatment- Cruikshank	195.00
				INV	Pest treatment - JC Smith Public Toilets	195.00
				INV	Ant & pest treatment- PRCCC	195.00
				INV	Ant & pest treatment- John Leckie	195.00
				INV	Ant & pest treatment- NCC	198.00
				INV	Ant & pest treatment- Cruikshank	195.00
					846.12250-01 A P Constructions	
				INV	Remedial works to peace memorial rose garden seat	1,870.00
					846.12333-01 City Rubber Stamps & Trophies	
				INV	Color Printer 25 (stamp) for Robert Baker	53.70
					846.12379-01 Public Transport Authority WA	
				INV	Black spot project - upgrade of Stirling Highway	118,800.00
					846.12413-01 Cannon Hygiene Australia Pty Ltd	
				INV	Cleaning service quarterly invoice from 01/03/2016	1,268.41
					846.12427-01 R Hawker	
				INV	Volunteer vehicle reimbursement	54.12
					846.12472-01 WA Events & Projects	
				INV	Summer Concerts 2016 - Denyse McClements- Events	11,175.00
					846.12642-01 Domain Catering	
				INV	Catering for Councillor Briefing Meetings	415.00
					846.12644-01 Insight CCS	
				INV	After hour call service - February 2016	436.15
					846.12682-01 Synergy	
				INV	Electricity charges for various locaiton	3,674.48
					846.12771-01 Precision Laser Systems	
				INV	Purchase of Leica Rugby Dual Grade Rotating Laser	5,483.50
					846.12826-01 C Schilizzi	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1	3,816.00



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					846.12914-01 The Worm Shed	
				INV	Worm Farm order for 27 Bruce street Nedlands	247.00
					846.12964-01 Barrie's Driving Academy	
				INV	Volunteer bus driver practical driving assessment	176.00
					846.13010-01 Spot on Print	
				INV	250 single sided business cards and delivery charg	486.00
					846.13016-01 Opus International Consult PCA Ltd	
				INV	Swanbourne High school estate parking and traffic	825.00
					846.13129-01 Quality Traffic Management Pty Ltd	
				INV	20454 Jenkins	23,456.65
				INV	20313 Kinninmont Ave	6,936.35
				INV	20508 Drainage Asset Investigation	374.00
				INV	Installation, maintenance and removal of traffic	2,621.10
				INV	20508 Drainage Asset Investigation	3,794.63
					846.133-01 Alinta Energy	
				INV	24/12/16 to 31/03/16	110.35
					846.13327-01 By Word of Mouth Catering	
				INV	Catering for Council Meetings	847.00
					846.13384-01 Harvey Fresh	
				INV	Standing Order -Weekly Milk Delivery	71.01
					846.13404-01 Apple Pty Ltd	
				INV	4x Iphone 6 plus (silver & space grey)	4,228.40
					846.13412-01 Quick Corporate Australia	
				INV	Stationery various offices	213.48
					846.13428-01 Lock Stock & Farrell Locksmith Pty	
				INV	7x locks & 10 x keys	344.60
				INV	Health sectiion - service call metro and gain	120.00
					846.13775-01 Australia Post - 604909	
				INV	Standing order - Reply Paid letters - Small	36.40
					846.13777-01 Covs Parts Pty Ltd	
				INV	GM 92149006, 92066873 (2 each). BB3Q6744BA (6	34.93
				INV	GM 92149006, 92066873 (2 each). BB3Q6744BA (6	246.08
				INV	PBR QR1 air valve 229860. Trailer Fleet No 617.	14.71
				INV	BF 500ml Dot 4 brake fluid. 6 x 500 ml bottles.	38.68
				INV	GM 92149006, 92066873 (2 each). BB3Q6744BA (6	121.88
					846.13813-01 Ms J A Heyes	
				INV	Mobile reimburse- Nov15, Jan15, Feb15, Mar15	320.00
					846.13946-01 Plants and Garden Rentals	



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				INV	Desktop planter, Roman Trough, Wedge planter hire	281.60
846.13992-01	Get Wet Ponds & Aquariums			INV	Standing Order - Service for Aquariums	82.50
846.14005-01	Perth Energy Pty Ltd			INV	Electricity charges various locations 25/02-24/03/04/03/2016 to 04/04/2016	7,696.40
				INV		3,848.01
846.14052-01	Mr G K Trevaskis			INV	Internet - March 2016	59.95
846.14080-01	Randstad			INV	relief staff Tanesha (7.5 hrs)	313.34
846.14145-01	Mr F Tizon			INV	Volunteer vehicle reimbursement	168.30
846.14164-01	Ms S Hibbert			INV	Tresillian Arts Centre- Term 1 2016 - Tutor	1,596.00
846.14165-01	Bridgestone Select Nedlands			INV	20 x 8 x 10 2 off, 11 x 4 x5 2 off Turf tyres.	340.00
846.14176-01	Advanced Consulting			INV	OSH consulting service meeting 04/04/16	574.20
846.14222-01	Converged Communication Network			INV	Project- Customer service IP telephony Elite	15,884.07
846.14432-01	Ampac Debt Recovery			INV	Submission of Judgement to the court fees	220.00
846.14451-01	Cleandustrial Services Pty Ltd			INV	Cleaning services for month Feb2016	36,229.43
846.14492-01	Subaru Osborne Park			INV	15208AA 160 OilFilters (10 off). 16546AA120 Air	853.20
846.145-01	Protector Alsafe Pty Ltd			INV	SAFETY CLOTHING	175.85
846.14506-01	Willis Australia Ltd			INV	Additional contribution for workers compensation	8,646.87
846.14510-01	JB Hi-Fi Group Pty Ltd			INV	Apple iPad Air2 125 GB wifi & cellular Gold	1,045.00
846.14515-01	Programmed Integrated Workforce			INV	Pay for Pinca Lauro W/E 20/03/2016	1,951.03
				INV	Pay for Pinca Lauro W/E 27/03/2016	975.51
846.14681-01	Internode Pty Ltd			INV	internode IBC access and hardware management	12,902.00
846.14684-01	JB Hi Fi Claremont					



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				INV	Nedlands and MT Claremont library stock take	994.36
846.14709-01					Swan Marquees and Party Hire	
				INV	Marquees and accessories for Splashfest 1 x	5,512.85
846.14730-01					Mr J C Cullinane	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2016	633.60
846.14741-01					Mr G Crowe	
				INV	Tresillian Art Centre - Tuition Fees - Term 1 2016	1,008.00
846.14765-01					Westside Sound and Image	
				INV	Remove outdated cradles, supply	2,395.00
846.14766-01					TransAct Capital Communications Pty	
				INV	Transact Mobile Voice and Date services bill	3,233.98
846.14831-01					Julie Cutler	
				INV	Tresillian arts centre tutor fees term 1 2016	318.00
846.14858-01					Aha! Consulting	
				INV	Quote to undertake elected membe training	770.00
846.14888-01					Corsign WA Pty Ltd	
				INV	pole and sticker order	928.40
846.14915-01					Sugarman Group	
				INV	relief Lydia 10/3/16 505 hrs	242.00
846.14932-01					Aus Chill Technical Services Pty Lt	
				INV	Air conditioning maintenance - Tresillian	154.00
846.14980-01					OSHGroup Pty Ltd	
				INV	Pre- employment medical - Emily Wilson	275.00
846.14988-01					Visimax	
				INV	1 x Microchip Reader	453.00
846.14993-01					Marketforce	
				INV	15x3 ad in The Post 27 February	610.49
846.15019-01					Moore Stephens (WA) Pty Ltd	
				INV	Management Reporting & Financial Reporting	1,760.00
				INV	Management reporting & financial reporting	2,090.00
846.15028-01					FSP Australia Pty Ltd	
				INV	OZCHO55Y Wheel Chocks complete with OZCHB055	3,534.30
846.15031-01					CG Cre8	
				INV	Splashfest Promo	270.00
846.15035-01					Wren Design Group	
				INV	Printing approx. 12,000 DL Flyers coloured both	1,240.80
				INV	Brochure design of A2 document. Layout of	742.50
				INV	Graphic Design for DL Flyer double sided full	555.50



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					846.15061-01 Estate of N W Plummer	
				INV	Rates Refund	1,919.43
					846.2048-01 Tillys Home Helpers	
				INV	Provision of Gardening Service to HACC clients	1,113.75
					846.2622-01 Fuji Xerox Australia Pty Ltd	
				INV	Fuji copy charges	1,245.76
					846.3250-01 linet Ltd	
				INV	Westnet - Monthly Charges for SIP Trunk Group	1,511.76
					846.350-01 AIM - Australian Institute of Manag	
				INV	TRAINING -SEMINARS/COURSES, Catering	235.00
					846.360-01 Australia Post	
				INV	6 Months standing order - Mail	486.37
					846.5716-01 Professional PC Support	
				INV	April 2016 WSLG Amlib library management system	960.64
				INV	COMPUTER EQUIPMENT/MTCE	956.93
					846.6482-01 Shire of Peppermint Grove	
				INV	Contribution to Halloween event 2015	550.00
					846.6820-01 Swanbourne Veterinary Centre	
				INV	POUND FEES - Feburary 2016	102.30
					846.741-01 Boyan Electrical Services	
				INV	Electrical maintenace - John Leckie	227.21
				INV	Electrical Maintenance - Admin	99.68
				INV	Supply and install LED floodlights - Depot	1,030.02
				INV	Electrical maintenance - Nedlands Library	344.56
				INV	Melvista & Bruce Roundabout - Replace 1 igniter,	264.26
				INV	Birdwood Parade Reserve (Gun Park) - Attend	344.96
				INV	Genesta Park - replace 2 faulty lamps, 1 lamp	853.45
				INV	Melvista Car Park - Replace 5 faulty lamps on	743.51
				INV	Electrical maintenance-Admin	155.78
				INV	Electrical maintenance-Admin	294.98
				INV	Installation of two hotplates and GPOS at	980.91
				INV	Electrical maintenance- Nedlands Library	184.38
				INV	Princess & Stanley Roundabout - Replace faulty PE	140.38
				INV	Princess & Bruce Roundabout - Replace 1 igniter,	548.75
					846.760-01 Brealey Plumbing Service	
				INV	Damaged water line in ceiling - Tresillian	484.00
				INV	Plumbing maintenance at Nedland Library	253.00
					846.7675-01 Landgate - GRV	



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				INV	GRV valuation for 2015-16	281.88
				846.8010-01	Staples Australia Pty Ltd	
				INV	Protective disposable gloves, shoes covers	61.57
				INV	Protective disposable gloves	179.15
				INV	STATIONERY	72.69
				INV	Tresillian Arts Centre - Stationery	96.86
				INV	Various stationeries	98.53
				846.8169-01	Westbooks	
				INV	Mt Claremont Library - West Books Adult Fiction	147.60
				INV	Nedlands Library - West Books Adult Fiction and	386.23
				846.860-01	Bunnings Group Limited	
				INV	Building products and materials for Dalkeith hall	25.68
				INV	Building products and materials for John Leckie	48.46
				INV	parts for pine tree park	81.64
				INV	Building products and materials for Mt Claremont	35.58
				INV	materials for pine tree park	13.68
				INV	Building products and materials for Allen park	31.92
				INV	Building products and materials for the depot.	46.40
				INV	Building products and materials for PRCC.	45.24
				INV	Building products and materials for PRCC.	46.36
				INV	Building products and materials for PRCC.	513.42
				846.8759-01	Subtera Subsurface Locating	
				INV	Locating Services - Barcoo Avenue -Doonan Road	643.50
				INV	Locating services - Jenkins Avenue - Waroonga	1,320.00
				846.9872-01	Civica Pty Ltd	
				INV	Authority Managed Services MS- DR Admin	4,738.37
				INV	Client server tools - 4Js May 2016 - April 2017	3,394.28
847	EFT TRANSFER: - 20/04/2016	21/04/2016	-206,447.75	847.10056-01	City of Nedlands - Social Club	
				INV	Payroll Deduction	6.00
				INV	Payroll Deduction	342.00
				INV	Payroll Deduction	336.00
				847.10731-01	Green Skills (Eco Jobs)	
				INV	Pay maintenance staf- 15/02, 18/02, 22/02	883.92
				INV	Maintenance staff Mason Gardens 18/03/2016	173.62
				INV	Pay casual staff for resotration work - 15/03/2016	130.22
				847.10786-01	Verti-Turf	
				INV	Turf renovation - Highview PK	868.75
				INV	Turf renovation- Charles Crt Reserve	4,031.00



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847.10859-01					CSP Industries Pty Ltd	
INV					Stihl HS82R 750 mm Hedge Trimmer & Delivery	1,023.00
847.11097-01					Friends of Allen Park Bushland	
INV					Admin assistance grant from City of Nedlands	380.00
847.11296-01					Budget Rent a Car	
INV					Rental of 4 cyl sedan for 1 month on res	1,064.80
847.11410-01					Hays Specialist Recruitment Aust Pt	
INV					pay for Claire Bock W/E 20/03/2016	2,344.24
847.11559-01					Icon Septech Pty Ltd	
INV					Combo SE cover	660.00
847.11689-01					AFTC Publishing Pty Ltd	
INV					Australian Family Tree Connections magazines July	74.00
847.12023-01					Terrace Photographers Pty Ltd	
INV					Print and frame Mayor and councillor photos for	511.50
INV					Print 20 photos of Mayor and councillors to	325.00
847.12292-01					Charles & Veronica Soto	
INV					Volunteer account February - Tresillian Art	367.50
847.12317-01					Techsand Pty Ltd	
INV					Removal and disposal of approximately 100m2 of conc	2,108.00
847.12451-01					GHD Pty Ltd	
INV					rockway Road Landfill - CSM & GME	3,553.00
847.12546-01					Greenway Enterprises	
INV					Mt Claremont Oval erosion control	793.36
847.12682-01					Synergy	
INV					Electricity for 84 Beatrice from 11/03 to 07/04/16	349.05
847.12735-01					Comfort Keepers	
INV					Provision of domestic assistance to HACC clients	650.57
847.12765-01					Perthwaste Pty Ltd	
INV					SO 2015/16 - March 2016	9,351.49
INV					Mixed recycle and greenwaste	2,097.39
847.13014-01					Nespresso Professional	
INV					10 boxes (50 capsules per box) Lungo Leggero	607.60
847.13129-01					Quality Traffic Management Pty Ltd	
INV					Traffic control for Drainage SEP repair 11 Leon	1,704.47
847.133-01					Alinta Energy	
INV					Gas charges for Shann st from 07/01 to 08/04/2016	36.30
847.13382-01					H & L Glass	
INV					Replacement of windscreen glass on Hino 300	440.00



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847.13384-01	Harvey Fresh					
	INV				Standing order - weekly milk delivery	71.01
847.13404-01	Apple Pty Ltd					
	INV				IPhone 6s 64 GB Silver - Salary Sacrifice Vanaja	1,204.50
847.13412-01	Quick Corporate Australia					
	INV				Refreshments	107.81
	INV				Stationery	217.40
	INV				Stationery	74.03
	INV				Stationery	302.35
847.13428-01	Lock Stock & Farrell Locksmith Pty					
	INV				Upgrade to specialised key system - PRCC NCC	37.40
847.13480-01	DU Electrical Pty Ltd					
	INV				Daren Park - Supply & Connect new flow switches	684.20
	INV				St Peters Gardens - Supply and repair soft	132.00
847.13487-01	Swanbourne Coastal Alliance					
	INV				Administrative assistance grant from City of Nedla	380.00
847.13508-01	J Ewen					
	INV				Tutor fees term 2 2016 Fashion design class	864.00
847.13733-01	West Coast Spring Water P/L					
	INV				15 L cooler bottle water supply to NCC	23.25
847.13746-01	Petrol Pump Repairs Pty Ltd					
	INV				Investigate Diesel pump not working, repair	447.48
847.13748-01	DVG Morley City					
	INV				Supply of new Hyundai i30 Active hatch.1EZO259 as	5,304.42
847.13777-01	Covs Parts Pty Ltd					
	INV				Loctite 40124-25 2 off. Hella CB1265 HB3 Globes 2	126.72
847.13793-01	The Beeman					
	INV				removal of bee hive Jenkins Road project	165.00
847.13918-01	Pirtek Malaga					
	INV				Supply and fit hydraulic fittings on site at	295.17
	INV				Remove all old brake air and hydraulic hoses	794.89
847.13952-01	Inclusive Building Consultants					
	INV				00001321	605.00
847.14037-01	Beaver Tree Services Aust Pty Ltd					
	INV				Refer job # 36925. Point Resolution Reserve	1,016.40
	INV				Refer Quote # 88512. Annual Program maintenance	633.60
	INV				Refer quote #89122. 10 Archdeacon St.- Ficus	371.80
	INV				Refer quote # 88515. Strickland St Childcare	1,267.20



