



Delegations Register

2026-2027

1 July 2026

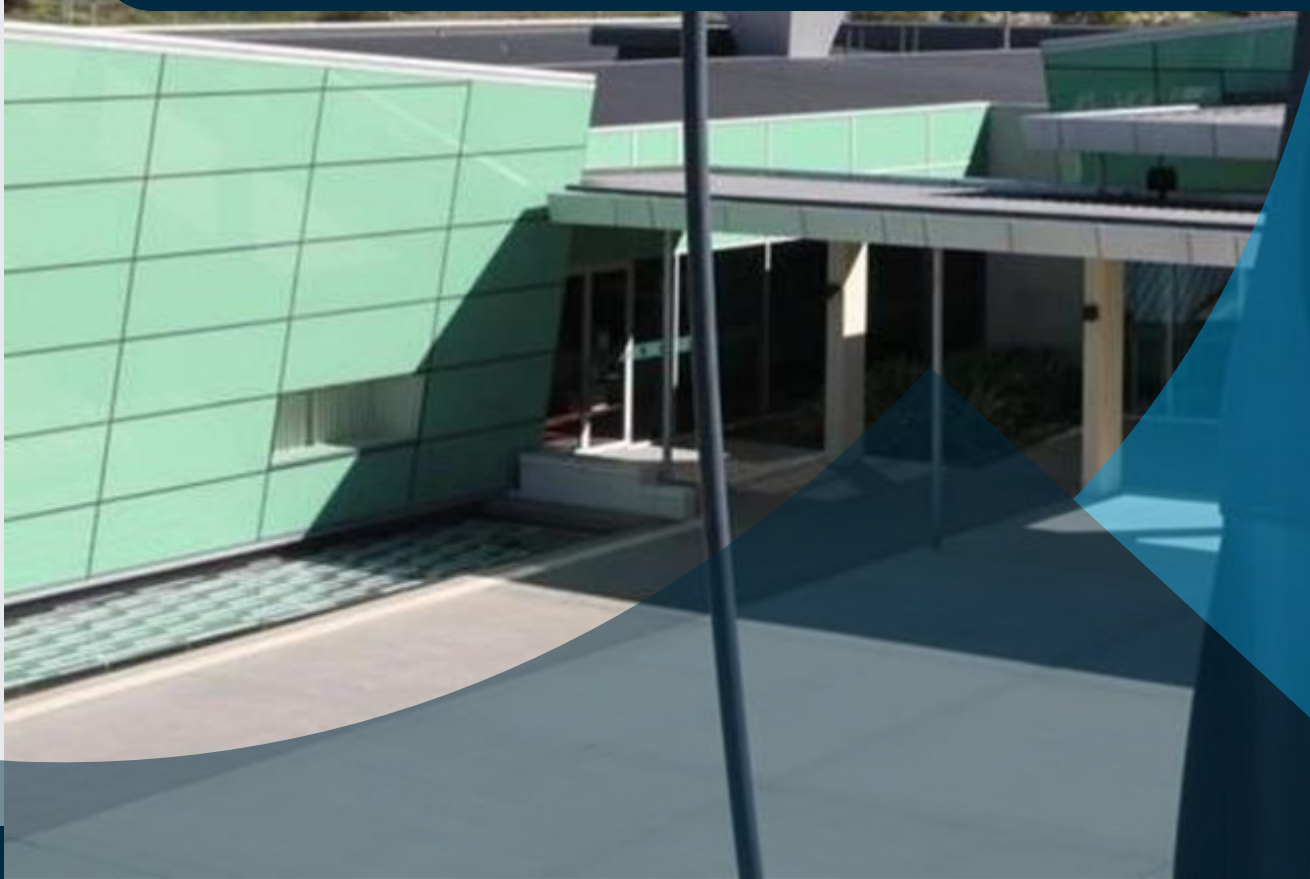


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Review and Amendments

Statutory Reviews

The following table lists the details of the annual statutory reviews that are required to be undertaken by the delegator:

