



City of Canning

DELEGATIONS REGISTER 2018-2019

Council to CEO and Employees

VERSION NO. **12.0** Date of Adoption: **21 August 2018**

The delegations contained herein have been adopted by Council at the Ordinary Council Meeting on the 21 August 2018 by an absolute majority decision. In addition to delegations made in accordance with the Local Government Act 1995, a number of delegations are also made to the Chief Executive Officer, or directly to officers, in accordance with the provisions of other legislation.

The aim of the delegated authority manual is to assist with improving the time taken to make decisions within the constraints permitted by the relevant legislation.

Each instrument of Delegation contains the following information:

Head of Power: The title of the legislation under which the delegation is made.

Express Power to Delegate: The specific legislation reference enabling delegation.

Delegation No.: This is a numerical number assigned to each delegation by the City.

Delegation Title: A brief description of the delegation.

Legislative Reference of Power or Duty being Delegated: The specific legislative reference for the power or duty which is delegated.

Power or Duty being Delegated: Details of the power or duty being delegated.

Conditions of Delegation: Conditions or limitations imposed by the Delegator to the Delegate which must be adhered to.

Delegated To: The position to which the Express Power or Duty has been delegated.

Sub delegation permitted: The Delegator determines if the delegation is able to be sub-delegated (provided the Head of Power permits sub delegation).

This register of delegations is to be maintained and reviewed at least once every financial year, pursuant to s5.46(1) and (2) of the Local Government Act 1995.



Building Act 2011

Express power to delegate s127(1) & (3)

Delegation No.

Delegation Title

200

DEMOLITION PERMITS

Legislative Reference of Power or Duty being Delegated

Sections 21, 22, Building Regulations r23, r24, r26

Power or Duty being Delegated

1. Authority to require an applicant to provide any documentation or information required to determine a demolition permit application [s.18(1)].
2. Authority to grant or refuse to grant a demolition permit on the basis that all s.21(1) requirements have been satisfied [s.20(1) & (2) and s.22].
3. Authority to impose, vary or revoke conditions on a demolition permit [s.27(1) and(3)].
4. Authority to determine an application to extend time during which a demolition permit has effect [r.23].
 - i. Subject to being satisfied that work for which the demolition permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]
 - ii. Authority to impose any condition on the demolition permit extension that could have been imposed under s.27 [r.24(2)].
5. Authority to approve, or refuse to approve, an application for a new responsible person for a demolition permit [r.26].

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Building Act 2011

Express power to delegate s127(1) & (3)

Delegation No.

Delegation Title

201

GRANT A BUILDING PERMIT

Legislative Reference of Power or Duty being Delegated

Sections 18, 20, 22, 23 & 27
Building Regulations r23, r24, r26

Power or Duty being Delegated

- 1. Authority to require an applicant to provide any documentation or information required to determine a building permit application [s.18(1)].
2. Authority to grant or refuse to grant a building permit [s.20(1) & (2) and s.22].
3. Authority to impose, vary or revoke conditions on a building permit [s.27(1) and(3)].
4. Authority to determine an application to extend time during which a building permit has effect [r.23].
i. Subject to being satisfied that work for which the building permit was granted has not been completed OR the extension is necessary to allow rectification of defects of works for which the permit was granted [r.24(1)]
ii. Authority to impose any condition on the building permit extension that could have been imposed under s.27 [r.24(2)].
5. Authority to approve, or refuse to approve, an application for a new responsible person for a building permit [r.26].

Conditions of Delegation:

Delegated To: Chief Executive Officer

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Building Act 2011

Express power to delegate s127(1) & (3)

Delegation No.

Delegation Title

202

BUILDING ORDERS

Legislative Reference of Power or Duty being Delegated

Sections 110(1), 111, 117(1) and (2), 118(2) & (3), 133

Power or Duty being Delegated

1. Authority to make Building Orders in relation to:
 - a. Building work, b. Demolition work, c. An existing building or incidental structure [s.110(1)].
2. Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)].
3. Authority to revoke a building order [s.117].
4. If there is non-compliance with a building order, authority to cause an authorised person to:
 - a. take any action specified in the order ; or
 - b. commence or complete any work specified in the order; or
 - c. if any specified action was required by the order to cease, to take such steps as are reasonable to cause the action to cease [s.118(2)].
5. Authority to take court action to recover as a debt, reasonable costs and expense incurred in doing anything in regard to non-compliance with a building order [s.118(3)].
6. Authority to initiate a prosecution pursuant to section 133(1) for non-compliance with a building order made pursuant to section 110 of the Building Act 2011.

Conditions of Delegation:

In undertaking the functions of this delegation, Building Surveyors (registered) must be employed by the City of Canning in accordance with section 127(3) of the Building Act 2011.

Delegated To: Chief Executive Officer

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Building Act 2011

Express power to delegate s127(1) & (3)

Delegation No.

203

Delegation Title

OCCUPANCY PERMIT AND BUILDING APPROVAL CERTIFICATES

Legislative Reference of Power or Duty being Delegated

Sections 55, 58, 62

Power or Duty being Delegated

1. Grant or modify an Occupancy Permit and impose conditions on the granting or modification of an Occupancy Permit.
2. Grant or modify a Building Approval Certificate and impose conditions on the granting or modification of a Building Approval Certificate .

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Building Act 2011

Express power to delegate s127(1) & (3)

Delegation No.

204

Delegation Title

EXTENDING PERMITS AND APPROVAL CERTIFICATES

Legislative Reference of Power or Duty being Delegated

Sections 65(4) and Building Regulations r40

Power or Duty being Delegated

Authority to extend, or refuse to extend, the period in which an occupancy permit or modification or building approval certificate has effect [s.65(4) and r.40].

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Building Act 2011

Express power to delegate s127(1) & (3)

Delegation No.

205

Delegation Title

ALTERNATIVE SWIMMING POOL BARRIERS

Legislative Reference of Power or Duty being Delegated

Building Regulations r50 & 51

Power or Duty being Delegated

1. Authority to approve requirements alternative to a fence, wall, gate or other component included in the barrier, if satisfied that the alternative requirements will restrict access by young children as effectively as if there were compliance with AS 1926.1 [r.51(2)]
2. Authority to approve a door for the purposes of compliance with AS 1926.1, where a fence or barrier would cause significant structural or other problem which is beyond the control of the owner / occupier or the pool is totally enclosed by a building or a fence or barrier between the building and pool would create a significant access problem for a person with a disability [r.51(3)]
3. Authority to approve alternative solutions to a Building Code pool barrier requirement if satisfied that the alternative solution complies with the relevant performance requirement [r.51(5)].

Conditions of Delegation:

The proposed method of enclosure must not provide a lesser standard of protection than would otherwise have been provided through adherence to the provisions of Australian Standard 1926.1.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Building Act 2011

Express power to delegate s127(1) & (3)

Delegation No.

Delegation Title

207

SMOKE ALARMS - ALTERNATIVE SOLUTIONS

Legislative Reference of Power or Duty being Delegated

Building Regulations r55, r61

Power or Duty being Delegated

1. Authority to approve alternative building solutions which meet the performance requirement of the Building code relating to fire detection and early warning (r51).
2. Approve or refuse the use of a battery powered smoke alarm in a dwelling, or part of a dwelling. (r61)

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Bush Fires Act 1954

Express power to delegate S 48

Delegation No.

350

Delegation Title

PROSECUTIONS FOR OFFENCES AND INFRINGEMENT NOTICES

Legislative Reference of Power or Duty being Delegated

S 59, S 59A

Power or Duty being Delegated

1. Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59].
2. Authority to serve an infringement notice for an offence against this Act [s.59A(2)].
3. Authority to withdraw an infringement notice [s59A(5)].

Conditions of Delegation:

Functions 1 and 3 delegated to the CEO and Executive Manager Safe Canning only.
Function 2 delegated to remaining delegates.