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847.14079-01					Amazon Soils	
INV					Supply only, Nedlands to pick up 20m3 'Landscape	720.00
847.14165-01					Bridgestone Select Nedlands	
INV					Supply and fit firestone 205R 16C 8 ply light	811.00
847.14222-01					Converged Communication Network	
INV					1X AVAYA B179 SIP CONFERENCE PHONE POE ONLY	3,742.20
847.14267-01					Eco Faeries	
INV					Earth Hours 2016 - Free Community Event Eco	660.00
847.1427-01					City of Stirling	
INV					Meals for 29/02/16	1,055.25
847.14387-01					Rose's Typing Services	
INV					Transcribing and abstracting SLC oral history	82.00
847.14444-01					BDO Audit (WA) Pty Ltd	
INV					Final Invoice - Budge & Forecase Review	766.30
847.14602-01					Professional Tree Surgeons	
INV					Green waste removal Birdwood Parade	473.00
847.14641-01					Minuteman Press Fremantle	
INV					2 Roadside banners printed 2.0m by 1.0m full	358.03
847.14684-01					JB Hi Fi Claremont	
INV					Library stock Nedlands and Mt Claremont	950.32
847.14693-01					Easifleet	
INV					Payment of car lease for Paul Busby Emp no 335	469.76
847.14703-01					A Anderson-Mayes	
INV					Tresillian Arts Centre - Tutor Fees Term 1 2016	576.00
847.14786-01					Rubek Automatic Doors	
INV					Automatic doors servicing for Nedlands library	242.00
847.14801-01					Mr K Chua	
INV					Payroll Deduction	1,856.24
847.14802-01					Kwik Kopy Centre - Perth CBD	
INV					Printing of Books on Wheels Brochures	411.40
INV					Printing of promotional bookmarks	781.00
INV					10 x concrete stickers	492.80
INV					Printing All Abilities info brochre	512.60
INV					Adam armstrong pavilion - information booklets	530.75
847.14812-01					Ms S J Marshall	
INV					Tresillian Arts Centre - Tutor Fees, Term 1 2016	505.00
847.14840-01					Domain Glass Pty Ltd	
INV					Fix broken window at Smyth rd. toilets.	275.00



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847.14879-01					Stylus Design	
INV					Design and file preparation for All Abilities	181.50
INV					Desing and file preparation for All Abilities Adver	720.00
INV					Tresillian Courses Booklet Term 2 (Design Only)	847.00
847.14888-01					Corsign WA Pty Ltd	
INV					street blade installation 02/03/2016	159.50
INV					street blade 4/3/16	180.40
847.14891-01					4Branding Pty Ltd	
INV					Promotional matierial Nedlands Library	2,502.50
847.14895-01					Data Documents	
INV					For Print - Tresillian Arts Centre Term 2 2016	3,278.00
847.14915-01					Sugarman Group	
INV					16/03/16 Ebony George	319.00
INV					Pay Lydia 15/3/16 and 18/3/16	484.00
INV					Relief staff Quaanita	272.25
INV					Maijia 17/3/16 4 hrs (relief staff)	176.00
INV					17/03/16 Rabia relief staff	319.00
847.14932-01					Aus Chill Technical Services Pty Lt	
INV					Air- conditioning maintenace at Mt Claremont	540.65
847.14955-01					Nedlands News	
INV					newspaper delivery 21/02-19/03/2016	86.72
847.14960-01					Anna Ruocco	
INV					Tresillian Arts Centre - Tutor Fees - Term 1 2016	1,192.00
847.14980-01					OSHGroup Pty Ltd	
INV					Pre employment medical and musculoskeletal - Bianc	275.00
INV					Pre employment and Muscloskeletal - Linda Williams	275.00
847.14999-01					All State Kerbing & Concrete	
INV					Kerbing Greenville Street	9,429.53
847.15005-01					Becarwise	
INV					Payment of car lease for Greg Trevaskis	1,100.11
847.15034-01					Sea Containers WA	
INV					Supply of New 40' Sea Container for storage at	6,352.50
847.1670-01					Western Australia Police	
INV					Police checks for volunteers - Feb 2016	29.60
847.2075-01					Landgate	
INV					Online transactions search - March 2016	282.26
847.2622-01					Fuji Xerox Australia Pty Ltd	
INV					White A4 50% recycled paper and delivery charges	206.80



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				INV	4 boxes white 50% recycled A4 paper	101.20
				847.3173-01	Mrs B L Hunt	
				INV	Tresillian Arts Centre - Tutor fees - Term 1	1,080.00
				847.350-01	AIM - Australian Institute of Manag	
				INV	Boost your brain power conference - 05/05/2016	65.00
				INV	Excel intermediate 11/04/16 to 12/04/16	670.00
				847.380-01	Australian Taxation Office	
				INV	Payroll Deduction	105,357.71
				INV	Payroll Deduction	1,352.00
				847.400-01	Australian Services Union	
				INV	Payroll Deduction	93.70
				INV	Payroll Deduction	93.70
				847.4370-01	Martineaus Patisserie	
				INV	Catering for YAC meeting 10.02.16	70.00
				847.4500-01	McLeods Barristers & Solicitors	
				INV	Matter No: 99792 Tresillian	265.17
				847.6983-01	Telstra Corporation Ltd	
				INV	PHONE CHARGES	722.91
				847.741-01	Boyan Electrical Services	
				INV	Princess & taylor roundabout - Replace faulty PE	140.38
				INV	Brahea Place Mt Claremont - Replace faulty lamps	258.08
				847.860-01	Bunnings Group Limited	
				INV	materials for depot	112.95
				INV	materials for lawler park	108.01
				INV	BUILDING SUPPLIES	119.32
				INV	materials for depot	19.24
848	EFT TRANSFER: - 29/04/2016	29/04/2016	-610,480.43	848.100-01	Advantech Mobile Auto Electrics	
				INV	Remove failed amter strobe light bar, fit &repair	297.00
				848.10428-01	Roads 2000	
				INV	ROAD/FOOTPATH MTCE/CONSTRUCTION	53,606.89
				INV	Supply and lay 7mm Dense Grade - Jenkins Avenue	30,146.28
				848.10446-01	Pritchard Francis Associates	
				INV	Nedlands Bridge Club Accessible Access	660.00
				848.10786-01	Verti-Turf	
				INV	Turf renovation - College PK (top)	2,085.00
				INV	Turf renovation - College PK	1,459.50
				INV	Turf renovation - Melvista Pk	1,737.50
				848.11272-01	Furnace Technologies Pty Ltd	



CITY OF NEDLANDS

All Payments 1/04/2016 to 30/04/2016

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<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Tresillian Arts Centre - Kiln Service Call	291.04
				848.11421-01	Waterlogic Australia	
				INV	Water filtered services - various locations	680.90
				848.115-01	AJ Auto & Marine Upholstery	
				INV	Canvas seat protectors	1,474.00
				848.11786-01	Imagesource	
				INV	Re-skin of 1 i-Silver Pull- Up and 3m Teardrop	281.60
				INV	Re-skin of 1- i-Silver Pull- Up and 3 m Teardrop	121.00
				848.11849-01	Marfleet Distributing Co Pty Ltd	
				INV	Front brake rotors for Triton 4 x 4 utility	160.60
				848.12026-01	Bolinda Publishing Pty Ltd	
				INV	Nedlands Library - Bolinda large print and audio	54.23
				848.12067-01	M Kelly	
				INV	Tresillian Arts Centre - Tutor Fees, Term 1 2016	1,212.00
				848.12317-01	Techsand Pty Ltd	
				INV	Reconstruct 20 square metres of damage path at	1,505.60
				INV	repair damaged footpath	4,085.17
				INV	Remove 26 meters of damaged slab path at 18B-22	2,045.16
				848.12346-01	U N Dodds	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1	1,656.00
				848.12357-01	Nedlands Newspaper Delivery	
				INV	Newspaper delivery for Library 28/02-26/03/2016	182.12
				848.12456-01	WA Profiling	
				INV	Jenkins Ave, Nedlands	5,038.88
				848.12517-01	C White	
				INV	Tresillian Arts Centre - Tutor Fees Term 1 2016:	424.00
				848.12534-01	DS Agencies Pty Ltd	
				INV	Supply and Deliver PS7 seat as per quotation	1,210.00
				848.12648-01	Mt Claremont Newsround	
				INV	28/02/2016 to 26/03/16 Mt Claremont Library Newspa	120.08
				848.12677-01	Wilson Security	
				INV	Mt Claremont Library - Wilson Security	231.52
				INV	Nedland Library - Wilson Security for late night	377.25
				INV	Unlock and lock gate at Swanbourne Beach Overflow	255.71
				848.12678-01	Green's Hiab Service Pty Ltd	
				INV	AFL soccer rugby goal post	1,331.00
				848.12682-01	Synergy	
				INV	Lot 8001 Abredare rd 13/02/16 to 14/04/16	776.15



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<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Electricity for 2322 street light 25/02-24/03/2016	40,571.55
				INV	Esplande Nedlands - 12/02/16 to 14/04/16	267.15
					848.12735-01 Comfort Keepers	
				INV	Provision of domestic assistance 05/04/16 to 08/04	703.33
				INV	Domestic assistance 12/04/16 to 15/04/16	593.43
					848.12754-01 Armaguard	
				INV	6 month standing order - banking pickup	1,050.12
					848.12765-01 Perthwaste Pty Ltd	
				INV	Various rubbish and recycling services prepay Aprl	90,100.00
				INV	Waste disposal- Residential and Commercial	11,641.13
				INV	Waste disposal residential and commercial Aprl 201	45,000.00
					848.12777-01 Perth Irrigation Centre	
				INV	Street Verges - Fittings, sprinklers, pipes	1,673.21
				INV	leslie Graham Reserve - 15 mm caps/ risers , MP	391.20
					848.1280-01 Chubb Fire & Security Pty Ltd	
				INV	Fire equipment service for Sep 2016 fire detection	332.31
				INV	Fire equipment service for Jun 2015 fire detection	332.31
				INV	Fire equipment service 01/11-30/11/2015 fire dete	332.31
					848.12918-01 GLG GreenLife Group Pty Ltd	
				INV	Landscape maintenace as per RFT 2013/14.21	7,609.22
					848.12944-01 Centrel Pty Ltd	
				INV	Bulk fuel Unleaded and Diesel	8,632.43
					848.13010-01 Spot on Print	
				INV	250 Business cards for rangers - Glen Carroll	91.00
				INV	Name Badges for Emily and Mayor Hipkins	132.85
					848.13093-01 D & T Asphalt Pty Ltd	
				INV	Supply and lay bitumen aprons and driveways -	5,786.00
				INV	Supply and Lay Bitumen Aprons - Kinninmont Avenue	3,806.00
					848.13095-01 Rentokil Initial Pty Ltd	
				INV	Interior Plantscape rental 01/04/2016- 30/04/2016	360.50
					848.13129-01 Quality Traffic Management Pty Ltd	
				INV	20508 Drainage Asset investigation	2,277.21
				INV	Princess Roard Bruce Street Roundabout - Traffic	352.00
				INV	Smyth Road Parking - Traffic Management Plan	352.00
				INV	Installation, maintenance and removal of traffic	6,093.61
				INV	Crew of two traffic controllers, one vehicle and	2,540.29
				INV	Installation, maintenance and removal of traffic	5,732.62
					848.13296-01 Mr D Kelsall	



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<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Heirtage and design issues advice	412.50
				INV	Heritage advice regarding 77 Tyrell Street	123.75
848.133-01	Alinta Energy					
				INV	Lot 5837 Beatrice Rd Dalkeith 18/03/16 to 20/04/16	33.15
848.13327-01	By Word of Mouth Catering					
				INV	Catering for Council Meeting 12 april 2016	847.00
848.13384-01	Harvey Fresh					
				INV	Standind order - Weekly Milk Delivery	71.01
848.13403-01	Bowden Tree Consultancy					
				INV	Audit - Annual Visual Tree Assessment 2015-2016	2,409.00
848.13412-01	Quick Corporate Australia					
				INV	Stationery	239.65
848.13437-01	Mowmaster Turf Equipment					
				INV	E12A edger front and rear wheel pack. Fleet no	370.50
848.13480-01	DU Electrical Pty Ltd					
				INV	Melvista Oval - Investigate and replace damages wi	220.00
848.13506-01	C Marinovich					
				INV	Tresillian Arts Centre- Tutor Fees - Term 1	1,646.00
848.13534-01	Nu-Trac Rural Contracting					
				INV	Swanbourne Beach - 23 x beach cleans as	2,796.00
848.13537-01	First Five Minutes Pty Ltd					
				INV	Fire and Emergency Response Procedures and	3,447.06
848.13625-01	Active Games & Entertainment					
				INV	Activities for Spashfest - 13 March 2016	3,800.00
				INV	Generator, bouncy castle and additional staff	952.00
848.13652-01	Sustainable Outdoors					
				INV	Watering shenton bushland and point resolution	1,765.50
848.13869-01	Instant Products Hire					
				INV	Portable toilet for hire for John 23rd Depot	188.27
848.13897-01	Total Count					
				INV	Total count Pro- Count Network Counting System	264.00
848.13931-01	Enviro Sweep					
				INV	Sweeping service Citywide Mar 2016	23,214.84
848.13932-01	Information Management Group Pty Lt					
				INV	Archives and storage 01/03/2016 to 31/03/2016	1,107.38
				INV	Archives and storage 01/02/2016 - 29/02/16	1,220.52
848.13936-01	Tenderlink.com					
				INV	Tenderlink upload Smyth Road parking RFT	165.00



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<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
					848.14004-01 Drainflow Services Pty Ltd	
				INV	Educting drainage pits	440.00
				INV	Educting Drainage pits	660.00
					848.14037-01 Beaver Tree Services Aust Pty Ltd	
				INV	Refer quote #89137. 84 St Johns Wood Bvd. Prune	382.80
				INV	Refer quote #89142. 43 Kirwan St - Remove	446.05
				INV	Tree removal for Drainage repairs John XXIII ave	1,135.33
				INV	Refer job # 37351-83 Birdwood Pde. Remove hanger	279.40
				INV	Refer quote #88516. 33 Birrigon Loop- Eucalyptus	622.60
				INV	Grind stump at various locations	678.15
				INV	Grind stump at various locations	370.83
					848.14053-01 Claremont Cellars	
				INV	Refreshments for citizenship ceremony 21/01/2016	384.98
					848.14165-01 Bridgestone Select Nedlands	
				INV	Supply, fit, balance 4 x 245/70/16 Steel radial	899.96
					848.14201-01 West Coast Turf	
				INV	Supply and install 100m2 of Jumbo Kikuyu Rolls	2,200.00
				INV	Supply, install and compact approx	650.00
					848.14241-01 King.S Contracting	
				INV	Reticulation removal and install Greenville Stree	1,827.43
					848.14266-01 Denver Technology	
				INV	Network engineer , senior - after hours	594.00
					848.14389-01 WorleyParsons Services Pty Ltd	
				INV	Strickland Street Drainage Design,Bulimba Road Sum	13,200.00
					848.14407-01 BCE Surveying	
				INV	82 and 84 Louise Street - Property Survey	1,677.50
				INV	Quintilian Road - Survey	3,245.00
					848.14444-01 BDO Audit (WA) Pty Ltd	
				INV	progress fee- budget, forecast & mgt act inter	664.13
				INV	Interim invoice - Fleet services	3,300.00
					848.14451-01 Cleandustrial Services Pty Ltd	
				INV	David Cruikshank Clubhouse additional clean reques	107.75
					848.14468-01 Ricoh Australia Pty Ltd	
				INV	Service finance rental	4,317.07
					848.14510-01 JB Hi-Fi Group Pty Ltd	
				INV	Meraki Wireless AP	2,458.50
					848.14515-01 Programmed Integrated Workforce	
				INV	Pay- Davids Medenis W/E 17/04/2016	1,853.98