Reviewed By	Date of Approval	Reference
Initial adoption by Council	9 June 2026	Council Resolution 0626/012
Initial sub-delegation by CEO	11 June 2026	Document ID 11632421

Amendments

Outside of the annual statutory review process, Instruments of Delegations may be amended from time to time, or new delegation of authority granted. In these situations, the following table details such actions:

Amendment	Details	Date of Approval	Reference

Introduction

The City of Stirling (the City) Council governs the local government's affairs and, as the local government's governing body, is responsible for the performance of the City's functions. The Chief Executive Officer (CEO) is responsible for managing the City's administration and operations. Delegations are made by Council and the CEO under relevant legislation to enable the efficient and orderly governance of the City.

The Instruments of Delegations within this Delegations Register (Register) relating to the *Local Government Act 1995* (the Act) are made to Committees (pursuant to Section 5.16) and to the CEO (pursuant to Section 5.42) of the Act. The Act also allows for the CEO to delegate any of their powers to other employees (pursuant to Section 5.44). Conditions on Instruments of Delegation can be applied by both Council and / or the CEO and a delegate must comply with those conditions. All delegations made by the Council to the CEO under the Act, and some other legislation, must be by an **absolute majority** decision.

Section 5.43 of the Act provides that the following are decisions that cannot be delegated to the Chief Executive Officer:

- Any power or duty that requires a decision of an absolute majority of the Council.
- Accepting a tender which exceeds an amount determined by the local government.
- Acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government.
- Any of the local government's powers under sections 5.98, 5.98A, 5.99, 5.99A, 5.100 or 5.129 of the Act.
- Borrowing money on behalf of the local government.
- Hearing or determining an objection of a kind referred to in Section 9.5.
- The power under Section 9.49A(4) to authorise a person to sign documents on behalf of the local government.
- Any power or duty that requires the approval of the Minister or Governor.
- Such other duties or powers that may be prescribed by the Act.

This Delegations Register also contains the Instruments of Delegation made by Council to either the CEO or other employees directly under other legislation. Such powers and duties under legislation include:

- *Building Act 2011*;
- *Bush Fires Act 1954*;
- *Cat Act 2011*;
- *Dog Act 1976*;
- *Food Act 2008*;
- *Graffiti Vandalism Act 2016*;
- *Planning and Development Act 2005*;
- *Public Health Act 2016*;
- *Planning and Development (Local Planning Schemes) Regulations 2015* including the City's Local Planning Scheme;
- *Strata Titles Act 1985*; and
- Statutory Authorisations and Delegations to Local Governments from State Government Entities.

The aim of the Delegations Register is to assist with improving the time taken to make decisions within the constraints allowed by the relevant legislation. This is consistent with the City's commitment to a strong customer service focus.

Each Instrument of Delegation describes the function being delegated and the relevant statutory reference which is the source of power for the exercise of the function. Also included is a reference to related documents such as policies of the Council which may provide guidance in the exercise of the delegation.

If a person is exercising a power or duty that they have been delegated, the Act requires them to keep necessary records to the exercise of the power or discharge of the duty. The written record is to contain:

- how the person exercised the power or discharged the duty;
- when the person exercised the power or discharged the duty; and
- 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.

Delegates are designated employees under s.5.74 of the Act and are also required to provide Primary and Annual Returns.

This Delegations Register will be reviewed in accordance with the Act on an annual basis.

Local Government Act 1995 Delegations

Council to Committees

Chief Executive Officer Performance Review Committee

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.16 Delegation of some powers and duties to certain committees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.5.36 Local government employees s.5.38 Annual review of employees' performance s.5.39 Contract for CEO and senior employees
Delegate:	Chief Executive Officer Performance Review Committee
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to: a. conduct and manage the performance review of the Chief Executive Officer in accordance with the Chief Executive Officer's Employment Agreement; b. select and appoint an independent external consultant to facilitate the performance review process of the Chief Executive Officer; and c. make any appropriate changes to the Chief Executive Officer's Employment Agreement in respect of the Chief Executive Officer's remuneration.
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Chief Executive Officer Performance Review Committee Terms of Reference City of Stirling Standards for CEO Recruitment, Performance and Termination
Record Keeping:	Committee Minutes shall record and identify each decision made under this delegation in accordance with the requirements Regulation 19 of the <i>Local Government (Administration) Regulations 1996</i>.

