



City of Nedlands

Corporate & Strategy Reports

Committee Consideration – 11 June 2013

Council Resolution – 25 June 2013

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|-----------------|---|
| CPS20.13 | List of Accounts Paid – April 2013 |
|-----------------|---|

| | |
|---------------------------|---|
| Committee | 11 June 2013 |
| Council | 25 June 2013 |
| Applicant | City of Nedlands |
| Officer | Rajah Senathirajah – Manager Finance |
| Director | Michael Cole – Director Corporate & Strategy |
| Director Signature |  |
| File Reference | Fin/072-18 |
| 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 2013 (Refer to Attachment).

Strategic Plan

KFA: Governance and Civic Leadership

This report will ensure the 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 at the next ordinary meeting of the Council after the list is prepared and recorded in the Minutes of that meeting.

Discussion

The list of accounts paid for April 2013 is attached and is presented to Council.

Consultation

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

Legislation / Policy

This report meets 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 of Corporate Services (or designated alternative officers).

Conclusion

The list of accounts paid for the month of April 2013 complies with the relevant legislation and can be received by Council.

Attachments

1. List of Accounts Paid – April 2013



CITY OF NEDLANDS

All Payments 1/4/2013 to 30/4/2013

Database: LIVE

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| Chq/Ref | Pavee | Date | Amount | Tran | Description | Amount |
|--------------------------------|--|------------|-----------|------|--|----------|
| NAB - Municipal Account | | | | | | |
| CHEQUE | | | | | | |
| 58519 | CITY OF NEDLANDS PETTY CASH | 05/04/2013 | -358.50 | INV | MTC LIBRARY PETTY CASH RECOUP 25/03/13 | 67.50 |
| | | | | INV | ADMIN PETTY CASH RECOUP 27/03/13 | 291.00 |
| 58520 | COUNCILLOR B G HODSDON | 05/04/2013 | -737.49 | INV | COUNCILLORS ALLOWANCE APR 13 | 737.49 |
| 58521 | JEAN PAGE | 05/04/2013 | -752.00 | INV | TUTOR FEES BEGIN SPANISH TERM 1 2013 | 752.00 |
| 58522 | WATER CORPORATION | 05/04/2013 | -1,800.45 | INV | HALL DRAPER ST USAGE (14/09/12-20/03/13) | 73.50 |
| | | | | INV | INFANT HEALTH CTR DRAPER ST 19/09/12-20/03/13 | 30.60 |
| | | | | INV | RESERVE DRAPER ST USAGE (19/03/12-20/03/13) | 9.85 |
| | | | | INV | GARDEN 55 HAMPDEN RD USAGE (18/09/12-20/03/13) | 71.45 |
| | | | | INV | GARDEN 1 HAMPDEN RD USAGE (22/09/08-20/03/13) | 208.10 |
| | | | | INV | RESERVE 42 LEURA ST USAGE (18/09/12-20/03/13) | 275.55 |
| | | | | INV | RESERVE 3 BROOME ST USAGE (17/09/12-20/03/13) | 14.30 |
| | | | | INV | 67 STIRLING HWY USAGE (17/09/12-20/03/13) | 28.05 |
| | | | | INV | MT CLAREMONT PLAY CTRE USAGE 20/09/12-21/03/13 | 700.05 |
| | | | | INV | HOUSE 11 SAYER ST 20/03/12-21/03/13 | 1.20 |
| | | | | INV | YARD 1-15 CARRINGTON USAGE 21/09/12-21/03/13 | 387.80 |
| 58523 | AUSTRALIAN LEISURE & HOSPITALITY GR | 05/04/2013 | -7,326.11 | RFND | OVERPAYMENT REFUND | 7,326.11 |
| 58524 | A G & G V HINDES | 05/04/2013 | -904.14 | RFND | OVERPAYMENT REFUND | 904.14 |
| 58525 | MRS K TURNER | 05/04/2013 | -57.00 | INV | REFUND OF DOG REGISTRATION FEES | 57.00 |
| 58526 | MR R LENANTON | 05/04/2013 | -65.70 | INV | REFUND OF COURSE FEE | 65.70 |
| 58527 | CITY OF NEDLANDS PETTY CASH | 12/04/2013 | -1,040.75 | INV | TRESILLIAN PETTY CASH RECOUP | 290.00 |
| | | | | INV | ADMIN PETTY CASH RECOUP 09/04/13 | 380.10 |
| | | | | INV | NCC PETTY CASH RECOUP 09/04/13 | 370.65 |
| 58528 | IINET LTD | 12/04/2013 | -225.85 | INV | AN 12/13 IINET MONTHLY W/INTERNET DATA | 225.85 |
| 58529 | WATER CORPORATION | 12/04/2013 | -2,046.35 | INV | RD VERGE BIRKDALE ST USAGE (14/09/12-20/03/13) | 175.55 |
| | | | | INV | RD VERGE SMYTH RD USAGE (17/09/12-20/03/13) | 187.75 |
| | | | | INV | RD VERGE BAIRD AV USAGE (17/09/12-20/03/13) | 261.25 |
| | | | | INV | DRINKING TAP @ SMYTH RD USAGE (12/09/11-20/03/13) | 5.80 |



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|----------------|-----------------------------|-------------|---------------|-------------|---|---------------|
| | | | | INV | RD VERGE ALFRED RD USAGE (19/09/12-20/03/13) | 57.15 |
| | | | | INV | TENNIS CRT DRAPER ST USAGE (14/09/12-20/03/13) | 65.30 |
| | | | | INV | 69-71 STIRLING HWY USAGE (17/09/12-20/03/13) | 463.30 |
| | | | | INV | CAR PARK 15 HAMPDEN RD (17/09/12-19/03/13) | 116.35 |
| | | | | INV | GARDEN WILLIAMS RD USAGE (17/09/12-19/03/13) | 214.30 |
| | | | | INV | RD VERGE 9999 HAMPDEN RD (17/09/12-19/03/13) | 61.25 |
| | | | | INV | HYDRANT REINSTATEMENT WORKS - 12/4 STIRLING | 438.35 |
| 58530 | F TIZON | 12/04/2013 | -173.90 | INV | VOLUNTEER VEHICLE REIMBURSEMENT | 173.90 |
| 58531 | THE CIFFOLILLI FAMILY TRUST | 12/04/2013 | -1,162.19 | RFND | OVERPAYMENT REFUND | 1,162.19 |
| 58532 | RESIDENTIAL BUILDING CO P/L | 12/04/2013 | -120.00 | INV | REFUND VERGE INSPECTION FEES | 120.00 |
| 58533 | MARILYN WHITESIDE | 12/04/2013 | -171.60 | INV | VOLUNTEER VEHICLE REIMBURSEMENT | 171.60 |
| 58534 | SUSAN COLTON | 12/04/2013 | -16.50 | INV | REFUND FOR LOST BOOK PAID FOR THEN RETURNED | 16.50 |
| 58535 | LISA TIBBS | 12/04/2013 | -250.00 | INV | 12/13 SPONSORSHIP YOUTH INITIATIVES FUND | 250.00 |
| 58536 | CLAIRE M TUCAK | 12/04/2013 | -425.00 | INV | CROSSOVER SUBSIDY | 425.00 |
| 58537 | EWEN MALCOLM | 12/04/2013 | -68.64 | INV | VOLUNTEER VEHICLE REIMBURSEMENT | 68.64 |
| 58538 | ALINTA GAS | 19/04/2013 | -79.50 | INV | LT 2 CARRINGTON ST (24/12/12-02/04/13) | 79.50 |
| 58539 | CITY OF NEDLANDS PETTY CASH | 19/04/2013 | -783.80 | INV | WELL AGED PETTY CASH RECOUP 11/04/13 | 103.20 |
| | | | | INV | NEDLANDS LIB PETTY CASH RECOUP 12/04/13 | 260.85 |
| | | | | INV | NCC PETTY CASH RECOUP 16/04/2013 | 145.50 |
| | | | | INV | ADMIN PETTY CASH RECOUP 16/04/13 | 274.25 |
| 58540 | CITY OF WANNEROO | 19/04/2013 | -3.30 | INV | PAYMENT FOR DAMAGED BOOKS | 3.30 |
| 58541 | FINES ENFORCEMENT REGISTRY | 19/04/2013 | -2,924.00 | INV | LODGEMENT OF UNPAID FINES FOR ENFORCEMENT | 2,924.00 |
| 58542 | WATER CORPORATION | 19/04/2013 | -8,355.55 | INV | RD VERGE BROCKWAY RD 7#A USAGE 20/09/12-21/03/13 | 312.25 |
| | | | | INV | ROUNDBOUT CARRINGTON ST USAGE 18/09/12-21/03/13 | 46.95 |
| | | | | INV | GARDEN 1 FINCH WAY (16/03/12-19/03/13) | 30.25 |
| | | | | INV | RESERVE MONTGOMERY AVE (18/09/12-19/03/13) | 69.40 |
| | | | | INV | CENTRE @ ADDERLEY ST (27/09/12-26/03/13) | 1,559.30 |
| | | | | INV | BOWLING CLUB SMYTH RD (17/09/12-25/03/13) | 718.45 |
| | | | | INV | RESERVE 118 WOOD ST (27/09/12-22/03/13) | 332.70 |
| | | | | INV | CLUB 282 MARINE PDE (21/09/12-22/03/13) | 1,377.70 |



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|---------|-------------------------------------|------------|-----------|------|---|----------|
| | | | | INV | BEACH FACILITIES MARINE PDE (21/09/12-22/03/13) | 153.10 |
| | | | | INV | PARK KIRKWOOD RD (21/09/12-22/03/13) | 291.85 |
| | | | | INV | RUGBY CLUB ODERN CR (21/09/12-22/03/13) | 3,259.50 |
| | | | | INV | CHANGE ROOMS MARINE PDE (21/09/12-22/03/13) | 204.10 |
| 58543 | MR B N MACKINNON | 19/04/2013 | -99.99 | RFND | OVERPAYMENT REFUND | 99.99 |
| 58544 | K PONTON | 19/04/2013 | -42.00 | INV | COURSE REFUND FOR CANCELLATION | 42.00 |
| 58545 | P COMSTOCK | 19/04/2013 | -42.00 | INV | COURSE REFUND FOR CANCELLATION | 42.00 |
| 58546 | D STEEDMAN | 19/04/2013 | -42.00 | INV | COURSE REFUND FOR CANCELLATION | 42.00 |
| 58547 | MR R G JAY | 19/04/2013 | -12.00 | INV | DOG 2937 | 12.00 |
| 58548 | DAVE & LUCIE ROBINSON | 24/04/2013 | -111.65 | INV | VOLUNTEER VEHICLE REIMBURSEMENT | 111.65 |
| 58549 | SARAH BINNS | 24/04/2013 | -20.00 | INV | COURSE REFUND FOR DIFFERENCE IN FEES | 20.00 |
| 58550 | EMMA MILL | 24/04/2013 | -85.00 | INV | COURSE REFUND DUE TO INSUFFICIENT NUMBERS | 85.00 |
| 58551 | MR R J & MRS R G HURN | 24/04/2013 | -833.73 | RFND | OVERPAYMENT REFUND | 833.73 |
| 58552 | ALINTA GAS | 24/04/2013 | -19.30 | INV | SHANN ST FLOREAT (04/01/13-08/04/13) | 19.30 |
| 58553 | HEATHER CAMPBELL | 24/04/2013 | -790.00 | INV | ORAL HISTORY WITH LYALL MUNSOW DAVIES AND | 790.00 |
| 58554 | CITY OF NEDLANDS | 24/04/2013 | -2,880.00 | INV | BEECHAM RD BUILDING FEES/BCITF LEVY/ BUILDING | 2,880.00 |
| 58555 | CITY OF NEDLANDS PETTY CASH | 24/04/2013 | -449.40 | INV | DEPOT PETTY CASH RECOUP 23/04/13 | 449.40 |
| 58556 | FRIENDS OF ALLEN PARK BUSHLAND | 24/04/2013 | -350.00 | INV | ADMINISTRATIVE ASSISTANCE GRANT | 350.00 |
| 58557 | HARVEY NORMAN COMPUTER | 24/04/2013 | -979.00 | INV | SHARP 800W COMPACT MWO | 229.00 |
| | | | | INV | PANASONIC INVERTER MICROWAVE | 750.00 |
| 58558 | LOCAL SUPER DIVISION OF STATEWIDE S | 24/04/2013 | -1,694.24 | INV | 69 - 69-13-21-22-69 | 1,694.24 |
| 58559 | MLC NOMINEES PTY LIMITED | 24/04/2013 | -489.67 | INV | 65 - 65-13-21-22-65 | 489.67 |
| 58560 | MTAA SUPERANNUATION FUND | 24/04/2013 | -775.46 | INV | 66 - 66-13-21-22-66 | 280.98 |
| | | | | INV | 82 - 82-13-21-22-82 | 494.48 |
| 58561 | PBTL-LIFETIME SUPERANNUATION FUND | 24/04/2013 | -175.83 | INV | 62 - 62-13-21-22-62 | 175.83 |
| 58562 | RETAIL EMPLOYEES SUPERANNUATION FUN | 24/04/2013 | -379.73 | INV | 63 - 63-13-21-22-63 | 379.73 |
| 58563 | THE BEEMAN | 24/04/2013 | -145.00 | INV | REMOVE ESTABLISHED BEEHIVE FROM VERGE TREE | 145.00 |



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| 58564 | WATER CORPORATION | 24/04/2013 | -2,904.00 | INV | GARDEN @ 1 MEAD GR USAGE (13/03/09-20/03/13) | 1.95 |
| | | | | INV | DRINKING TAP @ CALADENIA PDE USAGE (19/09/12- | 4.10 |
| | | | | INV | RD VERGE STIRLING HWY USAGE 17/09/12-20/03/13 | 38.80 |
| | | | | INV | HOUSE 110 SMYTH RD USAGE (17/09/12-20/03/13) | 40.10 |
| | | | | INV | DRINKING TAP SALTSPRAY CT USAGE 21/03/11-21/03/13 | 9.25 |
| | | | | INV | GARDEN 59 KARELLA ST USAGE 19/03/12-21/03/13 | 1.70 |
| | | | | INV | DRINKING TAP KARELLA ST USAGE 17/03/08-21/03/13 | 5.45 |
| | | | | INV | GARDEN 1 HAMPDEN USAGE 18/09/12-21/03/13 | 38.80 |
| | | | | INV | PARK DRIFTWOOD PL USAGE 13/09/11-21/03/13 | 5.50 |
| | | | | INV | OPPOSITE 33 VERDUN ST SEWERAGE REPAIR | 2,758.35 |
| Total CHEQUE | | | -\$43,168.32 | | | |

EFT

| | | | | | | |
|---------|----------------------------|------------|-------------|------------------|---|-----------|
| PY01-21 | NAB - MUNICIPAL ACCOUNT | 09/04/2013 | -286,095.15 | | | |
| PY01-22 | NAB - MUNICIPAL ACCOUNT | 23/04/2013 | -272,574.59 | | | |
| 605 | EFT TRANSFER: - 04/04/2013 | 04/04/2013 | -216,992.13 | 605.100 | Advantech Mobile Auto Electrics | |
| | | | | INV | Supply and fit new Delkor 50Z 12v Battery check | 550.00 |
| | | | | 605.10263 | Town of Cambridge | |
| | | | | INV | LSL Reimbursements Al Valvasori | 11,752.82 |
| | | | | 605.10859 | CSP Industries Pty Ltd | |
| | | | | INV | 40 L Bar & Cutter Lube/ 20L Stroke Oil | 495.00 |
| | | | | 605.10912 | SKILLPATH SEMINARS | |
| | | | | INV | The Indispensable Assistant Seminar | 199.00 |
| | | | | 605.11009 | Worldwide Online Printing | |
| | | | | INV | 25 Certificates Waterwise Garden Competition 2012 | 70.00 |
| | | | | 605.115 | AJ Auto & Marine Upholstery | |
| | | | | INV | Supply and fit new tonneau cover hold down straps | 77.00 |
| | | | | 605.11634 | Councillor N Horley | |
| | | | | INV | Councillors Allowance April 2013 | 737.49 |
| | | | | 605.11804 | West Australian Local Government Association | |
| | | | | INV | Lineage advertisement for RFT 2012/13.08 | 732.49 |
| | | | | 605.11849 | MARFLEET DISTRIBUTING CO P/L | |
| | | | | INV | front brake pads and rotors for holden | 477.40 |
| | | | | 605.12090 | Action Glass Pty Ltd | |
| | | | | INV | Replace Glass at MCCC Playgroup | 764.50 |



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|----------------|--------------|-------------|---------------|-------------|--|---------------|
| 605.12118 | | | | | Councillor I Argyle | |
| | INV | | | | Councillors Allowance April 2013 | 737.49 |
| 605.12316 | | | | | DALKEITH IGA | |
| | INV | | | | DRC Supplies (Kitchen Provisions) | 248.81 |
| 605.12317 | | | | | TECHSAND PTY LTD | |
| | INV | | | | reconstruct damaged APRON at 25 Whitfeld St | 677.16 |
| | INV | | | | repair tree damaged footpath on Stubbs Trc Mt | 929.08 |
| | INV | | | | reconstruct pram ramp at the corner of Elizabeth | 4,062.74 |
| | INV | | | | Footpath Pram Ramp Construction - Gordon Street - | 22,230.16 |
| | INV | | | | Construction of Footpath on Whitfeld Street - | 13,369.12 |
| 605.12333 | | | | | City Rubber Stamps & Trophies | |
| | INV | | | | 1 x Black self inking stamp 'Issued for | 56.00 |
| 605.12544 | | | | | Councillor T P James | |
| | INV | | | | Councillors Allowance April 2013 | 737.49 |
| 605.12546 | | | | | Greenway Enterprises | |
| | INV | | | | 4 x Envirosoak Liquid Soil ELSW | 757.68 |
| | INV | | | | Supply 'Cyclone' mulch fork | 536.02 |
| 605.12622 | | | | | Charles Service Company | |
| | INV | | | | Cleaning November 2012 | 10,906.96 |
| 605.12682 | | | | | SYNERGY | |
| | INV | | | | U A Lot 3128 Esplanade (16/02/13-19/03/13) | 476.80 |
| 605.12765 | | | | | PERTHWASTE PTY LTD | |
| | INV | | | | Remaining Monthly Payment for Feb 13 | 42,197.76 |
| 605.12777 | | | | | PERTH IRRIGATION CENTRE | |
| | INV | | | | Camlock Type A for Bushcare | 4.95 |
| 605.12829 | | | | | UHY HAINES NORTON | |
| | INV | | | | 2012/2013 Local Government Rates Comparison Report | 198.00 |
| 605.12837 | | | | | TECHNIWORKS ACTION LEARNING P/L | |
| | INV | | | | Techniworks online RAT course annual maintenance | 5,755.88 |
| 605.12884 | | | | | CY O'Connor Institute | |
| | INV | | | | Cats Cats and Rangers | 1,109.60 |
| 605.12985 | | | | | Mr R M Hipkins | |
| | INV | | | | Mayor Allowance April 2013 | 4,833.33 |
| 605.13014 | | | | | NESPRESSO PROFESSIONAL | |
| | INV | | | | Coffee Capsules | 533.46 |
| 605.13305 | | | | | Councillor K E Collins | |
| | INV | | | | Deputy Mayor Allowance April 2013 | 1,615.82 |
| 605.13306 | | | | | Mr R M Binks | |