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<u>Chq/Ref</u>	<u>Payee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
					848.14535-01 Skyline Landscape Services	
				INV	Landscape maintenance - March 2016	4,291.25
					848.14688-01 Supreme Shades	
				INV	Replace worn and damaged 37m2 Gumleaf sail at St	1,380.00
					848.14703-01 A Anderson-Mayes	
				INV	Tresilliant Arts Centre - Term 2 2016 School Holid	960.00
					848.14744-01 The Trustee for The Lane Family Tru	
				INV	Intial line marking various location	2,667.50
					848.14748-01 System Maintenance	
				INV	12 months service and continuing monthly service	290.29
					848.14775-01 The Hire Guys - Osborne Park	
				INV	3x standard toilets and 1 x accessible toilet	880.00
					848.14802-01 Kwik Kopy Centre - Perth CBD	
				INV	Booklets for Adam Armstrong pavilion opening	437.25
				INV	2000 Swimming pool barrier safety brochures	523.60
					848.14803-01 Swanbourne Primary School Parents a	
				INV	Food for volunteers, performers and staff at Splas	220.00
					848.14817-01 Diversus	
				INV	Planning team business services consulting	11,528.00
					848.14840-01 Domain Glass Pty Ltd	
				INV	Fix window at Allen park pavillion	550.00
					848.14856-01 Quik Impressions	
				INV	C4 Plain peel & seal envelopes- 2500 Quote no	494.07
				INV	C5 Plain peel & seal envelopes - Quantity 5000	593.45
					848.14865-01 Castle Cotton Supplies	
				INV	15 kg bags of cut towel (white)	198.00
					848.14875-01 Andrea Vinkovic	
				INV	Tresillian Arts Centre - Tutor Fees - Term 1 2016	633.60
					848.14879-01 Stylus Design	
				INV	Design and file preparation of City of Nedlands	363.00
					848.14885-01 Varidesk LLC	
				INV	2 mats for standup desk & shipping charges	154.00
					848.14915-01 Sugarman Group	
				INV	pay Lydia 24/03/16- 27/03/16	1,056.00
				INV	relief staff 6.6 hrs (Veronica) 22/3/16	293.04
				INV	relief staff- Maijia 24/03/16	297.00
					848.14932-01 Aus Chill Technical Services Pty Lt	
				INV	Air conditioning maintenance - John Leckie	330.00



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<u>Chq/Ref</u>	<u>Pavee</u>	<u>Date</u>	<u>Amount</u>	<u>Tran</u>	<u>Description</u>	<u>Amount</u>
				INV	Air conditioning maintenance - Nedlands library	198.00
				848.14956-01	Plant Science Consulting	
				INV	Resistance te sting veldt grass	1,590.00
				848.14963-01	Byprogress Pty Ltd T/A Monsterball	
				INV	Aqua rush, Nina Wet Challenge, Double Splash	2,700.01
				848.14972-01	Allwestplant hire Australia Pty Ltd	
				INV	Drainage Supervision - Walepole Street Drainage	3,218.60
				INV	Drainage maintenance and supervision	2,970.00
				INV	Drainage Supervision - Barcoo Avenue	26,268.00
				INV	Drainage supervision Jenkins Avenue	24,288.00
				848.14980-01	OSHGroup Pty Ltd	
				INV	Pre employment assessment - Lauro Pinca	335.50
				848.14987-01	Aquatrans	
				INV	Water tank at Splashfest	770.00
				848.14993-01	Marketforce	
				INV	15x3 ad in Western Suburbs Weekly 8 March	417.44
				INV	Refer PO 524237 - to enter correct invoice amount	1,027.93
				INV	Advert for Pets at the Park Event 3rd April 2016	2,088.22
				INV	Community newspaper advertisements	1,063.57
				INV	Employment advertisements - Community care officer	360.42
				INV	Placement of approved & proofed advertisement	378.59
				INV	Seek 20 Job advert pack	2,754.40
				INV	Advertising for Smyth Road Parking Tender	354.99
				INV	Booking and placing of 5 months Nedlands New	1,996.49
				848.14996-01	Stainless Fabrication WA Pty Ltd	
				INV	Replacement of double gate system at Swanbourne	9,295.00
				INV	Supply and installation of stainless steel 316	968.00
				848.15008-01	All Earth Group Pty Ltd	
				INV	Job 311797 - waste removal from John XXIII depot	4,650.74
				INV	Waste Removal John XXIII Depot - Standing Order	4,824.21
				INV	Road Base for Barco Road Project	3,534.50
				INV	Waste Removal from John XXIII Depot - Standing	7,284.38
				INV	Waste Removal from John XXIII Depot - Standing	3,443.24
				848.15018-01	Sarah Romaniello	
				INV	refer PO 523968	2,152.50
				848.15027-01	Mr R Black	
				INV	Didgeridoo sound track 1 minute and 15 second	300.00
				848.15032-01	Kids Just Wanna Have Fun Amusement	



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				INV	1 x table tennis and 1 x table soccer	320.00
848.15035-01	Wren Design Group			INV	A1 Brochure printed double sided colour	1,468.50
848.15036-01	H Ayres			INV	Facilitate 1.5 hours AmpFest workshop 02/04/2016	300.00
848.15045-01	AllPest WA			INV	Pest Treatment - Admin Cottage	187.00
				INV	Treatment of Pests and insects at admin building	748.00
848.1820-01	Crommelins Australia			INV	CR56081 Throttle cables (2 off). 0212020	146.30
848.2622-01	Fuji Xerox Australia Pty Ltd			INV	Fuji lease charges various locations	11,459.98
848.3620-01	John Hughes			INV	1230A114 oil filters (10 off) 1500A098 air	1,461.78
848.4040-01	The Lane Bookshop			INV	Beyond the Farm Gate	48.00
				INV	VARIOUS BOOKS	48.00
848.4120-01	Lightning Laundry			INV	February 2016 - Laundry Service	396.00
848.4500-01	McLeods Barristers & Solicitors			INV	Prob Build (AUST) Pty Ltd - Planning prosecution	2,599.35
				INV	Glare from roofs at properties on Carrington Street	794.81
848.5080-01	Oce Australia Ltd			INV	SP charges - 46419 - 01/03/16 to 31/03/16	187.00
				INV	SO 2015 Basic Charges - 46416- 01/03/16 to31/03/16	187.00
848.5100-01	Pope Packaging			INV	3000 bags City of Nedlands Greenwaste Bags	5,612.35
848.6983-01	Telstra Corporation Ltd			INV	PHONE CHARGES	178.45
848.741-01	Boyan Electrical Services			INV	Princess & Broadway Roundabout - Replace 1	580.99
848.760-01	Brealey Plumbing Service			INV	Repairs to fountain at Carrington Park & Point Res	335.50
848.7675-01	Landgate - GRV			INV	GRV valuation for 2015-16	93.96
848.785-01	Brooks Hire Service Pty Ltd			INV	Excavator hire Barcoo Road	4,981.68
848.8010-01	Staples Australia Pty Ltd					



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				INV	Depot Kitchen Supplies - Office stationery	611.62
				INV	STATIONERY	112.38
				INV	STATIONERY	24.63
				INV	STATIONERY	153.96
				848.8242-01	Western Metropolitan Regional Council	
				INV	WASTE DISPOSAL from 01/01/2016-30/06/2016	856.28
				INV	Public tree prunings	310.37
				INV	SO Council greenwaste collection disposal (1	690.00
				848.860-01	Bunnings Group Limited	
				INV	materials for waste management	115.02
				INV	BUILDING SUPPLIES	71.62
				INV	BUILDING SUPPLIES	78.57
	Total EFT		-2,780,714.16			
	TOTAL PAYMENTS		-2,808,573.86			

NAB - Trust Account

CHEQUE

12770	RENOVATION COMPANY	01/04/2016	-1,650.00	RFND	7 NEVILLE RD - FOOTPATH REFUND	1,650.00
12771	MS B MURRAY	01/04/2016	-205.00	INV	TRESILLIAN KEY & ROOM HIRE BOND RETURN	205.00
12772	SWAN RIVER CONSTRUCTIONS	01/04/2016	-1,650.00	RFND	3 JUTLAND PARADE - FOOTPATH REFUND	1,650.00
12773	S E BROAD	01/04/2016	-1,650.00	RFND	72 SMYTH RD - FOOTPATH REFUND	1,650.00
12774	MR A STEVENS	01/04/2016	-1,600.00	RFND	33 MAYFAIR ST - FOOTPATH REFUND	1,600.00
12775	BAY POOLS AND SPAS	01/04/2016	-1,560.00	RFND	24 NEVILLE RD - FOOTPATH REFUND	1,560.00
12776	BROADWAY HOMES	01/04/2016	-1,560.00	RFND	24 NEVILLE RD - FOOTPATH REFUND	1,560.00
12777	V J MILNER	14/04/2016	-273.00	RFND	KEY & STUDIO - VANESSA MILNER	273.00
12778	MR A V ARBUCKLE	14/04/2016	-140.00	RFND	HALL BOND DRABBLE HOUSE	140.00
12779	S P CH'NG	14/04/2016	-1,650.00	RFND	150 ADELMA RD - FOOTPATH REFUND	1,650.00
12780	G K COOKE	14/04/2016	-1,600.00	RFND	81 MELVISTA AV - FOOTPATH REFUND	1,600.00
12781	MR M P ALLAN	14/04/2016	-1,600.00	RFND	46 FLORENCE RD - FOOTPATH REFUND	1,600.00
12782	MR M P ALLAN	14/04/2016	-1,500.00	RFND	46 FLORENCE RD - FOOTPATH REFUND	1,500.00



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12783	MR A V ARBUCKLE	20/04/2016	-77.00	INV	LOST SWIPE BOND DRABBLE HOUSE KEYBOND REFUND	77.00
12784	MRS C L BADDELEY	21/04/2016	-1,500.00	RFND	14 SWANSEA ST - FOOTPATH REFUND	1,500.00
12785	SUMMIT HOMES GROUP	21/04/2016	-1,600.00	RFND	65A LOFTUS ST - FOOTPATH REFUND	1,600.00
12786	AVERNA HOMES	21/04/2016	-1,560.00	RFND	25 BIRRIGON LOOP - FOOTPATH REFUND	1,560.00
12787	COOPER & OXLEY CONSTRUCTION	21/04/2016	-1,560.00	RFND	101 MONASH AV - FOOTPATH REFUND	1,560.00
12788	SOFTWOOD TIMBERYARD T/AS PATIO LIVI	28/04/2016	-1,600.00	RFND	25 PHILIP RD - FOOTPATH REFUND	1,600.00
12789	MRS H L BARON-HAY	28/04/2016	-211.00	RFND	HALL & KEY BOND MT CLAREMONT	211.00
Total CHEQUE			-\$24,746.00			
EFT						
843	EFT TRANSFER: - 01/04/2016	01/04/2016	-1,759.05	843.14942-01	Mr R M Hipkins INV Parking reimbursement and national trust cyo cono	109.05
				843.15050-01	C J Bailey fund 5B BULIMBA RD - FOOTPATH REFUNDS	1,650.00
844	EFT TRANSFER: - 07/04/2016	07/04/2016	-12,290.75	844.12193-01	City of Nedlands - Payment to Muni fund Tr to City already paid out CHQ 60312	1,490.66
				844.12228-01	Dept of Commerce - Building Commiss INV Reconciliation and return March 2016	5,673.70
				844.12229-01	Construction Training Fund INV Monthly reconciliation and return March2016	5,126.39
849	EFT TRANSFER: - 29/04/2016	29/04/2016	-3,510.00	849.12193-01	City of Nedlands - Payment to Muni INV Sale proceed forfeited in lieu DR12483 Jon Davison	300.00
				849.15067-01	Builtoncorp fund 11 CROYDON ST - FOOTPATH REFUND	1,560.00
				849.15068-01	MRFIX PTY LTD fund 104 STIRLING HWY - FOOTPATH REFUND	1,650.00
Total EFT			-\$17,559.80			
TOTAL PAYMENTS			-\$42,305.80			

City of Nedlands

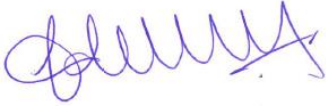
Purchasing Card Payments - April 2016 (Statement period 30th Mar 2016 to 28th Apr 2016)

Date	Supplier	Description	AUD
30-Mar-16	High Vale Orchard Pl Pic	GPT lunch deposit	875.00
31-Mar-16	Martineaus Patisseri	Department Meeting Refreshments	18.00
1-Apr-16	Prepress Skills Ctr	Photoshop course for Michelle Newton	819.50
1-Apr-16	Yabba Dabba Cafe Ktc Dal	Team budget meeting	29.00
1-Apr-16	Brightsky Nominees Pl	other- childrens programe resources	25.00
4-Apr-16	La Mint Cafe Tech Pk	Training Seminar Luncheon	11.90
4-Apr-16	Lizzi Bee Dal	Sympathy Flowers	60.00
4-Apr-16	Coles 0299	DRC Catering and supplies	91.08
4-Apr-16	Coles 0299	DRC Catering and supplies	105.57
4-Apr-16	Bunnings 309000	other- garden flowers	56.20
4-Apr-16	Toys R Us -Innaloo	other- changing matterss	49.98
4-Apr-16	Innaloo Fresh Market	refreshmnets- morning/afternoon tea	7.40
4-Apr-16	Nedlands Supa Iga	Refreshments for Staff meeting	30.91
4-Apr-16	Nedlands Supa Iga	Refreshments for Staff meeting	73.54
5-Apr-16	Pizza Express Mos	Catering for AmpFest workshops	123.50
5-Apr-16	Austin Comp Austl Pl Osb	Two stick computers & wirelss keybaord mouse	408.00
5-Apr-16	Rexel Electrical Sup	cover plate cat 6 cable	11.19
5-Apr-16	Jaycar Electronics	adaptor for vga cable	11.90
5-Apr-16	Caltex Mosman Park	Pets at the Park Event Refreshments	4.51
5-Apr-16	Caltex Mosman Park	Pets at the Park Event Refreshments	6.99
6-Apr-16	Microsoft1074audaudb2b	Test licence for Microsoft Azure	7.04
6-Apr-16	Coles 0299	Community Workshop Natural Gardening Catering	13.97
6-Apr-16	Coles 0299	Community Workshop Natural Gardening Catering	9.59
6-Apr-16	Bookdepository.Com	Library stock adult Mtc and Ned	99.61
6-Apr-16	Bookdepository.Com	Library stock adult Mtc and Ned	23.24
6-Apr-16	Bookdepository.Com	Library stock adult Mtc and Ned	45.74
6-Apr-16	Bookdepository.Com	Library stock adult Mtc and Ned	45.74
6-Apr-16	Challenger Tafe	Training for herbicide application	575.00
7-Apr-16	Officeworks 0602	Ipad covers x 2	199.90
7-Apr-16	Bookdepository.Com	Books for Nedlands	404.63
7-Apr-16	Apple Store R386	Repair glass on iphone (Chaminda Mendis)	169.00
7-Apr-16	Apple Store R386	Iphone case (Chaminda Mendis)	59.95
7-Apr-16	City Perth Parking Cp-38	Local History Practitioners meeting	12.30
7-Apr-16	Market City Tavern Can	DRC and Social Support outing	134.55
7-Apr-16	Office Line Group Pt	Replace desk frame	869.00
7-Apr-16	Bunnings 302000	Credit for parts for pump servicing	- 50.00
7-Apr-16	Bunnings 483000	Parts for pump servicing	515.20
7-Apr-16	Paypal *kelyn Train	White Card Michaela Eaton-Vickery	60.00
8-Apr-16	Captain Stirling Iga	DRC catering	15.96
8-Apr-16	Dept Of Com Energy Saf	N Deery Application Fee	42.00
8-Apr-16	Dept Of Com Energy Saf	J Spyker Application Fee	42.00
8-Apr-16	Officeworks 0602	Extra paper due to large quantity of printing LPS	24.95
11-Apr-16	City Of Perth Park11	Parking SLWA	18.80
12-Apr-16	J & K Hopkins Perth	Desk chair for rangers	229.00
12-Apr-16	Post Nedlands Post	Postage to ATO	10.15
12-Apr-16	Child Inclusive Lear	training- autism child care work shop	480.00
13-Apr-16	Wilson Parking Per097	Parking ticket- Jonathan for training	57.68