Version Control:

1	Council Resolution 0626/012 – 9 June 2026
2	

Council to CEO

Authorise Persons to Perform Specified Functions under the Local Government Act 1995

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.24 Authorising persons under this Subdivision s.3.31(2) General Procedure for entering property s.3.39(1) Power to remove and impound s.3.40A(1) Abandoned vehicle wreck may be taken s.9.24(1)(c) and (2)(b) Prosecutions, commencing <i>Local Government (Miscellaneous Provisions) Act 1960:</i> s.449 Pounds, establishing; poundkeepers and rangers, appointing
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to authorise persons for the purposes of <i>Part 3, Division 3, Subdivision 2 – Certain provisions about land</i> - to exercise the Local Government's powers under s.3.25 to 3.27 inclusive, to issue and administer notices requiring certain things to be one by owner or occupier of land [s.3.24]. 2. Authority to authorise an employee to remove and impound any goods that are involved in a contravention that can lead to impounding [s.3.39(1)]. 3. Authority to authorise persons to commence prosecutions for offences under the <i>Local Government Act 1995</i> and any Local Laws made under the <i>Local Government Act 1995</i> [s.9.24(1)(c) and (2)(b)]. 4. Authority to authorise an employee to remove and impound a vehicle that has been determined as an abandoned vehicle wreck [s.3.40A(1)]. 5. Authority to appoint fit and proper persons as poundkeepers or rangers [Misc.Prov.s.449].
Council Conditions on this Delegation:	Nil.

Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
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Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager City Future (MPSA01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01) Manager Parks and Environment (MAPR01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	<u>Functions 4 and 5:</u> To be exercised by the Director Community Development and the Manager Community Safety only.

Compliance Links:	Nil.
Record Keeping:	A register of Authorisations is to be maintained as a Local Government Record. Authorisations are to be provided in writing by issuing a Certificate of Authorisation. Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Performing Functions Outside the District

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.20(1) Performing functions outside district
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Determine the circumstances where it is appropriate for the Local Government's functions to be performed outside the District and prior to implementing such a decision, obtain the consent of the landowner/s and occupier/s and any other person that has control or management of the land impacted by the performance of the function [s.3.20(1)].
Council Conditions on this Delegation:	a. This function cannot be sub-delegated. b. A decision to undertake a function outside the District, can only be made under this delegation where the performance of the functions does not negatively impact service levels within the District. Where this condition is not met, the matter must be referred for Council decision.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil.
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	

Compensation - Damage Incurred when Performing Executive Functions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.22(1) Compensation s.3.23 Arbitration
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. In accordance with the 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 [s.3.23].
Council Conditions on this Delegation:	a. Delegation is limited to settlements which do not exceed a material value of \$20,000. b. Elected Members are to be notified where this function is exercised.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Powers of Entry

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.28 When this Subdivision applies s.3.32 Notice of entry s.3.33 Entry under warrant s.3.34 Entry in an emergency s.3.36 Opening fences
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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 authorise persons to enter onto land, premises or thing, without consent of the owner / occupier, unless the owner / occupier objects [s.3.31(2)]. 3. Authority to give notice of entry [s.3.32]. 4. Authority to seek and execute an entry under warrant [s.3.33]. 5. Authority to execute entry in an emergency, using such force as is reasonable [s.3.34(1) and (3)]. 6. Authority to give notice and effect entry by opening a fence [s.3.36].
Council Conditions on this Delegation:	a. Delegated authority under s.3.34(1) and (3) may only be used, where there is imminent or substantial risk to public safety or property.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01)
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	Manager City Future (MPSA01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01) Manager Parks and Environment (MAPR01) Manager Waste and Fleet (WMOP01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Local Government Act 1995:</i> Authorised persons – refer s.3.31(2) Part 3, Division 3, Subdivision 3 – prescribes statutory processes for Powers of Entry s.3.34(2) Entry in an emergency
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Declare Vehicle is Abandoned Vehicle Wreck