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|----------------|--------------|-------------|---------------|-------------|---|---------------|
| | | | | INV | Councillors Allowance April 2013 | 737.49 |
| | | | 605.13307 | | M L Somerville-Brown | |
| | | | | INV | Councillors Allowance Apr 2013 | 737.49 |
| | | | 605.13412 | | QUICK CORPORATE AUSTRALIA | |
| | | | | INV | Web Order 463135 | 74.50 |
| | | | | INV | Standing Order- White A4 Printing Paper - | 173.58 |
| | | | | INV | Web Order 461523 | 366.53 |
| | | | 605.13428 | | Lock Stock & Farrell Locksmith Pty Ltd | |
| | | | | INV | Mutiple Locks at Various Locations | 823.48 |
| | | | 605.13534 | | Nu-Trac Rural Contracting | |
| | | | | INV | Beach Sweeping Services | 2,580.00 |
| | | | 605.13605 | | City Carpet Cleaners | |
| | | | | INV | Cleaning of carpets at 108 Smyth Rd | 363.00 |
| | | | 605.13713 | | Kinetic Health Group Pty Ltd | |
| | | | | INV | Pre-Employment Medical R.Grufferty | 156.20 |
| | | | 605.13757 | | Old MacDonald's Travelling Farms | |
| | | | | INV | Farm Visit @ Dot Beaton Park 01/05/13 | 400.00 |
| | | | 605.13824 | | ALS Library Services Pty Ltd | |
| | | | | INV | Standing Order - Adult local stock books - | 239.92 |
| | | | 605.13842 | | Tree Amigos Tree Surgeons Pty Ltd | |
| | | | | INV | Grind stump | 790.66 |
| | | | | INV | 29 Jutland Pde Dalkeith .Remove storm damaged | 448.03 |
| | | | | INV | 1 Hobbs Ave. Remove storm damaged erythrina, | 1,188.94 |
| | | | | INV | Harris Park Swanbourne-.Remove storm damaged | 947.10 |
| | | | | INV | Allen Park Swanbourne-.Remove storm damaged | 1,022.18 |
| | | | 605.13846 | | Councillor N W Shaw | |
| | | | | INV | Councillors Allowance April 2013 | 737.49 |
| | | | 605.13856 | | Councillor J Porter | |
| | | | | INV | Councillors Allowance April 2013 | 737.49 |
| | | | 605.13857 | | Councillor L McManus | |
| | | | | INV | Councillors Allowance April 2013 | 737.49 |
| | | | 605.13872 | | The WRB & SV Hassell Superannuation | |
| | | | | INV | Councillors Allowance April 2013 | 737.49 |
| | | | 605.13926 | | Vikki Antcliff | |
| | | | | INV | Office Supplies - Coffee Capsules | 113.50 |
| | | | 605.13927 | | Miss Maud | |
| | | | | INV | Catering for Inhouse Seminar "Dealing with | 292.45 |
| | | | 605.13935 | | Pronto Gourmet Deli | |



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|----------------|--------------|-------------|---------------|-------------|---|---------------|
| | | | | INV | Catering for Councillor workshop 5 March 2013 | 295.70 |
| 605.13938 | | | | | HAS Earthmoving | |
| | | | | INV | Installation of 1800dia x 2400deep S/W Side Entry | 22,162.25 |
| 605.14053 | | | | | Claremont Cellars | |
| | | | | INV | Beverages for Community Leaders Event Wednesday | 237.93 |
| 605.14076 | | | | | BSL Australia Pty Ltd | |
| | | | | INV | Supply of two Acrow props No 2 Galvanised | 154.00 |
| 605.14093 | | | | | Western Glass Pty Ltd | |
| | | | | INV | Supply and install splashbacks for depot upgrade | 937.59 |
| | | | | INV | Supply and install splashbacks for 110 Symth rd | 765.44 |
| 605.14105 | | | | | Picture of Health Personal Training | |
| | | | | INV | 3* 30 min Low Impact Exercise Session | 180.00 |
| 605.145 | | | | | PROTECTOR ALSAFE PTY LTD | |
| | | | | INV | SAFETY CLOTHING | 26.51 |
| | | | | INV | Supply 'Uvex' clear - Lens protection towelettes | 110.69 |
| 605.1790 | | | | | COUNCIL ON THE AGEING (WA) INC. | |
| | | | | INV | Active Ageing Conference 05-06/06/13 | 295.00 |
| 605.1900 | | | | | DALKEITH NEDLANDS BOWLING CLUB | |
| | | | | INV | PROCC Electricity (11/12/12-10/01/13) | 584.00 |
| 605.2048 | | | | | TILLYS HOME HELPERS | |
| | | | | INV | Provision of Gardening Service to HACC Clients | 1,221.00 |
| 605.2077 | | | | | DOMUS NURSERY | |
| | | | | INV | PURCHASE OF VARIOUS PLANTS | 465.85 |
| 605.3620 | | | | | JOHN HUGHES | |
| | | | | INV | New Triton GLX cab/chassis.1EDW616 | 7,259.90 |
| 605.3840 | | | | | KENYON & COMPANY PTY LTD | |
| | | | | INV | VEHICLE PARTS | 304.04 |
| 605.4150 | | | | | LO-GO Appointments | |
| | | | | INV | Weekending 16/3/13, R.Jones, labourer parks and | 1,797.18 |
| | | | | INV | Weekending 16/3/13, J.Jones, labourer parks and | 1,797.18 |
| | | | | INV | Weekending 9/3/13, J.Jones, labourer parks and | 1,433.47 |
| 605.4500 | | | | | McLeods Barristers & Solicitors | |
| | | | | INV | Matter 33225 Building Order 20 Lisle St | 1,582.90 |
| 605.6820 | | | | | Swanbourne Veterinary Centre | |
| | | | | INV | POUND FEES | 66.00 |
| 605.6983 | | | | | TELSTRA CORPORATION LTD | |
| | | | | INV | Phone Charges to 13/03/13 Equip to 13/04/13 | 3,925.80 |
| | | | | INV | BigPond Internet access at Mt Claremont Library | 59.95 |



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|----------------|----------------------------|-------------|---------------|------------------|---|---------------|
| | | | | 605.741 | Boyan Electrical Services | |
| | | | | INV | Electrical Maintenace - 10 Smyth Rd | 182.60 |
| | | | | INV | Replace 2 burnt out elements @ Swanbourne beach | 486.20 |
| | | | | INV | invoice number 00017224 replaced 3 metal halide | 1,017.50 |
| | | | | INV | invoice number 00017208 replaced lampholder and | 335.50 |
| | | | | INV | invoice number 00017223 replaced 2 pe cells and | 562.10 |
| | | | | 605.7675 | Landgate - GRV | |
| | | | | INV | Gross Rental Valuations - GRV Schedules | 504.91 |
| | | | | 605.7990 | WA TREASURY CORPORATION | |
| | | | | INV | Loan 178 Apr 12 Repayment | 25,014.50 |
| | | | | 605.8010 | Staples Australia Pty Ltd | |
| | | | | INV | STATIONERY | 301.31 |
| | | | | INV | STATIONERY | 304.27 |
| | | | | 605.8110 | Wattleup Tractors | |
| | | | | INV | Oil,air,fuel and cabin filter kit. Ferguson Fleet | 250.10 |
| | | | | 605.8450 | Wurth Australia Pty Ltd | |
| | | | | INV | VEHICLE PARTS | 129.74 |
| | | | | 605.897 | Cabcharge Australia Limited | |
| | | | | INV | Standing Order - Service Fee | 6.00 |
| 606 | EFT TRANSFER: - 12/04/2013 | 12/04/2013 | -330,038.09 | 606.10221 | HIRE SOCIETY | |
| | | | | INV | 6 tall tables and linens, coffee cups, | 419.69 |
| | | | | INV | Equipment and glasses hire for community leaders | 216.96 |
| | | | | 606.10428 | ROADS 2000 | |
| | | | | INV | ROAD/FOOTPATH MTCE/CONSTRUCTION | 24,331.00 |
| | | | | 606.11284 | Australia Post | |
| | | | | INV | Bulk Postage Ending 31/03/13 | 2,331.36 |
| | | | | 606.11410 | Hays Specialist Recruitment (Aust) | |
| | | | | INV | Michael Italiano Week Ending 29/03/13 | 2,015.64 |
| | | | | INV | Michael Italiano Week Ending 22/03/13 | 2,553.14 |
| | | | | 606.11421 | COOL CLEAR WATER GROUP LTD | |
| | | | | INV | Water (Filtered) Svces | 282.70 |
| | | | | 606.11781 | Dept of Premier & Cabinet | |
| | | | | INV | Advertising Government Gazette - Scheme Amendment | 80.10 |
| | | | | 606.11804 | West Australian Local Government Association | |
| | | | | INV | Introduction to Supervision in Local Government - | 1,738.00 |
| | | | | INV | Policy Development - Cr Shaw - 23 April 2013 | 395.00 |
| | | | | 606.12079 | COMPLETE PEST MANAGEMENT SERVICES | |
| | | | | INV | pest inspections and treatments | 290.00 |



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|------------------|--------------|-------------|---------------|-------------|---|---------------|
| | | | | INV | pest inspections and treatments | 290.00 |
| | | | | INV | pest inspections and treatments | 380.00 |
| | | | | INV | pest inspections and treatments | 498.00 |
| | | | | INV | pest inspections and treatments | 190.00 |
| | | | | INV | pest inspections and treatments | 190.00 |
| | | | | INV | pest inspections and treatments | 190.00 |
| | | | | INV | Quarterly termite inspection - various locations | 696.00 |
| 606.12284 | | | | | Pusey's Puffs | |
| | | | | INV | Catering | 68.00 |
| 606.12357 | | | | | Nedlands Newspaper Delivery | |
| | | | | INV | Newspapers for Nedlands library â February | 237.96 |
| 606.12406 | | | | | J & M PAULIK & SONS | |
| | | | | INV | flower arrangments for NVS Volunteer Appreciation | 150.00 |
| 606.12427 | | | | | ROD HAWKER | |
| | | | | INV | Volunteer Vehicle Reimbursement | 33.75 |
| | | | | INV | Mileage Claim for Library Volunteers | 57.00 |
| 606.12456 | | | | | WA PROFILING | |
| | | | | INV | W500/ Bobcat Sweeper Road Profiling - Erica Avenu | 1,254.00 |
| 606.12472 | | | | | WA EVENTS & PROJECTS | |
| | | | | INV | Summer Concerts 2013 Payment #3 | 10,300.00 |
| 606.12580 | | | | | LG NET | |
| | | | | INV | employment advertisement - Building Surveyor | 132.00 |
| 606.12644 | | | | | Insight CCS | |
| | | | | INV | CONTRACT CA0126 A/HRS CALL SVCE Feb 13 | 255.62 |
| 606.12682 | | | | | SYNERGY | |
| | | | | INV | Group Electricity (08/12/12-18/03/13) | 15,513.70 |
| 606.12735 | | | | | COMFORT KEEPERS | |
| | | | | INV | Provision of domestic assistance in HACC clients | 937.61 |
| 606.12762 | | | | | Assa Abloy Entrance Systems Aust Pty Ltd | |
| | | | | INV | Servicing of Library Auto Doors | 215.60 |
| 606.1280 | | | | | Chubb Fire & Security Pty Ltd | |
| | | | | INV | FIRE EQUIPMENT / SERVICES | 261.27 |
| 606.12841 | | | | | FLEXIPOLE INDUSTRIES PTY LTD | |
| | | | | INV | Please supply and install 5m boomgate at | 935.00 |
| 606.12864 | | | | | Friends of Hollywood Reserve | |
| | | | | INV | Administrative Assistance Grant Hollywood | 350.00 |
| 606.12890 | | | | | Mr M R Cole | |
| | | | | INV | Broadband Reimbursement 07/02/13-06/03/13 | 69.95 |



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|----------------|--------------|-------------|---------------|-------------|--|---------------|
| 606.12918 | | | | | GLG GreenLife Group Pty Ltd | |
| | INV | | | | Landscape Maintenance as per RFQ 2011/12.06 - | 7,313.17 |
| 606.12960 | | | | | Atlantic Therapy Services | |
| | INV | | | | Assist in Day Respite Centre at NCC on 07/03/13 | 263.00 |
| 606.12985 | | | | | Mr R M Hipkins | |
| | INV | | | | Reimbursement for CAPIThetical Seminar 03/04/13 | 100.00 |
| 606.13076 | | | | | Western Power Corporation | |
| | INV | | | | MP122682 - 1 Hampden Road, Nedlands - Street | 10,746.00 |
| 606.13093 | | | | | D & T ASPHALT PTY LTD | |
| | INV | | | | Supply & Lay of Asphalt Repairs to Nibs on | 2,252.25 |
| 606.13254 | | | | | Murphy Painting & Decorating | |
| | INV | | | | Paint kitchen at Hackett playgroup | 980.00 |
| 606.13262 | | | | | Bladon WA | |
| | INV | | | | 300 Water bottles - for promotion of active | 1,353.00 |
| 606.13274 | | | | | SYRINX ENVIRONMENTAL PTY LTD | |
| | INV | | | | Bushland condition and weed mapping | 31,798.53 |
| 606.13303 | | | | | TESTEL AUSTRALIA PTY LTD | |
| | INV | | | | Electrical testing and tagging - Admin and cottage | 1,764.18 |
| | INV | | | | Electrical testing and tagging - Depot | 1,493.91 |
| | INV | | | | Electrical testing and tagging - Mount Claremont | 240.57 |
| | INV | | | | Electrical testing and tagging - Tresillian | 510.84 |
| | INV | | | | Electrical testing and tagging - Nedlands library | 677.16 |
| 606.13369 | | | | | DATA#3 LIMITED | |
| | INV | | | | Shaun Fletcher - Speed Measuring Laptop battery | 121.00 |
| | INV | | | | Part: PA3817U-1BRS Toshiba replacement laptop | 338.56 |
| 606.13381 | | | | | Carrington's Traffic Services | |
| | INV | | | | Traffic Management Services - 2 Man Crew, | 1,905.62 |
| | INV | | | | Traffic Management Services - 2 Man Crew, | 823.25 |
| 606.13384 | | | | | Harvey Fresh | |
| | INV | | | | 3 Cartons Free Range Lite Milk | 69.39 |
| | INV | | | | 3 Cartons Free Range Lite Milk | 69.39 |
| | INV | | | | 3 Cartons Free Range Lite Milk | 69.39 |
| 606.13412 | | | | | QUICK CORPORATE AUSTRALIA | |
| | INV | | | | Web Order 464722 | 95.85 |
| 606.13468 | | | | | TREK TEL PTY LTD | |
| | INV | | | | install double power, 2 new cat5 outlets, | 900.00 |
| 606.13476 | | | | | ROAD SIGNS AUSTRALIA PTY LTD | |
| | INV | | | | Supply & installation of Street Signs - Clement | 429.44 |



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|----------------|--------------|-------------|---------------|------------------|---|---------------|
| | | | | INV | Removal Existing Wooden Post | 1,021.79 |
| | | | | INV | Supply & Installation of Street Signs | 948.64 |
| | | | | INV | No Parking on Verge Parking Signs * 50 | 797.50 |
| | | | | 606.13480 | DU Electrical Pty Ltd | |
| | | | | INV | invoice number 00012743 attened to fault on site | 304.70 |
| | | | | 606.13487 | Swanbourne Coastal Alliance | |
| | | | | INV | Administrative Assistance Grant | 350.00 |
| | | | | 606.13541 | INTEGRATED DISTRIBUTION PTY LTD | |
| | | | | INV | Supply Corona Aluminium Secateurs - CBP4250 | 418.88 |
| | | | | 606.13693 | Elan Media Partners Pty Ltd | |
| | | | | INV | Standing Order - Nedlands Library - DVDs and CDs | 200.18 |
| | | | | INV | Standing Order - Nedlands Library - DVDs and CDs | 87.33 |
| | | | | 606.13713 | Kinetic Health Group Pty Ltd | |
| | | | | INV | Pre-Employment Medical | 267.30 |
| | | | | 606.13733 | West Coast Spring Water P/L | |
| | | | | INV | 15L Cooler bottle water supply to NCC | 7.25 |
| | | | | 606.13772 | Ms D E Blake | |
| | | | | INV | Feb/Mar 2013 Internet Reimbursement | 69.95 |
| | | | | 606.13775 | Australia Post - 604909 | |
| | | | | INV | Reply Paid Letters Ending 31/03/13 | 31.97 |
| | | | | 606.13824 | ALS Library Services Pty Ltd | |
| | | | | INV | Standing Order - Nedlands Library - Childrens | 119.77 |
| | | | | 606.13842 | Tree Amigos Tree Surgeons Pty Ltd | |
| | | | | INV | 48 Archdeacon St- Remove storm damaged Rottnest | 1,304.75 |
| | | | | INV | 7 Archdeacon St-Prune ficus hillii as per site | 768.24 |
| | | | | INV | 27 Leon Rd Dalkeith -Prune 2 ficus hillii from | 832.26 |
| | | | | INV | 41 Boronia Ave-NEDLANDS. Remove euc leucoxyton | 740.63 |
| | | | | INV | Opposite 14 Karella St Nedlands-Remove dead | 455.33 |
| | | | | INV | Masons Gardens-Remedial prune storm damaged | 2,422.31 |
| | | | | 606.13849 | Kongs Oriental Supermarket | |
| | | | | INV | Turtle Food 10* Ikan Billis | 135.00 |
| | | | | 606.13865 | Expect Australia Pty Ltd | |
| | | | | INV | Stacey Congdon Week Ending 17/03/13 | 1,482.40 |
| | | | | 606.13917 | NCC National Seminar Series | |
| | | | | INV | Information Seminar BCA 2013 - Allan Shiell | 180.00 |
| | | | | 606.13936 | Tenderlink.com | |
| | | | | INV | RFT 2012/13.08 - Construction of Practise Cricket | 165.00 |
| | | | | 606.14005 | Perth Energy Pty Ltd | |



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|------------------|--------------|-------------|---------------|-------------|--|---------------|
| | | | | INV | Electricity Usage (25/02/13-24/03/13) | 9,649.01 |
| 606.14052 | | | | | Mr G K Trevaskis | |
| | | | | INV | Internet Reimbursement 08/04/2013-08/05/2013 | 59.95 |
| 606.14063 | | | | | Dingobus Charter | |
| | | | | INV | Youthweek Photography Tour. Hire of 33 seater bus | 770.00 |
| 606.14080 | | | | | RANDSTAD | |
| | | | | INV | Emma D'Agostino Week Ending 10/03/13 | 312.85 |
| 606.14089 | | | | | P Annesley | |
| | | | | INV | Jewellery Instructor for National Youth Week | 110.00 |
| 606.14092 | | | | | Imatec Digital Print | |
| | | | | INV | Printing of 500 copies of The Buzz - Term 2 2013 | 1,408.00 |
| 606.14093 | | | | | Western Glass Pty Ltd | |
| | | | | INV | Supply and install glass splash back - Mt | 847.00 |
| 606.14098 | | | | | Claire Hodge - Project Artspace | |
| | | | | INV | Design of posters, flyers and newspaper adverts | 1,840.00 |
| 606.14103 | | | | | Mrs J Petley | |
| | | | | INV | Reimbursement for Teapot | 150.00 |
| 606.14109 | | | | | West Coast Water Works | |
| | | | | INV | Reticulation Repairs on Princess/Florence | 280.50 |
| 606.1428 | | | | | City of Subiaco | |
| | | | | INV | WESROC Environmental Improvement Project - share | 7,888.87 |
| 606.145 | | | | | PROTECTOR ALSAFE PTY LTD | |
| | | | | INV | Trousers for J.Ridley/M.Dickson | 270.46 |
| | | | | INV | Faith Taylor Work Clothing for 2012/13 FY | 268.57 |
| | | | | INV | Supply Shirt SS Chambray K04380 BLU M Nedlands | 131.11 |
| 606.1790 | | | | | COUNCIL ON THE AGEING (WA) INC. | |
| | | | | INV | WA Active Ageing Conf. Pat. Panayotou | 295.00 |
| 606.360 | | | | | Australia Post | |
| | | | | INV | Counter B/Pay & C/Card Trans Fee A/C 9484754 March | 400.73 |
| 606.3616 | | | | | J & K HOPKINS | |
| | | | | INV | Supply of Office chair | 219.00 |
| | | | | INV | Ergonomic chair for Tony Fawcett/Workshop | 378.00 |
| 606.3620 | | | | | JOHN HUGHES | |
| | | | | INV | New Triton GLX cab/chassis. 1EDW872 | 9,657.25 |
| 606.380 | | | | | Australian Taxation Office | |
| | | | | INV | Payroll Deduction | 86,018.95 |
| 606.3910 | | | | | KLEENIT PTY LTD | |
| | | | | INV | City Wide Graffiti Removal | 1,523.79 |