Delegated To: *Chief Executive Officer*
Executive Manager Safe Canning
Supervisor Ranger and Community Services
Senior Community Safety Officer
Ranger
Community Safety Officer
Leader Safe Communities

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Bush Fires Act 1954

Express power to delegate s.48

Delegation No.

352

Delegation Title

BUSH FIRES ACT FUNCTIONS

Legislative Reference of Power or Duty being Delegated

s.38

Power or Duty being Delegated

1. Authority to exercise the performance of any of the functions under the Bush Fires Act 1954 and Regulations.
2. Authority to appoint persons to be Bush Fire Control Officers for the purposes of the Bush Fires Act 1954 [s38(1)].

Conditions of Delegation:

The local government shall cause notice of an appointment made under the provisions of s38(1) to be published at least once in a newspaper circulating in its district.

A bush fire control officer appointed by a local government under the provisions of section 38 shall be issued with a certificate of appointment by the local government [s38(2E)].

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? NO

Date Adopted

21-Aug-18



Cat Act 2011

Express power to delegate s44, s48

Delegation No.	Delegation Title
380	CAT CONTROL

Legislative Reference of Power or Duty being Delegated

Cat Act 2011

Power or Duty being Delegated

Authority to exercise any of the local government's powers or discharge any of its duties under the Cat Act and Regulations, including the appointment of authorised officers.

Conditions of Delegation:

1. A person who is not an employee of a local government cannot be appointed to be an authorised person for the purposes of section 62 - Giving an Infringement Notice.
2. Issue to each authorised person appointed under subsection (1) a certificate stating that the person is an authorised person for the purposes of this Act.
3. Any authorised person must comply with s48(6) when performing the functions of an authorised person.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Control of Vehicles (Off Road Areas) Act 1978

Express power to delegate Control of Vehicles (Off Road Areas) Regulations 1979

Delegation No.

370

Delegation Title

WITHDRAW INFRINGEMENTS - CONTROL OF VEHICLES (OFF ROAD AREAS) ACT 1978

Legislative Reference of Power or Duty being Delegated

S 38(3), S 38(11)

Power or Duty being Delegated

Authority to withdraw Infringement Notices under the Control of Vehicles (Off Road Areas) Act 1978, and Control of Vehicles (Off Road Areas) Regulations 1979.

Conditions of Delegation:

Delegated To: **Executive Manager Safe Canning*

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Control of Vehicles (Off Road Areas) Act 1978

Express power to delegate Control of Vehicles (Off Road Areas) Regulations 1979

Delegation No.

371

Delegation Title

APPOINTMENT OF AUTHORISED OFFICERS - CONTROL OF VEHICLES (OFF ROAD AREAS) ACT 1978

Legislative Reference of Power or Duty being Delegated

S 38(3)

Power or Duty being Delegated

Authority to exercise the powers under the Control of Vehicles (Off Road Areas) Act 1978 and Control of Vehicles (Off Road Areas) Regulations 1979, including issuing Infringement Notices and stopping, seizing and detaining any unlicensed or unregistered vehicle believed to have been driven in contravention of the Act.

Conditions of Delegation:

There is no power of sub delegation.

Delegated To: *Chief Executive Director
Community Safety Officer
Senior Community Safety Officer
Ranger
Supervisor Rangers and Community Safety Services
Executive Manager Safe Canning*

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Council to CEO and Employees

Dog Act 1976

Express power to delegate s10AA(1) & (3)

Delegation No.	Delegation Title
340	DOG CONTROL

Legislative Reference of Power or Duty being Delegated

s44(2)(b)

Power or Duty being Delegated

Initiate legal proceedings for offences under the Dog Act 1976.

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Dog Act 1976

Express power to delegate s11(1)

Delegation No.

341

Delegation Title

APPOINT AUTHORISED PERSONS

Legislative Reference of Power or Duty being Delegated

s11, s29,

Power or Duty being Delegated

1. Authority to appoint Registration Officers to exercise the powers and duties conferred on a Registration Officer by this Act [s.3].
2. Authority to appoint authorised persons to exercise the powers conferred on an authorised person by this Act [s.11(1)].

Conditions of Delegation:

1. The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
2. A Certificate of Authorisation as set out as Form 1 in the First Schedule to the Dog Regulations 2013 is to be issued to each authorised officer.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Dog Act 1976

Express power to delegate s29(1)

Delegation No.

344

Delegation Title

WITHDRAW INFRINGEMENT NOTICES - DOG ACT 1976

Legislative Reference of Power or Duty being Delegated

R 35(4),(5)

Power or Duty being Delegated

Authority to appoint authorised persons to withdraw infringement notices for offences against the Act, as described in r33 of the Dog Regulations 2013.

Conditions of Delegation:

1. The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.
2. A Certificate of Authorisation as set out as Form 1 in the First Schedule to the Dog Regulations 2013 is to be issued to each authorised officer.
3. A person appointed under section 29(1) to exercise the power of an authorised person to serve infringement notices under subregulation (1) is not eligible to be appointed under that subsection to exercise the power of an authorised person to withdraw infringement notices under subregulation (5).

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Dog Act 1976

Express power to delegate S 10AA

Delegation No.

345

Delegation Title

AUTHORITY TO EXERCISE ANY OF THE LOCAL GOVERNMENT'S POWERS OR DISCHARGE ANY OF ITS DUTIES UNDER THE DOG ACT 1976 AND REGULATIONS.

Legislative Reference of Power or Duty being Delegated

Dog Act 1976

Power or Duty being Delegated

Authority to exercise any of the local government's powers or discharge any of its duties under the Dog Act 1976 and Regulations.

Conditions of Delegation:

The Chief Executive Officer may further delegate (sub-delegate) to employees which the CEO has determined as being suitably capable of fulfilling the powers and duties contained in this Delegation.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Food Act 2008

Express power to delegate s118

Delegation No.

321

Delegation Title

APPOINT AUTHORISED OFFICES AND DESIGNATED OFFICERS UNDER THE FOOD ACT 2008

Legislative Reference of Power or Duty being Delegated

S122(1), s126(6), (7) and (13)

Power or Duty being Delegated

1. The Chief Executive Officer is delegated authority to appoint persons to undertake the functions of an enforcement agency under this Act. [s.118(1)]
2. The Chief Executive Officer is delegated authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s.122(1)].
3. The Chief Executive Officer is delegated authority to appoint an Authorised Officer appointed under s.122(1) of this Act or the s.24(1) of the Public Health Act 2016, to be a Designated Officer for the purposes of issuing Infringement Notices under the Food Act 2008 [s.126(13)].
4. The Chief Executive Officer is delegated authority to appoint an Authorised Officer to be a Designated Officer (who is prohibited by s.126(13) from also being a Designated Officer for the purpose of issuing infringements), for the purpose of extending the time for payment of modified penalties [s.126(6)] and determining withdrawal of an infringement notice [s.126(7)].

Conditions of Delegation:

1. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time, including but not limited to:
 - a) Appointment of Authorised Officers as Meat Inspectors
 - b) Appointment of Authorised Officers
 - c) Appointment of Authorised Officers – Designated Officers only
 - d) Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer.
2. A register of authorised officers appointed is to be maintained. [s.122(3)]

Delegated To: **Chief Executive Officer**
***Executive Manager Healthy Canning**

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Food Act 2008

Express power to delegate s.118

Delegation No.

Delegation Title

324

PROHIBITION ORDERS

Legislative Reference of Power or Duty being Delegated

s.65(1), s.66, s.67(4)

Power or Duty being Delegated

1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the Food Act 2008 [s.65(1)].
2. Authority to give a certificate of clearance, where inspection demonstrates compliance with a prohibition order and any relevant improvement notices [s.66].
3. Authority to give written notice to 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 [s.67(4)].