13-Apr-16	Spudshed	DRC catering	3.96
13-Apr-16	Spudshed	DRC catering	67.16
14-Apr-16	Wilson Parking Per097	Parking ticket- Jonathan for training	57.68
14-Apr-16	Captain Stirling Iga	consumables- food for children	27.88
14-Apr-16	Urban Dev Inst Aust	Information Session: Measuring the benefit of infi	190.00
14-Apr-16	St John Ambulance Aust	First Aid Kits	264.50
15-Apr-16	Holcim Australia Pty Ltd	Pipe and Soak well for Bulimba Rd	532.40
15-Apr-16	Tarrodt Enterprises P Ned	Catering for YAC meeting 13.04.16	69.85
15-Apr-16	Wilson Parking Per097	Parking ticket- Jonathan for training	57.68
15-Apr-16	Bookdepository.Com	Local Stock books	473.10
15-Apr-16	Pennant House	Replacement flag for Rangers.	122.70
15-Apr-16	Egarage Door Systems	Garage door remotes for new roller doors	144.00
15-Apr-16	Jb Hi Fi	Office stationery	208.00
18-Apr-16	Wilson Parking Per097	Parking ticket- Jonathan for training	57.68
18-Apr-16	Wilson Parking Per097	Parking ticket- Jonathan for training	52.53
18-Apr-16	Coles 0333	Catering - Sustainable Workshop	16.50
18-Apr-16	Coles 0333	Catering - Sustainable Workshop	11.63
18-Apr-16	Captain Stirling Iga	DRC Catering	9.02
18-Apr-16	Captain Stirling Iga	DRC Catering	7.47
18-Apr-16	Woolworths 4372	DRC catering	37.93
18-Apr-16	Target 5076	DRC Social Function	21.78
18-Apr-16	Target 5076	DRC Social Function	2.22
18-Apr-16	City Of Nedlands	Building application and license	157.59
19-Apr-16	Red Dot	DRC function	65.89
20-Apr-16	Bookdepository.Com	Library stock	187.19
20-Apr-16	Harvey Norman Av/it	Ipad Protective Covers	274.00
20-Apr-16	Powervac Pty Ltd	replacement parts for vacuum.	264.50
20-Apr-16	Woolworths 4313	consumables - food for children	17.36
21-Apr-16	City Of Subiaco	Parking	3.60
21-Apr-16	Brew Ha The Ritual	Catering meeting	10.50
21-Apr-16	Bunnings 483000	Tools for foreshore maintenance	86.85
21-Apr-16	Sq *nourished Beginn	training- Resource book	34.95
21-Apr-16	Coles 0299	consumables- food	42.60
22-Apr-16	Apple Itunes Store	Upgrade subscription for iAuditor app	17.99
22-Apr-16	Lizzi Bee Dal	Flowers	60.00
22-Apr-16	Wilson Parking 1992 Pty L	Parking	3.30
22-Apr-16	Nedlands Supa Iga	DRC function and kitchen supplies	39.71
22-Apr-16	Nedlands Supa Iga	DRC function and kitchen supplies	57.45
22-Apr-16	Coles 0299	Confectionery for LPS Open Day	16.00
26-Apr-16	S A T A C	RPL Training Fee for SA Uni	63.00
26-Apr-16	City Of Perth Park11	Parking	14.00
26-Apr-16	Bookdepository.Com	Library stock adult Neds and Mtc	60.26
26-Apr-16	Bookdepository.Com	Library stock adult Neds and Mtc	75.11
26-Apr-16	Bunnings 483000	Disposable gloves for herbicide work	10.35
27-Apr-16	Coles 0334	Catering for Friday Night Social	64.13
27-Apr-16	Coles 0334	Catering for Friday Night Social	17.82
27-Apr-16	Varidesk AU Pty	Purchase varidesk for Nathan Brewer	675.00
27-Apr-16	High Vale Orchard Pl Pic	Going Places Tour - Lunch	105.00
27-Apr-16	Woolworths 4372	DRC cooking activity	47.15
28-Apr-16	Coles 0302	Catering For Tech Services Tool Box Meeting	33.39

28-Apr-16 Coles 0299	Refreshments for the Staff Meeting.	34.54
28-Apr-16 Coles 0299	Refreshments for the Staff Meeting.	23.30
28-Apr-16 Spudshed	Catering Take off Tuesday DRC	1.32
28-Apr-16 Spudshed	Catering Take off Tuesday DRC	51.07
28-Apr-16 Ltv Malaga	Nuts and bolts needed for mezzanines	135.78
28-Apr-16 Stk*shutterstock, Inc.	Stock photos	49.00
28-Apr-16 City Farmers	minor equipment- fish tank filter	44.90
		<u>12,214.44</u>

CPS18.16	Review of Council’s Delegated Authorities
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Committee	14 June 2016
Council	28 June 2016
Applicant	City of Nedlands
Officer	Pollyanne Fisher – Policy & Projects Officer
Director	Andrew Melville – A/Director Corporate & Strategy
Director Signature	
File Reference	PP-PPR-00018
Previous Item	Nil

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

Strategic Plan

KFA: Governance and Civic Leadership

At least once every financial year, delegations are to be reviewed (s. 5.46 (2) of the *Local Government Act 1995*).

Background

Under section 5.42 of the *Local Government Act 1995*, the Council may delegate certain functions to the Chief Executive Officer. Under section 5.44, the Chief Executive Officer may also delegate some of his powers and duties to other employees. This delegation must be in writing, and any decision to amend the delegation is to be by an absolute majority (s. 5.45).

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

Key Relevant Previous Council Decisions:

Nil.

Consultation

Required by legislation: Yes No
Required by City of Nedlands policy: Yes No

Legislation / Policy

Local Government Act 1995

Budget/Financial Implications

Within current approved budget: Yes No
Requires further budget consideration: Yes No

Risk Management

The annual review of delegated authority is a statutory requirement. It ensures that organisational changes are reflected in the register and that delegations remain current.

Discussion

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.

Under Section 5.46 of the Act, a local government is required to review each financial year delegations that have been made. Council is also required to review annually the delegations it has made to the Chief Executive Officer.

Administration has reviewed the Register of Delegations and is recommending the following amendments:

1. Page 56 to 58

Local Government (uniform Local Provisions) Regulations 1996

Addition of delegations as follows:

<p>New Entry</p>	<p>Add delegation for the following – <i>Reg. 5(2)</i> 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— (a) prevent damage to the footpath; or (b) prevent inconvenience to the public or danger from falling materials.</p>
<p>New Entry</p>	<p>Add delegation for the following – <i>Reg. 6(3)</i> 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— (a) in writing; and (b) must specify the period for which it is granted; and (c) must specify each condition imposed under subregulation (4); and (d) may be renewed from time to time; and (e) may be cancelled by giving written notice to the person to whom the permission was granted.</p>
<p>New Entry</p>	<p>Add delegation for the following – <i>Reg. 6(4)</i> Impose such conditions as it thinks fit on granting permission under this regulation including, but not limited to, any of the following — (a) conditions relating to the erection of hoardings, fences, walkways or other structures for the protection of the public thoroughfare or public safety (protective structures); (b) 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; (c) a condition imposing a charge for any damage to the public thoroughfare resulting from the placement of a thing on the public thoroughfare; (d) 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</p>

	local government if the damage is not made good by the applicant.
New Entry	Add delegation for the following – <i>Reg. 6(6)</i> 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.
New Entry	Add delegation for the following – <i>Reg. 6(8)</i> 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.

2. Pages 70 to 75

Building Act 2011

Section numbering added to clarify location of the delegation within the *Building Act 2011*.

3. Pages 72 to 80

Building Act 2011

Changes to the delegations as follows:

Separate	Separate delegation into two parts as follows - <i>Section 58(1) and 59</i> To clarify that section 58(1) is to grant or modify the occupancy permit or grant the building approval certificate, and section 59 is to do so within a specified time frame.
New Entry	Add delegation for the following – <i>Section 99(3)</i> Revoke or vary a condition of an authorised person
Amend wording	Add wording to the delegation as follows – <i>Section 110(1)</i> Make an order in respect of one or more of the following- a) Particular building work; b) Particular demolition work; c) <i>A particular building or incidental structure whether completed before or after commencement</i>
Amend wording	Add wording to the delegation as follows – <i>Section 118(2)</i>

	<p><i>If there is non-compliance with a building order,</i> cause an authorised person to –</p> <ul style="list-style-type: none"> 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.
New Entry	<p>Add delegation for the following – <i>Section 132(3)</i> Give the Building Commissioner prescribed information or building record.</p>

4. Pages 81 to 83

Building Regulations 2012

Changes to the delegations as follows:

Amend wording	<p>Add wording to the delegation as follows – <i>Reg. 24(1) & (2)</i> Extend <i>or refuse to extend</i> the time during which a permit has effect and impose conditions on the extended permits</p>
New Entry	<p>Add delegation for the following – <i>Reg. 51(3)</i> Approval of a door for the purposes of reg.50(4)(c)(ii)</p>
Separate	<p>Separate delegation into two parts as follows - <i>Reg. 53(1) & (3)</i> Split reg.53 into two separate parts (reg.53(1) & reg.53(3)) and add wording against reg.53(3): <i>Fix the charge to be imposed on each pool owner to meet the cost in that financial year of carrying out inspections</i></p>

Conclusion

At least once every financial year, delegations are to be reviewed (s. 5.46 (2)). The City’s Delegated Authority Manual is due for its review.

Attachments

1. City of Nedlands Register of Delegations of Authority, with proposed changes



City of Nedlands

Register of Delegations of Authority

As at ~~1 July 2016~~ <Insert Council Adoption Date>

Document Reference: CS-001785

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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
Part 1 – Introductory Matters		
Nil items in Part 1		
Part 2 – Constitution of Local Government		
Division 1 – Districts and wards		
Nil items in Division 1		
Division 2 – Local governments and councils of local governments		
Nil items in Division 2		
Division 3 – How offices on the Council are filled		
Section 2.11(2) May change the method of filling the office of mayor from the election by the Council to the election by the electors method (special majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 2.12A(1)(b) May by motion passed by it, proposes to change the method of filling the office of mayor	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
2.12A(1)(c) Local government to give public notice of proposal to change method of filling office of mayor or president	Suitable for Acting Through	
Division 4 – Membership and size of Council		

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 2.17(3) A council with 15 councillors may retain those 15 even if a decision is made to elect the mayor by the electors	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 5 – Qualifications for holding office on the council		
Section 2.25(1) May by resolution grant leave of absence to a member	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 6 – Terms of office on the council and vacation of office		
Nil items in Division 6		
Division 7 – Commissioners		
Nil items in Division 7		
Division 8 – Local Government Advisory Board		
Nil items in Division 8		
Part 3 – Functions of Local Governments		
Division 1 – General		
Nil items in Division 1		
Division 2 – Legislative functions of local governments		
Subdivision 1 – Local laws made under <i>this</i> Act		
Section 3.5(1) May make local laws to perform any of its functions under the Act	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 3.6(1) With the Governor's approval, can apply a local law to an area that is not in its district	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Division 3 – Executive functions of local governments		
Subdivision 1 – Performing executive functions		
Section 3.21 In performing its executive function, the local government must ensure that the obligations set out in section 3.21 are complied with	Suitable for Acting Through	
Section 3.22(1) A local government that causes damage through the performance of its function must pay compensation to the owner or occupier	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Subdivision 2 – Certain provisions about land		
Section 3.25(1) A local government may give an occupier a notice requiring them to do something to the land if it is specified in Schedule 3.1. The local government must also inform the owner if the occupier is not the owner	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Subdivision 3 – Powers of entry		
Section 3.31(2) After a local government has given notice, it may authorise a person to enter land, premises or thing without consent, unless the owner or occupier has objected to the entry	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 3.34(1) A local government may enter land in an emergency without notice or consent	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Subdivision 4 – Impounding abandoned vehicle wrecks and goods involved in certain contraventions		
Section 3.39 Local government may authorise an employee to remove and impound any goods	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.40A(1) Local government may authorise a person to remove and impound an abandoned vehicle wreck	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Subdivision 5 – Certain provisions about thoroughfares		
Section 3.50(1) A local government may close a thoroughfare to vehicles, wholly or partially, for a period not exceeding 4 weeks	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.50(1a) and 3.50(4) A local government may, after providing public notice of its intention and reasons, inviting submissions and then considering submissions, order a thoroughfare to be wholly or partially closed to vehicles for a period exceeding 4 weeks	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 3.50(6) An order to close a thoroughfare may be revoked by the local government	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 3.52(3) When fixing, altering or realigning a public thoroughfare, the local government must ensure vehicle access to adjoining land is provided	Suitable for Acting Through	
Subdivision 6 – Various executive functions		
Section 3.53(3) If an unvested facility lies within 2 or more districts, the local governments concerned can agree on its control and management	Suitable for delegation, not currently delegated	
Section 3.54(1) A local government may do anything it could do under the <i>Parks and Reserves Act 1895</i> if it were a board appointed under that Act, to control and manage any land reserved under the <i>Land Act 1933</i> and vested in or placed under the control and management of the local government	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

<p>Note: Under Subdivision 6 – Various Executive Functions 3.57 applies to tenders for providing goods or services, i.e. is required to invite tenders before it enters in to a contract of a prescribed kind under which another person is to supply goods or services</p>	<p>Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty</p>	
<p>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)</p>	<p>CEO</p>	<p>24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15</p>

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Local Government (Functions and General) Regulations, reg.11(2)(d) – tenders do not have to be publicly invited if the contract is to be entered into by auction after being expressly authorised by a resolution of the council	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Local Government (Functions and General) Regulations, reg.14(4)(a) – such information that council decides should be disclosed to those interested in submitting a tender	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Local Government (Functions and General) Regulations, reg.21(1) – a local government may seek expressions of interest before entering the tender process	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 3.58(3) A local government can dispose of property by private treaty but must follow the process set out in section 3.58(3)	Suitable for delegation to CEO	
Local Government (Functions and General) Regulations, reg.30(2)(a)(ii) – a disposition of land is exempt of disposition if the local government does not consider that ownership of the land would be of significant benefit to anyone other than the transferee	Suitable for delegation to CEO	
<p>Note: Under Subdivision 6 – Various Executive Functions 3.59 applies to commercial enterprises by local governments</p> <p>Section 3.59(2) A local government must prepare a business plan before it enters into a major trading undertaking, a major land transaction or a land transaction that is preparatory to a major land transaction</p>	Suitable for Acting Through	

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

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

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 4.20(4) May with the Electoral Commissioner's agreement, declare the Electoral Commissioner to be responsible for the conduct of an election and appoint a person to be the returning officer.	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 8 – Eligibility for enrolment		
Nil items in Division 8		
Division 9 – Electoral process		
Section 4.57(3) May appoint an eligible person (who is willing to accept the appointment) to any unfilled office if, at the close of nominations for an extraordinary elections, under section 4.57(1) or (2), the number of candidates is less than the number of offices. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 4.61 May decide to use postal voting for an election. (Absolute majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Elections reg.9(1) – the fees to be paid to an electoral officer for conducting an election are those agreed between the local government and the electoral officer	Suitable for Acting Through	
Elections reg.28(1b)(b) – if a candidate's deposit has not been refunded within 28 days after notice is given of the result of the election, the local government is to credit that amount to a fund of the local government	Suitable for Acting Through	
Division 10 – Validity of elections		
Nil items in Division 10		
Division 11 – Electoral offences		
Nil items in Division 11		