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|----------------|--------------|-------------|-----------------|-------------|---|---------------|
| | | | 606.4040 | | The Lane Bookshop | |
| | | | INV | | Nedlands Adult local stock books | 60.71 |
| | | | INV | | VARIOUS BOOKS | 35.97 |
| | | | INV | | VARIOUS BOOKS | 11.96 |
| | | | 606.4150 | | LO-GO Appointments | |
| | | | INV | | Week ending 2/2/13 R.Notley, labourer Parks and | 1,091.15 |
| | | | INV | | Victoria Wheeler Week Ending 30/03/2013 | 1,369.50 |
| | | | INV | | Week Ending 02/02/13 - M. Allen, Parks and | 1,454.86 |
| | | | INV | | Week Ending 09/02/13 - M. Allen, Parks and | 1,797.18 |
| | | | INV | | Week Ending 16/02/13 - M. Allen, Parks and | 1,775.79 |
| | | | INV | | Week Ending 2/03/13 - M. Allen, Parks and Gardens | 1,818.58 |
| | | | INV | | Week Ending 23/02/13 - M. Allen, Parks and | 1,797.18 |
| | | | INV | | Week Ending 02/03/13 - O. Reece, Parks and | 1,428.68 |
| | | | INV | | Week Ending 23/02/13 - O. Reece, Parks and | 1,701.81 |
| | | | INV | | Week Ending 09/03/13 - O. Reece, Parks and | 1,050.50 |
| | | | INV | | Week Ending 09/03/13 - M. Allen, Parks and | 556.27 |
| | | | INV | | Victoria Wheeler Week Ending 23/03/13 | 1,552.10 |
| | | | 606.4500 | | McLeods Barristers & Solicitors | |
| | | | INV | | Matter 33309 Unlawful Works Nidjalla Loop | 2,377.32 |
| | | | 606.4783 | | LGISWA | |
| | | | INV | | Non-attendance charge - Health Risk Assessment | 181.50 |
| | | | 606.4788 | | LGISWA - Workcare | |
| | | | INV | | Additional Contribution for Workers Compensation | 1,129.70 |
| | | | INV | | Additional Contribution for Workers Compensation | 2,813.80 |
| | | | 606.4959 | | NEDLANDS TYRE SERVICE | |
| | | | INV | | 195x14 8 ply tyres c/w new steel rins + disposal | 635.50 |
| | | | INV | | BKT 12.5L x 16.5L x 12 Ply rating Tractor Tyres | 920.00 |
| | | | 606.5716 | | Professional PC Support | |
| | | | INV | | April â June 2013 WSLG AMLib library | 2,933.68 |
| | | | INV | | April â June 2013 WSLG AMLib library | 2,744.68 |
| | | | 606.6983 | | TELSTRA CORPORATION LTD | |
| | | | INV | | Mobile Phone Charges to 01/04/13 | 2,430.25 |
| | | | 606.7378 | | TRIPLE A CLEANING CO | |
| | | | INV | | Window cleaning - Mt claremont library | 363.00 |
| | | | INV | | window cleaning - Nedlands library | 434.50 |
| | | | 606.741 | | Boyan Electrical Services | |
| | | | INV | | Electrical maintenace - depot | 276.10 |
| | | | INV | | electrical maintenance - Admin | 136.40 |



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|----------------|----------------------------|-------------|---------------|------------------|---|---------------|
| | | | | 606.760 | Brealey Plumbing Service | |
| | | | | INV | unblock mens hand basin in public toilet at | 176.00 |
| | | | | INV | relocate and install new hot water system | 2,216.50 |
| | | | | INV | x2 anti vandal tap tops for john leckie pavillion | 286.00 |
| | | | | 606.7900 | W A LIMESTONE CO | |
| | | | | INV | SAND/SOIL | 778.27 |
| | | | | 606.8010 | Staples Australia Pty Ltd | |
| | | | | INV | STATIONERY | 280.36 |
| | | | | 606.8110 | Wattleup Tractors | |
| | | | | INV | Front Tractor 45kg Steel Weights. Ferguson Fleet | 645.50 |
| | | | | 606.8242 | West Metro Regional Council | |
| | | | | INV | WASTE DISPOSAL | 18,761.41 |
| | | | | 606.860 | Bunnings Group Limited | |
| | | | | INV | BUILDING SUPPLIES | 94.38 |
| | | | | INV | BUILDING SUPPLIES | 14.14 |
| | | | | INV | BUILDING SUPPLIES | 89.51 |
| | | | | INV | Post Hole Shovel | 45.25 |
| | | | | 606.880 | Bunzl Limited | |
| | | | | INV | TOILET SUPPLIES | 158.33 |
| | | | | 606.9872 | Civica Pty Ltd | |
| | | | | INV | 1x eTutorial - End of Financial Year Training to | 3,850.00 |
| 607 | EFT TRANSFER: - 19/04/2013 | 19/04/2013 | -329,817.04 | 607.10024 | Lawn Doctor | |
| | | | | INV | LAWNMOWING | 4,053.71 |
| | | | | 607.10731 | Green Skills (Eco Jobs) | |
| | | | | INV | Conservation staff - Allen Park | 500.50 |
| | | | | 607.10786 | Verti-Turf | |
| | | | | INV | Turf renovation - College Pk (bottom) | 1,605.45 |
| | | | | INV | Turf renovation - Melvista Pk | 1,911.25 |
| | | | | INV | Turf renovation - David Cruickshank Reserve | 1,911.25 |
| | | | | INV | Turf renovation - Allen Pk (bottom) | 1,911.25 |
| | | | | INV | Turf renovation - Allen Pk (top) | 1,911.25 |
| | | | | INV | Turf renovation - Mt Claremont Oval | 1,529.00 |
| | | | | INV | Turf renovation - Charles Crt Reserve (Rugby) | 1,834.80 |
| | | | | 607.10787 | DOWNER EDI WORKS PTY LTD | |
| | | | | INV | Supply and Lay SM1 Kerbing on Princess & Florence | 7,608.92 |
| | | | | INV | Supply and Installation of 50 Face SM1 Kerbing - | 16,465.02 |
| | | | | INV | Supply and Installation of 50 Face SM1 Kerbing | 15,278.69 |
| | | | | 607.10895 | State Library of WA | |



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|----------------|--------------|-------------|---------------|------------------|---|---------------|
| | | | | INV | Recoveries of Lost and Damaged Books | 19.80 |
| | | | | 607.11076 | Bidvest Aust Ltd | |
| | | | | INV | Gel Fuel for council kitchen | 116.49 |
| | | | | 607.11410 | Hays Specialist Recruitment (Aust) | |
| | | | | INV | Michael Italiano Week Ending 05/04/13 | 2,015.64 |
| | | | | 607.11559 | Icon Septech Pty Ltd | |
| | | | | INV | Universal Side Entry Lid | 2,985.18 |
| | | | | 607.11602 | Arrow Pressure Wash | |
| | | | | INV | Supply and fit new chemical injector to Workshop | 214.50 |
| | | | | 607.11795 | James Donaldson | |
| | | | | INV | RUBBISH COLLECTION | 1,350.00 |
| | | | | INV | RUBBISH COLLECTION | 900.00 |
| | | | | 607.11804 | West Australian Local Government Association | |
| | | | | INV | Summer Concerts - Advertising POST 9, 16, 23 | 891.44 |
| | | | | INV | Summer Concerts - Advertising POST 9, 16, 23 | 984.80 |
| | | | | INV | Summer Concerts - Advertising POST 9, 16, 23 | 984.80 |
| | | | | INV | ANDREW MELVILLE TO ATTEND LOCAL GOVERNMENT ACT | 456.50 |
| | | | | INV | Waste in the Metropolitan Area seminar attendance | 40.00 |
| | | | | 607.11975 | JLR Pumps | |
| | | | | INV | Replacement Pump for Beatrice Rd Reserve as part | 2,973.30 |
| | | | | INV | Transfer of SP30/8 Pump from Beatrice Rd Reserve | 5,441.15 |
| | | | | 607.12079 | COMPLETE PEST MANAGEMENT SERVICES | |
| | | | | INV | Monthly pest inspections and treatments | 190.00 |
| | | | | 607.12317 | TECHSAND PTY LTD | |
| | | | | INV | Construction of New Footpath on Kirwan and Graby | 17,372.22 |
| | | | | INV | Construction of 534m ² Footpath at 71 Stirling | 33,127.61 |
| | | | | INV | Footpath @ Peace Memorial Rose Gdn | 7,554.78 |
| | | | | 607.12371 | Lamp Replacements Australia Pty Ltd | |
| | | | | INV | Various styles of lights for particular buildings | 374.77 |
| | | | | 607.12532 | TOTAL EDEN PTY LTD | |
| | | | | INV | irrigation controller and parts for rogerson | 320.05 |
| | | | | 607.12654 | The Blinds Gallery | |
| | | | | INV | aluminium venetian for NCC on Waratah Avenue. | 229.00 |
| | | | | 607.12678 | Green's Hiab Service Pty Ltd | |
| | | | | INV | Pickup, deliver and install Rugby and AFL goals. | 742.50 |
| | | | | INV | Pickup and deliver soccer goals from John XX111 | 247.50 |
| | | | | 607.12682 | SYNERGY | |



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|----------------|--------------|-------------|---------------|------------------|---|---------------|
| | | | | INV | 34 Verdun St (01/03/13-04/04/13) | 351.00 |
| | | | | INV | Lt 8001 Aberdare Rd (07/02/13-09/04/13) | 528.90 |
| | | | | 607.12735 | COMFORT KEEPERS | |
| | | | | INV | Provision of domestic assistance in HACC clients | 48.26 |
| | | | | INV | Provision of domestic assistance in HACC clients | 494.47 |
| | | | | 607.12743 | Active Transport & Tilt Tray Svces | |
| | | | | INV | Transport Bus from depot to Daimler Trucks 28 | 176.00 |
| | | | | 607.12762 | Assa Abloy Entrance Systems Aust Pty Ltd | |
| | | | | INV | repair entrance door at administration | 393.80 |
| | | | | INV | sliding door maintenance - Mt Claremont community | 215.60 |
| | | | | INV | sliding door maintenance - Mt Claremont community | 269.50 |
| | | | | 607.12777 | PERTH IRRIGATION CENTRE | |
| | | | | INV | emergency irrigation stock for birdwood pde | 730.07 |
| | | | | INV | Irrigation parts purchased as per Quotation E6609 | 1,108.64 |
| | | | | INV | Irrigation parts purchased as per Invoice E6584 | 752.23 |
| | | | | 607.12794 | West Coast Limestone | |
| | | | | INV | Install limestone retainer at base of sports | 1,650.00 |
| | | | | 607.12831 | Patricia E Panayotou | |
| | | | | INV | Reimbursements | 105.60 |
| | | | | 607.12958 | Dingo Australia | |
| | | | | INV | Repairs to damaged track on Dingo K94. Fleet No | 595.10 |
| | | | | 607.13010 | Quick Colourprint | |
| | | | | INV | Name Badge - Ronan - Assistant Building Surveyor | 17.95 |
| | | | | INV | Name Badge - Russell - Librarian | 18.95 |
| | | | | 607.13123 | TOLL PRIORITY | |
| | | | | INV | Collection of Outgoing Mail for March 13 | 344.11 |
| | | | | 607.13170 | Paperbark Technologies | |
| | | | | INV | Lot 61 Nidjalla Loop-Arboricultural inspection | 560.00 |
| | | | | 607.13192 | IMEX SOLUTIONS | |
| | | | | INV | Trim Administrator Training | 3,300.00 |
| | | | | 607.13254 | Murphy Painting & Decorating | |
| | | | | INV | Paint office in Depot | 620.00 |
| | | | | INV | Reapaint of kitchen in Hackett playgroup | 690.00 |
| | | | | 607.13290 | Mr V R Senathirajah | |
| | | | | INV | Internet Reimbursement for 08/02/13-08/04/13 | 139.90 |
| | | | | 607.13384 | Harvey Fresh | |
| | | | | INV | 3 Cartons Free Range Lite Milk | 69.39 |
| | | | | 607.13403 | Bowden Tree Consultancy | |



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|----------------|--------------|-------------|---------------|------------------|---|---------------|
| | | | | INV | Supply visual inspection & report for trees | 2,090.00 |
| | | | | 607.13412 | QUICK CORPORATE AUSTRALIA | |
| | | | | INV | Web Order 466434 | 2.72 |
| | | | | INV | Web Order 466434 | 221.84 |
| | | | | 607.13428 | Lock Stock & Farrell Locksmith Pty Ltd | |
| | | | | INV | Supply keys to Depot | 60.00 |
| | | | | 607.13480 | DU Electrical Pty Ltd | |
| | | | | INV | emergency electrical work at peace memorial | 115.50 |
| | | | | 607.13581 | Captain Stirling IGA Supermarket | |
| | | | | INV | Morning Tea food purchase for Volunteer | 97.57 |
| | | | | 607.13628 | Liquor Barons Dalkeith | |
| | | | | INV | Social Support Supplies | 210.44 |
| | | | | 607.13733 | West Coast Spring Water P/L | |
| | | | | INV | 15 liter water btl for PROCC 2012/13 | 21.75 |
| | | | | 607.13777 | Covs Parts Pty Ltd | |
| | | | | INV | Z547 oil filters x2, CPC 508-13 Rad cap x3 .Uvex | 225.74 |
| | | | | 607.13788 | Localise Pty Ltd | |
| | | | | INV | Strategic Planning consultancy for ISP process as | 16,929.00 |
| | | | | 607.13824 | ALS Library Services Pty Ltd | |
| | | | | INV | Standing Order - Mt Claremont Library - Childrens | 118.75 |
| | | | | INV | Standing Order - Nedlands Adult local stock | 188.22 |
| | | | | 607.13827 | DZOLV Products Pty Ltd | |
| | | | | INV | Purchase of 86000 biodegradable doggy disposal | 5,411.12 |
| | | | | 607.13840 | Hans M J Andresen | |
| | | | | INV | changing Banners on Hampden Road Hire of cherry | 330.00 |
| | | | | 607.13865 | Expect Australia Pty Ltd | |
| | | | | INV | Leema Prakash Week Ending 19/03/13 | 269.86 |
| | | | | 607.13882 | Commercial Cleaning Services (WA) Pty Ltd | |
| | | | | INV | Cleaning services to various council locations | 7,227.00 |
| | | | | 607.13887 | Shamrock Tyres | |
| | | | | INV | Bore stain removal at Nedlands library | 1,050.50 |
| | | | | 607.13895 | Ms M B Hulls | |
| | | | | INV | Mobile Reimbursement 03/03/13-02/04/13 | 50.39 |
| | | | | 607.13927 | Miss Maud | |
| | | | | INV | FOOD FOR ADMIN AND DEPOT FOR THE EARTH HOUR | 385.05 |
| | | | | INV | Waratah Avenue workshop - placemaking 18/3/2013 | 209.10 |
| | | | | INV | Assorted platters for Emergency Management | 172.80 |
| | | | | 607.13942 | B & B Stephens Pty Ltd | |



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|----------------|--------------|-------------|---------------|-------------|--|---------------|
| | | | | INV | 170m of temporary fencing along Beecham Rd, Mt | 935.00 |
| 607.13977 | | | | | Engineering Approvals | |
| | | | | INV | Engineering DCU Consultancy Services - STANDING | 385.00 |
| 607.14043 | | | | | GlobalPOS Pty Ltd | |
| | | | | INV | Upgrade to MicroSurvey CAD/inCAD 2013 Premium | 1,072.50 |
| 607.14080 | | | | | RANDSTAD | |
| | | | | INV | Aartee Vindedzis Week Ending 31/03/13 | 923.65 |
| | | | | INV | Emma D'Agostino Week Ending 24/03/13 | 316.57 |
| 607.14083 | | | | | J.Z Bosveld | |
| | | | | INV | Supply and install new kitchen cupboards to | 6,248.00 |
| | | | | INV | Install new cupboard to NCC | 1,045.00 |
| 607.14084 | | | | | Allsports Linemarking | |
| | | | | INV | Line Marking Services - Mt Claremont Oval, 2 | 528.00 |
| 607.14090 | | | | | Western Technical Services | |
| | | | | INV | Repairs to evapourative air cooler at Tresillian | 355.36 |
| | | | | INV | Repair faulty air cons at library | 1,018.16 |
| 607.14094 | | | | | Flexi Staff Pty Ltd | |
| | | | | INV | Week Ending 23 March 2013 - John Burchell, Road | 1,312.60 |
| 607.14113 | | | | | All Terrain Services Pty Ltd | |
| | | | | INV | Supply of AT20 Franna Crane with licenced | 957.00 |
| 607.14116 | | | | | High Vale Orchard Pty Ltd | |
| | | | | INV | Heritage Tour on 12/04/13 | 138.60 |
| 607.1427 | | | | | City of Stirling | |
| | | | | INV | Delivered meals subsidies for Feb 2013 | 777.00 |
| | | | | INV | Meals delivered to Nedlands Day Centre in Feb 2013 | 1,387.50 |
| 607.145 | | | | | PROTECTOR ALSAFE PTY LTD | |
| | | | | INV | Supply of PPE for Lee Rodgers - 2184 | 162.09 |
| 607.2262 | | | | | Elliott's Irrigation Pty Ltd | |
| | | | | INV | Irrigation Repairs - Elizabeth Street, Nedlands | 338.21 |
| | | | | INV | Irrigation Repairs - The Avenue, Nedlands | 637.43 |
| | | | | INV | Irrigation Reinstatement on Erica Street, Nedland | 584.12 |
| 607.2287 | | | | | ERS AUSTRALIA PTY LTD | |
| | | | | INV | Scheduled service of solvent cleaning bath. | 157.30 |
| 607.3616 | | | | | J & K HOPKINS | |
| | | | | INV | Chair for Environmental Conservation Officer | 189.00 |
| 607.367 | | | | | Ausnet Industries | |
| | | | | INV | Relocate goal posts at Mt Claremont Oval (Western | 2,783.00 |
| 607.4040 | | | | | The Lane Bookshop | |



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|----------------|--------------|-------------|---------------|-----------------|---|---------------|
| | | | | INV | Gift voucher for user survey x3 | 90.00 |
| | | | | INV | Standing Order - Bookclub sets January - June 201 | 15.99 |
| | | | | INV | Standing Order - Nedlands Adult local stock books | 15.99 |
| | | | | INV | Standing Order - Nedlands Adult local stock books | 50.28 |
| | | | | INV | Standing Order - Mt Claremont Adult local stock | 15.96 |
| | | | | 607.4150 | LO-GO Appointments | |
| | | | | INV | Week Ending 16/03/13 - M. Allen, Parks and | 1,091.15 |
| | | | | INV | Week Ending 16/03/13 - O. Reece, Parks and | 1,071.51 |
| | | | | INV | Victoria Wheeler Week Ending 06/04/13 | 1,221.14 |
| | | | | INV | Weekending 6/4/13, R.Jones, labourer parks and | 1,454.86 |
| | | | | INV | Weekending 6/4/13, J.Jones, labourer parks and | 1,454.86 |
| | | | | INV | Weekending 23/3/13, J.Jones, labourer parks and | 1,454.86 |
| | | | | INV | Weekending 9/3/13, R.Jones, labourer parks and | 1,433.47 |
| | | | | INV | Weekending 30/3/13, J.Jones, labourer parks and | 1,454.86 |
| | | | | INV | Weekending 30/3/13, R.Jones, labourer parks and | 1,454.86 |
| | | | | INV | Weekending 23/3/13, R.Jones, labourer parks and | 1,454.86 |
| | | | | 607.4370 | Martineaus Patisserie | |
| | | | | INV | Catering for Records Staff Trim Training | 80.00 |
| | | | | INV | Catering for Records staff TRIM training | 71.50 |
| | | | | INV | Catering for Positive Ageing | 170.50 |
| | | | | 607.4500 | McLeods Barristers & Solicitors | |
| | | | | INV | Matter 33024 Parking Prosecutions | 1,146.26 |
| | | | | INV | Matter No. 31967 - Anomalies within Amendment 192 | 991.10 |
| | | | | INV | Matter No. 33556 - SAT Reviews by Hartono: DR 96 | 350.90 |
| | | | | INV | Matter No. 33572 - Proposed St John Ambulance at | 965.25 |
| | | | | INV | Matter No. 33571 Buggles Childcare Centre | 241.31 |
| | | | | 607.4958 | Nedlands Rugby Union Football Club | |
| | | | | INV | Hamish Burgin Kidsport Voucher | 200.00 |
| | | | | 607.4959 | NEDLANDS TYRE SERVICE | |
| | | | | INV | TYRES | 44.00 |
| | | | | INV | 225/65R17 Radial tyres, fitted,balanced, env | 960.00 |
| | | | | 607.4972 | Neverfail Springwater Ltd | |
| | | | | INV | SPRINGWATER SUPPLY FOR MT CLAREMONT LIBRARY | 28.25 |
| | | | | 607.5410 | Pennant House | |
| | | | | INV | Australian Flags (1800mm x 900mm Military) | 283.80 |
| | | | | 607.5592 | PLACER MANAGEMENT GROUP | |
| | | | | INV | Julie O'Regan Week Ending 31/03/13 | 1,358.78 |
| | | | | INV | Julie O'Regan Week Ending 07/04/13 | 1,425.60 |