Conditions of Delegation:

Note – Decisions under this delegation may be referred for review by the State Administration Tribunal. Food Act 2008 does not provide for sub-delegation.

Delegated To: *Chief Executive Officer*
Executive Manager Healthy Canning
Senior Environmental Health Officer
Environmental Health Officer
Coordinator Environmental Health
Leader Public Health and Amenity

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Food Act 2008

Express power to delegate s.118

Delegation No.

325

Delegation Title

FOOD BUSINESS REGISTRATIONS

Legislative Reference of Power or Duty being Delegated

s.110(1) and (5) and s.112

Power or Duty being Delegated

1. Authority to consider applications and determine registration of a food business and grant the application with or without conditions or refuse the registration [s.110(1) and (5)].
2. Authority to vary the conditions or cancel the registration of a food business [s.112].

Conditions of Delegation:

In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.

Delegated To:

- Chief Executive Officer*
- Executive Manager Healthy Canning*
- Senior Environmental Health Officer*
- Environmental Health Officer*
- Coordinator Environmental Health*
- Leader Public Health and Amenity*
- Senior Compliance Officer*
- Compliance Officer*

Is Subdelegation permitted? NO

Date Adopted

21-Aug-18



Land Administration Act 1997

Express power to delegate

Delegation No.

470

Delegation Title

PURCHASE LAND FOR PLANNING SCHEMES

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

Authorise the purchase of land in accordance with the City's Planning Schemes.

Conditions of Delegation:

1. Undertake subdivision, improvement works, or make use of the land to progress the Planning Scheme.
2. Undertake the completion of all documentation necessary to complete such transactions via the established operational process.
3. Delegation to be exercised where there is an approved budget to undertake the work.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Land Administration Act 1997

Express power to delegate

Delegation No.

471

Delegation Title

ACQUISITION OF PRIVATELY OWNED LAND AS CROWN LAND

Legislative Reference of Power or Duty being Delegated

s52

Power or Duty being Delegated

1. Initiate the giving of notice procedure to acquire privately owned land in accordance with s52(3).
2. Request the Minister to acquire land as Crown land in accordance with s52 (1) and (2).

Conditions of Delegation:

1. If the City's Officers believe appropriate, request the Minister to transfer the subject land to the City in fee simple and free of costs for public use purposes.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Land Administration Act 1997

Express power to delegate

Delegation No.

472

Delegation Title

CLOSURE OF RIGHT OF WAYS OR PEDESTRIAN ACCESS WAYS

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

1. Facilitate the closure of right of ways or pedestrian access ways by undertaking the following steps:
 - a) Commence the consultation process in relation to a proposed closure and refer the proposed closure to all relevant stakeholders for comments and or advice.
 - b) Request the Western Australian Planning Commission to endorse the proposed closure.
3. Prepare the Request to the Department of Land to proceed with the closure in accordance with CI9(a) of the Land Administration Regulations 1998.

Conditions of Delegation:

1. Council are to make the final decision on the closure request following the advertising period, irrespective of whether submissions have been received.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Land Administration Act 1997

Express power to delegate s.56

Delegation No.

473

Delegation Title

DEDICATION OF LAND AS ROAD RESERVATION

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

1. Commence the procedure for road dedication in accordance with the standard practice.
2. Prepare the Request to the Department of Land to proceed with the road dedication in accordance with Cl8(a) of the Land Administration Regulations 1998.

Conditions of Delegation:

Council are to make the final decision on the road reservations request in accordance with cl8(a) of the Land Administration Regulations 1998.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Land Administration Act 1997

Express power to delegate

Delegation No.

474

Delegation Title

PERMANENT ROAD CLOSURE

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

1. Commence the procedure for road closure in accordance with standard practice.
2. Prepare the Request to the Department of Land to proceed with the closure in accordance with CI9(a) of the Land Administration Regulations 1998.

Conditions of Delegation:

Council are to make the final decision on the closure request following the advertising period, irrespective of whether submissions have been received.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Liquor Control Act 1988 and Gaming and Wagering Commission Act 1987

Express power to delegate S 39 and S 40 (LC Act) and S 55 (GWC Act)

Delegation No.

322

Delegation Title

LIQUOR CERTIFICATES

Legislative Reference of Power or Duty being Delegated

S 39 and 40 (LC Act) and S 55(GWC Act)

Power or Duty being Delegated

Issue certificates pursuant to Sections 39 and 40 of the Liquor Control Act 1988, and Section 55 of the Gaming and Wagering Commission Act 1987.

Conditions of Delegation:

Delegated To: *Director Sustainable Development
Chief Executive Director
Executive Manager Statutory
Planning
Executive Manager Healthy Canning
Leader Statutory Planning*

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Litter Act 1979

Express power to delegate Litter Regulations 1981

Delegation No.

360

Delegation Title

WITHDRAWAL OF LITTER INFRINGEMENTS

Legislative Reference of Power or Duty being Delegated

S 30(4), Regulations Schedule 2, Form 2

Power or Duty being Delegated

Authority to withdraw Litter Infringement Notices issued under the Litter Act 1981.

Conditions of Delegation:

A Withdrawal notice is to be in the form as prescribed in Litter Regulations 1981 Schedule 2, Form 2

Delegated To: **Executive Manager Safe Canning*

Is Subdelegation permitted? NO

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

1

Delegation Title

APPOINTMENT OF AUTHORISED PERSONS FOR THE ADMINISTRATION OF THE CITY'S LOCAL LAWS

Legislative Reference of Power or Duty being Delegated

s9.10, 9.16, 9.19, 9.20

Power or Duty being Delegated

1. Appoint persons or classes of persons to be authorised for the purposes of administering the City's Local Laws.
2. Appoint persons or classes of persons to be authorised for the purposes of issuing infringements in accordance with s9.16 and 9.17.
3. Appoint persons or classes of persons to be authorised for the purposes of extending the period for which a modified penalty may be paid in accordance with s9.19.
4. Appoint persons or classes of persons to be authorised for the purposes of withdrawing an infringement notice in accordance with s9.20.

Conditions of Delegation:

Compliance with relevant Council Policy

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

2

Delegation Title

PROVISION OF SERVICES OR FACILITIES

Legislative Reference of Power or Duty being Delegated

S 3.18(2)

Power or Duty being Delegated

Undertake executive functions relating to the provisions of services or facilities.

Conditions of Delegation:

1. Where necessary, prepare Business/Development Plans.
2. New services and/or facilities to be included in forward plans.
3. Have regard to s3.18(3) when considering the provision of services or facilities.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

3

Delegation Title

COMPENSATION FOR DAMAGE

Legislative Reference of Power or Duty being Delegated

S 3.22

Power or Duty being Delegated

1. In accordance with s.3.22 procedures, assess and determine the extent of damage to private property arising directly from performance of executive functions and make payment of compensation [s.3.22(1)].
2. Where compensation is unable to be determined and agreed between parties, give effect to arbitration in accordance with s.3.23.

Conditions of Delegation:

Delegation is limited to settlements which do not exceed a value of \$5,000

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

4

Delegation Title

NOTICES TO OWNERS REQUIRING THINGS TO BE DONE

Legislative Reference of Power or Duty being Delegated

s3.25
s3.26(2) and (3)

Power or Duty being Delegated

1. Issue notice requiring things to be done by owner or occupier of land in accordance with Schedule 3.1.
2. Take action to do anything that is considered necessary to achieve so far as is practicable the purpose for which a notice under s3.25 (1) is given.