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

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 5.16(1) May delegate to a committee, under and subject to section 5.17, any of its powers and duties other than this power of delegation. (Absolute majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.18 A local government must keep a register of all delegations made to a committee at least once each financial year	Suitable for Acting Through	
Section 5.18 A local government must review all delegations made to a committee	Suitable for delegation to CEO	
Admin Reg.12(1) – At least once every financial year a local government must give local public notice of the date, time and place of all its ordinary council meetings and any committee meetings that must or are proposed to be open to the public, that are to be held in the next 12 months	Suitable for Acting Through	
Admin Reg.12(2) – A local government must give local public notice if any of the dates, times or places in the notice under regulation 12(1) change	Suitable for Acting Through	
Admin Reg.12(3) – A local government must give local public notice of the date, time and place of a special meeting of council that must be open to the public	Suitable for Acting Through	
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Subdivision 3 – Matters affecting council and committee meetings		
Note: Under Subdivision 3 – Regulations about council and committee meetings and committees 5.25 applies		
Local Government (Administration) Regulations, reg. 14A(1)(c) – a person who is not physically present at a meeting of a council or committee is to be taken to be present at the meeting if council has approved of the arrangement by absolute majority	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 3 – Acting for the mayor or president		
Nil items in Division 3		
Division 4 – Local government employees		
Section 5.27(2) General meeting of electors to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 5.36(1) Must employ a CEO	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.36(4) If the position of CEO becomes vacant, a local government must advertise the position in the manner and containing such information as prescribed	Suitable for Acting Through	
Section 5.37(1) A local government may designate any employee to be a senior employee	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 5.37(2) The CEO is to inform council of each proposal to employ or dismiss a senior employee, council may reject or accept a recommendation by the CEO to employ or dismiss a senior employee. If it rejects a recommendation it must provide the CEO with its reasons	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.37(3) If the position of a senior employee becomes vacant, a local government must advertise the position in the manner and containing such information as prescribed	Suitable for Acting Through	
Section 5.38 The performance of each employee employed more than 1 year, needs to be reviewed	Suitable for Acting Through	
Admin Reg.18(c) – A local government is to approve a process for section and appointment of the CEO	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).	
Admin Reg.18(D) – A local government is to consider, accept the review, with or without modification, or reject the review of the CEO's performance	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).	
Section 5.42(1) & 5.43 May delegate to the CEO any of its powers and duties under this Act except those in section 5.43	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.50(1) A local government must prepare a policy for employees whose employment is finishing, setting out the circumstances in which the local government would pay a gratuity and how that gratuity would be assessed, and give local public notice of the policy	Suitable for delegation to CEO	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 5.50(2) A local government may make a payment to an employee whose employment is finishing, that is in addition to the amount set out in its policy, provided that local public notice of the payment is given	Suitable for delegation to CEO	
Division 5 – Annual reports and planning		
Section 5.53(1) A local government must prepare an annual report	Suitable for Acting Through	
Section 5.54(1) Must accept the annual report by 31 st December after that financial year. (Absolute majority required)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.56 A local government is to prepare a Plan for the Future	Suitable for delegation to CEO	
Admin reg.19C(4) A local government is to review its current plan for the future every 2 years	Suitable for delegation to a 5.9(2)(a) committee or a 5.9(2)(b) committee (not currently delegated).	
Admin reg.19C(7) A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a plan for the future and when preparing any modifications of a plan	Suitable for Acting Through	
Admin re.19D(1) After a plan for the future, or modifications to a plan, are adopted a local government is to give local public notice	Suitable for Acting Through	
Admin reg.19D(5) A Council is to adopt a plan for the future	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 6 – Disclosure of financial interests		

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Nil items in Division 6		
Division 7 – Access to information		
Admin reg29A(2) Information prescribed as confidential but that, under 5.95(7), may be available for inspection if a local government so resolves	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Division 8 – Fees, expenses and allowances		
Section 5.98(1)(b) May set a fee, within the prescribed range, to be paid to a council member who attends a council or committee meeting	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
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))	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 5.98A May decide to pay its deputy mayor an allowance of up to the prescribed percentage of the annual local government allowance to which the mayor is entitled under section 5.98(5). (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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Section 5.99 May decide to pay council members attending council and committee meetings a prescribed minimum annual fee or where it has set a fee, that fee. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 5.99A May decide that instead of reimbursing council members, under section 5.98(2), for all of particular type of expense, it will instead pay the prescribed minimum allowance for that type of expense or where it has set an allowance for that type of expense, that allowance. Only reimburse in excess of that allowance. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 5.100(2) A local government may decide to reimburse expenses to committee members who are not council members or employees	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Division 9 – Conduct of certain officials		
Section 5.102 A local government may make a cash advance to a person for an expense which can be reimbursed	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

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).	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Part 6 – Financial Management		
Division 1 - Introduction		
Financial Management reg.8(1) – A local government must maintain separate accounts for monies required to be held in the municipal fund, the trust fund, the reserve accounts, or monies relating to major land or major trading undertakings that will or are expected to span more than 2 financial years	Suitable for Acting Through	
Financial Management reg.11(1) – A local government must develop procedures for cheques, credit cards, computer encryption devices and passwords, purchasing cards and petty cash systems	Suitable for Acting Through	
Financial Management Reg.11(2) – A local government must develop procedures for the approval of accounts	Suitable for Acting Through	
Financial Management reg.13(2) – A list of accounts for approval to be paid must be prepared for each month, including the date of the meeting of council to which the list is presented	Suitable for Acting Through	
Financial Management re.19(1) – A local government must establish and document internal control procedures to ensure control over investments	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Division 2 – Annual budget		
Section 6.2(1) A local government must prepare by 31 August in each financial year, an annual budget for its municipal fund for the next financial year	Suitable for Acting Through	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.2(1) Must adopt the budget prepared. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.3 A local government must prepare a budget if a general valuation or a rate or service charge is quashed by a court or the State Administrative Tribunal, or if it intends to impose supplementary general rate or specified area rate for the remainder of the financial year	Suitable for Acting Through	
Section 6.3 Must adopt the budget (for other circumstances) prepared. (Absolute majority required).	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 3 – Reporting on activities and finance		
Note: Under Division 3 – Reporting on activities and finance , section 6.4 financial report applies		
Section 6.4(1) A local government must prepare an annual financial report for the preceding financial year and such other reports as are required	Suitable for Acting Through	
Section 6.4(3) By 30 September following each financial year or such extended time as the Minister allows, a local government is to submit to its auditor the accounts of the local government and the annual financial report	Suitable for Acting Through	
Local Government (Financial Management) Regulations, reg.33A(3) – council is to consider a budget review submitted to it and is to determine by absolute majority whether or not to adopt the review, any parts of the review or any recommendations made in the review	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Local Government (Financial Management) Regulations, reg.34(2)(c) – each statement of financial activity is to be accompanied by documents containing such other supporting information as is considered relevant by the local government	Suitable for Acting Through	
Local Government (Financial Management) Regulations, reg.34(1) – a local government must prepare monthly financial reports	Suitable for Acting Through	
Division 4 – General financial provisions		
Section 6.9(3) A local government must pay or deliver to the person entitled to it any money and its interest and any property	Suitable for Acting Through	
Section 6.9(4) A local government may transfer money held in trust for 10 years to its municipal fund, but must repay to a person who establishes a right to the repayment, together with any interest earned on the investment	Suitable for Acting Through	
Section 6.11(1) A local government must establish and maintain a reserve account for each purpose for which it wishes to set aside money	Suitable for Acting Through	
Section 6.11(2) May determine by absolute majority to change the purpose of a reserve account or use money held in a reserve account for another purpose	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.11(2) A local government must give one month local public notice of a proposal to change the purpose of a reserve account or use money held in a reserve account for another purpose	Suitable for Acting Through	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.12(1)(a) May determine by absolute majority, when adopting the annual budget, grant a discount or an incentive for early payment of any money (subject to section 6.12(2))	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.12(1)(b) A local government may waive or grant concessions in relation to any amount of money that is owed to the local government (subject to section 6.12(2))	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 6.12(3) A local government may determine what conditions apply to the granting of a concession	Suitable for delegation to CEO	
Section 6.13(1) May determine by absolute majority, resolve to apply interest to any money that it has been owed (subject to section 6.13(6), other than for rates and service charges.	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.14(1) A local government may invest money in its municipal or trust funds that is not being used, in accordance with Part III of the <i>Trustees Act 1962</i>	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Division 5 – Financing local government activities		
Subdivision 1 – Introduction		
Nil items in subdivision 1		
Subdivision 2 – Fees and charges		

Section 6.16(1) May impose, by absolute majority, a fee or charge for any goods or services it provides, except for a service for which a service charge has been imposed	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.16(3) As well as imposing fees and charges when adopting the annual budget, may by absolute majority impose fees and charges during the year or amend, from time to time, fees and charges throughout the year	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.19 If a local government wishes to impose a fee or charge under Part 6 Division 5 Subdivision 2 after the annual budget has been adopted, it must provide local public notice of its intention to do so and the date from which the amended fees or charges will be imposed	Suitable for Acting Through	
Subdivision 3 – Borrowings		
Section 6.20(1) May borrow or re-borrow money, obtain credit or extend its financial accommodation in other ways to perform its functions	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.20(2) If a local government proposes to exercise its power to borrow but it is not budgeted for, unless the proposal is of a prescribed kind, it must give one month public notice of the proposal	Suitable for Acting Through	
Section 6.20(2) If it proposes to exercise its power to borrow but it is not budgeted for, it must make the resolution to do so by absolute majority	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

Section 6.20(3)(a) and (b) If it exercises its power to borrow and then decides not to proceed with the proposal or it does not use all of the money, credit or financial accommodation, after giving one month local public notice it may by absolute majority resolve to use it for another purpose	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.20(3) One month's public "notice" must be given	Suitable for Acting Through	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Division 6 – Rates and service charges		
Subdivision 1 – Introduction and the basis of rating		
Section 6.26(3) If Co-operative Bulk Handling Ltd and a local government cannot reach an agreement, under section 6.26(2)(i), the local government may refer the matter to the Minister for determination	Suitable for delegation to CEO	
Section 6.29(2) Must impose a rate on the basis of unimproved value to any tenement, license or permit that is located in a district for which only rates on the basis of gross rental value apply	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Subdivision 2 – Categories of rates and service charges		
Section 6.32(1) When adopting the annual budget, may in order to make up a budget deficiency, by absolute majority impose a general rate on rateable land within its district, and may be imposed uniformly or differentially a specified area rate or minimum payment on rateable land within its district, and may impose a service charge on land within its district.	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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

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

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	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
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	
Subdivision 4 – Payment of rates and service charges		

Note: Under Division 6 – Rates and service charges, subdivision 4 payment of rates and service charges, section 6.45(1) the Local Government (Financial Management) Regulations, reg.64(2) applies, when adopting the annual budget, must determine the due date for payment of instalments after the first instalment	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Note: Under Division 6 – Rates and service charges, subdivision 4 payment of rates and service charges, section 6.45(3) the Local Government (Financial Management) Regulations, reg.67 applies council may impose an additional charge (including by way of interest) where payment of a rate or service is by instalments and have regard to the additional costs of administration and consider the additional charge as a full or partial reimbursement of those costs and not for the purpose of making a profit.	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.46 May. When imposing a rate or service charge, by absolute majority resolve to grant a discount or incentive for its early payment	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.47 May, when imposing rates and service charges, by absolute majority resolve to waive a rate or service charge or grant a concession	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.49 A local government may make an agreement with a person to pay their rates and service charges	Suitable for Acting Through	

Local Government (Financial Management) Regulations, reg.66(2) – if an instalment remains unpaid after the day on which the next instalment becomes due the local government may revoke the ratepayer's right to pay by instalments	Suitable for Acting Through	
Local Government (Financial Management) Regulations, reg.66(3)(b) – the local government must in writing immediately notify the ratepayer of the revocation	Suitable for Acting Through	
Section 6.50(1) and (2) A local government may determine the due date that rates and charges become due, but which date cannot be sooner than 35 days after the date noted on the rate notice	Suitable for Acting Through	
Note: Under Division 6 – Rates and service charges, subdivision 4 payment of rates and service charges, section 6.51(1) the Local Government (Financial Management) Regulations, reg.70 applies, council may by absolute majority resolve to impose interest (not to exceed 11%) on a rate and service charge	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 6.56(1) A local government may recover an unpaid rate or service charge and the cost of proceedings in court of competent jurisdiction	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 6.60(2) A local government may give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the local government in satisfaction of the rate or service charge	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
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	
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	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
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	
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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 6.76(6) The local government is to provide the person with notice of its decision	Suitable for Acting Through	
Part 7 - Audit		
Division 1 - Introduction		
Nil items in Division 1		
Division 1A – Audit Committee		
Section 7.1A(1)(2) By absolute majority establish an audit committee, appoint members to the committee with a minimum of 3 members and a majority of which are council members	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

Register of Delegations of Authority and Authorisations

Section 7.1B Despite s5.16 by absolute majority council can delegate to an audit committee only those powers and duties contained in Part 7 other than this power of delegation	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Division 2 – Appointment of auditors		
Section 7.1(1)(2) By absolute majority must appoint a person or persons on the recommendation of the audit committee, to be its auditor	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 7.6(2)(f) A local government may terminate the appointment of an auditor by written notice	Suitable for delegation to the Audit Committee (not currently delegated)	
Audit reg.8(1) – where a local government has terminated an agreement with its auditor, it must give notice and reasons for the termination to the Executive Director within 30 days	Suitable for Acting Through	
Section 7.6(3) If the auditor’s registration as a company auditor is suspended or the auditor is unable or unwilling to carry out their duties, must appoint a person to conduct or complete its audit	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 3 – Conduct of audit		
Note: Under Division 3 – Conduct of audit, section 7.9 Local Government (Audit) Regulations, reg.14(3), a compliance audit return must be presented to the council at a meeting of the council, adopted by council and recorded in the minutes of the meeting at which it is adopted	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Division 4 – General		

Section 7.12A(2) A local government must meet with its auditor at least once a year	Delegated to the Audit and Risk Committee	25 March 2014 Report CPS12.14 23 June 2015 Report CPS16.15
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FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 7.12A(3) A local government is to examine the auditor's report, under section 7.9(1) and any report under section 7.9(3), and must determine if any matters raised by the report require action and ensure that appropriate action is taken	Suitable for delegation to the Audit Committee (not currently delegated)	
Section 7.12A(4) A local government must prepare a report on any action taken in response to an auditor's or section 7.9(3) report, and provide it to the Minister	Suitable for delegation to the Audit Committee (not currently delegated)	
Audit reg. 14(1) A local government must carry out a compliance audit for the period 1 January to 31 December in each year	Suitable for Acting Through	
Audit reg. 14(3) A compliance audit return must be presented to the council at a meeting of the council, adopted by the council and recorded in the minutes of the meeting at which it is adopted	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Part 8 – Scrutiny of the Affairs of Local Governments		
Division 1 – Inquiries by the Minister or an authorised person		
Section 8.2(2) Upon receiving a request from the Minister for information, a local government must provide the information to the Minister within the specified time of the notice	Suitable for Acting Through	

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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Division 2A – Council may be peremptorily suspended or required to undertake remedial action		
Nil items in Division 2A		
Division 2 – Inquiries by Inquiry Panels		
Section 8.23(4) A local government must give the Minister advice of what things it has done, or will do, to comply with an Inquiry Panel's report within 35 days of receiving the report, or give its comment on a recommendation to dismiss the council	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Division 3 – General provisions about suspension and dismissal of councils		
Nil items in Division 3		
Division 4 – Misapplication of funds and property		
Nil items in Division 4		
Part 9 – Miscellaneous Provisions		
Division 1 – Objections and review		
Section 9.6(1) An objection under Part 9 is to be dealt with by council or a committee authorised by council to deal with it	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Section 9.6(5) The local government must give the person who made the objection notice of how it was disposed of and reasons why	Suitable for Acting Through	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Section 9.9(3) As soon as a decision under section 9.9(1)(b) is made, the local government must give the affected person written notice stating the reasons for the decision	Suitable for Acting Through	
Division 2 – Enforcement and legal proceedings		
Section 9.10(1) and (2) The local government may appoint persons or classes of persons to be authorised to perform certain functions and must issue them with a certificate stating they are authorised	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Division 3 – Documents		
Nil items in Division 3		
Division 4 – Protection from liability		
Nil items in Division 4		
Division 5 – Associations of local government		
Nil items in Division 5		
Division 6 – Regulations, directions and orders		
Section 9.60(4) A local government is to administer any regulation made under section 9.60 as if it were a local law	Suitable for Acting Through	
Section 9.63(1) If a dispute has arisen between 2 or more local governments, a local government may refer the matter to the Minister to resolve	Suitable for delegation to CEO	
Division 7 – Other miscellaneous provisions		
Section 9.68(5) A local government may recover accruing rates from a principal or agent who has failed to give a notice to the local government in accordance with section 9.68	Suitable for Acting Through	
Division 8 – Amendments to 1960 Act and transitional provisions		
Nil items in Division 8		