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|----------------|--------------|-------------|-----------------|-------------|---|---------------|
| | | | 607.5682 | | WA HINO SALES & SERVICE | |
| | | | INV | | Hino RH Mirror head, Part No A130. Hino Fleet No | 118.91 |
| | | | 607.5850 | | Soundpack Solutions | |
| | | | INV | | Cd cases | 97.90 |
| | | | 607.6500 | | SKIPPER TRUCK PARTS | |
| | | | INV | | Clutch and Gearbox parts and repairs | 2,949.70 |
| | | | 607.6560 | | Southern Scene Pty Ltd | |
| | | | INV | | Standing Order - Nedlands Large print and Audio | 41.10 |
| | | | 607.741 | | Boyan Electrical Services | |
| | | | INV | | Collapse cctv camera pole for police access to | 176.00 |
| | | | INV | | Check operation of lighting at New Court Gardens | 630.30 |
| | | | INV | | electrical maintenance maisonettes | 88.00 |
| | | | INV | | electrical maintenace 108 Smyth Rd | 88.00 |
| | | | INV | | electrical maintenace - drabble house | 346.50 |
| | | | 607.760 | | Brealey Plumbing Service | |
| | | | INV | | install new flush pipe cone at the dalkieth hall | 121.00 |
| | | | 607.7675 | | Landgate - GRV | |
| | | | INV | | Gross Rental Valuations - GRV Schedules 02/03- | 242.20 |
| | | | INV | | Gross Rental Valuations - GRV Schedules | 392.98 |
| | | | 607.8010 | | Staples Australia Pty Ltd | |
| | | | INV | | STATIONERY | 23.79 |
| | | | INV | | STATIONERY | 16.60 |
| | | | INV | | STATIONERY | 192.41 |
| | | | INV | | STATIONERY | 105.00 |
| | | | INV | | STATIONERY | 428.62 |
| | | | 607.8110 | | Wattleup Tractors | |
| | | | INV | | Howard Blade kit c/w Bolts and Nuts. Howard Fleet | 273.35 |
| | | | INV | | Bearings, Seals and Snappings for final drive | 379.40 |
| | | | INV | | Bearings, Seals and Snappings for final drive | 387.20 |
| | | | 607.8242 | | West Metro Regional Council | |
| | | | INV | | WASTE DISPOSAL | 21,014.43 |
| | | | INV | | WASTE DISPOSAL | 23,276.52 |
| | | | INV | | WASTE DISPOSAL | 23,009.06 |
| | | | INV | | WASTE DISPOSAL | 22,577.26 |
| | | | 607.860 | | Bunnings Group Limited | |
| | | | INV | | BUILDING SUPPLIES | 102.57 |
| | | | INV | | BUILDING SUPPLIES | 31.80 |
| | | | INV | | BUILDING SUPPLIES | 38.86 |



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|----------------|-----------------|-------------|----------------|------------------|---|---------------|
| | | | | INV | BUILDING SUPPLIES | 43.54 |
| | | | | INV | BUILDING SUPPLIES | 173.05 |
| | | | | INV | BUILDING SUPPLIES | 123.22 |
| | | | | INV | BUILDING SUPPLIES | 175.61 |
| | | | | INV | BUILDING SUPPLIES | 76.02 |
| | | | | INV | BUILDING SUPPLIES | 28.27 |
| | | | | INV | BUILDING SUPPLIES | 820.00 |
| | | | | INV | BUILDING SUPPLIES | 62.70 |
| | | | | INV | BUILDING SUPPLIES | 12.79 |
| | | | | INV | BUILDING SUPPLIES | 231.00 |
| | | | | INV | BUILDING SUPPLIES | 95.24 |
| | | | | INV | BUILDING SUPPLIES | 56.22 |
| | | | | INV | BUILDING SUPPLIES | 34.40 |
| | | | | INV | BUILDING SUPPLIES | 29.84 |
| | | | | INV | BUILDING SUPPLIES | 58.72 |
| | | | | INV | BUILDING SUPPLIES | 14.54 |
| | | | | INV | BUILDING SUPPLIES | 13.88 |
| | | | 607.880 | | Bunzl Limited | |
| | | | | INV | TOILET SUPPLIES | 158.33 |
| | | | | INV | Plastic cups, toilet paper and hand towels | 258.82 |
| | | | | INV | TOILET SUPPLIES | 901.58 |
| | | | | INV | TOILET SUPPLIES | 376.88 |
| 608 | EFT TRANSFER: - | 19/04/2013 | -34,113.54 | 608.11804 | West Australian Local Government Association | |
| | | | | INV | Advertisement - RFT 2012/13.06 Adams Road Civil | 696.30 |
| | | | | 608.12317 | TECHSAND PTY LTD | |
| | | | | INV | Footpath Concrete Work (Min Charge) on Gordon | 660.00 |
| | | | | 608.13093 | D & T ASPHALT PTY LTD | |
| | | | | INV | Supply and Lay of Hand-Work Asphalt to Nibs on | 2,494.80 |
| | | | | INV | Supply and Lay of Hand-Work Asphalt to Nibs on | 1,570.80 |
| | | | | 608.13220 | Lightning Towing | |
| | | | | INV | Abandoned Vehicle Towing - | 132.00 |
| | | | | INV | STANDING ORDER - Abandoned Vehicle Towing - | 132.00 |
| | | | | 608.13977 | Engineering Approvals | |
| | | | | INV | Engineering DCU Consultancy Services - STANDING | 280.00 |
| | | | | INV | Engineering DCU Consultancy Services - STANDING | 350.00 |
| | | | | 608.13992 | Get Wet Ponds & Aquariums | |
| | | | | INV | Service aquariums | 88.00 |
| | | | | INV | Service aquariums | 77.00 |



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|----------------|----------------------------|-------------|---------------|------------------|---|---------------|
| | | | | INV | Service aquariums | 220.00 |
| | | | | INV | Service aquariums | 77.00 |
| | | | | INV | Service aquariums | 77.00 |
| | | | | INV | Service aquariums | 77.00 |
| | | | | INV | Service aquariums | 77.00 |
| | | | | INV | Service aquariums | 77.00 |
| | | | | INV | Service aquariums | 77.00 |
| | | | | INV | Service aquariums | 77.00 |
| | | | | INV | Service aquariums | 77.00 |
| | | | | 608.14094 | Flexi Staff Pty Ltd | |
| | | | | INV | Week Ending 6/4/13 - John Burchell - Road Works | 1,312.60 |
| | | | | INV | Week Ending 30/3/13 - John Burchell - Road Works | 999.14 |
| | | | | 608.4325 | Main Roads Western Australia | |
| | | | | INV | Refund for MRWA Grant Contribution | 24,484.90 |
| 610 | EFT TRANSFER: - 24/04/2013 | 24/04/2013 | -304,796.55 | 610.10099 | Water Filter Warehouse | |
| | | | | INV | Counter Top Service | 50.00 |
| | | | | 610.10428 | ROADS 2000 | |
| | | | | INV | Supply and Lay of SMA 7 Hot Asphalt - Curlew Road | 24,795.14 |
| | | | | 610.10731 | Green Skills (Eco Jobs) | |
| | | | | INV | Conservation staff - Allen Park | 232.38 |
| | | | | 610.10786 | Verti-Turf | |
| | | | | INV | Turf renovation - College Pk (top) | 2,293.50 |
| | | | | 610.10787 | DOWNER EDI WORKS PTY LTD | |
| | | | | INV | Supply and Installation of SM1 Kerbing on Erica | 7,013.89 |
| | | | | 610.1100 | Castle Cotton Supplies | |
| | | | | INV | 25kg Bag of Towel for Engineering Cleaning | 154.00 |
| | | | | 610.11250 | OPTIMA PRESS PTY LTD | |
| | | | | INV | Printing of 1500 flyers | 368.50 |
| | | | | INV | Printing of 100 posters | 117.70 |
| | | | | 610.11781 | Dept of Premier & Cabinet | |
| | | | | INV | Local Government Appointment - Ranger - Michael | 133.50 |
| | | | | 610.11804 | West Australian Local Government Association | |
| | | | | INV | Presenting with Confidence 27/02/13 J.Heyes | 165.33 |
| | | | | INV | employment advertisement - Building Surveyor | 644.54 |
| | | | | INV | Employment Advertisement - Relief Officer | 393.90 |
| | | | | INV | Employment Advertisement - The West LG Vacancies | 769.82 |
| | | | | INV | Advertisement for Town Planning Scheme Amendment | 307.18 |
| | | | | INV | Advertisement for Natural Area Maintenance | 718.82 |



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|----------------|--------------|-------------|---------------|------------------|--|---------------|
| | | | | INV | Advertising POST Newspaper - Scheme Amendment 195 | 251.74 |
| | | | | INV | Bulk Rubbish collection tender advert- The west | 921.48 |
| | | | | INV | Parking Local Law Advertisement / Public Notice in | 210.82 |
| | | | | INV | West Australian Ad - Proposed Parking and | 516.15 |
| | | | | INV | Draft North Hollywood Strategies - POST NEWSPAPER | 287.90 |
| | | | | 610.1225 | Chefmaster Australia | |
| | | | | INV | KITCHEN BAGS | 443.40 |
| | | | | 610.12317 | TECHSAND PTY LTD | |
| | | | | INV | Reconstruct tree damaged footpath on the other | 677.16 |
| | | | | 610.12350 | Capital Recycling | |
| | | | | INV | Removal and Disposal of Concrete and Sand Waste | 6,208.71 |
| | | | | 610.12425 | PSV Design | |
| | | | | INV | Assessment of Beecham Rd Retaining Wall Stage 3 & | 1,540.00 |
| | | | | 610.12456 | WA PROFILING | |
| | | | | INV | W500mm Profiler / Bobcat Sweeper - Curlew Road - | 1,881.00 |
| | | | | 610.12507 | Carpet Force (Commercial) Pty Ltd | |
| | | | | INV | Install Blue Tarkett Vinyl | 1,188.00 |
| | | | | 610.12546 | Greenway Enterprises | |
| | | | | INV | ARS replacement saw blade plus 8 ARS stoppers. | 388.27 |
| | | | | 610.12677 | Wilson Security | |
| | | | | INV | Locking up of public toilets at John Leckie | 231.38 |
| | | | | INV | Mt Claremont Library mobile security patrol | 204.37 |
| | | | | INV | Nedlands Library mobile security patrol services | 318.91 |
| | | | | INV | Please open and close Swanbourne Beach overflow | 214.13 |
| | | | | INV | Random Patrols - MTC Oval/Swanbourne Hospital | 2,674.60 |
| | | | | INV | Mobile Patrols - 11 Sayer St March 2013 to June | 734.24 |
| | | | | 610.12682 | SYNERGY | |
| | | | | INV | Lt 792 Esplanade (12/02/13-11/04/13) | 225.50 |
| | | | | INV | U B 140 Melvista (13/02/13-12/04/13) | 677.20 |
| | | | | INV | Esplanade (13/02/13-11/04/13) | 607.80 |
| | | | | INV | Streetlight Tarriff Charges (25/02/13-24/03/13) | 37,176.55 |
| | | | | INV | Auxillary Lighting (28/02/13-27/03/13) | 1,327.25 |
| | | | | 610.12735 | COMFORT KEEPERS | |
| | | | | INV | Provision of domestic assistance in HACC clients | 96.52 |
| | | | | 610.12743 | Active Transport & Tilt Tray Svces | |
| | | | | INV | Transport wicket rollers from allen,melvista and | 176.00 |
| | | | | 610.12754 | Armaguard | |
| | | | | INV | Daily Banking Pickup March 2013 | 1,191.86 |



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|----------------|--------------|-------------|---------------|-------------|---|---------------|
| | | | | 610.12765 | PERTHWASTE PTY LTD | |
| | | | | INV | SO 2012/13 Residential Services March 2013 | 38,709.97 |
| | | | | 610.12769 | SAFETY ZONE AUSTRALIA PTY LTD | |
| | | | | INV | Safety work wear | 103.95 |
| | | | | INV | Safety work wear | 103.95 |
| | | | | INV | Safety work wear | 164.89 |
| | | | | INV | Safety work wear | 65.89 |
| | | | | INV | Shirts and Pants - uniform for Mike Koller | 75.90 |
| | | | | INV | Shirts and Pants - uniform for Mike Koller | 91.96 |
| | | | | INV | Shirts - Dan and Chris | 183.92 |
| | | | | 610.12839 | BG & E Pty Ltd | |
| | | | | INV | Provide Structural Engineers Report for Sign | 660.00 |
| | | | | 610.12918 | GLG GreenLife Group Pty Ltd | |
| | | | | INV | Landscape Maintenance as per RFQ 2011/12.06 - | 7,313.17 |
| | | | | 610.13042 | TOTALLY WORKWEAR | |
| | | | | INV | Workwear for Environmental Conservation Officer | 864.15 |
| | | | | INV | Workwear for Environmental Conservation Officer | 107.85 |
| | | | | 610.13267 | Dept of Transport | |
| | | | | INV | Vehicle Search Fees Feb 13 | 663.40 |
| | | | | 610.13296 | DAVID KELSALL | |
| | | | | INV | Additional Heritage Advice on Development | 330.00 |
| | | | | 610.13327 | By Word of Mouth Catering | |
| | | | | INV | Catering for monthly project team meeting - April | 279.84 |
| | | | | 610.13347 | SPEEDY HIRE | |
| | | | | INV | Portable Toilet Hire at John XXIII Depot March | 194.84 |
| | | | | 610.13384 | Harvey Fresh | |
| | | | | INV | 3 Cartons Free Range Lite Milk | 69.39 |
| | | | | 610.13412 | QUICK CORPORATE AUSTRALIA | |
| | | | | INV | Web Order 466706 | 60.76 |
| | | | | 610.13476 | ROAD SIGNS AUSTRALIA PTY LTD | |
| | | | | INV | Stickers for path closures | 21.12 |
| | | | | 610.13713 | Kinetic Health Group Pty Ltd | |
| | | | | INV | pre-employment medical Aviva Mahfouda - Planning | 156.20 |
| | | | | 610.13733 | West Coast Spring Water P/L | |
| | | | | INV | 15 liter water btl for PROCC 2012/13 | 14.50 |
| | | | | 610.13788 | Localise Pty Ltd | |
| | | | | INV | Strategic Planning consultancy for ISP process as | 10,164.00 |
| | | | | 610.13803 | Snap Printing Northbridge | |



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|----------------|--------------|-------------|---------------|------------------|---|---------------|
| | | | | INV | The printing and supply of 500 booklets promoting | 985.00 |
| | | | | INV | 2800 Flyers for the Stirling Highway Parking | 773.00 |
| | | | | 610.13816 | Sound Centre Music Gallery | |
| | | | | INV | Piano storage and new coprotective soft cover | 450.00 |
| | | | | INV | Piano storage and new coprotective soft cover | 275.00 |
| | | | | 610.13824 | ALS Library Services Pty Ltd | |
| | | | | INV | Standing Order - Childrens local stock books | 95.76 |
| | | | | INV | Standing Order - Nedlands Adult local stock | 156.64 |
| | | | | 610.13877 | 47 On Kirwan | |
| | | | | INV | Catering Project team meeting | 340.00 |
| | | | | 610.13887 | Shamrock Tyres | |
| | | | | INV | Bore stain removal | 858.00 |
| | | | | 610.13926 | Vikki Antcliff | |
| | | | | INV | Coffee Machine | 328.00 |
| | | | | 610.13931 | Enviro Sweep | |
| | | | | INV | City Wide Additional Street Sweeping | 5,379.00 |
| | | | | 610.13932 | Information Management Group Pty Ltd | |
| | | | | INV | Archive Storage for March 2013 | 676.78 |
| | | | | 610.13936 | Tenderlink.com | |
| | | | | INV | BULK RUBBISH TENDER RFT 2012/13.09 | 495.00 |
| | | | | 610.13948 | Lovering Super Fund Pty Ltd | |
| | | | | INV | 73 - 73-13-21-22-73 | 98.42 |
| | | | | 610.13977 | Engineering Approvals | |
| | | | | INV | Engineering DCU Consultancy Services - STANDING | 437.50 |
| | | | | 610.14017 | Mr M Goodlet | |
| | | | | INV | Study Fees Reimbursement | 1,050.00 |
| | | | | 610.14056 | Shred-X Pty Ltd | |
| | | | | INV | Shred-X Secure Document Destruction Agreement | 117.02 |
| | | | | 610.14080 | RANDSTAD | |
| | | | | INV | Emma D'Agostino Week Ending 17/03/13 | 625.70 |
| | | | | 610.14084 | Allsports Linemarking | |
| | | | | INV | Line Marking Services - Melvista Pk, 2 Hockey | 528.00 |
| | | | | 610.14085 | Think Water | |
| | | | | INV | irrigation maintenance | 7,337.00 |
| | | | | 610.14090 | Western Technical Services | |
| | | | | INV | Supply and Install new Split Air conditioners at | 6,030.75 |
| | | | | 610.14121 | All Style Ceilings | |
| | | | | INV | Ceiling repairs to Mt Claremont library | 858.00 |



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|----------------|--------------|-------------|---------------|-------------|---|---------------|
| | | | 610.14122 | | Peel Zoo Pty Ltd | |
| | | | INV | | Zoo Entry for 8 Seniors and 2 Adults 24/04/13 | 138.60 |
| | | | 610.2048 | | TILLYS HOME HELPERS | |
| | | | INV | | Provision of Gardening Service to HACC Clients in | 1,241.35 |
| | | | 610.2262 | | Elliott's Irrigation Pty Ltd | |
| | | | INV | | service the iron filter at dot bennett 19/02/13 | 205.70 |
| | | | INV | | Irrigation Reinstatement on Elizabeth Street, | 2,294.30 |
| | | | 610.2583 | | Forestvale Trees Pty Ltd | |
| | | | INV | | 1 x 90Lt Jacaranda plus delivery | 363.00 |
| | | | INV | | PURCHASE OF VARIOUS PLANTS | 187.00 |
| | | | 610.350 | | Aust Institute of Management | |
| | | | INV | | TRAINING -SEMINARS/COURSES | 830.00 |
| | | | 610.4040 | | The Lane Bookshop | |
| | | | INV | | Standing Order - Mt Claremont Adult local stock | 59.13 |
| | | | INV | | Standing Order - Nedlands Adult local stock books | 67.89 |
| | | | 610.4120 | | Lightning Laundry | |
| | | | INV | | PROCC March laundry | 384.00 |
| | | | 610.4150 | | LO-GO Appointments | |
| | | | INV | | Week Ending 02/02/13 - M. Allen, Parks and | 1,454.86 |
| | | | 610.4959 | | NEDLANDS TYRE SERVICE | |
| | | | INV | | Pirelli 235/75/15 Steel radial tyres, fit, bal, | 1,380.00 |
| | | | INV | | Toyo 195/85/16 radial truck tyres. Strip, | 635.00 |
| | | | 610.540 | | Baileys Fertilisers | |
| | | | INV | | Carry out soil analysis to Peace Memorial Rose | 176.00 |
| | | | 610.5580 | | PIRTEK (MALAGA) PTY LTD | |
| | | | INV | | Supply and fit new hydraulic hoses and fittings | 375.49 |
| | | | 610.5592 | | PLACER MANAGEMENT GROUP | |
| | | | INV | | Julie O'Regan Week Ending 14/04/13 | 1,832.13 |
| | | | 610.5850 | | Soundpack Solutions | |
| | | | INV | | Triple and Quadruple CD jewel cases | 59.40 |
| | | | 610.6560 | | Southern Scene Pty Ltd | |
| | | | INV | | Standing Order - Mt Claremont Large Print and | 69.10 |
| | | | INV | | Standing Order - Nedlands Large print and Audio | 56.06 |
| | | | 610.6983 | | TELSTRA CORPORATION LTD | |
| | | | INV | | an 12/13 - Telstra Mntly internet data, Line and | 10,847.17 |
| | | | 610.741 | | Boyan Electrical Services | |
| | | | INV | | Fixed Damaged Light Pole Resulting from a Car | 804.10 |
| | | | INV | | emergency electrical work at hampden lane | 181.50 |



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|----------------|--------------|-------------|-----------------|-------------|---|---------------|
| | | | 610.760 | | Brealey Plumbing Service | |
| | | | INV | | fix basin at tressilian toilet | 258.50 |
| | | | INV | | Install new toilet pan and repair drainage | 627.00 |
| | | | 610.8010 | | Staples Australia Pty Ltd | |
| | | | INV | | STATIONERY | 211.76 |
| | | | 610.8358 | | WALGS PLAN | |
| | | | INV | 50 | - 50-13-21-22-50 | 36,317.86 |
| | | | INV | 51 | - 51-13-21-22-51 | 52,924.96 |
| | | | 610.860 | | Bunnings Group Limited | |
| | | | INV | | BUILDING SUPPLIES | 9.21 |
| | | | INV | | BUILDING SUPPLIES | 84.84 |
| | | | INV | | BUILDING SUPPLIES | 46.70 |
| | | | INV | | BUILDING SUPPLIES | 30.71 |
| | | | INV | | BUILDING SUPPLIES | 63.61 |
| | | | INV | | BUILDING SUPPLIES | 44.46 |
| | | | INV | | BUILDING SUPPLIES | 25.92 |
| | | | INV | | BUILDING SUPPLIES | 10.95 |
| | | | INV | | BUILDING SUPPLIES | 104.07 |
| | | | INV | | BUILDING SUPPLIES | 21.24 |
| | | | INV | | BUILDING SUPPLIES | 323.88 |
| | | | INV | | BUILDING SUPPLIES | 9.90 |
| | | | INV | | BUILDING SUPPLIES | 24.67 |
| | | | 610.9876 | | PRIESTMAN & SHARP | |
| | | | INV | | Panel and paint repairs as per quotation No | 1,195.85 |
| | | | INV | | Panel and paint repairs as per quotation No | 1,995.32 |