Conditions of Delegation:

Report notices issued to Council under Information Items.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

7

POWERS OF ENTRY

Legislative Reference of Power or Duty being Delegated

s.3.28, s.3.32, s.3.33, s.3.34, s.3.36

Power or Duty being Delegated

1. Authority to exercise powers of entry to enter onto land to perform any of the local Government functions under this Act, other than entry under a Local Law [s.3.28].
2. Authority to give notice of entry [s.3.32].
3. Authority to seek and execute an entry under warrant [s.3.33].
4. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)].
5. Authority to give notice and effect entry by opening a fence [s.3.36].

Conditions of Delegation:

In an emergency or by warrant only

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

8

Delegation Title

IMPOUNDING GOODS

Legislative Reference of Power or Duty being Delegated

s3.39, s3.40, s3.46, s3.48

Power or Duty being Delegated

Undertake the functions and duties under Part 3, Division 3, Subdivision 4 of the Act in respect of:

- S.3.39. – Remove and impound goods that are involved in a contravention.
- S.3.40. – Removal of Vehicle and Impounding of Goods.
- S.3.46. – Withholding of goods pending payment of costs.
- S.3.48. – Recovery of costs incurred in the impounding exercise.

Conditions of Delegation:

Compliance with regulations 29, 29A and 29B of the Local Government (Functions and General) Regulations 1996.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

9

Delegation Title

ABANDONED VEHICLES

Legislative Reference of Power or Duty being Delegated

S 3.40A

Power or Duty being Delegated

1. Remove and impound a vehicle that, in the opinion of the person authorised by the local government, is an abandoned vehicle wreck. [3.40A(1)]
2. Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)].

Conditions of Delegation:

Where the owner of the vehicle is identified, ensure a notice in accordance with s3.40A(2) and (3) is complied with.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

10

SALE AND DISPOSAL OF UNCOLLECTED GOODS

Legislative Reference of Power or Duty being Delegated

S 3.47, S 3.43

Power or Duty being Delegated

Sell or otherwise dispose of any goods that have been ordered to be confiscated.

Conditions of Delegation:

Disposal of confiscated or uncollected goods, including abandoned vehicles, with a market value less than \$20,000 may, in accordance with Functions and General Regulation 30, be disposed of by any means considered to provide best value, provided the process is transparent and accountable.

Delegated To: Chief Executive Officer

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

11

SICK OR INJURED ANIMALS

Legislative Reference of Power or Duty being Delegated

S 3.47A

Power or Duty being Delegated

Authority to determine when an impounded animal is ill or injured, that treating it is not practicable, and to humanely destroy the animal and dispose of the carcass [s.3.47A(1)].

Conditions of Delegation:

1. Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed.
2. Compliance with policy AD01 - Impounded Companion Animal Management Pro Life Policy.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

12

TEMPORARY ROAD CLOSURES

Legislative Reference of Power or Duty being Delegated

S 3.50, 3.50A, 3.51, R 4-6

Power or Duty being Delegated

1. Authority to close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles for a period not exceeding 4-weeks [s.3.50(1)].
2. Authority to determine to close a thoroughfare for a period exceeding 4-weeks and before doing so, to:
 - (a) give; public notice, written notice to the Commissioner of Main Roads and written notice to prescribed persons and persons that own prescribed land; and
 - (b) consider submissions relevant to the road closure/s proposed [s.3.50(1a), (2) and (4)].
3. Authority to revoke an order to close a thoroughfare [s.3.50(6)].
4. Authority to partially and temporarily close a thoroughfare without public notice for repairs or maintenance, where it is unlikely to have significant adverse effect on users of the thoroughfare [s.3.50A]
5. Before doing anything to which section 3.51 applies, take action to notify affected owners and give public notice that allows reasonable time for submissions to be made and consider any submissions made before determining to fix or alter the level or alignment of a thoroughfare or draining water from a thoroughfare to private land [s3.51].

Conditions of Delegation:

Compliance with Policy ET516.

Compliance with r3 to r6 of the Local Government (Functions and General) Regulations 1996 is required.

If, under s.3.50(1), a thoroughfare is closed without giving local public notice, local public notice is to be given as soon as practicable after the thoroughfare is closed [s.3.50(8)].

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

16

CONTROL OF UNVESTED FACILITIES

Legislative Reference of Power or Duty being Delegated

s.3.53

Power or Duty being Delegated

Manage unvested facilities, (ie a thoroughfare, bridge, jetty, drain or watercourse belonging to the Crown) within the district.

Conditions of Delegation:

Compliance with Policies ET500, ET502-503, ET506, ET508, ET512-516, ET519, ET523-525 and ET529. Limited to matters where the financial implications do not exceed a relevant and current budget allocation and which do not create a financial liability in future budgets.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

18

Delegation Title

CONTROL AND MANAGEMENT OF RESERVES

Legislative Reference of Power or Duty being Delegated

s.3.54

Power or Duty being Delegated

Control and manage land which is vested or placed under the control and management of the City.

Conditions of Delegation:

Compliance with Policies ET511, ET520, ET521 and ET526.

Limited to matters where the financial implications do not exceed a relevant and current budget allocation and which do not create a financial liability in future budgets.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

19

EXPRESSIONS OF INTEREST

Legislative Reference of Power or Duty being Delegated

S 3.57 and (Functions and General) Regulation 21, 22, 23

Power or Duty being Delegated

- 1. Authority to determine when to seek Expressions of Interest and to invite Expressions of Interest for the supply of goods or services [F&G r.21].
- 2. Authority to consider Expressions of Interest which have not been rejected and determine those which are capable of satisfactorily providing the goods or services, for listing as acceptable tenderers [F&G r.23].

Conditions of Delegation:

- 1. Compliance with Regulation 21.
- 2. Compliance with City Policy AF301.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate

Delegation No.

21

Delegation Title

FUNCTIONS WITH OR FOR OTHER COUNCILS

Legislative Reference of Power or Duty being Delegated

S 3.68

Power or Duty being Delegated

Perform a function for another local government, or perform a function jointly with another local government.

Conditions of Delegation:

Acts of assistance or one-off projects or programs.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18

**Council to CEO and Employees****Local Government Act 1995****Express power to delegate** s.5.42 & s.5.44**Delegation No.**

25

Delegation Title

TENDERS FOR GOODS AND SERVICES

Legislative Reference of Power or Duty being Delegated

s.3.57

Local Government (Functions and General) Regulations 1996:

r.11, r.13, r.14, r.18, r.20, r.21A

Power or Duty being Delegated

1. Authority to call tenders [F&G r.11(1)].
2. Authority to, because of the unique nature of the goods or services or for any other reason it is unlikely that there is more than one supplier, determine a sole supplier arrangement [F&G r.11(f)].
3. Authority to invite tenders although not required to do so [F&G r.13].
4. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)].
5. Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)].
6. Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation [F&G r.14(5)].
7. Authority to evaluate tenders, by written evaluation, and decide which is the most advantageous [F&G r.18(4)].
8. Authority to accept, or reject tenders, only within the \$value detailed as a condition on this Delegation and in accordance with the requirements of the Functions and General Regulations [F&G r.18(2) and (4)].
9. Authority to determine that a variation proposed is minor in context of the total goods or services sought through the invitation to tender, within the \$value detailed as a condition on this Delegation, and to then enter into minor variations with the successful tenderer before entering into a contract [F&G r.20(1) and (3)].
10. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)].
11. Authority to decline any tender [F&G r.18(5)].
12. If the chosen tenderer is unable or unwilling to form a contract OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer, authority to choose the next most advantageous tender to accept [F&G r.20(2)].
13. Authority to: i. Vary a contract that has been entered into with a successful tenderer, provided the variation does not change the scope of the original contract
ii. Exercise an extension option that was included in the original tender specification and contract in accordance with r.11(2)(j). [F&G r.21A].
14. Authority to accept another tender where within 6-months of either accepting a tender, a contract has not been entered into OR the successful tenderer agrees to terminate the contract [F&G r.18(6) & (7)].