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.40A(4) Abandoned vehicle wreck may be taken
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Declare that an impounded vehicle is an abandoned vehicle wreck [s.3.40A(4)].
Council Conditions on this Delegation:	a. Disposal of a declared abandoned vehicle wreck to be undertaken in accordance with Delegated Authority - Confiscated or Uncollected Goods.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03) Coordinator Ranger and Patrol Services (SNRA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Local Government Act 1995:</i> s.3.40A(5) – an abandoned vehicle wreck is as defined by this section and up to a value that has been calculated in accordance with regulation 29A of the <i>Local Government (Functions and General) Regulations 1996</i>
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Confiscated or Uncollected Goods

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.46 Goods May be withheld until costs paid s.3.47 Confiscated or uncollected goods, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to refuse to allow goods impounded under s.3.39 or 3.40A to be collected until the costs of removing, impounding and keeping them have been paid to the City [s.3.46(1)]. 2. Authority to refuse to allow goods removed under s3.40 and s3.40A to be collected until the costs of removing and keeping them have been paid to the City [s.3.46(2)]. 3. Authority to sell or otherwise dispose of confiscated or uncollected goods or vehicles that have been ordered to be confiscated under s.3.43 [s.3.47]. 4. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	a. 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. b. NOTE – declared abandoned vehicle wreck may only be removed and impounded by a person duly authorised under s.3.40A(1). Authority to appoint authorised person for this purpose may be delegated - refer Delegated Authority - Authorise Persons to Perform Specified Functions.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Corporate Services (DCRM01) Director Community Development (EMCS01) Director Planning and Development (EXCD01) Chief Financial Officer (MASF01) Manager Community Safety (RSAA01) Manager Community Development (MAHS01) Manager Development Services (PBSA01) Manager Recreation and Leisure Services (LECO05) Service Lead Community Safety Operations (CSPC03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the Function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	<i>Local Government Act 1995:</i> s.3.58 Disposing of Property – applies to the sale of goods under s.3.47 as if they were property referred to in that section.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Disposal of Sick or Injured Animals

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.47A Sick or injured animals, disposal of s.3.48 Impounding expenses, recovery of
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. 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)]. 2. Authority to recover expenses incurred for removing, impounding, and disposing of confiscated or uncollected goods [s.3.48].
Council Conditions on this Delegation:	a. Delegation only to be used where the Delegate's reasonable efforts to identify and contact an owner have failed, except in circumstances where delaying euthanasia would be inhumane.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Local Government Act 1995:</i> s3.47A sets out conditions for destruction.
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Close Thoroughfares to Vehicles

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.50 Closing certain thoroughfares to vehicles s.3.50A Partial closure of thoroughfare for repairs or maintenance s.3.51 Affected owners to be notified of certain proposals
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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 [s.3.51].
Council Conditions on this Delegation:	a. 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)]. b. Maintain access to adjoining land [s.3.52(3)].

	c. Limited to temporary road closures only. Permanent closure of roads must be determined by Council and subject to compliance with <i>Land Administration Act 1987</i> , s.58.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Infrastructure (EXWK01) Manager Engineering Services (MEDS01) <u>Function 4 (Partial Closures) only:</u> Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Manager Facilities, Projects and Assets (MCBO01) Manager Parks and Environment (MAPR01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. The Director Infrastructure and Manager Engineering Services may determine road closures in an emergency where it is considered that there is reasonable and imminent risk to public safety or property and subject to the road closure being given effect through sufficient and compliant traffic management.