Total EFT -\$1,774,427.09

TOTAL PAYMENTS -\$1,817,595.41

NAB - Trust Account

CHEQUE

| | | | | | | |
|-------|-------------------------|------------|-----------|------|----------------------------------|----------|
| 11655 | RESIDENTIAL BUILDING WA | 12/04/2013 | -1,500.00 | RFND | 31 MIMOSA AVE - FOOTPATH REFUND | 1,500.00 |
| 11656 | MS L COLE | 12/04/2013 | -150.00 | RFND | TRESI EXI BOND - MS L COLE | 150.00 |
| 11657 | MS L COLE | 12/04/2013 | -55.00 | RFND | KEY BOND - MS L COLE | 55.00 |
| 11658 | WEBB&BROWN-NEAVES | 12/04/2013 | -1,500.00 | RFND | 24 FLORENCE RD - FOOTPATH REFUND | 1,500.00 |



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|-----------------------|----------------------------|-------------|-------------------|------------------|---|---------------|
| 11659 | HERO ENTERPRISE PTY LTD | 12/04/2013 | -1,500.00 | RFND | 81 ARCHDEACON ST - FOOTPATH REFUND | 1,500.00 |
| 11660 | QUARTON PTY LTD | 12/04/2013 | -1,500.00 | RFND | 70 ST JOHN'S WOOD BVDE - FOOTPATH REFUND | 1,500.00 |
| 11661 | PETER STANNARD HOMES | 12/04/2013 | -1,500.00 | RFND | 29 BIRRIGON LOOP - FOOTPATH REFUND | 1,500.00 |
| 11662 | K L ROBINSON | 12/04/2013 | -1,500.00 | RFND | 4 STRICKLAND ST - FOOTPATH REFUND | 1,500.00 |
| 11663 | C M TUCAK | 12/04/2013 | -1,500.00 | RFND | 31 LISLE ST - FOOTPATH REFUND | 1,500.00 |
| 11664 | J D WETHERALL | 24/04/2013 | -80.00 | RFND | REFUND CANDIDATES NOMINATION FEE | 80.00 |
| 11665 | CONSTRUCTION TRAINING FUND | 24/04/2013 | -21,705.43 | INV | MONTHLY RECONCILIATION & RETURN MARCH 2013 | 21,705.43 |
| Total CHEQUE | | | -32,490.43 | | | |
| EFT | | | | | | |
| 609 | EFT TRANSFER: - 23/04/2013 | 23/04/2013 | -4,033.98 | 609.12228 INV | Dept of Commerce- Building Commissi Reconciliation & Return March 2013 | 4,033.98 |
| Total EFT | | | -4,033.98 | | | |
| TOTAL PAYMENTS | | | -36,524.41 | | | |

| | |
|-----------------|--|
| CPS21.13 | Review of Council's Delegated Authorities |
|-----------------|--|

| | |
|---------------------------|---|
| Committee | 11 June 2013 |
| Council | 25 June 2013 |
| Applicant | City of Nedlands |
| Officer | Phoebe Huigens, Policy & Projects Officer |
| Director | Michael Cole, Director Corporate & Strategy |
| Director Signature |  |
| File Reference | CRS/058 |
| Previous Item | NIL |

Executive Summary

At least once every financial year, delegations are to be reviewed (*Local Government Act 1995* s. 5.46 (2)). The City's delegations were last reviewed in June 2012 and further changes were approved at the Council Meeting of 25 September 2012. Following the organisational restructure, minor changes to some delegations were also made on 23 April 2013. The City's Delegated Authority manual is now due for its yearly review.

Recommendation to Committee

Council:

1. Approves the changes to the Council's Delegated Authority Manual as indicated in Attachment 1;
2. Approves the delegation for *Food Act 2008* as included in Attachment 1.

Strategic Plan

KFA: Governance and Civic Leadership

Background

Under section 5.42 of the *Local Government Act (1995)*, the Council may delegate certain functions to the CEO. Under section 5.44, the CEO 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)). The organisational restructure necessitated a number of minor changes to delegations to reflect the new structure and these were endorsed by Council on 23 April 2013. The remaining delegations now require review.

Key Relevant Previous Council Decisions

Nil.

Discussion

The Local Government Act 1995 (the Act) 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.

Each Delegation of Authority has been reviewed during May 2013, and the results of the review are below:

| Delegation | Change proposed? | Details |
|--|------------------|--|
| Acting Chief Executive Officer | No | |
| Office Hours | Yes | Revoke. CEO has authority under <i>Local Government Act 1995</i> |
| Staff Vehicle Use | Yes | Revoke. CEO has authority under <i>Local Government Act 1995</i> |
| Use of Council's Common Seal and Authority to Sign Documents | No | |
| Local Government Act, Executive Functions Delegated to Chief Executive Officer | Yes | Update position title |
| Performance Review of Chief Executive Officer | No | |
| Consumption of Alcohol in Public Places | Yes | Update position title |
| Authority to Grant Permission for a Vehicle on a Reserve | Yes | Additional further delegations |
| Use of Council Chambers | No | |
| Perth Flying Squadron Yacht Club | Yes | Update position title |
| Authority to Call Tenders | Yes | Update position title |
| Change duration to "indefinite" | | |

| Delegation | Change proposed? | Details |
|--|------------------|--|
| City Facilities – Management Licences for Community Organisations | No | |
| Investment of Funds | Yes | Update position title |
| Debt Recovery | Yes | Update position title |
| Operation of Council Bank Accounts | Yes | Update position title |
| Update policy title | | |
| Invitations for Registrations of Interest | Yes | Change title to “Invitations for Expressions of Interest” |
| Further delegate to all Directors | | |
| Write off Minor Debts | Yes | Update LG Act section |
| Acceptance of Tenders | No | |
| Engagement of Contractors | Yes | Further delegate to Manager Technical Services |
| Update position title | | |
| Obstruction of Rights of Way | Yes | Further delegate to Manager Parks Services |
| Update position title | | |
| Verge Development | Yes | Change title to Nature Strip (Verge) Development |
| Street Trees | Yes | Revoke. CEO has authority under <i>Local Government Act 1995</i> |
| Vehicle Crossing Places | Yes | Update policy title |
| Private Works | Yes | Further delegate to Director Technical Services |
| Update position title | | |
| Traffic Management | No | |
| Use of Reserves during Building Operations on Adjacent Property | No | |
| Landscaping River Foreshore | Yes | Further delegate to Manager Parks Services |
| Dangerous Trees on Private Property | Yes | Update position title |
| Town Planning Scheme No. 2 – Approval and Refusal of Planning Applications | Yes | Update position title |
| Trading in Public Places | Yes | Update position title |
| Reference to Local Law | | |
| Legislative Building Control | Yes | Update authority to reflect new Building Act 2011 |
| Delegate to Senior Building Surveyor | | |
| Assignment of House Numbers | No | |
| Fences with Reduced Truncations | No | |
| Issuing Section 3.25 Notices | No | |

| Delegation | Change proposed? | Details |
|---|------------------|---|
| Signing off Metropolitan Regions Scheme Form 1 Applications | No | |
| Health Act Functions | Yes | Update position title |
| Update legislation names and delete references to old legislation | | |
| Liquor Licensing Act Functions | Yes | Update position title |
| Update legislation names | | |
| Delete conditions regarding live entertainment | | |
| Caravan and Camping Grounds Act Functions | Yes | Update position title |
| Update legislation names | | |
| Environmental Protection Act Functions | No | |
| Collection of Unpaid Fines (Parking) | No | |
| Prosecution Officers | Yes | Update position title |
| Withdrawal of Infringement Notices | No | |
| Collection of Unpaid Fines (Dog Control) | Yes | Minor formatting changes |
| Power to Authorise Withdrawal of Dog Infringements | Yes | Revoke. Council does not have authority under the <i>Dog Act 1976</i> to delegate any powers to the CEO. The City will appoint authorised officers to carry out functions under the <i>Dog Act 1976</i> . |
| Temporary Street Closure and Temporary Suspension of Road Rules | Yes | Add authority to close thoroughfares for works |
| Removal of Obstructions and Deposit on Streets and Public Places | Yes | Update position title |
| Registration Officers | Yes | Minor formatting changes |
| Requests for Financial Assistance | No | |
| Tresillian Studio Leases | Yes | Update position title |
| Erection of Neighbourhood Watch Signs | Yes | Revoke |
| City no longer part of Neighbourhood Watch | | |
| Active Recreation Area Use | Yes | Update position title |
| Signs on Reserves | No | |
| Council Provided Grants, Subsidies and Donations | Yes | Wording changes – see attachment |
| Freedom of Information Act | No | |

New Delegations of Authority proposed

Food Act 2008 (as drafted in Attachment 1).

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 and addresses the risk that organisation changes are reflected in the register and that delegations remain current.

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 next review. Administration has reviewed the delegations and has proposed some changes which are shown in Attachment 1. A new delegation is also proposed, titled *Food Act 2008*.

Attachments

1. Council Delegated Authority Manual as at 8 May 2013, with proposed changes



City of Nedlands

nedlands.wa.gov.au

Council Delegated Authority Manual

As at 8 May 2013

Preamble

1. 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 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.

2. Limits on Delegation to the Chief Executive Officer

- a) There are some powers and duties that a Council cannot delegate. They are:
 - i. any power or duty that requires a decision of an absolute majority of the local government;
 - ii. accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
 - iii. appointing an auditor;
 - iv. acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
 - v. any of the local government's powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
 - vi. borrowing money on behalf of the local government;
 - vii. hearing or determining an objection of a kind referred to in section 9.5;
 - viii. any power or duty that requires the approval of the Minister or the Governor; or
 - ix. such other powers or duties as may be prescribed.

3. 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.

4. 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 decision by Council to revoke or amend a delegated authority must be passed by an absolute majority.

5. 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;
- c) Any delegation by Council to a committee must also be in writing.

6. 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,

- b) how the person exercised the power or discharged the duty;
- c) when the person exercised the power or discharged the duty; and
- d) 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.

7. Review

At least once every financial year, delegations are to be reviewed by the delegator, either Council or the Chief Executive Officer.

8. 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.

9. 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.

10. Other Forms of Delegation

Legislation other than the Local Government Act provides for the delegation of Council's powers. Under such legislation it is possible for Council to delegate to staff members other than the Chief Executive officer. Legislation which provides for delegation includes:

- i. The Town Planning and Development Act
- ii. The Dog Act
- iii. The Environmental Protection Act
- iv. The Strata Titles Act
- v. The Health Act
- vi. The Caravan Parks Act

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Acting Chief Executive Officer

Delegate

Chief Executive Officer

Delegated authority

Should it be necessary, as a result of an extended period of absence, the Chief Executive Officer may appoint one of the Senior Officers Council has determined as suitably qualified, to the position of Acting Chief Executive Officer, for a period no longer than five (5) weeks.

Further delegation

Nil.

Legislation

Section 5.36 of the Local Government Act 1995

Duration

Indefinite

Record

Central Records

Date originally adopted/amended

8 November 2005 (Report CP34.05)
25 September 2012 (Report CP42.12)

Review history – no changes

24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Office Hours

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to prescribe hours of operation for all Council services.

Further delegation

Director Community and Strategy (Library Opening Hours)

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records

Date originally adopted/amended

~~28 October 1997 (Report C177.97)~~
~~24 June 2008 (Report CP27.08)~~
~~30 June 2009 (Report CP29.09)~~
25 September 2012 (Report CP42.12)

Review history – no changes

~~23 October 2001 (Report C101.01)~~
~~26 November 2002 (Report C94.02)~~
~~25 November 2003 (Report C74.03)~~
~~23 November 2004 (Report C65.04)~~
~~22 June 2010 (Report CP19.10)~~
~~24 May 2011 (Report CP20.11)~~
22 May 2012 (CEO Report)

~~Staff Vehicle Use~~

~~Delegate~~

~~Chief Executive Officer~~

~~Delegated authority~~

~~The Chief Executive Officer is delegated to administer staff vehicle usage.~~

~~Further delegation~~

~~Nil~~

~~Legislation~~

~~Local Government Act 1995~~

~~Duration~~

~~Indefinite~~

~~Record:~~

~~Central Records~~

~~Fleet Records~~

~~Date originally adopted/amended~~

~~28 October 1997 (Report C177.97)~~

~~26 October 1999 (Report C128.99)~~

~~26 November 1999 (Report T61.99)~~

~~12 June 2001 (Report T27.01)~~

~~25 September 2012 (Report CP42.12)~~

~~Review history – no changes~~

~~12 June 2001 (Report T27.01)~~

~~23 October 2001 (C101.01)~~

~~26 November 2002 (Report C94.02)~~

~~25 November 2003 (Report C74.03)~~

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~~23 November 2004 (Report C65.04)~~
~~24 June 2008 (Report CP27.08)~~
~~30 June 2009 (Report CP29.09)~~
~~22 June 2010 (Report CP19.10)~~
~~24 May 2011 (Report CP20.11)~~
~~22 May 2012 (CEO Report)~~

Use of Council's Common Seal and Authority To Sign Documents

Delegate

Chief Executive Officer

Delegated authority

This delegation applies to contracts, agreements and other legal documents which require the affixing of Council's Common Seal, and the signature of the Chief Executive Officer and the Mayor, but only in situations where:

- a) Council has resolved to enter into or accept the contract, arrangements or legal document, and all that is required is the affixing of the Seal and the appropriate signatures on the document without change other than those changes authorised by Council;
- b) The arrangement, which is the subject of the document that requires the application of the Seal, does not require a resolution of Council.

Delegation

Where (a) and (b) above apply, the following delegations exist:

1. The Chief Executive Officer, or in his or her absence the Acting Chief Executive Officer, has authority to authorise the application of the Common Seal with that authorisation being recorded in Council's Seal Register.
2. In those instances where the Chief Executive Officer or the Acting Chief Executive Officer has authorised the application of the Common Seal in accordance with this delegation, the Chief Executive Officer, or in his or her absence the Acting Chief Executive Officer, and the Mayor, or in his or her absence the Deputy Mayor, are authorised to sign those documents to which the Common Seal has been affixed.

A report is to be provided to Council each month detailing the use of the seal.

Further Delegation

Nil.

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Seal Register
Central Records

Date originally adopted/amended

24 February, 1998 (Report C28.98)
23 October 2001 (Report C101.01)
25 September 2012 (Report CP42.12)

Review history – no changes

14 November 2000 (Report C140.00)
23 October 2001 (Report C101)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Local Government Act, Executive Functions Delegated to the Chief Executive Officer

Delegate

Chief Executive Officer

Delegated Authority

The Chief Executive Officer is delegated the authority, pursuant to Section 5.42 of the Local Government Act 1995, as amended, to appoint officers under Section 9.10 of that Act to enforce the requirements of Part 3, Division 3, Subdivisions 2, 3, 4 and 5 and related schedules of the Local Government Act 1995 and regulations and local laws of the Local Government.

The Chief Executive Officer is delegated authority to appoint Authorised Officers in accordance with Section 245A (4) of the Local Government Miscellaneous Provisions Act 1960.

Further Delegation

Manager [Sustainable Nedlands Health and Compliance](#)
Environmental Health Officers
Director [Development Services Planning & Development](#)

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Property Files

Date originally adopted/amended

12 October, 1998 (Report E188.99)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 May 2012 (CEO Report)
25 September 2012 (Report CP42.12)

Review history – no changes

10 December 2002 (Report E156.02)
25 November 2003 (Report E108.03)
23 November 2004 (Report C65.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)

Performance Review of Chief Executive Officer

Delegate

Chief Executive Officer's Performance Review Committee

Delegated authority

The Committee, comprising the Mayor (as Presiding Member) and one Councillor from each Ward has delegated authority to manage the performance appraisal process of the Chief Executive Officer in order to meet both Council's statutory obligations in accordance with the requirements of Section 5.38 of the Local Government Act 1995 and any terms and conditions of the employment contract of the Chief Executive Officer.

In managing the performance appraisal process, the Committee:

- a) is to recommend an independent consultant to Council for the purposes of conducting the performance appraisal;
- b) is to determine and set in place, in conjunction with the independent consultant appointed by Council, an appropriate performance appraisal process;
- c) is to make recommendations to Council regarding:
 - the setting of goals and objectives;
 - the measurement of key performance indicators (KPIs); and
 - changes to the remuneration package within the terms of the Chief Executive Officer's contract; and
- d) may draw on the resources and professional advice of the Manager Human Resources and any additional assistance that the Manager Human Resources may recommend to determine the process and plan and conduct the appraisal.

Any goals, objectives, KPI measurement or remuneration package changes approved by Council must be acknowledged in writing by both the Mayor and the Chief Executive Officer.

All Elected Members are to be briefed of the outcomes of the appraisal, prior to any decision by Council.

Further Delegation

Nil

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Personnel Files

Date originally adopted/amended

22 February 2000 (Item C22.00)
24 June 2008 (Report CP27.08)
24 May 2011 (Report CP20.11)
25 September 2012 (Report CP42.12)

Review history - no changes

14 November 2000 (Report C140.00)
23 October 2001 (Report C101.01)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
22 May 2012 (CEO Report)

Consumption of Alcohol in Public Places

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to issue permits for the consumption of alcohol on reserves, foreshores and beaches and other public places pursuant to clause 5(1)(d) of the Local Law Relating to Reserves, Foreshores and Beaches.

Further Delegation

Director Corporate [Services and Strategy](#)
[Director Planning & Development](#)
Manager Corporate [Services Strategy & Systems](#)
[Manager Health & Compliance](#)
[Coordinator Corporate Services](#)
Senior Customer Service Officer

Legislation

Local Government Act 1995
Local Law Relating to Reserves, Foreshores and Beaches

Duration

Indefinite

Record

Central Records
Personnel Files

Date originally adopted/amended

24 April 2001 (Report C44.01)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 May 2012 (CEO Report)
25 September 2012 (Report CP42.12)

Review history - no changes

12 February 2002 (Report C1.02)
11 February 2003 (Report C3.03)
25 November 2003 (Report C70.03)
23 November 2004 (Report C65.04)
22 June 2010 (Report CP19.10)

24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Authority to Grant Permission for a Vehicle on a Reserve

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to grant consent for a vehicle to be driven, ridden, parked or allowed to stand on a reserve or foreshore, other than such parts of the reserve or foreshore as are set aside as roads or driveways or vehicle parking or as access to areas set aside for that purpose pursuant to clause 7(a) and (b) of the Local Law Relating to Reserves, Foreshores and Beaches.

Further delegation

Director Community ~~and~~ Organisational Development

[Director Corporate & Strategy](#)

[Director Technical Services](#)

[Director Planning & Development](#)

Manager Community Development

[Manager Technical Services](#)

[Manager Engineering Services](#)

[Manager Parks Services](#)

[Projects Coordinator Parks](#)

[Building Maintenance Coordinator](#)

[Works Coordinator](#)

[Senior Works Officer](#)

Administration and Events Officer

Legislation

Local Government Act 1995

Local Law Relating to Reserves, Foreshores and Beaches

Duration

Indefinite

Record

Central Records

Date originally adopted/amended

26 June 2001 (Report C68.01)

24 June 2008 (Report CP27.08)

30 June 2009 (Report CP29.09)

25 September 2012 (Report CP42.12)

23 April 2013 (Report CPS14.13)

Review history - no changes

23 October 2001 (Report C101.01)
26 November 2002 (Report C94.02)
11 February 2003 (Report C3.03)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Use of Council Chambers

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer may under exceptional circumstances allow the Council Chambers to be used for functions other than Council meetings and/or functions ancillary to Council activities.

Further delegation

Nil

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records

Date originally adopted/amended

22 April 1997 (Report P83.97)
23 October 2001 (Report C101.01)
25 September 2012 (Report CP42.12)

Review history – no changes

12 October 1999 (Report E190.99)
23 October 2001 (Report C101.01)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Perth Flying Squadron Yacht Club

Delegate

The Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to grant consent to the Perth Flying Squadron Yacht Club to enter into sub lease agreements for commercial activities that are related to the operation of a yacht club in accordance with clause 2(r) of the Lease Agreement between the City and the Club. Such agreements for which the Chief Executive Officer may grant consent on behalf of the Council shall be limited to activities as:

- a) Long term sub-lease to Shipwright;
- b) Catering and Beverage Contractors;
- c) Pen Leases;
- d) Administration Services;
- e) Boat Sales; and
- f) Chandlery.