Conditions of Delegation:

1. For the purposes of s5.43(b), the total consideration under the resulting contract for a publicly invited tender is not to exceed \$750,000 and the expense must be included in the adopted annual budget.
2. The total consideration under a resulting contract for a WALGA Preferred Supplier or State CUA Member, is not to exceed \$1,000,000 and the expense must be included in the adopted annual budget.



Council to CEO and Employees

3. Contracts for fuel and utilities, as described in cl11(2)(g) of the Regulations, are exempt from the financial conditions listed in 1. and 2. above and may be negotiated and awarded by the CEO.
4. Tenders awarded under delegated authority are to be reported to Council.
5. Refer to regulation 11(2) for exemptions where tenders do not have to be publicly invited.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

35

PAYMENT FOR RATES AND SERVICES

Legislative Reference of Power or Duty being Delegated

S 6.49

Power or Duty being Delegated

Authority to make agreements with persons for the payment of rates and service charges.

Conditions of Delegation:

Agreements for the payment of rates and service charges must be in writing. Refer CEO Instruction FMC.02 Rates and Service Charges Recovery

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

39

GRANT DISCOUNTS, WAIVE OR REFUND FEES AND CHARGES, MINOR DEBT WRITE-OFF

Legislative Reference of Power or Duty being Delegated

- S 6.12
- S 6.12(1)(c)
- s6.12 (1) (b)

Power or Duty being Delegated

1. Grant concessions in relation to fees, levies or charges by the Council for the use of its facilities and services.
2. Write-Off:
 - a) Rates and Service Charge balances, including interest, up to \$50.
 - b) Sundry Debts up to \$10,000 per item, with a total in any one Financial Year of \$25,000.
3. Waive, reduce or refund the payment of building service and/or planning application fees in the following circumstances:
 - a) Application is cancelled prior to final determination.
 - b) Applicant has requested a renewal of an expired decision.
 - c) For a request for the City to provide a Certificate in respect to a proposed development that is not part of a statutory application.
 - d) Any major development made on behalf of local government or government department where most of the assessment has already been carried out.
 - e) Any partial refund of fees must consider cost for service undertaken by City Officers.

Conditions of Delegation:

To be administered in accordance with Policy CS415.

In relation to 2. A debt may only be written off where all necessary measures have been taken to locate / contact the debtor and where costs associated continued action to recover the debt will outweigh the net value of the debt if recovered by the City.

A summary of debts written-off, including a brief description of the reasons for, and the date of the write-off is to be reported to Council at least quarterly.

Delegated To: Chief Executive Officer

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate

Delegation No.

41

Delegation Title

PROPERTY OWNERSHIP

Legislative Reference of Power or Duty being Delegated

S 6.61

Power or Duty being Delegated

Require from the occupier of a property, or an agent of the owner of the property, the name and address of the owner, or of the person receiving, or authorised to receive, the rent of the property.

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

43

RATE RECORDS - GROUNDS OF OBJECTION

Legislative Reference of Power or Duty being Delegated

S 6.76(4)(5)

Power or Duty being Delegated

1. Authority to extend the time for a person to make an objection to a rate record [s.6.76(4)].
2. Authority to consider an objection to a rate record and either allow it or disallow it, wholly or in part, providing the decision and reasons for the decision in a notice promptly served upon the person whom made the objection [s.6.76(5)].

Conditions of Delegation:

A delegate who has participated in any matter contributing to a decision related to the rate record, which is the subject of a Rates Record Objection, must NOT be party to any determination under this Delegation.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42

Delegation No.

Delegation Title

44

AUTHORITY TO EXTEND OR WITHDRAW INFRINGEMENT NOTICES

Legislative Reference of Power or Duty being Delegated

s9.19, s9.20

Power or Duty being Delegated

Appoint persons or classes of persons to be authorised for the purposes of:

1. Extending the 28-day period within which payment of a modified penalty may be paid, whether or not the period of 28-days has elapsed [s.9.19].
2. Withdrawing an infringement notice within one year after the notice was given, whether or not the modified penalty has been paid by sending a withdrawal notice (in the prescribed form) to the alleged offender and if the modified penalty has been paid, providing a refund [s.9.20].

Conditions of Delegation:

An infringement notice can only be withdraw if any of the following apply:

1. Offender cannot be located; or
2. Serving of summons not practical; or
3. Technical discrepancy; or
4. Time limit expired; or
5. Other considerations.

A delegate who participated in a decision to issue an infringement notice, must NOT determine any matter related to that infringement notice under this Delegation.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

45

RATES EXEMPTIONS

Legislative Reference of Power or Duty being Delegated

s6.26
s6.46, s6.47

Power or Duty being Delegated

Authority to consider and approve rate applications for exemption under s6.26.

Conditions of Delegation:

Applications are to be submitted in writing.
Compliance with Policy FM.10 - Rating Concessions for Community Groups
Approvals and refusals to be reported in the Monthly Financial Report.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

46

PRIVATE WORKS IN PUBLIC PLACES

Legislative Reference of Power or Duty being Delegated

S 9.60, Sch 9.1, Cl 8, R 17

Power or Duty being Delegated

Grant permission to construct anything on, over, or under a public thoroughfare, or other public place that is City property, and impose conditions in respect to the permission.

Conditions of Delegation:

- 1. Compliance with Policies ET501, ET508, ET512 and ET518.
- 2. Compliance with the Consolidated Local Laws relating to Verge Treatments.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

47

COMMENCE A PROSECUTION FOR AN OFFENCE

Legislative Reference of Power or Duty being Delegated

s.9.24(1)(c)

Power or Duty being Delegated

Authority to initiate prosecutions on behalf of Council under the Local Government Act 1995, all Regulations made under the Local Government Act 1995 and Council's Local Laws made under the Local Government Act 1995.

Conditions of Delegation:

The CEO is authorised to sub delegate this function.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

48

Delegation Title

WARD BOUNDARIES AND REPRESENTATION REVIEW

Legislative Reference of Power or Duty being Delegated

Schedule 2.2 cl 6

Power or Duty being Delegated

Initiate and prepare a review of Ward Boundaries and Representation of Council Members for each Ward, with a view to achieving equalisation of the number of Councillors elected to each Ward from time to time, so that not more than 8 years elapses between successive reviews.

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s5.39(1a)

Delegation No.

Delegation Title

51

APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER

Legislative Reference of Power or Duty being Delegated

S 5.42

Power or Duty being Delegated

Appoint a City Director as Acting CEO when the CEO is absent on leave.

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? NO

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.	Delegation Title
58	INVESTMENTS

Legislative Reference of Power or Duty being Delegated

S 6.14

Power or Duty being Delegated

1. Authority to invest money held in the municipal fund or trust fund that is not, for the time being, required for any other purpose [s.6.14(1)].
2. Authority to establish and document internal control procedures to be followed in the investment and management of investments [FM r.19].

Conditions of Delegation:

1. All investment activity must comply with the Financial Management Regulation 19C and Council Policy AF306 – Investments.
2. A report detailing the investment portfolio’s performance, exposures and changes since last reporting, is to be provided as part of the Monthly Financial Reports.
3. Procedures are to be administratively reviewed for continuing compliance and confirmed as ‘fit for purpose’ and subsequently considered by the Audit and Risk Committee at least once each financial year. [Audit r.17]

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

61

Delegation Title

MINOR AMENDMENTS TO DELEGATIONS REGISTER AND POLICIES

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

Make amendments to format, spelling, grammar, and minor errors within the text of Delegations and Policies that have already been endorsed by Council.

Conditions of Delegation:

Such changes must not alter the intent of these documents.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

62

Delegation Title

APPOINTMENT OF AUTHORISED OFFICERS

Legislative Reference of Power or Duty being Delegated

S 9.10(1)

Power or Duty being Delegated

Authority to appoint persons or classes of persons to be authorised for the purposes of performing particular functions.