Compliance Links:	<i>Land Administration Act 1987:</i> s.58 Closure of road at request of local government
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Control Reserves and Certain Unvested Facilities

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.53(3) Control of certain unvested facilities s.3.54(1) Reserves under control of local government
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to agree the method for control and management of an unvested facility which is partially within 2 or more local government districts [s.3.53(3)]. 2. Authority to do anything for the purpose of controlling and managing land under the control and management of the City that the City could do under s.5 of the <i>Parks and Reserves Act 1895</i> [s.3.54(1)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) <u>Function 1 only:</u> Manager Engineering Services (MEDS01) <u>Function 2 only:</u> Manager Parks and Environment (MAPR01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Parks and Reserves Act 1895</i> <i>Land Administration Act 1997</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Obstruction of Footpaths and Thoroughfares

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.5(2) Interfering with, or taking from, local government land r.6 Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a) r.7A Obstruction of public thoroughfare by fallen things – Sch.9.1 cl.3(1)(b) r.7 Encroaching on public thoroughfare – Sch.9.1 cl.3(2)
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine, by written notice served on a person who is carrying out plastering, painting or decorating operations (the work) over or near a footpath on land that is local government property, to require the person to cover the footpath during the period specified in the notice so as to: a. prevent damage to the footpath; or b. prevent inconvenience to the public or danger from falling materials [ULP r.5(2)]. 2. Authority to provide permission including imposing appropriate conditions or to refuse to provide permission, for a person to place on a specified part of a public thoroughfare one or more specified things that may obstruct the public thoroughfare [ULP r.6(2) and (4)]. 3. Authority to renew permission to obstruct a thoroughfare and to vary any condition imposed on the permission effective at the time written notice is given to the person to whom permission is granted [ULP r.6(6)]. 4. Authority to require an owner or occupier of land to remove any thing that has fallen from the land or from anything on the land, which is obstructing a public thoroughfare [ULP r.7A]. 5. Authority to require an owner occupier of land to remove any part of a structure, tree or plant that is encroaching, without lawful authority on a public thoroughfare [ULP r.7].

Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Permission may only be granted where, the proponent has, when deemed appropriate by the delegate: i. Obtained written permission from each owner of adjoining or adjacent property which may be impacted by the proposed obstruction. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good public assets damaged by the obstruction at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Parks and Environment (MAPR01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Determination of Bond Value and Conditions - refer to CEO Delegation of Authority – Public Thoroughfare Obstruction – Determine Conditions <i>Local Government (Uniform Local Provisions) Regulations 1996:</i> Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i> Bulk Bins of Verges Policy Charity Clothing Bin on Council Controlled Land Property Policy City Trees Policy
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Public Thoroughfare - Dangerous Excavations

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(1), (4), (6) & (8) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine if an excavation in or on land adjoining a public thoroughfare is dangerous and take action to fill it in or fence it or request the owner / occupier in writing to fill in or securely fence the excavation [ULP r.11(1)]. 2. Authority to determine to give permission or refuse to give permission to make or make and leave an excavation in a public thoroughfare or land adjoining a public thoroughfare [ULP r.11(4)]. 3. Authority to impose conditions on granting permission [ULP r.11(6)]. 4. Authority to renew a permission granted or vary at any time, any condition imposed on a permission granted [ULP r.11(8)].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Permission may only be granted where, the proponent has, when deemed appropriate by a delegate: i. Where appropriate, obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public assets at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance.

	iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Parks and Environment (MAPR01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Determination of Bond Value and Conditions - refer to CEO Delegation of Authority – Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares <i>Local Government (Uniform Local Provisions) Regulations 1996</i> – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Crossing - Construction, Repair and Removal

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.12(1) Crossing from public thoroughfare to private land or private thoroughfare – Sch.9.1 cl.7(2) r.13(1) Requirement to construct or repair crossing – Sch.9.1 cl.7(3)
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to approve or refuse to approve, applications for the construction of a crossing giving access from a public thoroughfare to land or private thoroughfare serving land [ULP r.12(1)]. 2. Authority to determine the specifications for construction of crossings to the satisfaction of the Local Government [ULP r.12(1)(a)]. 3. Authority to give notice to an owner or occupier of land requiring the person to construct or repair a crossing [ULP r.13(1)]. 4. Authority to initiate works to construct a crossing where the person fails to comply with a notice requiring them to construct or repair the crossing and recover 50% of the cost of doing so as a debt due from the person [ULP r.13(2)].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in the <i>Local Government (Uniform Local Provisions) Regulations 1996</i> .
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	<u>Function 1 only:</u> Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager Engineering Services (MEDS01)
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	Manager Development Services (PBSA01) <u>Function 1 only (where any variations to the City's Crossover Policy have been adequately justified and the intent of the policy has been deemed to have been met:</u> Senior Verge and Pool Officer (COMO06) Verge Control Officer (COMO05, EOFO01, EWTD46) <u>Functions 2, 3 and 4 only:</u> Director Infrastructure (EXWK01) Manager Engineering Services (MEDS01) <u>Function 3 only:</u> Coordinator Verge Control and Swimming Pools (ECSE01) Principal Building Surveyor (BIPR01) Service Lead Built Environment and Health (BISU01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i> City of Stirling Thoroughfares and Public Places Local Law 2009 Crossover Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Private Works on, over or under Public Places