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<i>Nil Schedule 1</i>		
Schedule 2.1 – Provisions about creating, changing the boundaries of, and abolishing districts		
Clause 11(2) Any local governments affected by an order made under clause 2.1 are to negotiate any adjustment or transfer between them of property, rights and liabilities	Suitable for delegation to CEO	
Schedule 2.2 – Provisions about names, wards and representation		
Clause 4(1) A local government must consider any submissions made under clause 3	Suitable for delegation to CEO	
Clause 4(2) If council believes that a submission is of a minor nature or one which would not require public submissions, may either propose (absolute majority required) to the Advisory Board that a submission be rejected or itself deal with it under clause 5(b)	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Clause 4(3) It is council's opinion that a submission is substantially similar to a submission in respect of which a decision was made in the last two years, or the majority of affected electors who made the submission no longer support it, council may reject the submission	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	
Clause 4(4) Unless council decides to deal with a submission under clause 5(b) or rejects it or proposes to reject it under clauses 4(1) or 4(2), must carry out a review as to whether or not the order sought should be made	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<p>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</p>	<p>Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty</p>	
<p>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</p>	<p>Suitable for delegation to CEO</p>	
<p>Clause 7 A local government is to provide local public notice advising that it is about to review its wards and inviting submissions</p>	<p>Suitable for Acting Through</p>	
<p>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</p>	<p>Suitable for delegation to a 5.9(2)(a) committee (not currently delegated).</p>	
<p>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)</p>	<p>Suitable for delegation to a 5.9(2)(a) committee (not currently delegated).</p>	

Schedule 2.3 – When and how mayors, presidents, deputy mayors and deputy presidents are elected by council		
Nil items in Schedule 2.3		
FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Schedule 2.4 – Provisions about Commissioners		
Nil items in Schedule 2.4		
Schedule 2.5 – Provisions about the Local Government Advisory Board		
Nil items in Schedule 2.5		
Schedule 3.1 – Powers under notices to owners or occupiers of land		
Regulation 7A <i>Local Government (Uniform Local Provisions) Regulations 1996</i> A person who is the owner or occupier of land must, when requested by the Local Government to do so, remove any thing that – a. Has fallen from the land, or from anything on the land; and b. Is obstructing a public thoroughfare	CEO	24 September 2013 Report 23 June 2015 Report CPS16.15
Schedule 3.2 – Particular things local governments can do on land even though it is not local government property		
Nil items in Schedule 3.2		
Schedule 4.1 – How to conduct votes and ascertain the result of an election		
Nil items in Schedule 4.1		
Schedule 5.1 – Provisions about standards panels		
Nil items in Schedule 5.1		
Schedule 6.1 – Provisions relating to the phasing in of valuations		
Clause 1(1) When imposing general rates, with respect to gross rental value, may resolve that a general valuation, which results in an increase, can be phased in over 3 years	Delegation prohibited under the <i>Local Government Act 1995</i> and Council is to perform the power or duty	

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

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

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)	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	
Nil Schedule 7		
Schedule 8.1 – Provisions about Inquiry Panels		
Nil items in Schedule 8.1		
Schedule 9.1 – Certain matter for which Governor may make regulations		
Nil items in Schedule 9.1		
Nil Schedule 9.2		
Schedule 9.3 – Transitional provisions		
Nil items in Schedule 9.3		

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

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

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<p><u>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—</u></p> <p><u>(a) prevent damage to the footpath; or</u> <u>(b) prevent inconvenience to the public or danger from falling materials.</u></p>	<p><u>Suitable for Acting Through</u></p>	
<p><u>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—</u></p> <p><u>(a) in writing; and</u> <u>(b) must specify the period for which it is granted; and</u> <u>(c) must specify each condition imposed under subregulation (4); and</u> <u>(d) may be renewed from time to time; and</u> <u>(e) may be cancelled by giving written notice to the person to whom the permission was granted.</u></p>	<p><u>Suitable for Acting Through</u></p>	

<p><u>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 —</u></p> <p><u>(a) conditions relating to the erection of hoardings, fences, walkways or other structures for the protection of the public thoroughfare or public safety (protective structures);</u></p> <p><u>(b) 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;</u></p> <p><u>(c) a condition imposing a charge for any damage to the public thoroughfare resulting from the placement of a thing on the public thoroughfare;</u></p> <p><u>(d) 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.</u></p>	<p><u>Suitable for Acting Through</u></p>	
<p><u>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.</u></p>	<p><u>Suitable for Acting Through</u></p>	

<u>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.</u>	<u>Suitable for Acting Through</u>	
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3.4. 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	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 123 An enforcement agency must provide each authorised officer appointed by the agency with a certificate of authority as an authorised officer	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

4.5. 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	10 December 2013 Item 13.3 23 June 2015 Report CPS16.15

5.6. 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	10 December 2013 Item 13.3 23 June 2015 Report CPS16.15

6.7. 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
<p>Town Planning Scheme No. 2</p> <p>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.</p>	<p>CEO, except for the following:</p> <ul style="list-style-type: none"> a) Proposed and Retrospective developments and Change of Use applications which are classified IP, P or AA where after advertising, submissions have been received which raise objections in relation to the matter at hand which are not able to be rectified by way of negotiation and/or amendment(s) being made to the proposal; b) A change from one non-conforming use to another non-conforming use; c) Grouped and/or Multiple Dwelling developments involving five (5) or more dwellings; and d) Refusal of applications where discretion exists for Council to approve the variations under the City's Town Planning Scheme no. 2, policies and/or the Residential Design Codes. 	<p>26th August 2014 23 June 2015 Report CPS16.15</p>

7.8. Register of Delegations - Planning and Development

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Planning and Development Act 2005 Authority to delegate: Part 10		
Part 10: Referrals to WAPC in respect of applications for subdivision (including amalgamations and boundary re-alignments) and/or strata subdivision approval is required to be determined by the Commission.	CEO	23 June 2015 Report CPS16.15
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	23 June 2015 Report CPS16.15.

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Heritage of Western Australia Act 1990 Authority to delegate: S 23(4)		
S23(4): Participation where appropriate with the Heritage Council, where it is to consider giving advice to the Minister for Heritage with respect to 'interim' and 'permanent' entry of a place on the State Register of Heritage Places'.	CEO with the exception of the following: Does not apply where a formal request is made for a response from council regarding proposals for the entry of a place or places onto the State register of Heritage Places on an interim or permanent basis.	23 June 2015 Report CPS16.15.

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Metropolitan Region Scheme Authority to delegate: DEL 2011/02, Government Gazette no. 248, 23 December 2011		
CI 29(3) Forwarding an application to the Commission.	CEO	23 June 2015 Report CPS16.15.
CI 30 Exercising powers under the Planning & Development Act 2005 delegated by the WAPC to: <ul style="list-style-type: none"> - Determine applications; - Revoke applications; and - Limit time of approval. 	CEO with the exception of: Does not apply where objections are received on planning grounds and those objections are not capable of being addressed by way of the recommendation of a planning condition imposed on the proposed development.	23 June 2015 Report CPS16.15
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	23 June 2015 Report CPS16.15
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	23 June 2015 Report CPS16.15

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Strata Titles Act 1985 Authority to delegate: DEL 2009/03, Government Gazette no. 98, 9 June 2009		
S24 The local government may make a preliminary determination that the plans and specifications are of sufficient standard to be brought under this Act as a building in a strata scheme.	CEO	23 June 2015 Report CPS16.15.
S25 Clause 1 Schedule 1 Power to determine applications for the issuing of a certificate of approval for a plan of subdivision, re-subdivision or consolidation, except those applications that: <ul style="list-style-type: none"> a) propose the creation of a vacant lot; b) propose vacant air stratas in multi-tiered strata scheme developments; c) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to - <ul style="list-style-type: none"> i. a type of development; and/or ii. land within an area, which is of state or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application. 	CEO on the condition that: A local government that exercises the power referred to in clause 1 is to provide the WAPC with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format prescribed by the WAPC.	23 June 2015 Report CPS16.15.

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
Liquor Control Act 1988 Authority to delegate: Part 3 – S40		
S40 Issue certificates as to whether the use of premises complies with local planning laws.	CEO	23 June 2015 Report CPS16.15.

FUNCTION	DELEGATION, CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
8.9. Delegation to respond to external organisations Authority to respond to external organisations		
Respond to the State Administrative Tribunal on applications for review of planning decisions including consideration of referrals under s31 the <i>State Administrative Tribunal Act 2004</i> ;	CEO with the exception of: Consideration of referrals under s31 of the <i>State Administrative Tribunal Act 2004</i> where Council has determined the application.	23 June 2015 Report CPS16.15.
Respond to the Swan River Trust on planning applications made under the <i>Swan and Canning Rivers Management Act 2006</i>	CEO	23 June 2015 Report CPS16.15.
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	23 June 2015 Report CPS16.15.

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

FUNCTION	DELEGATION CONDITIONS AND DURATION (INDEFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST REVIEWED
<p>Where delegation to the CEO exists under the:</p> <ul style="list-style-type: none"> — Town Planning Scheme no. 2; — Planning and Development Act 2005; — Heritage of Western Australia Act 1990; — Metropolitan Region Scheme; — Strata Titles Act 1985; — Liquor Control Act 1988; and — Responding to external organisations. 	<p>Director Planning and Development Manager Planning Services Coordinator Statutory Planning Senior Statutory Planning Officer</p>	<p>26th August 2014 23 June 2015 Report GPS16.15</p>

Commented [PF1]: Moved to page 92 and extended

8. Register of Delegations under the *Building Act 2011*

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

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Part 2 – Building and demolition permits			
Division 2 – Application for building or demolition permits			
Section 17.1 Refer an uncertified application to a building surveyor	Manager Property Services Senior Building Surveyor CEO		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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 Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 20 & 23 Grant a building permit	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 20, 22(1) & (2), 23(3) Refuse to grant a building permit	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 21 & 23(2) Grant a demolition permit	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 21(2), 22(1) & (2), 23(3) Refuse to grant a demolition permit	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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 Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Division 3 – Building or demolition permits			
Section 27(1) Impose conditions on the grant of a permit in addition to any provided for in the Regulations	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 27(3) Add, vary or revoke conditions imposed under this section before the building work or demolition work is completed	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Division 4 – Duration of building or demolition permits			

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 32 & Reg.24(1) & (2)(3) Extend the time during which a permit has effect and impose conditions on the extended permits	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Part 4 – Occupancy permits and building approval			
Division 3 – Making and dealing with applications for occupancy permits and building approval certificates			
Section 55(1) Require the applicant of an occupancy permit or building approval certificate to provide any document or information that it requires to determine the application and to verify the information by statutory declaration	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 55(2) Refuse to consider an application	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 585 (1) and 59 Grant or modify the occupancy permit or grant the building approval certificate	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 58(2) & (3) Refuse to grant or modify the occupancy permit or grant the building approval certificate	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
<u>Section 59 Grant or modify the occupancy permit or grant the building approval certificate within specified time frame</u>	<u>CEO</u>		
Section 59(3) Refund the fee that accompanied an application to the applicant if no decision made within the time.	<u>CEO</u> <u>Manager</u> <u>Property Services</u> <u>Senior Building</u> <u>Surveyor</u>		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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	<u>CEO</u> <u>Manager</u> <u>Property Services</u> <u>Senior Building</u> <u>Surveyor</u>		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 62(1) Impose conditions on the occupancy permit or modification or building approval certificate in addition to any provided for in the Regulations	<u>CEO</u> <u>Manager</u> <u>Property Services</u> <u>Senior Building</u> <u>Surveyor</u>		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 62(3) Add, vary or revoke conditions while the occupancy permit or building approval certificate has effect	<u>CEO</u> <u>Manager</u> <u>Property Services</u> <u>Senior Building</u> <u>Surveyor</u>		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

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 Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 65(4) Extend the period in which the occupancy permit or modification to the building approval certificate has effect	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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 Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Part 6 – Work affecting other land			
Division 4 – Other boundary matters			
Section 88(3) Specify the way in which an outward facing side of a particular close wall must be finished	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Part 8 - Enforcement			
Division 2 – Authorised persons			
Section 96(3) Designate a person employed by the local government under section 5.36 under the <i>Local Government Act 1995</i> as an authorised person for the purposes of this Act in relation to building and incidental structures located or proposed to be located in the district of the local government	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 96(6) Revoke a designation at any time	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 97(1) Give an identity card to each person designated by it as an authorised person	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 99(2) & (3) Limit the powers of an authorised person by imposing conditions on a person's instrument of designation or by written notice	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
<u>Section 99(3) Revoke or vary a condition of an authorised person</u>	<u>CEO</u>		

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Division 5 – Building orders			
<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;</p> <p><u>(c) A particular building or incidental structure whether completed before or after commencement</u></p>	<p>CEOManager Property Services Senior Building Surveyor</p>		<p>24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15</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>	<p>CEOManager Property Services Senior Building Surveyor</p>		<p>24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15</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>	<p>CEOManager Property Services Senior Building Surveyor</p>		<p>24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15</p>

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 114(1) Serve a copy of the order on each person to whom the order is directed in accordance with s.76 of the <i>Interpretation Act 1994</i>	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 117(1) Revoke a building order at any time	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 118(2) <u>If there is non-compliance with a building order,</u> cCause 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 Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Section 118(2) & (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 Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Part 11 – Building information			
Section 128(1) & (2) Keep a register of all building permits, demolition permits, occupancy permits and building approval certificates granted by it and all building orders made by it, in an approved manner and form	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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 Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 129(1) Make the register available for inspection by members of the public during normal office hours	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
<p>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</p>	<p>CEO Manager Property Services Senior Building Surveyor</p>		<p>24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15</p>
<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>	<p>CEO Manager Property Services Senior Building Surveyor</p>		<p>24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15</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>	<p>CEO Manager Property Services Senior Building Surveyor</p>		<p>24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15</p>

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
<p>Section 132(13) 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</p>	<p>CEO Manager Property Services Senior Building Surveyor</p>		<p>24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15</p>
<p><u>Section 132(3) Give the Building Commissioner prescribed information or building record</u></p>	<p><u>CEO</u></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
Part 2 – General matters			
Reg.14 Give the Building Commissioner prescribed information for inclusion in the annual report submitted under the <i>Financial Management Act 2006</i> Part 5 by the accountable authority [s.132(1)] and provide a record or information by the Building Commissioner	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Part 3 – Building and demolition permits			
Reg. 15A (2) Provide the FES Commissioner a copy of any occupancy permit for a building in which plans where referred to FES Commissioner under regulation 18B(1)	CEO Manager Property Services Senior Building Surveyor		23 June 2015 Report CPS16.15
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 Manager Property Services Senior Building Surveyor		23 June 2015 Report CPS16.15
Reg. 23(3) Refuse to accept an application extend a permit	CEO Manager Property Services Senior Building Surveyor		23 June 2015 Report CPS16.15
Reg.24(1) & (2) – Extend <u>or refuse to extend</u> the time during which a permit has effect and impose conditions on the extended permits	CEO Manager Property Services		23 June 2015 Report CPS16.15

Register of Delegations of Authority and Authorisations

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
	CEO Senior Building Surveyor		
Reg.24(1) Refuse to extend the time during which a permit has effect	Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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 Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Part 5 – Occupancy permits and building approval certificates			
Reg.40(2) Refuse to accept and application to extend the time during which an occupancy permit or a building approval certificate has effect	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
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 Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Division 2 – Private swimming pools			

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
Reg.51(2) Approval alternative requirements to reg.50(4)(b) if satisfied that the alternative requirements will restrict access by young children to the swimming pool as effectively as if there were compliance with Australian Standard AS1926.1	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
<u>Reg.51(3) Approval of a door for the purposes of reg.50(4)(c)(ii)</u>	<u>CEO</u>		
<u>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</u>	<u>CEO</u>		
Reg.50, 52 & 53(34) 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 <u>Fix the charge to be imposed on each pool owner to meet the cost in that financial year of carrying out inspections</u>	CEO Manager Property Services Senior Building Surveyor		24 September 2013 Report CPS29.13
Division 3 – Smoke alarms			
Reg.61(1) Approve the use, in a dwelling or part of a dwelling, of a battery powered smoke alarm and give approval in relation to an alarm that was installed before the approval is to be given	CEO Manager Property Services Senior Building Surveyor		23 June 2015 Report CPS16.15