Conditions of Delegation:

Each person so authorised must be issued a certificate stating that the person is so authorised, and the person is to produce the certificate whenever required to do so. [s9.10(2)]

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? NO

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

67

PANELS OF PRE-QUALIFIED SUPPLIERS FOR GOODS AND SERVICES

Legislative Reference of Power or Duty being Delegated

r.24AB, r.24AC(1)(b), r.24AD(3) & (6) r.24AH(2), (3), (4) and (5) Local Government (Functions and General) Regulations 1996

Power or Duty being Delegated

1. Authority to determine that there is a continuing need for the goods or services proposed to be provided by a panel of pre-qualified suppliers [F&G r.24AC(1)(b)].
2. Authority to, before inviting submissions, determine the written criteria for deciding which application should be for inclusion in a panel of pre-qualified suppliers should be accepted [F&G r.24AD(3)].
- 3.. Authority to vary panel of pre-qualified supplier information after public notice inviting submissions has been given, taking reasonable steps to each person who has enquired or submitted an application is provided notice of the variation [F&G r.24AD(6)].
4. Authority to reject an application without considering its merits, where it was submitted at a place and within the time specified, but fails to comply with any other requirement specified in the invitation [F&G r.24AH(2)].
5. Authority to assess applications, by written evaluation of the extent to which the submission satisfies the criteria for deciding which applicants to accept, and decide which applications to accept as most advantageous [F&G r.24AH(3)].
6. Authority to request clarification of information provided in a submission by an applicant [F&G r.24AH(4)].
7. Authority to decline to accept any application [F&G r.24AH(5)].
8. Authority to enter into contract, or contracts, for the supply of goods or services with a pre-qualified supplier, as part of a panel of pre-qualified suppliers for those particular goods or services [F&G r.24AJ(1)].

Conditions of Delegation:

1. The total estimated contract value of the pre-qualified panel of suppliers should not exceed \$750,000.
2. No single contract awarded once the panel has been formed should exceed a total contract value of \$750,000, be for a term of more than 12 months, or have an extension option.
3. Any contract awarded to a pre-qualified supplier in excess of \$150,000 is to be reported to Council on a monthly basis.
4. Have regard to Council Policy FM09 - Pre-Qualified Panel of Suppliers.

Delegated To: Chief Executive Officer

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

68

MAKE, VARY OR DISCHARGE A CONTRACT

Legislative Reference of Power or Duty being Delegated

s9.49B

Power or Duty being Delegated

Approve a contract variation or amendment to an existing contract.

Conditions of Delegation:

1. The CEO may authorise persons or classes of persons for the purposes of carrying out this function.
2. A minor variation is that as defined in regulation 20(3) of the Local Government (Functions and General) Regulations 1996.
3. A contract for a tender awarded under s3.57 can only be varied in accordance with regulation 21A of the Local Government (Functions and General) Regulations 1996.
4. Where Council has awarded a contract, the CEO may approve any variation to that contract. A variation or cumulative variations to a contract that exceed 10% of the original contract value or \$50,000, (whichever is the lesser) are to be reported to Council, in accordance with regulation 34(2)(b) of the Local Government (Financial Management) Regulations 1996.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted?

Date Adopted 21-Aug-18





Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

69

PAYMENTS FROM MUNICIPAL OR TRUST FUNDS

Legislative Reference of Power or Duty being Delegated

Financial Management Regulation r.12(1)(a)
s6.10(d)

Power or Duty being Delegated

Authority to make payments from the municipal or trust funds.

Conditions of Delegation:

1. Regulation 5, 8, 11 and 13 of the Local Government (Financial Management) Regulations 1996 must be complied with.
Monthly reporting to Council is to be in accordance with regulation 13.
2. Procedures are to be administratively reviewed for continuing compliance and subsequently considered by the Audit and Risk Committee at least once every two calendar years. [Audit r.17]
3. The CEO's authority to make payments is unlimited, subject to annual budget limitations.
4. This authority pertains to payments for EFT transactions, including Creditors and Payroll, Investments and transfers between trust and municipal funds.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.42 & s.5.44

Delegation No.

Delegation Title

70

DISPOSING OF PROPERTY

Legislative Reference of Power or Duty being Delegated

s.3.58(2) & (3)

Power or Duty being Delegated

1. Authority to dispose of property to:

(a) to the highest bidder at public auction [s.3.58(2)(a)].

(b) to the person who at public tender called by the local government makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tenders [s.3.58(2)(b)]

2. Authority to dispose of property by private treaty only in accordance with section 3.58(3) and prior to the disposal, to consider any submissions received following the giving of public notice [s.3.58(3)].

Conditions of Delegation:

1. Disposal of land or building assets is limited to matters specified in the Annual Budget and in any other case, a Council resolution is required.

2. For the purposes of the administration of leases, administer any option(s) available under the lease for established leases in accordance with Policy BR.01 Tenancy Management.

3. Exempt Dispositions (as prescribed by Functions and General Regulation 30) are to be undertaken to ensure that the best value return is achieved. Where the property is determined as having a nil market value, then the disposal must ensure environmentally responsible disposal.

4. For the purposes of s5.43(d) disposal of property identified in 1 and 2 above is limited to a maximum value of \$350,000.

Delegated To: Chief Executive Officer

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Government Act 1995

Express power to delegate s.5.44 & s.910

Delegation No.

406

Delegation Title

LICENSE AND PERMIT APPLICATIONS FOR SIGNS AND HOARDINGS

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

Approve or refuse applications for sign licences and temporary sign permits in accordance with cl 16.8 and 16.9 of the local law. Issue and Revoke sign licences and temporary sign permits in accordance with cl 16.5 of the local law.

Conditions of Delegation:

Applicants are to be advised of their objection and/or appeal rights.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Laws

Express power to delegate Local Government Act 1995 s.910

Delegation No.

Delegation Title

400

FENCING APPROVALS AND REFUSALS

Legislative Reference of Power or Duty being Delegated

CI 14

Power or Duty being Delegated

- 1. Approve or refuse the erection and construction of fences:
 - within front setbacks to a height of 1.8m;
 - behind the front setback to a height not exceeding 2.1m and 3.6m in the case of a tennis court;
 - within driveway or street corner visual truncations.
- 2. Approve or refuse the use of:
 - second-hand materials in the erection and construction of a fence; and
 - electrified fences in industrial and commercial zoned land.

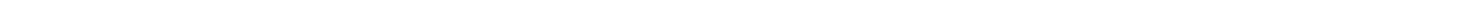
Conditions of Delegation:

In cases of refusals the applicants being advised of their objection and/or appeal rights.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18





Council to CEO and Employees

Local Laws

Express power to delegate Local Government Act 1995 s.910

Delegation No.

401

Delegation Title

NOTICES TO OWNERS OR OCCUPIERS

Legislative Reference of Power or Duty being Delegated

Part XIV, Division 3, Clause 14.3.2

Power or Duty being Delegated

Serve Notices relating to fencing erected contrary to the provisions of City’s Local Law Relating to Fencing.

Conditions of Delegation:

1. Compliance with the provisions of the City’s Policy SRS-207 and/or specific resolutions of Council.
2. The owner/s being advised of objection and/or appeal rights.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Laws

Express power to delegate Local Government Act 1995 s.910

Delegation No.

402

Delegation Title

SERVE NOTICES ON SIGNS AND HOARDINGS

Legislative Reference of Power or Duty being Delegated

Part XVI, Clause 16.40.4

Power or Duty being Delegated

Serve Notices relating to signs erected contrary to the provisions of Council’s Local Law Relating to Signs, Hoarding and Bill Postings.

Conditions of Delegation:

1. Compliance with the provisions of the City’s Policy SRS-206 and/or specific resolutions of Council.
2. The offender/s being advised of objection and/or appeal rights.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Laws

Express power to delegate Local Government Act 1995 s9.10

Delegation No.