Further delegation

Director ~~Development Services~~[Planning & Development](#)
Manager Property Services

Legislation:

Local Government Act 1995

Duration:

Indefinite

Record:

Central Records

Date originally adopted/amended

27 August 2002 (Report C65.02)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history – no changes

27 August 2002 (Report C65.02)
26 November 2002 (Report C94.02)
11 February 2003 (Report C3.03)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Authority to Call Tenders

Delegate

The Chief Executive Officer

Delegated authority

- a) The Chief Executive Officer be delegated authority to invite tenders for works and services within the approved statutory budget each financial year, where required in accordance with the provisions of the Local Government Act 1995, and in accordance with the City of Nedlands Purchasing of Goods and Services Policy; and
- b) The Chief Executive Officer be delegated authority to specify selection criteria for all tenders called in accordance with (a) above.

Further delegation

Director Corporate [Services & Strategy](#)
 Director [Development Services Planning & Development](#)
 Director Community [and Strategy & Organisational Development](#)
 Director Technical Services

Legislation

Local Government Act 1995

Duration

~~30 June 2006~~ [Indefinite](#)

Record

Central Records

Date originally adopted/amended

16 August 2005 (Item 6.1)
 12 December 2006 (Urgent Business Item 17.3)
 24 June 2008 (Report CP27.08)
 30 June 2009 (Report CP29.09)
 24 May 2011 (Report CP20.11)
 25 September 2012 (Report CP42.12)

Review history - no changes

12 December 2006
 22 June 2010 (Report CP19.10)
 22 May 2012 (CEO Report)

City Facilities – Management Licences for community organisations

Delegate

The Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to enter management licences with appropriate community organisations tenanted the City's facilities using the standard management licence.

Further delegation

Nil

Legislation:

Local Government Act 1995

Duration:

Indefinite

Record:

Central Records

Date originally adopted/amended

27 April 2010 (Report D24.10)
25 September 2012 (Report CP42.12)

Review history – no changes

24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Investment of Funds

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to invest funds held in Council's Municipal, Trust or any of its Reserve Funds that is not for the time being required by Council, in accordance with the provisions of Section 6.14 of the Local Government Act 1995 and in accordance with Council's Investment Policy.

Further delegation

Director Corporate [Services & Strategy](#)
Manager Finance

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Bank Reconciliation File

Date originally adopted/amended

26 August 1997 (Report C126.97)
22 May 2012 (CEO Report)
25 September 2012 (Report CP42.12)

Review history - no changes

14 November 2000 (Report C140.00)
23 October 2001 (Report C101.01)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)

Debt Recovery

Delegate

Chief Executive Officer

Delegated Authority

For the purposes of effectively managing the recovery of debts owed to Council and within the framework of the Debt Recovery Policy the Chief Executive Officer is authorised to:

1. issue summonses, and goods and land warrants, and initiate relevant legal action for the recovery of debts,
2. negotiate and reach agreement on appropriate arrangements for the repayment of outstanding debts where possible,
3. initiate other courses of action with regard to the recovery of an outstanding debt, including authority to withdraw or refuse Council's services, and deny access to Council facilities,
4. determine and put in place administrative procedures to fulfill the intention of Council's Policy in relation to debt recovery,
5. recover outstanding rates from the rent of lessees of rented properties in accordance with Section 6.60 of the Local Government Act 1995, and
6. appoint external debt collection agencies to undertake all or part of any debt recovery process for the recovery of debts to the City of Nedlands if considered appropriate.

Further Delegation

Director Corporate [Services & Strategy](#)
Manager Finance
~~Rates Officer~~ [Finance Officer - Rates](#)

Legislation

Local Government Act 1995
Rates and Charges (Rebates and Deferments) Act 1992

Duration

Indefinite

Record

Reports from the Rates Officer

Date originally adopted/amended

28 October 2003 (Report C66.03)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history - no changes

25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Operation of Council Bank Accounts

Delegate

Chief Executive Officer

Delegated Authority

The Chief Executive Officer is delegated authority to:

1. make payments from the following bank accounts
 - a) Municipal Fund Bank Account
 - b) Trust Fund Bank Account
 - c) Reserve Fund Bank Account

in accordance with the provision of [Council Policy 3.3 "Operation of Council Bank Accounts"](#)

2. transfer funds between Council's bank accounts, in accordance with the provisions of [Council Policy 3.3 "Operation of Council Bank Accounts"](#).

Further Delegation

Director Corporate [Services & Strategy](#)
 Director [Development Services](#) [Planning & Development](#)
 Director Technical Services
 Director Community [and Strategy & Organisational Development](#)
 Manager Finance
 Manager Corporate [Services](#) [Strategy & Systems](#)

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Copies of cheques are kept on the Bank Record in the Strong Room.

Date originally adopted/amended

24 February, 1998 (Report C36.98)
 26 November 2002 (Report C94.02)

24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history - no changes

14 November 2000 (Report C140.00)
23 October 2001 (C101.01)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Invitations for ~~Registrations~~ Expressions of Interest

Delegate

Chief Executive Officer

Delegated Authority

The Chief Executive Officer is delegated authority to invite Expressions of Interest in accordance with Regulation 21 of the Local Government (Functions and General) Regulations 1996 in those circumstances where he deems it appropriate and in accordance with Council's Policy.

Further delegation

[N#Director Corporate & Strategy](#)
[Director Community Development](#)
[Director Technical Services](#)
[Director Planning & Development](#)

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Newspaper Advertisement and document on specific file

Date originally adopted/amended

23 February 1999 (Report C14.99)
25 September 2012 (Report CP42.12)

Review history - no changes

14 November 2000 (Report C140.00)
23 October 2001 (Report C101.01)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)

22 May 2012 (CEO Report)

Write Off of Minor Debts

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is delegated authority to write off outstanding debts to individual debtors up to and including a value of \$1,000 subject to the Chief Executive Officer being satisfied that all reasonable attempts have been made to recover the debt and that the debt is now either unrecoverable or unable to be recovered economically.

Further Delegation

Nil

Legislation:

[S 6.12](#) *Local Government Act 1995*

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Duration

Indefinite

Record

Central Records
File No. FIN/012

Date originally adopted/amended

22 June 1999 (Report No. C70.99)
25 September 2012 (Report CP42.12)

Review history - no changes

14 November 2000 (Report C140.00)
23 October 2001 (Report C101.01)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Acceptance of Tenders

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer has delegated authority to accept tenders where, in accordance with Regulation 11 (1) of the Local Government (Functions and General) Regulations 1996, a tender would not normally be required to be called due to the value of the contract expected to be less than \$100,000. This will apply whenever Administration determine, that due to the nature of the purchase and in the interests of obtaining the best possible price, a tender should be called in accordance with Council Policy.

Further delegation

Nil.

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Tenders Register

Date originally adopted/amended

26 April 2000 (Report C61.00)
30 June 2009 (Report CP29.09)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)
25 September 2012 (Report CP42.12)

Review history – no changes

26 June 2001 (Report C67.01)
23 October 2001 (Report C101.01)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
22 June 2010 (Report CP19.10)

Engagement of Contractors

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to appoint contractors, in accordance with the City of Nedlands Purchasing of Goods and Services Policy for the carrying out of works previously approved by Council.

Where in accordance with the Local Government Act, the magnitude of work requires tenders to be called, such tenders shall be referred to the Council for acceptance unless delegated authority in accordance with 3G applies.

Further delegation

Director [Development Services](#)[Planning & Development](#)
Director Technical Services
Manager Engineering Services
Manager Parks Services
[Manager Technical Services](#)

Legislation

Local Government Act

Duration

Indefinite

Record

Purchase Requisitions
Central Records Tender File

Date originally adopted/amended

22 July 1997 (Report C108.97)
23 November 1999 (Report T61.99)
12 June 2001 (T27.01)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
24 May 2011 (Report CP20.11)
25 September 2012 (Report CP42.12)

Review history - no changes

28 October 2003 (Report T29.03)
23 November 2004 (Report T34.04)
22 June 2010 (Report CP19.10)
22 May 2012 (CEO Report)

Obstruction of Rights of Way

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to take appropriate action against any person causing:

- a) an obstruction or health nuisance by dumping/storing of any materials such as garden debris, timber, building materials etc., in any right-of-way which is in use to vehicular traffic.
- b) an obstruction by the parking of any vehicle etc., in any right-of-way which is in use to vehicular traffic.

Further delegation

Director Technical Services
Manager Engineering Services
Manager [Sustainable Nedlands Health & Compliance](#)
Manager [Parks Services](#)
Rangers

Legislation

Local Government Act

Duration

Indefinite

Record

Central Records
Street Files
Infringement Notice Registry

Date originally adopted/amended

22 July 1997 (Report C108.97)
23 November 1999 (Report T61.99)
12 June 2001 (T27.01)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history - no changes

28 October 2003 (Report T29.03)
23 November 2004 (Report T34.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Nature Strip (Verge) Development

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to:

1. Grant approval for the construction of verge developments in accordance with Policy 4.7 Verge Developments.
2. Instigate prosecutions in accordance with Policy 4.7 Verge Development.
3. In accordance with Clause 44 of the Local Law Relating to thoroughfares instigate prosecutions for breach of any of the provisions of the Local Law Relating to Thoroughfares.

Further delegation

Director Technical Services
Manager Engineering Services
Manager Parks Services

Legislation

Local Government Act

Duration

Indefinite

Record

Central Records
Property Files

Date originally adopted/amended

22 July 1997 (Report C108.97)
23 November 1999 (Report T61.99)
12 June 2001 (Report T27.01)
12 November 2002 (Report T38.02)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history -no changes

28 October 2003 (Report T29.03)
23 November 2004 (Report T34.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

22 May 2012 (CEO Report)

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Vehicle Crossing Places

Delegate

Chief Executive Officer

Delegated authority

Authority is delegated to the Chief Executive Officer to:-

1. Grant approval for construction of a crossing place;
2. Authorise payment of a subsidy for a crossing place; and
3. Authorise construction of a crossing place continuously across a footpath where appropriate, provided such works comply with [Council Policy 4.6](#) "[Crossover Construction and Maintenance](#)".

Further delegation

Director Technical Services
Manager Engineering Services

Legislation

Local Government Act

Duration

Indefinite

Record

Central Records
Property Files

Date originally adopted/amended

22 July 1997 (Report C108.97)
23 November 1999 (Report T61.99)
12 June 2001 (Report T27.01)
23 November 2004 (Report T34.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history –no changes

28 October 2003 (Report T29.03)

22 June 2010 (Report CP19.10)

24 May 2011 (Report CP20.11)

22 May 2012 (CEO Report)

Private Works

Delegate

Chief Executive Officer

Delegated authority

Authority is delegated to the Chief Executive Officer to authorise the carrying out of private works in accordance with Section 3.18(2) of the Local Government Act provided that: such works can be fitted into the works programme without undue disruption; such works may only be for properties within the City of Nedlands, and; that the works are charged on a cost recovery basis, and that these fees are included in the City's schedule of fees and charges.

Further Delegation

Director [Development Services](#) [Planning & Development](#)
Director [Technical Services](#)

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Property Files

Date originally adopted/amended

22 July 1997 (Report C108.97)
24 June 2008 (Report CP27.08)
25 September 2012 (Report CP42.12)

Review history - no changes

28 October 2003 (Report T29.03)
23 November 2004 (Report T34.04)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Traffic Management

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is appointed by Council to investigate traffic management issues in the City of Nedlands and consider options to address these issues and to submit recommendations to Council for the allocation of funds and the setting of priorities.

The Chief Executive Officer has delegated authority to approve the following, in accordance with the budget as adopted by Council:

- Minor works
- Parking alterations
- Signage
- Traffic Counts

Further Delegation

Nil

Legislation

Local Government Act 1995

Duration

Indefinite, subject to Terms of Reference review

Record

Central Records
Street Files

Date originally adopted/amended

22 September 2009 (Item 12.3, T15.09)
25 September 2012 (Report CP42.12)

Review History - No Changes

23 February 2010 (Item 12.3, T02.10)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Use of Reserves during Building Operations on Adjacent Property

Delegate

Chief Executive Officer

Delegated authority

Authority is delegated to the Chief Executive Officer, in consultation with the Mayor, to grant approval for requests for the use of Reserves by Builders or others to gain access to adjoining properties.

The Chief Executive Officer may require:

1. The applicant to pay a Reserve Access Fee and a Reserve Access Bond as set out in the City's annual Schedule of Fees and Charges.
2. The applicant to provide insurance indemnifying the City against any public liability incurred through the operations.
3. Access to be supervised by a Council employee at the cost of the applicant.

Further delegation

Director Technical Services
Manager Engineering Services

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Reserve File

Date originally adopted/amended

22 July 1997 (Report C108.97)
23 November 1999 (Report T61.99)
23 November 2004 (Report T34.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history – no changes

28 October 2003 (Report T29.03)
23 November 2004 (Report T34.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Landscaping River Foreshore

Delegate

Chief Executive Officer

Delegated Authority

Provided that a resident will agree to the conditions below the Chief Executive Officer may grant approval to care for the area abutting that residence:

1. The foreshore area will as near as possible be maintained in its natural state;
2. No physical or implied restriction of public access is allowed;
3. There shall be no rubbish dumping (including garden debris);
4. The resident accepts responsibility for litter collection including transporting it to convenient collection points (collections would be in conjunction with the residents' own rubbish);
5. No unauthorised vehicles are permitted;
6. No storage of any timber or building materials is permitted;
7. No buildings are permitted;
8. A plan submitted and approved prior to any work commencing;
9. The natural contours are not altered;
10. The provision of water and the planting of indigenous plant species;
11. Automatic watering systems may be used between the hours of 12.00 a.m. and 5.00 a.m.;
12. Administration may install foreshore marker posts to define public land from Foreshore Reserve; and
13. The resident must obtain written approval from the Swan River Trust prior to receiving approval from Council.

Further delegation

Director Technical Services
Manager Engineering Services
[Manager Parks Services](#)

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Reserve Files

Date originally adopted/amended

22 July 1997 (Report C108.97)
23 November 1999 (Report T61.99)
12 June 2001 (Report T27.01)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history - no changes

28 October 2003 (Report T29.03)
23 November 2004 (Report T34.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Dangerous Trees on Private Property

Delegate

Chief Executive Officer

Delegated Authority

1. Where in the opinion of the Manager [Infrastructure-Parks Services](#) a tree/s constitutes a danger to persons or property on land adjoining the land on which the tree/s is/are situated, the Chief Executive Officer may, in accordance with the Local Government Act, serve written notice on the owner or occupier (as the case requires) of the land on which the tree/s is/are situated requiring him to render the tree/s safe.
2. In the case of an emergency the Chief Executive Officer may authorise Council staff or contractors to enter upon the land and carry out the necessary work to render a tree/s safe and in such cases as much notice as is practical shall be given to the owner.

Where a property owner or occupier has not complied with a notice given pursuant to Clause (a) of this delegated authority, the Chief Executive Officer has authority to undertake prosecution against the owner or occupier.

Further delegation

Director Technical Services
Manager Engineering Services
Manager Parks Services

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Property Files

Date originally adopted/amended

22 July 1997 (Report C108.97)
23 November 1999 (Report T61.99)
12 June 2001 (Report T27.01)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 May 2012 (CEO Report)
25 September 2012 (Report CP42.12)

Review history - no changes

27 November 2001 (Report T53.01)
10 December 2002 (Report T43.02)
23 November 2004 (Report T34.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)

Town Planning Scheme No. 2 - Approval and Refusal of Planning Applications

Delegate

Manager Statutory Planning or Manager Strategic Planning.

Delegated authority

In accordance with Clause 6.7 of Town Planning Scheme No. 2, authority is delegated to the officer/person holding the Office of Manager Statutory Planning or Manager Strategic Planning and in the absence of those persons the delegated authority is to the officer/person for the time being holding the Office of Director [Development Services Planning & Development](#) to:

1. determine planning applications in the following categories:
 - a) developments, including retrospective developments, which are classified 'P' in the Use Class Table and AA use where after advertising no valid objections relating to the proposal were received.
 - b) developments, including retrospective developments, involving uses which are incidental to the predominant uses already existing.
 - c) developments in accordance with the R-codes, involving subdivision in accordance with zoning, or amalgamations, and any recommendations made to the Western Australian Planning Committee of such subdivisions and amalgamations, provided that a copy of comments be made available to Elected Members as they are made to the WAPC.
 - d) clearance of conditions for all subdivisions and amalgamations.
 - e) home Businesses, including retrospective approvals, which comply with Council Policy, after advertising, provided there are no objections.
 - f) over height side boundary fencing, including retrospective approval, not exceeding 3 metres where no objections have been received and both parties have agreed to the proposal.
 - g) all single houses, grouped dwellings (maximum 4), alterations/extensions to houses, outbuildings, garages, carports, swimming pools, front fences, retaining walls including retrospective approvals, which comply, or could be made to comply by imposing conditions, with the provisions of Council's Town Planning Scheme, policies and the Acceptable Development Criteria of the Residential Design Codes.
 - h) all single houses, grouped dwellings (maximum 4), alterations/extensions to houses, outbuildings, garages, carports,

swimming pools, front fences, retaining walls including retrospective approvals, which require variations to the Acceptable Development Criteria of the Residential Design Codes, the Town Planning Scheme and Council's policies, but where, after advertising no objections have been received; , or where two (2) or less submissions are received relating to the development (which are not specifically related to a variation to the Council's Town Planning Scheme, policies and/or the Acceptable Development Criteria of the Residential Design Codes), or where objections have been satisfactorily overcome by negotiation.

- i) events, including indoor events not likely to create a noise disturbance to neighbours or not involving the use of fireworks.
2. refuse planning applications that do not comply with the Council's Town Planning Scheme and the Residential Design Codes - Acceptable Development Criteria where no discretion exists for Council to approve the variations.
 3. to enforce and to implement the conditions of planning approval and to ensure that the works required are carried out satisfactorily to the City's standards and specifications.
 4. to issue approval under:
 - a) section 40 of the Liquor Licensing Act 1988 – Certificate of Local Planning Authority provided the premises does not contravene the City's Town Planning Scheme No. 2;
 - b) section 55 of the Gaming Commission Act 1987 – Certification of Local Government Authority provided that the use of the premises for gaming activities does not contravene the City's Town Planning Scheme No. 2.

Further delegation

Senior Statutory [Planner-Planning Officer](#) (for categories 1b), 1e), 1f), 1g), 1h) and 3).
 Planning Officer (for categories 1b), 1e), 1f), 1g),(single storey developments only) and 1h) (single storey developments only))

Legislation

[Town Planning and Development Act 2005](#)
 Town Planning Scheme No 2

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Duration

Indefinite

Record

Delegated Authority Register

Central Records System

Date originally adopted/amended

12 December 2000 (Report E253.00)
24 June 2008 (Report CP27.08)
15 December 2009 (Item 15.1)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
25 September 2012 (Report CP42.12)

Review history – no changes

25 November 2003 (Report E109.03)
26 October 2004 (Report E129.04)
23 May 2006 (Report D40.06)
27 June 2007 (Report D40.07)
30 June 2009 (Report CP29.09)
22 May 2012 (CEO Report)

Trading in Public Places

Delegate

Chief Executive Officer

Delegated authority

Where activities requiring licensing under the Local Law Relating to Trading in Public Places are to be conducted by a charitable organisation (“charitable organisation” as defined by the City of Nedlands Local Law Relating to Trading in Public Places), and/or are of up to 3 days duration, the Chief Executive Officer has the delegated authority to approve the same.