FUNCTION	DELEGATION	CONDITIONS ON DELEGATION AND DURATION (INFINITE UNLESS OTHERWISE SPECIFIED)	DATE ADOPTED/LAST AMENDED
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 Manager Property Services Senior Building Surveyor		23 June 2015 Report CPS16.15

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- c. Approve an application for a permit unconditionally or subject to any conditions; or d. Refuse to approve an application for a permit (6) Notwithstanding a decision to approve an application for a permit made under this clause, the Council may at any time cancel or vary the permit	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 18 The Council may approve an application for a permit subject to conditions	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15
Section 19 The Council may set fees as it determines from time to time for – a. The hire of a reserve or foreshore; b. A bond for the restoration of the reserve or foreshore to its condition prior to hire and may use all or any of the bond to carry out such work as it deems necessary.	CEO	24 September 2013 Report CPS29.13 23 June 2015 Report CPS16.15

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	19 December 2013 23 June 2015 Report CPS16.15
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	19 December 2013 23 June 2015 Report CPS16.15
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	19 December 2013 23 June 2015 Report CPS16.15
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	19 December 2013 23 June 2015 Report CPS16.15

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	19 December 2013 23 June 2015 Report CPS16.15
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.	19 December 2013 23 June 2015 Report CPS16.15
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	19 December 2013 23 June 2015 Report CPS16.15

FUNCTION	DELEGATION	DATE ADOPTED/LAST REVIEWED
Section 6.56(1) A local government may recover an unpaid rate or service charge and the cost of proceedings in court of competent jurisdiction	Director Corporate & Strategy	19 December 2013 23 June 2015 Report CPS16.15
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	19 December 2013 23 June 2015 Report CPS16.15
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	19 December 2013 23 June 2015 Report CPS16.15
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 <u>debt</u> from the lessee	Director Corporate & Strategy	19 December 2013 23 June 2015 Report CPS16.15

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	19 December 2013 23 June 2015 Report CPS16.15

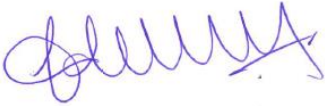
Freedom of Information Act 1992Authority to Delegate: Section 100(1)(b) of the *Freedom of Information Act 1992*

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 Corporate Strategy & Systems Records Coordinator	19 December 2013 23 June 2015 Report CPS16.15
To make decisions under Sections 20, 23, 24, 25, 30, 31, 41, 43, 48, 50 and 54	Director Corporate Strategy & Systems Director Technical Services Director Planning & Development Manager Corporate Strategy & Systems Records Coordinator	19 December 2013 23 June 2015 Report CPS16.15

Planning and Building Acts and Delegations**Register of Delegations from the Chief Executive Officer to other staff members**

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"> - Town Planning Scheme no. 2; - <i>Planning and Development Act 2005</i>; - <i>Heritage of Western Australia Act 1990</i>; - Metropolitan Region Scheme; - <i>Strata Titles Act 1985</i>; - <i>Liquor Control Act 1988</i>; and - Responding to external organisations. 	Director Planning and Development Manager Planning Services Coordinator Statutory Planning Senior Statutory Planning Officer	26 th August 2014 23 June 2015 Report CPS16.15
<u>Where delegation to the CEO exists under the:</u> <ul style="list-style-type: none"> - <u>Building Act 2011</u>; and - <u>Building Regulations 2012</u>. 	<u>Manager Property Services</u> <u>Senior Building Services</u> With the exception of: <u>Section 59 and Section 99(3) of the Act;</u> <u>and Reg 132(3) of the Regulations.</u>	

CPS19.16	Corporate Business Plan – Quarter 3 2015/16
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Committee	14 June 2016
Council	28 June 2016
Applicant	City of Nedlands
Officer	Pollyanne Fisher – Policy & Projects Officer
Director	Andrew Melville – A/Director Corporate & Strategy
Director Signature	
File Reference	CS-BP-00002
Previous Item	CPS07.16 (Quarter 2 Report)

Executive Summary

By regularly reporting to Council on progress towards the Corporate Business Plan, the City ensures that it is meeting the requirements of the Department's Integrated Planning and Reporting Framework as well as the expectations of its community.

The Quarter 3 2015/2016 Report is presented here for Council to receive. This report outlines what the City planned to achieve, and did achieve, for the third quarter of year three of its Corporate Business Plan.

Recommendation to Committee

Council receives the Quarter 3 2015/2016 report on progress towards “Nedlands 2023 – Making it Happen”, the Corporate Business Plan.

Strategic Plan

KFA: Governance and Civic Leadership

All local governments in Western Australia are required to have a Strategic Community Plan and a Corporate Business Plan, and to work towards achieving these. By reporting to Council quarterly regarding progress, the City's Council and Administration can ensure that the targets are being met.

Background

Council adopted the City's inaugural Strategic Community Plan “Nedlands 2023” at its meeting of 11 December 2012. The plan was based on extensive community consultation including precinct-based workshops, open days, online and hard-copy surveys and a community conference. “Nedlands 2023” identified that the community is concerned about the City's deteriorating assets, and that urgent corrective action

must take place to ensure the community's vision of a thriving, liveable Nedlands can be realised.

Key Relevant Previous Council Decisions:

The City's Corporate Business Plan "Nedlands 2023 – Making it Happen" was adopted by Council at its Special Council Meeting of 20 June 2013. This plan contained a number of service level changes to be achieved by 2016/17.

Discussion

The City's Corporate Business Plan "Nedlands 2023 – Making it Happen" was developed to meet the expectations and commitments identified in the City's Strategic Community Plan. Deteriorating assets and infrastructure was a key concern for the community during the community consultation process.

The Plan assumes a 4% rates increase year-on-year above a balanced budget (assumed to be 4% per year above CPI) which will fund the implementation of "Nedlands 2023". The Plan also commits administration to ongoing efficiency-seeking to reduce administrative costs where at all possible.

1. Service Level Changes

The Plan identified a number of service level changes to be achieved by 2016/17. The attached report states progress towards each level of service change as at the end of Q3 2015/2016 (31 March 2016).

2. Operational Reviews

Operational reviews scheduled for 2015/2016 included traffic and transport planning, land use planning, access and inclusion, community recreation, consultation and engagement, planning and building control and compliance.

Reviews were completed by the Executive in March 2015 for presentation during the 2015/16 budget discussions with Councillors.

3. Delivery of increase in infrastructure expenditure

The Strategic Community Plan initially proposed a yearly 4% increase in rates above a balanced budget to be invested in the City's infrastructure. The City's Long Term Financial Plan is currently under review to effectively plan for future expenditure.

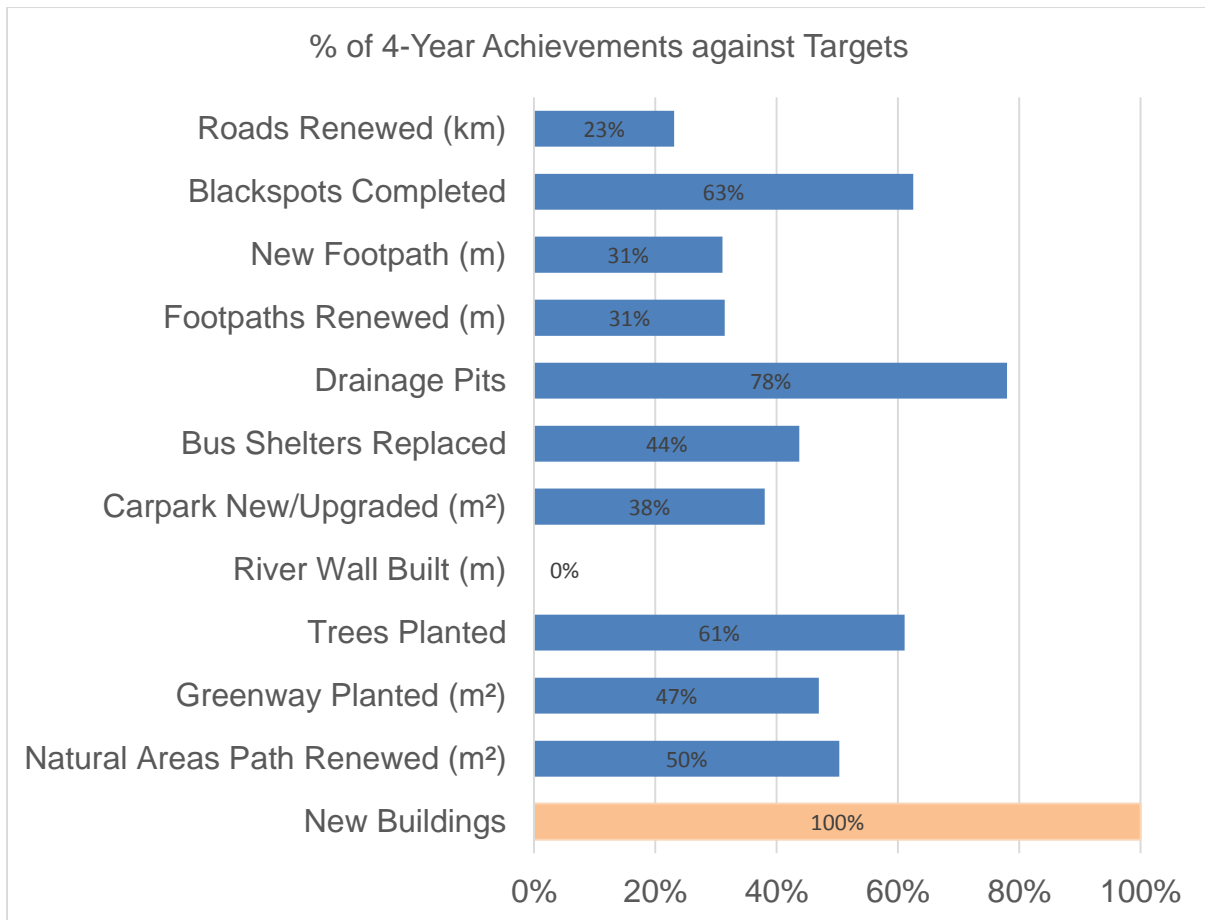
Key deliverables of this Plan and achievements to date are included in the table over page. Years 1 and 2 of the Strategic Community Plan has seen a focus on building renewals ahead of road infrastructure. A new focus on roads in the next three years will accelerate overall road condition improvements.

Many roads are at a point where simple overlays are inadequate and extra depth replacement is needed in many instances, in response there is an increase in the road renewal programme scheduled for the next financial year. Additionally, most road kerbs are being replaced while pavements are being renewed. These measures will be reflected in the next update of the Strategic Community Plan and Corporate Business Plan and will place the City in a sound position for the future.

Description	Corporate Business Plan (CBP) 4-year target	Completed at end of 2013/2014 (Y1)	Completed at end of 2014/2015 (Y2)	Target 2015/2016 (Y3)	Completed Quarter 3 2015/2016 (Y3)	Comments
New Building Projects Completed	David Cruickshank completed	0	50%	1	1	Project completed 23 October 2015, on time and under budget. Pavilion named 'Adam Armstrong Pavilion'. Contract for the refurbishment of the Allen Park Lower Pavilion awarded at the March Council meeting.
Natural Areas Path Renewed (m²)	Renew 2285 m ²	620 m ²	895 m ²	600 m ²	255 m ²	Approximately 750m ² to be completed by June 2016. This includes 255m ² upgraded in December 2015 at Pt Resolution. A further 345m ² at Pt Resolution be completed by June 2016 (pending Administration approval) and approximately 170m ² to be completed at Birdwood Parade by June 2016.
Greenway Planted (m²)	Plant 5860 m ²	1500 m ²	2750 m ²	1500 m ²	0 m ²	Greenway Development at Point Resolution – Stage 1 commencing April 2016
Number of Tree Planted	2050 street / reserve trees	481	1131	400	121	Planning underway to maximise planting during winter months through the implementation of street tree management plan actions.

River Wall Built (m)	281 m	0	0 m	0 m	0 m ²	Dependant on approvals and grant funding from Swan River Trust
Carpark new / upgraded (m²)	Upgrade or build 13240 m ²	144 m ²	2644 m ²	2500 m ²	2389 m ²	Car park rehabilitation at the David Cruickshank Reserve planned commenced in February 2016.
Bus Shelters Replaced	16	5	5	2	2	Bus shelter replacements planned this financial year.
Drainage Pits Installed	100	23	42	40	36	On track overall. Carrington Street drainage project commenced
Footpath Renewed (m)	Renew 12793 m	2492 m	3084 m	800 m	937 m	Stirling Highway footpath renewal commenced
New Footpath (m)	1223 m	360 m	360 m	0 m	20 m	Hardy Road footpath reconstructed and extended by 20m
Blackspots Completed	8	3	4	1	1	Broadway / Stirling Intersection completed in conjunction with PTA
Roads Renewed (km)	34.31 km*	3.02 km	5.64 km	2.48 km	2.28 km	Increase in road renewals scheduled for 2016/17

*An error has been identified in the previous quarterly report for the figure captured as the four year target for roads renewed (km) whereby a one year target was measured against instead. The actual target is 34.31 km of road renewals over a four year period, against which the City has achieved 23% to date. The reason for this is mostly attributed to the additional complexities associated with the road renewals including full rehabilitations, kerbing, drainage, formalised parking and irrigation works, rather than the City simply completing re-sheet road renewals.



Consultation

Required by legislation:

Yes

No

Required by City of Nedlands policy:

Yes

No

Legislation / Policy

Under the *Local Government Act 1995*, s5.56:

- (1) A local government is to plan for the future of the district;
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.

Under the *Local Government (Administration) Regulation 1996*, regulation 19DA:

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013.
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.
- (3) A corporate business plan for a district is to —

- (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and
 - (b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.
- (4) A local government is to review the current corporate business plan for its district every year.
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.
- *Absolute majority required.
- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.

Budget/Financial Implications

Within current approved budget: Yes No
 Requires further budget consideration: Yes No

Risk Management

By regularly reporting to Council on progress towards the Corporate Business Plan, the City ensures that it is meeting the requirements of the Department’s Integrated Planning & Reporting Framework as well as the expectations of its community.

Conclusion

The City’s Corporate Business Plan “Nedlands 2023 – Making it Happen” contains a number of service level changes to be achieved by the end of 2016/17. This report advises Council and the community of the City’s progress towards these changes as at 31 March 2016, the end of quarter 3 of the 2015/16 financial year.