403

Delegation Title

REFUND DEPOSITS AND HIRE FEES

Legislative Reference of Power or Duty being Delegated

CI 4.3.9 and CI 4.3.11

Power or Duty being Delegated

Refund Fees and/or deposits due to cancellation of bookings for the hire of Council facilities and/or equipment, and to determine the portion of the Fees and/or deposit to be refunded.

Conditions of Delegation:

1. The applicant to be advised in conjunction with the determination of their right to seek reconsideration by the Council should they be dissatisfied with the decision on their application.
2. When determining the portion of the fees and/or deposit to be returned, the Officers are to ensure that the Council is reimbursed for actual costs or expenses incurred as a result of the booking.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Local Laws

Express power to delegate Local Government Act 1995 s.910

Delegation No.

Delegation Title

404

REMOVAL OF SIGNS AND HOARDINGS

Legislative Reference of Power or Duty being Delegated

Part XVI, Clause 16.40.5, 16.40.6, 16.40.7

Power or Duty being Delegated

Dispose of, remove or return signs erected contrary to the provisions of the City's Local Law Relating to Signs, Hoarding and Bill Postings.

Conditions of Delegation:

- 1. Compliance with the provisions of the City's Policy SRS-206 and/or specific resolutions of Council.
- 2. The offender/s being advised of objection and/or appeal rights.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Local Laws

Express power to delegate Local Government Act 1995 s.910

Delegation No.

405

Delegation Title

HAWKERS STALLHOLDERS STREET TRADERS

Legislative Reference of Power or Duty being Delegated

Part XI

Power or Duty being Delegated

Determine new applications for licences, and renew existing licences, for Stallholders, Street Traders and Hawkers.

Conditions of Delegation:

- 1.Compliance with Council's Local Laws relating to Hawkers and Stallholders.
- 2.The applicant providing evidence of \$10 million Personal Liability Insurance Cover.
- 3.The stall not obstructing a footpath.
- 4.The stall being located at least 400 metres from a commercial shop selling primarily the same product, unless no objection to the application is provided by the landowner.
- 5.Written permission being obtained from the landowner.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted

21-Aug-18



Council to CEO and Employees

Planning and Development Act 2005

Express power to delegate Town Planning Scheme No.40

Delegation No.

300

Delegation Title

CONSULTATION AND REFERRAL

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

Refer applications to any Government or statutory authority, or to adjoining/affected owners or residents where required by the City of Canning Town Planning Scheme No 40, Residential Design Codes, or relevant City of Canning Local Planning Policy.

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Planning and Development Act 2005

Express power to delegate Town Planning Schemes Nos.17A, 21, 23, 24, 29, 30, 38, 39 and 40

Delegation No.

301

Delegation Title

SUBDIVISION CONDITIONS

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

1. Make recommendations to the Western Australian Planning Commission (WAPC) in support of applications for land subdivision, amalgamation or survey strata subdivision under the Act, consistent with the following:
 - (a) Lot size, frontage width, and configurations that comply with any applicable Town Planning Scheme and the 'Deemed to Comply' provisions of the Residential Design Codes.
 - (b) Residential subdivision involving variation to 'Site Area' requirements under performance criteria of Clause 5.1.1, subject to the proposed variation satisfying the listed criteria.
 - (c) Approve applications involving access way widths in accordance with the Residential Design Codes.
2. Make recommendations to WAPC to refuse applications which are not consistent with 1(a), (b) and (c), or where proposals are not in accordance with any other applicable Town Planning Scheme requirement, Local Planning Policy, or other statutory town planning provisions.
3. Clear subdivisional plans and diagrams.

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Planning and Development Act 2005

Express power to delegate Town Planning Scheme No 40

Delegation No.

302

Delegation Title

RECOMMENDATIONS TO EXTERNAL AUTHORITIES

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

Make recommendations to the Western Australian Planning Commission (WAPC) in respect of applications for use and/or development of land which requires determination by the Commission or the Department of Biodiversity, Conservation and Attractions (DBCA)

Conditions of Delegation:

Where appropriate, inform Elected Members of applications and their comment prior to submission to the WAPC.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Planning and Development Act 2005

Express power to delegate Planning and Development Act 2005 via
Local Government Act 1995
s5.42(1)(b)

Delegation No.

303

Delegation Title

UNAUTHORISED DEVELOPMENT

Legislative Reference of Power or Duty being Delegated

S 214(2), (3) and (5)

Power or Duty being Delegated

1. Delegated authority to issue written direction to stop unauthorised development [s.214 (2)].
2. Delegated authority to issue written direction to require the unauthorised development to be brought into compliance by removing, pulling down, taking up or altering the unauthorised development and by restoring the land to how it was prior to the development [s.214(3)].
3. Delegated authority to execute work to have unauthorised development brought into compliance [s.214 (5)].

Conditions of Delegation:

1. Compliance with the express provisions of the Planning and Development Act 2005.
2. The person to whom the direction is given being advised of objection and/or appeal rights.

Delegated To: *Chief Executive Officer*
**Director Sustainable Development*
**Executive Manager Healthy Canning*

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Planning and Development Act 2005

Express power to delegate Planning & Development (Development Assessment Panels) Regulations 2011

Delegation No.

304

Delegation Title

RECOMMENDATIONS TO JOINT DEVELOPMENT ASSESSMENT PANEL (JDAP)

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

Make recommendations to the Metro Central Joint Development Assessment Panel (JDAP) in respect to applications for development approval requiring determination by JDAP.

Conditions of Delegation:

1. Where possible, inform Elected Members of applications and invite their comment prior to submission to JDAP.
2. Applications for development approval classed as 'significant development' under City of Canning Local Planning Policy SRS234 - Design Review Process - Significant Developments, are to be assessed by the City of Canning Design Review Panel.

Delegated To: *Chief Executive Officer
Director Sustainable Development
Executive Manager Statutory
Planning
Leader Statutory Planning*

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Planning and Development Act 2005

Express power to delegate Planning and Development (Local Planning Schemes) Regulations 2015.
CI 82 & 83

Delegation No.

305

Delegation Title

RIGHTS OF ENTRY AND INSPECTION

Legislative Reference of Power or Duty being Delegated

Clause 79

Power or Duty being Delegated

Entry and inspection of land within the Scheme area for the purpose of assessment and monitoring, pursuant to Clause 79(1) and (2)(a) and (b) of the Planning and Development (Local Planning Schemes) Regulations 2015.

Conditions of Delegation:

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Public Health Act 2016

Express power to delegate s.21

Delegation No.

323

Delegation Title

APPOINTMENT OF AUTHORISED OFFICERS - PUBLIC HEALTH ACT 2016

Legislative Reference of Power or Duty being Delegated

Part 2, Divisions 2 and 4

Power or Duty being Delegated

1. The Chief Executive Officer is delegated authority to designate a person or class of persons as authorised officers (s24.1)
2. The Chief Executive Officer is delegated authority to designate under subsection (1) —
 - (a) an environmental health officer or environmental health officers as a class; or
 - (b) a person who is not an environmental health officer or a class of persons who are not environmental health officers; or
 - (c) a mixture of the two. [s.24(3)].

Conditions of Delegation:

1. Persons to be appointed as authorised environmental health officers must satisfy the criteria published in Government Gazette No 22 of 24 January 2017 - Public Health Act 2016 – Guidelines on the Designation of Authorised Officer.
2. A certificate of authority as an authorised officer must be issued [s.30]

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Public Works Act 1902

Express power to delegate Planning and Development Act 2005

Delegation No.