Further delegation

Manager [Sustainable Nedlands Health & Compliance](#)

Legislation

Local Government Act 1995
[Trading in Public Places Local Law](#)

Duration

Indefinite

Record

Central Records

Date originally adopted/amended

12 December 2000 (Report E253.00)
25 September 2012 (Report CP42.12)

Review history - no changes

10 December 2002 (Report E156.02)
25 November 2003 (Report E108.03)
26 October 2004 (Report E111.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Legislative Building Control

Delegate

Manager Property Services
[Senior Building Surveyor](#)

Delegated Authority

Pursuant Section 127 of the Building Act 2011, the Manager Property Services or person qualified acting in that role is authorised:

1. [to produce and sign Certificate of Design Compliance documentation in accordance with s19;](#)
2. [to approve or refuse to approve permits in accordance with s20, 21, 58 and 65](#)~~Sections 20, 21, 58 and 65;~~
23. to issue [Notices-building orders](#) under [Sections-s](#)110 and [s](#)117; and
34. to administer ~~the provisions of s245A.~~[Check relevant sectionprescribed building and demolition work inspections in accordance with s36.](#)

Further delegation

Nil

Legislation

Building Act

Duration

Indefinite

Record

Register of Licences Issued
 Central Records
 Property Files

Date originally adopted/amended

22 July 1997 (Report P83 97)
 25 November 2003 (Report E106.03)
 24 June 2008 (Report CP27.08)
 30 June 2009 (Report CP29.09)
 24 May 2011 (Report CP20.11)
 13 December 2011 (Report D72.11)

25 September 2012 (Report CP42.12)

Review history – no changes

26 October 2004 (Report E110.04)

22 June 2010 (Report CP19.10)

22 May 2012 (CEO Report)

Assignment of House Numbers

Delegate

Chief Executive Officer

Delegated authority

1. The Chief Executive Officer is authorised to assign house numbers within the following guidelines.
 - a) Lot created within an established street which have previously been numbered, shall be assigned a whole number if available, but where this is not available, an (a) shall be assigned to the front lot or the lot whose driveway next follows the consecutive numbering, a (b) shall be assigned to the rear lot or the lot whose driveway next follows the consecutive numbering.
 - b) Where a new subdivision creates more than one new lot, street numbers shall be assigned in ascending order from east to west and from north to south. Even numbers shall be assigned to the east and south sides of streets and odd numbers to the west and north sides of streets.
 - c) When it is found that an existing street numbering is causing problems for deliveries of mail or goods, the Chief Executive Officer will seek unanimous agreement of affected persons and adjust the numbering to remove the problem. When agreement cannot be achieved the matter shall be referred to Council for determination.
 - d) Should an owner of a corner lot request a street number in the secondary street, this may be assigned if a whole number is available. A suffix to a number assigned to an adjoining house shall not be assigned without the written consent of the owner of the adjoining house.
 - e) Where changes to street numbers are proposed, priority will be given to allowing existing residents to retain their existing street numbers where possible.
2. The Chief Executive Officer or Manager Property Services may write to or advise persons where street numbers issued are not readily legible or displayed requiring them to provide an adequate size numeral not less than 75mm high and fix it in a prominent place, preferably near the street boundary and the entry to the property.

Further delegation

Director Planning & Development

Manager Property Services

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Street Files

Date originally adopted/amended

18 August 1987
22 June 2010 (Report CP19.10)
25 September 2012 (Report CP42.12)
23 April 2013 (Report CPS14.13)

Review history - no changes

25 November 2003 (Report E106.03)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Fences within Reduced Truncations

Delegate

Chief Executive Officer

Delegated Authority

The Chief Executive Officer is authorised to approve applications for fences at street intersections provided the fence truncation is not less than 3 m x 3 m and the kerb line is at least 6 m from the property boundary.

Further delegation

Manager Statutory Planning

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Property Files

Date originally adopted/amended

22 April 1997
24 May 2011 (Report CP20.11)
25 September 2012 (Report CP42.12)

Review history - no changes

26 October 2004 (Report E110.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
22 May 2012 (CEO Report)

Issuing Section 3.25 Notices

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to sign notices requiring the owner/s or occupier/s of land to undertake actions (listed in Schedule 3.1 Division 1) as the City requires in accordance with section 3.25 of the Local Government Act 1995.

Further delegation

Manager Property Services

Legislation

Local Government Act 1995

Duration:

Indefinite

Record

Central Records
Property Files

Date originally adopted/amended

13 December 2005 (Report CP36.05)
25 September 2012 (Report CP42.12)

Review history - no changes

24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Signing of Metropolitan Region Scheme Form 1 Applications

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to sign Metropolitan Region Scheme Form 1 Applications on behalf of the Council for all developments on land owned by or vested in Council in accordance with Section 5.42 of the Local Government Act 1995.

Further delegation

Nil

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Property Files

Date originally adopted/amended

23 May 2006 (Report D40.06)
25 September 2012 (Report CP42.12)

Review history - no changes

24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Health Act Functions

Delegate

Manager [Sustainable Nedlands Health & Compliance](#)
Environmental Health Officers

Delegated authority

1. Environmental Health Officers, employed by the City of Nedlands whether in a permanent or temporary capacity are authorised to administer the provisions of the Health Act 1911 (as amended), pursuant to Section 26 of the Act, and to administer the following regulations and local laws (with the exception of initiating legal proceedings and the issuing or reissuing of any license or registration.)
 - a) ~~Bacteriolytic Treatment of Sewage and Disposal of Liquid Waste Regulations~~ City of Nedlands Health Local Laws 1997
 - b) Fly Eradication Regulations
 - c) Hairdressing Establishment Regulations 1972
 - d) Health (Air Handling and Water Systems) Regulations 1994
 - ~~e) Health (ANZ Food Standards Code Adoption) Regulations 2001~~
 - ~~fe) Health (Asbestos) Regulations 1992~~
 - ~~gf) Health Act (Carbon Monoxide) Regulations 1975~~
 - ~~hg) Health (Cloth Materials) Regulations 1985~~
 - ~~i) Health (Food Hygiene) Regulations 1993~~
 - ~~j) Health (Food Standards)(Administration) Regulations 1986~~
 - ~~kh) Health (Garden Soils) Regulations 1998~~
 - ~~lj) Health Act (Laundries and Bathrooms) Regulations~~
 - ~~m) Health (Meat Hygiene) Regulations 2001~~
 - ~~nj) Health (Pesticides) Regulations 1956~~
 - ~~o) Health (Pet Meat) Regulations 1990~~
 - ~~pk) Health (Poultry Manure) Regulations 2001~~

- | [el](#)) Health (Public Buildings) Regulations 1992
 - | [fm](#)) Health (Skin Penetration Procedure) Regulations 1998
 - | [sn](#)) Health Act (~~Swimming Pools) Regulations 1964~~[Aquatic Facilities\) Regulations 2007](#)
 - | [to](#)) Health (Temporary Sanitary Conveniences) Regulations 1997
 - | ~~[u](#)) Local Laws Relating to Eating Houses~~
 - | [vp](#)) Sewerage (Lighting, Ventilation and Construction) Regulations 1971
 - | [wg](#)) Tobacco Products Control Regulations 2006
 - | [xr](#)) Health (Treatment of Sewerage and Disposal of Effluent and Liquid Waste) Regulations 1974.
2. The Manager [Sustainable Nedlands Health & Compliance](#), or person acting in that position from time to time be delegated the authority to issue all licenses and registrations pursuant to the Health Act 1911 (as amended), and related statutes.
 3. The Manager [Sustainable Nedlands Health & Compliance](#), or person acting in that position from time to time is delegated the authority to initiate legal proceedings for simple offences under the Health Act regulations and local laws. Complex or controversial prosecutions are to be referred to Council. The Chief Executive Officer is to determine whether an issue is simple or controversial.

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Further delegation

Nil

Legislation

Health Act

Duration

Indefinite

Record

Central Records
Property Files

Date originally adopted/amended

12 October 1999 E188.99
26 October 2004 (Report E111.04)

24 June 2008 (Report C27.08)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)
Review history – no changes

10 December 2002 (Report E156.02)
23 October 2001 E150.01
25 November 2003 (Report E108.03)
26 October 2004 (Report E111.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

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Food Act 2008

Delegate

Chief Executive Officer

Delegated authority

The City of Nedlands as the Enforcement Agency (Local Government) delegates to the Chief Executive Officer the authority to delegate a function as per s116, s117 and s118.

The City of Nedlands as the Enforcement Agency (Local Government) delegates the function of appointing a person to be an authorised officer to undertake duties identified as being the responsibility of an authorised officer, subject to conditions, for the purposes of the *Food Act 2008*, to the Chief Executive Officer.

Conditions on delegation

1. The appointment is subject to the CEO being satisfied that the person to be an authorised officer has the appropriate qualifications and experience to perform the functions or the person holds office as an Environmental Health Officer under the Health Act 1911
2. Where the CEO is satisfied that the person has the appropriate qualifications and experience to perform this function. Customer Service Officers may be appointed as authorised officers and designated as designated officers to receive payment of modified penalties as per s126 (3)c only.
3. Where the CEO is satisfied that the person has the appropriate qualifications and experience to perform this function. The Director of Planning and Development may be appointed as an authorised officer and designated as a designated officer to undertake the functions of s126(6) and (7), to withdraw infringement notices)

The Chief Executive Officer with the authority to delegate a function as per S117 and S118 delegates the functions of the Act with conditions to those appointed as authorised officers for the purposes of this Act.

The City of Nedlands as the Enforcement Agency (Local Government) delegates to the Chief Executive Officer the authority to provide each authorised officer appointed with a certificate of authority as an authorised officer.

The City of Nedlands as the Enforcement Agency (Local Government) delegates to the Chief Executive Officer authority to:

Give an infringement notice to an alleged offender where a designated officer has reason to believe the person has committed a prescribed offence under the *Food Act 2008*.

The City of Nedlands as the Enforcement Agency (Local Government) delegates to the Chief Executive Officer authority to:

1. Serve a Prohibition Order on the proprietor of a food business in accordance with s65 of the *Food Act 2008*;

2. Give a certificate of clearance, where an inspection demonstrates compliance with a prohibition order and any improvement notices in accordance with s66 of the *Food Act 2008*; and
3. Give written notice to a proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection in accordance with s67(4) of the *Food Act 2008*.

Conditions on delegation

1. A prohibition order is only issued where an improvement notice has not been complied with or to mitigate serious danger to public health

The City of Nedlands as the Enforcement Agency (Local Government) delegates to the Chief Executive Officer authority to:

1. Institute proceedings for an offence under s125 of the *Food Act 2008*.

Further delegation

Director Planning & Development (only delegated under S126 (6) and (7), to withdraw infringement notices) Manager Health and Compliance (except for s126(6) and (7) of *Food Act 2008*)

Environmental Health Coordinator (except for s126(6) and (7) of *Food Act 2008*)

Environmental Health Officers (except for s126(6) and (7) of *Food Act 2008*)

Customer Service Officer (only delegated to receive payment of modified penalties S126 (3)c

Legislation

Food Act 2008

Food Regulations 2009

Duration

Indefinite

Date originally adopted/amended

x

Food Act 2008

Delegate

Chief Executive Officer

Delegated authority

~~The City of Nedlands as the Enforcement Agency (Local Government) delegates the duties identified as being the responsibility of an authorised officer, subject to conditions, for the purposes of the Food Act 2008, to the Chief Executive Officer.~~

~~The City of Nedlands as the Enforcement Agency (Local Government) delegates to the Chief Executive Officer authority to:~~

- ~~— Give an infringement notice to an alleged offender who the designated officer has reason to believe has committed a prescribed offence under the Food Act 2008.~~

~~The City of Nedlands as the Enforcement Agency (Local Government) delegates to the Chief Executive Officer authority to:~~

- ~~— Serve a Prohibition Order on the proprietor of a food business in accordance with s65 of the Food Act 2008;~~
- ~~— Give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any improvement notices in accordance with s66 of the Food Act 2008; and~~
- ~~— Give written notice to pa proprietor of a food business on whom a prohibition order has been served of the decision not to give a certificate of clearance after an inspection in accordance with s67(4) of the Food Act 2008.~~

~~The City of Nedlands as the Enforcement Agency (Local Government) delegates to the Chief Executive Officer authority to:~~

- ~~— Institute proceedings for an offence under s128 of the Food Act 2008.~~

~~The City of Nedlands as the Enforcement Agency (Local Government) delegates to the Chief Executive Officer authority to:~~

- ~~— Register a food business in respect of any premises for the purposes of Part 9 of the Food Act 2008, and issue a certificate of registration;~~
- ~~— After considering an application, determine to grant (with or without conditions) or refuse the application under s110(5) of the Food Act 2008; and~~
- ~~— Vary the conditions or cancel the registration of a food business in respect of any premises under Part 9 of the Food Act 2008 (s112(1)).~~

Further delegation

~~Director Planning & Development (only delegated under s126(6) and (7), to withdraw infringement notices)~~

~~Manager Health and Compliance~~

~~Environmental Health Coordinator (except for s126(6) and (7) of Food Act 2008)~~

~~Environmental Health Officers (except for s126(6) and (7) of Food Act 2008)~~

~~Customer Service Officer (only delegated to receive payment of modified penalties)~~

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Legislation

Food Act 2008

Food Regulations 2009

Duration

Indefinite

Date originally adopted/amended

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Liquor Licensing Act Functions

Delegate

Chief Executive Officer

Delegated authority

The City of Nedlands as the Local Health Authority delegates the authorising of Certificates of the Local Health Authority, pursuant to Section 39 of the Liquor [Licensing Control](#) Act 1988, to the Chief Executive Officer.

The City of Nedlands delegates to the Chief Executive Officer authority to approve applications referred by the Director of Liquor Licensing for Extended Trading Permits and One-Off Variations – Sunday Trading on Long Weekends (as amended at 1 December 2002), ~~provided the conditions relating to live entertainment and the one hour limit are adhered to. Where more than one hour of additional trading is sought the matter shall be referred to Council.~~

Further delegation

Manager [Sustainable Nedlands Health & Compliance](#)

Legislation

Local Government Act 1995
Liquor [Licensing Control](#) Act 1988

Duration

Indefinite
Record
Central Records
Property Files

Date originally adopted/amended

8 August 2000 (Report E174.00)
26 August 2003 (Report E71.03)
25 September 2012 (Report CP42.12)

Review history - no changes

10 December 2002 (Report E156.02)
23 October 2001 (Report E150.01)
25 November 2003 (Report E108.03)
26 October 2004 (Report E111.04)
24 June 2008 (Report CP27.08)
22 May 2012 (CEO Report)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)

Caravan and Camping Grounds Act Functions

Delegate

Manager ~~Sustainable Nedlands~~ [Health & Compliance Environmental Health Officers](#)

Delegated authority

1. Environmental Health Officers employed by the City of Nedlands, whether in a permanent or temporary capacity, are authorised in accordance with Clause 17 of the Caravan Parks and Camping Grounds Act 1995, with the exception of the issuing of approvals pursuant to Regulation 11 of the Caravan Parks and Camping Grounds Regulations 1997.
2. The Manager ~~Sustainable Nedlands~~ [Health & Compliance](#), or person acting is delegated the authority to issue approvals under Regulation 11 of the Caravan Parks and Camping Grounds Regulations 1997.
3. The Manager ~~Sustainable Nedlands~~ [Health & Compliance](#) is delegated the authority to initiate legal proceedings under the Caravan and Camping Grounds Act 1995 and/or the Caravan and Camping Grounds Regulations 1997. Complex or controversial prosecutions are to be referred to Council. The Chief Executive Officer is to determine whether an issue is simple or controversial.

Further delegation

Environmental Health Officers
Rangers

Legislation

Caravan Parks ~~&-and~~ [Camping Grounds](#) Act 1995

Duration

Indefinite

Record

Central Records
Property Files

Date originally adopted/amended

12 October 1999 (Report No. E188.99)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history - no changes

10 December 2002 (Report E156.02)
25 November 2003 (Report E108.03)
26 October 2004 (Report E111.04)
24 June 2008 (Report CP27.08)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Environmental Protection Act Functions

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is delegated authority to:

1. Exercise the powers and discharge the duties of the local government under s65 of the *Environmental Protection Act 1986*, including the issuing and enforcement of Environmental protection notices; and
2. Initiate legal action on the local government's behalf for non-compliance with the terms of any Environmental Protection Notice that local government is empowered to issue under the Environmental Protection Act, in accordance with s114(1b) of the *Environmental Protection Act 1986*
3. Issue Environmental Protection Notices – Noise Abatement Pirations under Section 65 of the Environmental Protection Act 1986 in situations where urgent action is required to protect the interests of the community. All such instances shall be reported to Council's next ordinary meeting.

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Further delegation

[Nil/Manager Health & Compliance](#)

Legislation

Environmental Protection Act 1986

Duration

Indefinite

Record

Central Records

Property Files

Date originally adopted/amended

27 May 1997 (Report E112.97)

8 August 2000 (Report E174.00)

24 June 2008 (Report CP27.08)

25 September 2012 (Report CP42.12)

Review history – no changes

10 December 2002 (Report E156.02)

25 November 2003 (Report E108.03)
26 October 2004 (Report E111.04)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Collection of Unpaid Fines (Parking)

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to institute legal proceedings (as appropriate) for the collection of unpaid fines, or elect to have the matter determined under the Parking Facilities Local Law, where it is considered warranted

Further delegation

Director Planning & Development
Manager Health & Compliance

Legislation

Local Government Act

Duration

Indefinite

Record

Central Records
Prosecutions File
Infringement Registry

Date originally adopted/amended

22 July 1997 – Report C108.97
23 October 2001 (Report C101.01)
22 May 2012 (CEO Report)
25 September 2012 (Report CP42.12)
23 April 2013 (Report CPS14.13)

Review history - no changes

14 November 2000 (Report C140.00)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)

Prosecution Officers

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to appoint Officers of the Council for the purpose generally to represent the City of Nedlands and the Council in all respects as though one or other were the party concerned in the proceedings in the Court of Petty Sessions relating to alleged breaches of the City of Nedlands Parking Facilities Local Law, City of Nedlands Thoroughfares Local Law, the *Dog Act 1976*, as amended, the *Litter Act 1979-1981*, the *Bush Fires Act 1954-1977*, as amended and all other Council Local Laws or any courts relating to non-compliance in relation to Planning and Building approvals and any development without approval in relation to the *Local Government Act 1995* and related regulations, ~~the *Local Government (Miscellaneous Provisions) Act 1960*, *Building Code of Australia*~~ and *Planning and Development Act 2005* for all development compliance.

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Further Delegation

- a) for all matters under the City of Nedlands Parking Facilities Local Law, City of Nedlands Thoroughfares Local Law, *the Dog Act 1976*, as amended, the *Litter Act 1979-1981*, the *Bush Fires Act 1954-1977*, as amended and all other Council Local Laws, the Manager ~~Corporate Services~~ *Health & Compliance*; and
- b) for all Development Non Compliance matters, the following:
 - Director Planning and Development;
 - Manager Health & Compliance;
 - Manager Property Services;
 - Senior Ranger;
 - Manager Statutory Planning;
 - Manager Strategic Planning; and
 - Development Compliance Officer

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Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records

Prosecutions File
Complaints Registry

Date originally adopted/amended

22 July 1997 – Report C108.97
23 October 2001 (Report C101.01)
24 June 2008 (Report CP27.08)
9 September 2008 (Report CP42.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
25 September 2012 (Report CP42.12)
23 April 2013 (Report CPS14.13)

Review history – no changes

14 November 2000 (Report C140.00)
23 October 2001 (Report C101.01)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 May 2011 (Report CP20.11)
13 December 2011 (Report D72.11)
22 May 2012 (CEO Report)

Withdrawal of Infringement Notices

Delegate

Chief Executive Officer

Delegated authority

1. The Chief Executive Officer is authorised to extend the time for payment of a modified penalty or to withdraw an infringement notice.
2. In relation to parking infringements, the following are legitimate reasons why an infringement could be withdrawn:
 - a) medical emergency
 - b) vehicle broken down
 - c) Eastern States registration
 - d) no records held by the Police Department if unregistered vehicle
 - e) stolen vehicle
 - f) error made by issuing officer
 - g) vehicle towed away
 - h) other compassionate grounds.

Further delegation

Director Planning and Development
Manager Health and Compliance

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Memorandum on infringement File RGS/013

Date originally adopted/amended

18 June 1997 (Report C88.97)
23 October 2001 (Report C101.01)
22 May 2012 (CEO Report)
25 September 2012 (Report CP42.12)
23 April 2013 (CPS14.13)

Review history – no changes

14 November 2000 (Report C140.00)
23 October 2001 (Report C101.01)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)

Collection of Unpaid Fines (Dog Control)

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to institute legal proceedings for the collection of unpaid fines under the *Dog Act 1976*, where it is considered warranted.