Attachments

- 1. Q3 2015/16 Report

REPORTING Q3 2015-2016

Key	
SCP	Strategic Community Plan
CBP	Corporate Business Plan
SP	Strategic Priority

Planning and Development

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 March 2016
A1.1 Natural Area Management				
Natural and Built Environment	SCP SP4 CBP SP4	Manage and improve the natural area and bio-diversity within the CoN.	<ul style="list-style-type: none"> Pathway upgrades – renew 2285 square metres of natural path (over four years) Additional tree injections (commencing 2013/14) Greenway development – 5860 square metres of greenway planted (over four years) Whadjuk Trails development (2013/14 -2014/15) 	<ul style="list-style-type: none"> 1,150m² path upgrades complete, with further pathway upgrades scheduled for Point Resolution and Birdwood Parade by end of June 2016. 2,750 m² greenways completed. Stage 1 greenway development at Point Resolution due for completion in June 2016. Allen Park pathways completed May 2015. Point Resolution path upgrades commenced November 2015 (with two pathways due for completion in June 2016 and one pathway to be decommissioned in the 2016-17 FY). Bush to Beach Trail launched. Wardun Beelie Trail launched 30 May 2014. Karda Bidi completed June 2015. Yange Kep Bidi completed December 2015. Natural Area Management Plans adopted by Council in March 2014. Tree injections completed in June and October 2014, April 2015 and May 2016.
A1.2 Sustainability and Capacity Building				
Natural and Built Environment	SCP SP1	Improve resource efficiencies within the CoN, so ensuring that they are used effectively.	<ul style="list-style-type: none"> Develop an Energy Efficiency Strategy (2013/14) Budget for and implement the Energy Efficiency Strategy (2013/14 forward) 	<ul style="list-style-type: none"> Development of Strategy completed and presented to Council. The strategy was not adopted by Council.
A1.7 Heritage Protection				
Natural and Built Environment	CBP SP4	Protect and enhance the character and heritage of the City of Nedlands	<ul style="list-style-type: none"> Updated Heritage Inventory (Annual update from 2013/14 and a review every four years thereafter) 	<ul style="list-style-type: none"> Update of Heritage Inventory in progress Introduction of incentives not supported in 2014/15 budget
A1.8 Landuse Planning				

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 March 2016
Natural and Built Environment	SCP SP1 CBP SP1	Provide a well-functioning natural and built environment where landuses and spaces support each other.	<ul style="list-style-type: none"> An adequate suite of strategic documents to protect and enhance urban character to meet SCP outcomes (2013/14 forward) Proactive engagement and represent CoN interests on state initiatives (2013/14 forward) 	<ul style="list-style-type: none"> A number of strategic documents are being reviewed and/or developed, including the Local Planning Strategy (LPS) and Town Planning Scheme No.3. Comprehensive consultation activities planned to be carried out with the community. Ongoing review and comment on state planning initiatives.
A2.5 Parking Services				
Transport	CBP SP7	Manage Parking to maximise parking availability and maintain street amenity and safety	<ul style="list-style-type: none"> Increase in number of vehicles marked, to enforce parking restrictions as demand increases (2013/14 forward) 	<ul style="list-style-type: none"> Vehicles markings have increased to 6,293 compared to 6,080 in the same quarter last year. The introduction of more parking restrictions in Q3 has placed more pressure on Rangers to chalk more vehicles without an increase in resources. Vehicle markings dropped in Q2 (15-16) to 4,998 compared to same quarter last year (14-15) of 7,484. However, parking infringements have increased more than the previous four years to 1,096 suggesting increased enforcement of non-compliant parking in 'no-parking' areas, unauthorised verge parking, and other unsafe parking practices. Vehicles marked dropped in 2014-15 from comparison to 2013/14 with a deficit in resource. Additional Ranger resources in the second half of the 2014-15 year led to an increase in vehicles marked from 6080 in Q3 to 8,650 in Q4.
A3.12 Emergency Management				
A3.13 Environmental Health Services				
Community Development	SCP SP1	Ensure public health is maintained within the CoN	<ul style="list-style-type: none"> Shenton bushland, Allen Park, Laneway asbestos survey (2013/14 and 2014/15) Additional well installation and maintenance of existing bores to ensure adequate environmental monitoring according to Department of Environment and Conservation requirements (2013/14 - 2014/15) Public Health Plan developed with introduction of impending legislation 	<ul style="list-style-type: none"> Laneway asbestos survey was not allocated funding, so not completed. Shenton Bushland asbestos removal completed. Budget was not allocated to the well installation project and will not go ahead. Budget allocation is being sought for next financial year. Public Health Plan not commenced as legislation requiring it has not been finalised. The Bill is currently before Parliament for consideration.

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 March 2016
A3.15 Animal Management				
Community Development	CBP SP11	Protect health and safety of residents and animals through effective animal management.	<ul style="list-style-type: none"> Administration of the <i>Cat Act 2011</i> (November 2013/14 forward) Discontinue cat sterilisation subsidy (2013/2014 forward) 	Completed.

Technical Services

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 March 2016
A1.3 Water Conservation and Management				
Natural and Built Environment		Improve water efficiencies within the CoN	<ul style="list-style-type: none"> All new irrigation systems designed and installed with hydro-zone and central control capability (2013/14 forward). Investigate and develop systems to capture and retain rainwater (2013/14 forward) 	<ul style="list-style-type: none"> Water action plan being developed with a target completion date of 31 October 2016. Central control capability solution implemented as per forward works program (completed setup of PC Central Control software to control cabinets; completed implementation of Smartphone Irrigation Apps to allow for remote management of irrigation controllers; completed installation of 33 x modems in control cabinets; 33 x control cabinets central control capable at present representing 69% of controllers); Completed upgrade of irrigation system with hydrozoning at Hollywood Reserve as per forward works program; Completed upgrade of 2 bores and associated pumping infrastructure (Melvista Oval and College Park) No progress on rainwater capture
A1.5 Parks, Ovals and Reserves				
Natural and Built Environment	SCP SP1 CBP SP2	Enhance the city's green, leafy character and outdoor community spaces through planning, providing and managing high quality parks, sports facilities, playgrounds and open spaces.	<ul style="list-style-type: none"> Build an accessible play space at Beaton Park in partnership with Rotary WA (2014/15). Upgrade about 3 existing playgrounds per year to make them accessible, safe and shady (install shade sails) (2013/14 forward). Implement the Parks Asset Management Plan: <ul style="list-style-type: none"> Maintain all parks infrastructure in a safe and functional condition, 	<ul style="list-style-type: none"> In 2015-16 – 4 x playground upgrades completed at Lawler, Melvista, Campsie and Zamia Parks. Masons Gardens playground upgraded with new rubber and softfall. Swings replaced at Beatrice Road Reserve. Accessible play space project is progressing in partnership with Rotary WA, scheduled to commence in December 2016. Previous financial years - 6 x playground upgrade projects; Completed replacement of wooden park name signs with

			<ul style="list-style-type: none"> - upgrade existing non-compliant sports lighting to Australian standards for sporting codes ■ Build 226m of riverwall (over four years) 	<ul style="list-style-type: none"> metal standard parts at 4 locations; Completed replacement of drinking fountains at 6 locations; Completed replacement of BBQs at 3 locations; Completed refurbishment of gazebos at 3 locations; Completed resurfacing of 2 x tennis courts (Lawler Park); Completed installation of accessible path and stairs at Swanbourne Beach Reserve; ■ Riverwall: Swan River Trust funding contribution confirmed – approved by council.
A1.6 Streetscape				
Natural and Built Environment	SCP SP1 CBP SP1	Maintain and enhance Nedlands' character through planning and managing streetscapes	<ul style="list-style-type: none"> ■ Plant 2050 street and reserve trees (over four years) ■ Increase the health of street and reserve trees (2013/14 forward) 	<ul style="list-style-type: none"> ■ Resource gap has been filled to ensure effective street tree planting programme developed for second half of winter planting season 2015-16. ■ Completed audit of street tree planting opportunities. ■ Development of street tree management plan anticipated to be completed in July 2015 for endorsement by Executive team and for actions arising from the management plan to be identified. ■ Total 1,131 street and reserve trees planted 2013-2015.
A1.11 Underground Power				
Natural and Built Environment	CBP SP9	To advocate for and facilitate the under-grounding of the power network to improve the amenity of the area and to improve the reliability of power supply	<ul style="list-style-type: none"> ■ Lobby state government for assistance/grants for underground power projects (2013/14 forward until achieved) ■ Facilitate the undergrounding of the City's power network via Council's agreed arrangement (grant, user pays, City pays etc). (as applicable) 	<ul style="list-style-type: none"> ■ Report made to Council regarding underground power in October 2015. Awaiting outcomes of application for funding from State Government. ■ Liaison with Western Power has indicated that grant success is highly unlikely. ■ Survey results were issued to councillor Briefing – Investigations are ongoing as per council direction. ■ The outcome of the Survey were published on the website. ■ Further action requires budget consideration.
A2.1 Roads				
Transport	CBP SP2	Efficiently refurbish and maintain roads to a safe standard, as per Main Roads Act and Australian Guide to Road Design. (safe standard - trafficable surfaces, safe and free from pot-holes, rutting and undulation with good skid resistance and low noise levels)	<ul style="list-style-type: none"> ■ 83% in a satisfactory condition <ul style="list-style-type: none"> - Renew 34.31 km of roads (over four years) ■ Upgrade or build 13240 square metres of carpark (over four years) 	<ul style="list-style-type: none"> ■ Car park rehabilitation planned to commenced at the David Cruickshank Reserve in February 2016. Improvements to car park at Beaton Road deferred. ■ Total 7.92km of road renewed since 2013-2014. Increase in road renewals planned to be scheduled for future financial years. ■ Total 5,033 m² new or upgraded carpark since 2013-2014, including Swanbourne Bridge Club carpark in June 2015 and at the David Cruickshank Reserve.
A2.2 Drainage				

Transport	CBP SP2	Install and maintain a safe, efficient and effective drainage system, that minimises the risk of flood damage, whilst minimising water pollution and replenishing groundwater.	<ul style="list-style-type: none"> ■ implement 10 year forward works program for renewal and upgrade of aging and inefficient drainage infrastructure (2013/14 forward) <ul style="list-style-type: none"> - 100 extra functional pits (over four years) 	<ul style="list-style-type: none"> ■ 7 new pits installed as part of the Carrington Catchment upgrades. ■ 19 pits upgraded and 19 new pits constructed in 2014-15.
A2.3 Paths (Footpaths, Dual-use Paths, Cycleways)				
Transport	CBP SP2	Efficiently re-furbish and maintain paths to a safe standard. Provide accessible paths that provide links to public facilities. (safe standard - footpaths which are easily accessed and trafficable and free from tripping hazards with good slip resistance).	<ul style="list-style-type: none"> ■ Implement 10 year forward works program for footpath renewal (2013/14 forward) ■ footpath audit (4-yearly) ■ renew 12793m of path (over four years) ■ construct 1864m of new paths (over four years) 	<ul style="list-style-type: none"> ■ Stirling Highway Footpath Reconstruction Stage 2 in planning and design. ■ Stirling Highway Footpath Reconstruction Stage 1 completed in first quarter of 2015-16. ■ 360m of new footpath alongside Karrakatta Cemetery.
A2.4 Transport Planning and Management				
Transport	SCP SP1 CBP SP1	Plan and manage the Cities transport systems so it is easy to get around by the preferred mode of travel, whether by car, public transport, cycle or foot.	<ul style="list-style-type: none"> ■ complete 8 blackspots (over four years) ■ replace 16 bus shelters (over four years) 	<ul style="list-style-type: none"> ■ Hampden/Broadway/Stirling completed by PTA under PTA bus-lane project. ■ North Street Mast Arms now completed by MRWA. ■ Total 4 blackspots completed 2013-2015.
A3.17 Built Facilities - Provision				
Community Development		Manage, maintain and upgrade Council Buildings so that they are fit for purpose and available for agreed users.	<ul style="list-style-type: none"> ■ Complete DC Cruickshank and commence Highview (over four years) ■ Audit buildings and review maintenance program (2013/14-2014/15) 	<ul style="list-style-type: none"> ■ Contract for refurbishing the Allen Park Lower Pavilion awarded to McCorkell Construction Pty Ltd to commence May / June 2016. ■ Adam Armstrong Pavilion on the David Cruickshank Reserve completed on time and under budget 23 October 2015. ■ Buildings maintenance review completed. ■ Major Maintenance completed on Nedlands Library and Administration Building during 2013/2014. ■ General upgrades to 5 other buildings completed to meet required DAIP standards during 2013/2014 ■ Building Audit completed. Currently programming Forward Works Programme for Building Maintenance. ■ Planning underway for building upgrades at the Allen Park Pavilion, Dalkeith Bowling Club and Hollywood Subiaco Bowling Club in 2015/16.

A4.8 Asset Management - Planning				
Governance	CBP SP2	Optimise the value and longevity of the City's assets through sustainable asset management.	<ul style="list-style-type: none"> Proactive maintenance of assets to ensure a schedule of maintenance which will avoid dilapidated assets (2013/14 forward) Implementation of asset management strategy (2013/14 forward) 	<ul style="list-style-type: none"> Asset Management policy in place; Asset Management strategy endorsed by Executive February 2014
A4.13 Fleet Management				
Governance		Provide for the acquisition, maintenance & replacement of vehicles, plant & machinery to meet the operational needs of the City & maintain standards that ensure outstanding customer service.	<ul style="list-style-type: none"> Improved compliance with CoN's Purchasing Policy's sustainability principles (2013/14 forward) 	<ul style="list-style-type: none"> Fleet review ongoing Review of fit-for-purpose vehicles completed – downgrading of general purpose vehicles and commercial light vehicles

COMMUNITY DEVELOPMENT

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 March 2016
A3.4 Libraries				
Community Development		Provide a library service with a wide range of services and resource to meet the recreational, educational and technological needs of the community.	<ul style="list-style-type: none"> Install a new library management system in partnership with the Western Suburbs Regional Library Network to provide an improved, reliable and user friendly electronic library service (2013/14). Improved program delivery (2013/14) 	<ul style="list-style-type: none"> After renewed support from WESROC to revisit this project – the Western Suburbs Library Group are developing a Business Case to progress the selection and implementation of a new LMS with budget to be allocated for implementation in 2015/16. Program delivery being developed and reviewed on an ongoing basis.

CEO, CORPORATE AND STRATEGY

SCP Key Focus Area	SP	Activity Objective	Level of Service Change over 4 years (13/14 - 16/17)	Progress as at 31 March 2016
A4.2 Communications				
Governance		Ensure that the community is well informed.	<ul style="list-style-type: none"> ■ Marketing for the Strategic Community Plan (2013/14) ■ Video information (2014/15) ■ Implement comprehensive communication plans for major events or campaigns (2014/15) 	<ul style="list-style-type: none"> ■ Full page advertisement “Your Strategic Community Plan in Action” released twice yearly. ■ 2 Large signs were developed for the Collegians Amateur Football Club upgrade which also promoted the Strategic Community Plan. ■ Communications plans being developed for major events and campaigns. ■ City of Nedlands promotional video produced and now appears on the City’s website homepage.
A4.5 Advocacy				
Governance	CBP SP9 SP10	Advocate on key issues of community interest.	<ul style="list-style-type: none"> ■ Key issues for advocacy (over four years): <ul style="list-style-type: none"> - underground power - transport (Stirling Highway and light rail) - metropolitan reform - Swan River issues 	<ul style="list-style-type: none"> ■ Underground Power: a community survey has been undertaken, with an investigation of funding options underway. ■ MAX light rail: In December 2013 the state government announced the deferral of the project to 2017. No further work required until the project recommences. ■ WESROC Regional Transport Working Group: City representatives attend regular meetings, ongoing work to complete group’s initiatives. ■ Swan River Foreshore Management Plan is with the Swan River Trust for approval.
A4.6 Regional Cooperation and Collaboration				
Governance	CBP SP8	Work with other local authorities in the region for the benefit of the Nedlands community	<ul style="list-style-type: none"> ■ Work with neighbouring local authorities for the benefit of the Community <ul style="list-style-type: none"> - light rail project (over four years) - greenways - project along railway (ongoing project commencing 2013/14) - replace libraries operating system (2013/14) 	<ul style="list-style-type: none"> ■ Stage 1 of greenways project complete. ■ MAX light rail: In December 2013 the state government announced the deferral of the project to 2017. No further work required until the project recommences. ■ WESROC Regional Transport Working Group: City representatives attend regular meetings, ongoing work to complete group’s initiatives. ■ After renewed support from WESROC to revisit this project – the Western Suburbs Library Group are developing a Business Case to progress the selection and implementation

				of a new LMS with budget to be allocated for implementation in 2015/16.
A4.7 Corporate Planning				
Governance		Ensure that Council's decisions take community views into account and deliver the best results possible within available resources, through Integrated Planning and Reporting, in accordance with Act	<ul style="list-style-type: none"> ■ implement monitoring and performance management (2013/14 forward) ■ 'intermediate' or 'advanced' standard for Integrated Planning and Reporting (over four years) 	<ul style="list-style-type: none"> ■ Quarterly reports to Council are on track ■ "Intermediate" and "advanced" standards not yet released by Department of Local Government ■ Attending LGMA's Integrated Strategic Planner's networking meetings to remain informed on developments to IPR
A4.10 Human Resources				
Governance		Provide high performing human resources to deliver efficient, effective and legislatively compliant services to the City of Nedlands.	<ul style="list-style-type: none"> ■ Meet Increased requirements under the OHS Act (as required by impending legislation) 	<ul style="list-style-type: none"> ■ Meeting requirements.
A4.12 Information Technology and Records Management				
Governance		Manage the City's IT resources effectively to support the business systems of the CoN Provide IT services to visitors of the Cities main service centres (Nedlands Library, NCC and Administration Building)	<ul style="list-style-type: none"> ■ Selected staff to be provided with remote access to City's systems while on the road, so able to better respond to customer enquiries and complaints (Year 2) ■ WiFi to be established at main service centres (Year 2) 	<ul style="list-style-type: none"> ■ Remote access available to staff. ■ Public wifi at main service centres launched.