900

Delegation Title

LAND REQUIRED FOR PUBLIC WORKS

Legislative Reference of Power or Duty being Delegated

Local Government Act 1995

Power or Duty being Delegated

The power to:

1. Acquire land or land rights by agreement for public works.
2. Dispose or swap land for the direct purpose of public works.
3. Negotiate and execute all agreements, deeds, and conveyancing instruments required to carry out such land transactions.

Conditions of Delegation:

1. The payments involved in such actions must be equal to or less than \$150,000.
2. Payments greater than \$150,000 must be an approved budget allocation, or otherwise presented to Council for consideration.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

State Administrative Tribunal Act 2004

Express power to delegate SAT Act

Delegation No.

Delegation Title

215

APPLICATIONS FOR REVIEW

Legislative Reference of Power or Duty being Delegated

s.31

Power or Duty being Delegated

Respond to applications for review lodged with the State Administrative Tribunal, including preparation of statements by respondent, liaison with the State Administrative Tribunal, representation of the Council at review hearings, and engage independent professional advice, including legal advice, where necessary.

Conditions of Delegation:

1. Only where an application for a review of a decision made by Council, or a condition or conditions associated with that decision, is substantively in accordance with the Responsible Officer's recommendation.
2. Outcome of State Administrative Tribunal determinations to be reported in the Information Report.

Delegated To:

- Chief Executive Officer**
- *Director Sustainable Development**
- *Executive Manager Statutory Planning**
- *Executive Manager Healthy Canning**
- *Senior Building Surveyor**
- *Senior Planning Officer**
- *Leader Public Health and Amenity**
- *Senior Compliance Officer**
- *Senior Strategic Projects Planner**
- *Leader Statutory Planning**
- *Executive Manager Build Canning**
- *Senior Planning Projects Officer**

Is Subdelegation permitted? NO

Date Adopted

21-Aug-18



Council to CEO and Employees

Strata Titles Act 1985

Express power to delegate General

Delegation No.

Delegation Title

209

STRATA TITLE CERTIFICATES

Legislative Reference of Power or Duty being Delegated

S.25 Form 24 and Form 26

Power or Duty being Delegated

NOTE: THIS IS A DELEGATION DIRECT FROM THE WESTERN AUSTRALIAN PLANNING COMMISSION (WAPC), NOT COUNCIL.

Determine applications for the issuing of a Certificate of Approval under Section 25 of the Strata Titles Act 1995, for a plan of subdivision, re-subdivision, or consolidation, except those applications that:

- (a) propose the creation of a vacant lot;
(b) propose vacant air stratas in multi-tiered strata scheme developments;
(c) in the opinion of the WAPC, as notified to the City in writing, or in the opinion of the City, as notified to the WAPC in writing, relate to: (i) a type of development; and/or (ii) land within an area; which is of State or regional significance, or in respect of which the WAPC has determined is otherwise in the public interest for the WAPC to determine the application.

Conditions of Delegation:

- 1. Applicants are to be advised of their objection and/or appeal rights.
2. A local government that exercises the power referred to in Clause 1 is to provide WAPC with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format prescribed by the WAPC.

Delegated To: Chief Executive Director
*Director Sustainable Development
*Executive Manager Statutory Planning
*Executive Manager Healthy Canning
*Executive Manager Build Canning
*Leader Statutory Planning
*Senior Building Surveyor
*Senior Planning Projects Officer
*Building Surveyor
*Senior Planning Officer

Is Subdelegation permitted? NO

Date Adopted 21-Aug-18



Council to CEO and Employees

Town Planning Scheme No 40

Express power to delegate Planning & Development (Local Planning Scheme) Regulations 2015
Schedule 2 (Deemed Provisions) CI 82 & 83

Delegation No.

213

Delegation Title

DEVELOPMENT APPROVAL

Legislative Reference of Power or Duty being Delegated

Clause 83(1)-(3)

Power or Duty being Delegated

All powers and duties are delegated under the City of Canning Town Planning Scheme No 40 (the Scheme), and the Deemed Provisions (Schedule 2) of the Planning and Development (Local Planning Scheme) Regulations 2015, including the ability to determine development applications and apply discretion where provided for, with the following exceptions:

1. Clauses 3-6 (inclusive), 8-10 (inclusive), 20, 29, 36, 45, 52, 59, 78 of Schedule 2 (Deemed Provisions) of the Planning and Development (Local Planning Scheme) Regulations 2015.
2. Determination of applications for Development Approval which are classed as a significant development under the City of Canning Local Planning Policy LP.06.
3. Determination of applications for development and/or use which do not accord with a Local Planning Policy, and there is no discretion available under such Policy.
4. Determination of applications involving telecommunications infrastructure proposals (which are not low impact facilities under the Telecommunications Act 1997), which are required to be advertised and valid objections received.

Conditions of Delegation:

1. All decisions made under Delegated Authority are to be circulated to Elected Members.
2. Where an objection from a landowner/occupier has been received to the application as a result of the public consultation requirements, approval or conditional approval shall only be issued where, in the opinion of the Delegated Officer, the issue:
 - (a) can be resolved through the placement of conditions on the approval; or
 - (b) does not relate to valid planning and development considerations associated with the proposal; or
 - (c) involves a home based activity, and the concerns raised are not considered to adversely affect the amenity of the relevant locality; or
 - (d) addresses the relevant Design Principles, as stipulated within the Residential Design Codes.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Town Planning Scheme No 40

Express power to delegate Planning & Development (Local Planning Scheme) Regulations 2015
Schedule 2 (Deemed Provisions) CI 82 & 83

Delegation No.

214

Delegation Title

VARIATIONS TO TOWN PLANNING SCHEMES 17A AND 21 MAPS

Legislative Reference of Power or Duty being Delegated

CI 3.1.3 (TPS 17A), CI C33 (TPS 21)

Power or Duty being Delegated

Grant variations under Town Planning Schemes 17A and 21 Maps, except where the variations are advertised and objections are received from affected landowners.

Conditions of Delegation:

1. The variations do not involve changes to the location and provision of Public Open Space or Proposed Roads where in the opinion of the Delegate it would not be consistent with the objectives and intent of TPS 17A and TPS 21.
2. The variations relating to density are in accordance with the base zoning identified in Town Planning Scheme No 40.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18



Council to CEO and Employees

Town Planning Schemes 17A, 21 and 24

Express power to delegate PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015 CI 82 & 83

Delegation No.

440

Delegation Title

NEGOTIATE PAYMENT OF SCHEME COSTS FOR TOWN PLANNING SCHEMES 17A, 21 AND 24

Legislative Reference of Power or Duty being Delegated

Clauses 17(4), 29(2), 29(9), 29(11) and 33((1) of TPS 21; Clause 3.3.5 and 4.5.1(b) and (j) of TPS 17A; and Clause 58(b) and (j) of TPS 24.

Power or Duty being Delegated

Authorise deferral or waiving of Scheme contributions required under the City's Town Planning Schemes 17A, 21 and 24.

Conditions of Delegation:

Deferral of Scheme Contributions is only applicable to the balance lot created via a staged subdivision process, subject to the land owner entering into a legal agreement with the City to pay the costs at the time when the balance lot is further subdivided.

Delegated To: Chief Executive Officer

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18





Council to CEO and Employees

Town Planning Schemes 17A, 21 and 24

Express power to delegate PLANNING AND DEVELOPMENT (LOCAL PLANNING SCHEMES) REGULATIONS 2015
CI 82 & 83

Delegation No.

441

Delegation Title

ANNUAL REVIEW OF TOWN PLANNING SCHEME 21 SCHEME COSTS

Legislative Reference of Power or Duty being Delegated

Power or Duty being Delegated

Undertake Town Planning Scheme No 21 annual scheme costs review in accordance with the provisions of that Scheme.

Conditions of Delegation:

Elected Members are to be informed of the results of the review.

Delegated To: *Chief Executive Officer*

Is Subdelegation permitted? YES

Date Adopted 21-Aug-18