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Further delegation

Director Planning and Development
Manager Health and Compliance

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Prosecutions File
Infringement Registry

Date originally adopted/amended

22 July 1997 (Report C108.97)
22 June 2010 (Report CP19.10)
22 May 2012 (CEO Report)
25 September 2012 (Report CP42.12)
23 April 2013 (Report CPS14.13)

Review history – no changes

14 November 2000 (Report C140.00)
23 October 2001 (Report C101.01)
26 November 2002 (Report C94.02)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
24 May 2011 (Report CP20.11)

~~Power to Authorise Withdrawal of Dog Infringements~~

~~Delegate~~

~~Chief Executive Officer~~

~~Delegated authority~~

~~Authority is delegated to the Chief Executive Officer to authorise the withdrawal of dog infringements in accordance with the Dog Act and Regulations.~~

~~Further Delegation~~

~~Director Planning & Development
Manager Health & Compliance~~

~~Legislation~~

~~Regulation 13(5)(b) of the Dog Regulations 1976~~

~~Duration~~

~~Indefinite~~

~~Record~~

~~Central Records~~

~~Memorandum of infringement File RGS/006~~

~~Date originally adopted/amended~~

- ~~23 September 1997 (Report C154.97)~~
- ~~30 June 2009 (Report CP29.09)~~
- ~~22 May 2012 (CEO Report)~~
- ~~25 September 2012 (Report CP42.12)~~
- ~~23 April 2013 (Report CPS14.13)~~

~~Review history – no changes~~

- ~~14 November 2000 (Report C140.00)~~
- ~~23 October 2001 (Report C101.01)~~

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~~26 November 2002 (Report C94.02)~~
~~25 November 2003 (Report C74.03)~~
~~23 November 2004 (Report C65.04)~~
~~24 June 2008 (Report CP27.08)~~
~~22 June 2010 (Report CP19.10)~~
~~24 May 2011 (Report CP20.11)~~

Temporary Street Closure and Temporary Suspension of Road Rules

Delegate

Chief Executive Officer

Delegated Authority

Temporary Street Closures

The Chief Executive Officer is authorised under s3.50 of the *Local Government Act 1995* to:

1. Close any thoroughfare that it manages to the passage of vehicles, wholly or partially for a period not exceeding 4 weeks; and
2. Give local public notice of the closure as soon as practicable after the thoroughfare is closed, in accordance with s3.50(8);

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The Chief Executive Officer is authorised under s6 of the *Local Government (Uniform Local Provisions) Regulations 1996* to:

1. Grant permission for a person to place on a specified part of public thoroughfare one or more specified things that may obstruct the public thoroughfare;
2. Impose such conditions as he/she 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 and 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 local government if the damage is not made good by the applicant.
3. Require in writing that placed things or protective structures are removed and that damage to the public thoroughfare resulting from the placement of a thing or a protective structure is repaired to the satisfaction of the CEO of the local government within a reasonable time after the person granted permission is required in writing to do so;
4. When renewing permission granted under this regulation or at any other time, vary any condition imposed by it under subregulation (4) and the variation

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takes effect from when written notice of it is given to the person to whom the permission was granted;

5. 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.

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Temporary Street Closures - Events

The Chief Executive Officer is authorised to grant approval for temporary street closures to facilitate the holding of locality parties, sporting events and ceremonies applied for in accordance with Regulation 291 of the Road Traffic Code of 2000 and impose the following conditions.

- a) Applicants are required to obtain the appropriate form from the local police station.
- b) Applicants are required to obtain on this form the indicated agreement, by signature, of two thirds of the occupants in the section where the closure is to be affected.
- c) Applicants are required to indemnify Council on this form against any damage to persons or property arising out of the street closure.
- d) Applicants are required to meet the cost of delivery/collection of signs required for the street closure.
- e) Applicants are required to submit a Traffic Management Plan that meets the requirements as determined by the Senior Ranger.

Temporary Suspension of Road Rules

The Chief Executive Officer is authorised to grant approval for temporary suspension of road rules to facilitate the holding of a race meeting or speed test applied for in accordance with Section 83 of the Road Traffic Act 1974 and impose the following conditions:

- a) Applicants are required to obtain the appropriate form from the local Police station.
- b) Applicants are required to indemnify council in their application against damage to persons or property arising out of the temporary suspension of road rules.
- c) Applicants are required to meet all costs associated with the temporary suspension of road rules.
- d) Applicants are required to submit a Traffic Management Plan to Council that meets the requirements as determined by the Senior Ranger.

Further delegation

Director Technical Services

Legislation

Local Government Act 1995 s 3.50

Local Government (Uniform Local Provisions) Regulations 1996 r 56

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Duration

Indefinite

Record

Central Records

Street File

Newspaper Advertisements

Date originally adopted/amended

22 July 1997 (Report C108.97)

23 November 1999 (Report T61.99)

30 June 2009 (Report CP29.09)

24 May 2011 (Report CP20.11)

25 September 2012 (Report CP42.12)

Review history - no changes

11 June 2001 (Report T27.01)

12 February 2002 (Report C1.02)

23 November 2004 (Report C65.04)

Special Council 23 December 2005 (Item 6.1)

24 June 2008 (Report CP27.08)

22 June 2010 (Report CP19.10)

22 May 2012 (CEO Report)

Removal of Obstructions and Deposit on Streets And Public Places

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to provide for:

- a) The removal deposits or obstructions on streets, ways, footpaths, or other public places at the expense of the person or persons responsible for the deposit or obstruction;
- b) The reinstatement of such streets, ways, footpaths or other public places at the expense of the person or persons responsible for the deposit or obstruction;
- c) The recovery the amount of any expenses from such person or persons in a Court of competent jurisdiction.

Action in accordance with Clause (1) is to be exercised only after written notice has been given to the owner of the deposits or obstructions, if known, requiring him to remove the deposits or obstructions within the given time specified in the notice.

Further Delegation

Director Technical Services
Manager Property Services
| Manager [Sustainable Nedlands Health & Compliance](#)
Manager Engineering Services
Manager Parks Services
Rangers

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Street File
Infringement Registry

Date originally adopted/amended

4 March 1993
26 November 1999 (Report T61.99)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history – no changes

12 June 2001 (T27.01)
11 December 2001 (T59.01)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Registration Officers

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to appoint Officers of the Council as Dog Registration officers for the purpose generally to represent the City of Nedlands and the Council in all respects in the registration procedure of dogs according to the *Dog Act 1976*.

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Further Delegation

Nil

Legislation

Dog Act 1976

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Duration

Indefinite

Record:

Central Records

Date originally adopted/amended

23 November 2004 (Report C65.04)
25 September 2012 (Report CP42.12)

Review history - no changes

24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Requests for Financial Assistance

Delegate

Chief Executive Officer

Delegated Authority

The Chief Executive Officer is authorised to refuse all requests for donations that do not meet the requirements of Council's Policy 10.26 - Subsidies and Donations, or Council's Policy 10.27 - Cultural and Community Development Fund, unless the Mayor or a Councillor requests that the matter be considered by Council, or if the Chief Executive Officer believes the request has some merit worthy of further Council consideration.

The Chief Executive Officer may exercise his discretion in relation to any advice or request in relation to the Lord Mayor's Disaster Relief Fund referred to him under Policy 10.26 to either refuse the application and not place it before Council or, if he considers the matter worthy of consideration by Council, to arrange for an appropriate report to be placed before Council for its consideration.

Further Delegation

Nil

Legislation

Local Government Act

Duration

Indefinite

Record

Central Records
Cheque Copy held in Strong Room

Date originally adopted/amended

22 June 1999 – C69.99
26 November 2002 (Report C94.02)
25 September 2012 (Report CP42.12)

Review history - no changes

14 November 2000 – (Report C140.00)
23 October 2001 (Report C101.01)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Tresillian Studio Leases

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to accept leases negotiated at Tresillian in accordance with Sections 3.58(3) and (4) of the Local Government Act, up to an annual rental income of \$5,000.

Further delegation

Director Community ~~and Strategy & Organisational Development~~
Manager Property Services

Legislation

Local Government Act (1995)

Duration

Indefinite

Record

Central Records
Agreements File

Date originally adopted/amended

23 March 1999 (Report C19.99)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
25 September 2012 (Report CP42.12)

Review history – no changes

26 June 2001 (Report C67.01)
12 February 2002 (Report C1.02)
11 February 2003 (Report C3.03)
25 November 2003 (Report C70.03)
23 November 2004 (Report C67.04)
23 November 2004 (Report C67.04)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

~~Erection of Neighbourhood Watch Signs~~

~~Delegate~~

~~Chief Executive Officer~~

~~Delegated authority~~

~~In accordance with Clause 5.42 of the Local Government Act 1995, the Chief Executive Officer is authorised to erect Neighbourhood Watch signs at Council expense in locations which are appropriate for the purpose provided that due regard is given to traffic safety of the area.~~

~~Further delegation~~

~~Director Community and Strategy
Manager Community Development~~

~~Legislation~~

~~Local Government Act~~

~~Duration~~

~~Indefinite~~

~~Record~~

~~Central Records~~

~~Date originally adopted/amended~~

~~10 October 2000 (Report E229.00)(Previously Town Planning Control D.A. 10D)~~

~~24 June 2008 (Report CP27.08)~~

~~30 June 2009 (Report CP29.09)~~

~~25 September 2012 (Report CP42.12)~~

~~Review history -- no changes~~

~~9 October 2000 (Report E229.00)~~

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~~11 February 2003 (Report C3.03)~~
~~25 November 2003 (Report C70.03)~~
~~22 June 2010 (Report CP19.10)~~
~~24 May 2011 (Report CP20.11)~~
~~22 May 2012 (CEO Report)~~

Active Recreation Area Use

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is delegated the authority to administer the provisions of Protocol – Recreation: Physical

Further delegation

Director Community and Organisational Development
 Manager Community Development
[Coordinator Community Development](#)
 Senior ~~Customer Service~~[Community Development](#) Officer-[Recreation](#)

Legislation

Local Government Act

Duration

Indefinite

Record

Central Records
 Reserve File
 Booking Register

Date originally adopted/amended

22 July 1997 (Report C108.97)
 11 February 2003 (Report C3.03)
 23 November 2004 (Report C67.04)
 24 June 2008 (Report CP27.08)
 30 June 2009 (Report CP29.09)
 28 June 2011 (Report CM03.11)
 25 September 2012 (Report CP42.12)

Review history - no changes

12 June 2001 (Report T27.01)
 12 February 2002 (Report C1.02)
 11 February 2003 (Report C3.03)
 25 November 2003 (Report C70.03)
 23 November 2004 (Report C67.04)
 22 June 2010 (Report CP19.10)
 24 May 2011 (Report CP20.11)
 22 May 2012 (CEO Report)

Signs on Reserves

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to approve the erection of signs in accordance with the City of Nedlands Signs Local Law 2007. The Chief Executive Officer in granting approval may impose conditions limiting the size, number, location or other matters appropriate to the signs.

The Chief Executive Officer may at any time revoke the approval if the conditions of approval are not complied with or the signs are varied from the approval.

Further delegation

Director Planning and Development
Manager Statutory Planning
Manager Property Services

Legislation

Local Government Act

Duration

Indefinite

Record

Central Records
Reserve File

Date originally adopted/amended

22 July 1997 (Report C108.97)
23 November 1999 (Report T61.99)
11 February 2003 (Report C3.03)
23 November 2004 (Report C67.04)
30 June 2009 (Report CP29.09)
24 May 2011 (Report CP20.11)
25 September 2012 (Report CP42.12)
23 April 2013 (Report CPS14.13)

Review history - no changes

12 June 2001 (Report T27.01)
27 November 2001 (Report T53.01)
25 November 2003 (Report C70.03)
24 June 2008 (Report CP27.08)
22 June 2010 (Report CP19.10)
22 May 2012 (CEO Report)

Council Provided Grants, Subsidies and Donations

1. Request for Financial Assistance

Delegate

Chief Executive Officer

Delegated Authority

The Chief Executive Officer is authorised to refuse all requests for donations that do not meet the requirements of the Council's [new](#) policy, Council Provided Grants, Subsidies and Donations, unless the Mayor or a Councillor requests that the matter be considered by Council, or if the Chief Executive Officer believes the request has some merit worthy of further Council consideration.

The Chief Executive Officer may exercise his/her discretion in relation to the Lord Mayor's Disaster Relief Fund referred to him/her under the Council Provided Grants, Subsidies and Donations Policy, and decide if a submission should be placed before Council. Any subsidy or donation by the City to the Lord Mayor's Disaster Relief/Fund can only be made as a result of a decision of Council.

Any other request for funds from Council over \$5,000 will be presented to Council for a decision.

Further Delegation

Nil

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Cheque Copy held in Strong Room

Date originally adopted/amended

22 June 1999 – C69.99
26 November 2002 (Report C94.02)

Review history - no changes

14 November 2000 – (Report C140.00)
23 October 2001 (Report C101.01)
25 November 2003 (Report C74.03)
23 November 2004 (Report C65.04)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)
22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

2. Community Grants Fund**Delegate**

Chief Executive Officer

Delegated authority

The Chief Executive Officer has delegated authority to approve or refuse grant applications for Community Grants, to a maximum of \$5,000 under the Council Provided Grants, Subsidies and Donations Policy, to the Community Grants Fund, to a maximum of \$5,000.

Further delegation

Director Community and Organisational Development
Manager Community Development

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Register of Delegated Authorities

Date originally adopted/amended

26 October 2010 (Report CM25.10)

Review history - no changes

24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

3. ~~Sponsorship of Youth Initiatives~~ Youth Grants Fund**Delegate**

Chief Executive Officer

Delegated authority

The Chief Executive Officer has delegated authority to approve [grant or refuse](#) applications ~~for Sponsorship of Youth Initiatives under the Council Provided Grants, Subsidies and Donations Policy~~ [to the Youth Grants Fund](#).

Further delegation

Director Community and Organisational Development
Manager Community Development

Legislation

Local Government Act 1995

Duration

Indefinite

Record

Central Records
Register of Delegated Authorities

Date originally adopted/amended

22 February 2005 (Report C12.05)
24 June 2008 (Report CP27.08)
30 June 2009 (Report CP29.09)

Review history - no changes

22 June 2010 (Report CP19.10)
24 May 2011 (Report CP20.11)
22 May 2012 (CEO Report)

Freedom of Information Act

Delegate

Chief Executive Officer

Delegated authority

The Chief Executive Officer is authorised to make decisions, for and on behalf of the City of Nedlands under the Freedom of Information Act 1992.

Further delegation

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 of the FOI Act:

Manager Corporate Strategy & Systems
Records Coordinator

To make Decisions under sections 20; 23; 24; 25; 30; 31; 41; 43; 48; 50 and 54 of the FOI Act:

Director of Corporate & Strategy
Director of Technical Services
Director of Community & Organisational Development
Director of Planning & Development
Manager Corporate Strategy & Systems
Records Coordinator

Legislation

Local Government Act 1995
Freedom of Information Act 1992

Duration

Indefinite

Record

Central Records
Reserve File

Date originally adopted/amended

23 April 2013 (Report CPS14.13)

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|--|
| CPS22.13 Dogs Amendment Local Law 2013 |
|--|

| | |
|---------------------------|---|
| Committee | 11 June 2013 |
| Council | 25 June 2013 |
| Applicant | City of Nedlands |
| Officer | Phoebe Huigens, A/Manager Corporate Strategy & Systems |
| Director | Michael Cole, Director Corporate & Strategy |
| Director Signature |  |
| File Reference | LEG/024 |
| Previous Item | NIL |

Please note that under section 3.12(2) of the *Local Government Act 1995*, the Presiding Officer is to read aloud the purpose and effect of the proposed local law.

Purpose: The purpose of the local law is to provide for the regulation, control and management of dogs and issues relating to dogs within the municipality.

Effect: The effect of the local law is to control activities and manage dogs within the municipality.

Executive Summary

The City's *Local Law Relating to Dogs 2012* was Gazetted on 11 October 2012. The Joint Standing Committee on Delegated Legislation passed a notice of motion to disallow the Local Law on the basis that the Law did not define "children's playground".

The City of Nedlands wrote a letter to the Joint Standing Committee on Delegated Legislation on 14 November 2012, committing to undertake a Dogs Amendment Local Law to rectify this matter. The Committee then rescinded the notice of motion to disallow the Local Law. The Local Law has gone out for public consultation, and is presented here to Council for adoption.

Recommendation to Committee

Council adopts the proposed *City of Nedlands Dogs Amendment Local Law 2013* as contained in Attachment 1.

Strategic Plan

KFA: Governance and Civic Leadership

Background

Section 3.16 of the *Local Government Act 1995* requires periodic reviews of Local Laws. The Local Government is to carry out a review within 8 years from the day each Local Law commenced. The Local Government is to determine whether or not it considers that the Law should remain unchanged, be repealed or amended.

The City of Nedlands last reviewed its *Local Law Relating to Dogs* in 2000. On 27 April 2011, Council resolved to review its Local Law relating to Dogs. On 27 March 2012 Council resolved to advertise the proposed Local Law Relating to Dogs. In accordance with the *Local Government Act 1995*, a public submission period ran for twelve weeks. Council then approved the Local Law at its meeting of 28 August 2012, and the Local Law Relating to Dogs 2012 was Gazetted on 11 October 2012.

The Joint Standing Committee on Delegated Legislation passed a notice of motion to disallow the Local Law on the basis that the Law did not define “children’s playground”. In a letter dated 14 November 2012, the City committed to undertake a Dogs Amendment Local Law to rectify this matter. The Committee then rescinded the notice of motion to disallow the Local Law. The Local Law has gone out for public consultation, and is now presented here to Council for adoption.

Key Relevant Previous Council Decisions:

11 December 2012, Council resolved to advertised the proposed Dogs Amendment Local Law.

Discussion

The Joint Standing Committee on Delegated Legislation requested that the City undertake an amendment to the City of Nedlands Dogs Local Law to define the term “children’s playground”. Council resolved to advertise the proposed Dogs Amendment Local Law on 11 December 2012.

A public submission period was open from 26 January 2013 to 28 March 2013. One submission was received in relation to dogs on Swanbourne Beach, which was a matter considered during the adoption of the Dogs Local Law in October 2012. No changes are proposed to the dog beach area of Swanbourne Beach.

Minor formatting changes have been made to the Local Law which differ from that released to the public for comment. These are minor in nature and the proposed local law is not significantly different from that released for public consultation.

If Council adopts the Dogs Amendment Local Law 2013, the Local Law will be published in the Gazette and a copy will be given to the Minister. The Local Law will come in to effect on the 14th day after it appears in the Gazette.

Consultation

| | | |
|--------------------------------------|---|-----------------------------|
| Required by legislation: | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| Required by City of Nedlands policy: | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

The proposed local law was advertised and a public submission period endured from 26 January 2013 to 28 March 2013. Only one submission was received which is summarised below.

Note: A full copy of all relevant consultation feedback received by the City has been given to the City’s Councillors prior to the meeting.

| Summary of comments received: | Officers technical comment: |
|---|--|
| Surf Club Manager of Swanbourne Nedlands Surf Life Saving Club Mr Tim Tucak | Has previously expressed a preference for Swanbourne Beach (North Street to North of SNSLSC) to be prohibited to dogs. Reiterates this view in this latest submission. |

The matter raised by Mr. Tucak was considered during the adoption of the Dogs Local Law 2012. Submissions were made by both those requesting dogs to be excluded, and those wanting dogs to be permitted. The Council previously decided to maintain the status quo on Swanbourne Beach, and no changes to this are being proposed here.

Legislation / Policy

Section 3.16 of the Local Government Act 1995 requires periodic reviews of Local Laws. The Local Government is to carry out a review within 8 years from the day each Local Law commenced.

Budget/Financial Implications

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

Risk Management

Review of the Local Law Relating to Dogs by Council and the invitation to residents of the City to comment on the revised law reduces the risk of the Local Law being out of date and not meeting community needs.

Conclusion

The Joint Standing Committee on Delegated Legislation requires the City to produce a Dogs Amendment Local Law to define “children’s playground” which was not included in the *City of Nedlands Dogs Local Law 2012*. This amendment Local Law is presented here for adoption by Council.

Attachments

1. Dogs Amendment Local Law 2013

CITY OF NEDLANDS
DOGS AMENDMENT LOCAL LAW ~~2012~~2013

Under the powers conferred by the *Local Government Act 1995*, the *Dog Act 1976* and all other powers ~~conferred upon~~enabling it, the Council of the City of Nedlands resolved on xx of xxx xxxx to make the following local law.

1. Citation

This local law may be cited as the *City of Nedlands Dogs Amendment Local Law ~~2012~~2013*.

2. Commencement

This local law comes into operation 14 days after the date of its publication in the *Government Gazette*.

3. Principal Local Law

In this local law, the *City of Nedlands Dogs Local Law ~~2012~~* published in the *Government Gazette* on 11 October 2012 is referred to as the Principal Local Law. The Principal Local Law is amended.

4. Clause 1.3 amended

In Clause 1.4 insert the following in alphabetical order:

~~Children's~~ *children's playground* means an area set aside for use by children and noted by the presence of dedicated children's playground equipment and the presence of either white sand or other form of soft fall surface.

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Dated this day of 2012

The Common Seal of the }
City of Nedlands }
was affixed by authority of a }
resolution of the Council in the }
presence of: }

MAYOR

MAX HIPKINS

**CHIEF EXECUTIVE
OFFICER**

GREG TREVASKIS