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.17 Private works on, over, or under public places – Sch.9.1 cl.8
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to grant permission or refuse permission to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property [ULP r.17(3)]. 2. Authority to impose conditions on permission including those prescribed in r.17(5) and (6) [ULP r.17(5)].
Council Conditions on this Delegation:	a. Actions under this Delegation must comply with procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>. b. Permission may only be granted where, the proponent has, when deemed appropriate by a delegate: i. obtained written permission from or entered into a legal agreement with, each owner of adjoining or adjacent property which may be impacted by the proposed private works. ii. Provided a bond, sufficient to the value of works that may be required if the proponent does not satisfactorily make good the public place at the completion of works. iii. Provided evidence of sufficient Public Liability Insurance. iv. Provided pedestrian and traffic management plans which are sufficient for the protection of public safety and amenity.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Director Infrastructure (EXWK01)
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<i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01) Manager Parks and Environment (MAPR01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> – prescribe applicable statutory procedures Determination of Bond Value and Conditions - refer to CEO Delegation of Authority - Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Give Notice to Prevent Damage to Local Government Property from Wind Erosion and Sand Drift

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) 1996:</i> r.21(1) Wind erosion and sand drifts – Sch.9.1 cl.12
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give notice to a land owner / occupier if it is considered that clearing the owner / occupier's land may cause local government land with a common boundary, to be adversely affected by wind erosion or sand drift [ULP r.21(1)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Principal Building Surveyor (BIPR01) Service Lead Built Environment and Health (BISU01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Local Government (Uniform Local Provisions) Regulations 1996</i> – prescribe applicable statutory procedures Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City’s Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Expressions of Interest for Goods and Services

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.21 Limiting who can tender, procedure for r.23 Rejecting and accepting expressions of interest to be acceptable tenderer
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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].
Council Conditions on this Delegation:	a. Details of the expression of interest sought, received and accepted must be recorded in the appropriate record and in the Tender Register as required by Regulation 17 of the <i>Local Government (Functions and General) Regulations 1996</i> .
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Chief Financial Officer (MASF01) Chief People Officer (HRM01) Chief Technology Officer (MAIT01) Manager Development Services (PBSA01)
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	Manager City Future (MPSA01) Manager Commercial Portfolio (TPLO06) Manager Community Safety (RSAA01) Manager Community Development (MAHS01) Manager Customer and Communications (EMCP01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01) Manager Governance (MADM01) Manager Parks and Environment (MAPR01) Manager Recreation and Leisure Services (LECO05) Manager Strategy and Performance (WMAO02) Manager Waste and Fleet (WMOP01) Service Lead Strategic Procurement and Contracts (ASPP04)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Prior to exercising this delegation, all sub-delegates must complete procurement training provided by the City and sign a declaration of understanding of the City's Procurement Policy. b. All sub-delegates must sign an annual declaration to reaffirm their understanding of the City's Procurement Policy.

Compliance Links:	<i>Local Government (Functions and General) Regulations 1996</i> – prescribe applicable statutory procedures Procurement Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Tenders for Goods and Services - Call Tenders

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(1), (2) When tenders have to be publicly invited r.13 Requirements when local government invites tenders though not required to do so r.14 Publicly inviting tenders, requirements for
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to call tenders [F&G r.11(1)]. 2. Authority to invite tenders although not required to do so [F&G r.13]. 3. Authority to determine in writing, before tenders are called, the criteria for acceptance of tenders [F&G r.14(2a)]. 4. Authority to determine the information that is to be disclosed to those interested in submitting a tender [F&G r.14(4)(a)]. 5. 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)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01)
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	Chief Financial Officer (MASF01) Chief People Officer (HRM01) Chief Technology Officer (MAIT01) Manager City Future (MPSA01) Manager Commercial Portfolio (TPLO06) Manager Community Safety (RSAA01) Manager Community Development (MAHS01) Manager Customer and Communications (EMCP01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01) Manager Governance (MADM01) Manager Parks and Environment (MAPR01) Manager Recreation and Leisure Services (LECO05) Manager Strategy and Performance (WMAO02) Manager Waste and Fleet (WMOP01) Service Lead Strategic Procurement and Contracts (ASPP04)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate other than Directors may only exercise the function in regard to contracts that are within the scope of the incumbent's position role and responsibilities. b. Prior to exercising this delegation, all Sub-Delegates must complete procurement training provided by the City and sign a declaration of understanding of the City's Procurement Policy. c. All sub-delegates must sign an annual declaration to reaffirm their understanding of the City's Procurement Policy.

Compliance Links:	<i>Local Government (Functions and General) Regulations 1996</i> – prescribe applicable statutory procedures Procurement Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Tenders for Goods and Services - Accepting and Rejecting Tenders

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(2)(j) Exercising contract extension options r.18(2), (4), (4a), (5), (6) and (7) Rejecting and accepting tenders r.20(1), (2), (3) Variation of requirements before entry into contract r.21A Varying a contract for the supply of goods or services
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine whether or not to reject tenders that do not comply with requirements as specified in the invitation to tender [F&G r.18(2)]. 2. Authority to seek clarification from tenderers in relation to information contained in their tender submission [F&G r.18(4a)]. 3. Authority to assess, by written evaluation, tenders that have not been rejected, to determine: a. The extent to which each tender satisfies the criteria for deciding which tender to accept; and b. To accept the tender that is most advantageous [F&G r.18(4)]. 4. Authority to decline to accept any tender [F&G r.18(5)]. 5. Authority to accept the next most advantageous tender if, within 6-months of accepting a tender, a contract has not been entered into <u>OR</u> the local government and the successful tenderer agree to terminate the contract [F&G r.18(6) & (7)]. 6. Authority to determine whether variations in goods and services required are minor variations, and to negotiate with the successful tenderer to make minor variations <u>before</u> entering into a contract [F&G r.20(1) and (3)].

	7. Authority to choose the next most advantageous tender to accept, if the chosen tenderer is unable or unwilling to form a contract to supply the varied requirement OR the minor variation cannot be agreed with the successful tenderer, so that the tenderer ceases to be the chosen tenderer [F&G r.20(2)].
Council Conditions on this Delegation:	<u>Function 1:</u> a. Exercise of authority under F&G r.18(2) requires consideration of whether or not the requirements as specified in the invitation to tender have been expressed as mandatory and if so, discretion may not be capable of being exercised – consider process contract implications. <u>Functions 3, 5 and 7:</u> b. In accordance with s.5.43(b), tenders may only be accepted under this delegation, where: i. The total consideration under the resulting contract is \$500,000 (excluding GST) or less; and ii. The tenderer has complied with requirements under F&G r.18(2) and (4). <u>Function 6:</u> c. A decision to vary a tendered contract <u>before</u> entry into the contract [F&G r.20(1) and (3)] must include evidence that the variation is minor in comparison to the total goods or services that tenderers were invited to supply.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	<u>Functions 3, 5 and 7 limited to \$500,000 or less:</u> Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) <u>Functions 3, 5 and 7 limited to \$250,000 or less:</u> Chief Financial Officer (MASF01) Chief Technology Officer (MAIT01) Chief People Officer (HRM01) Manager City Future (MPSA01) Manager Commercial Portfolio (TPLO06) Manager Community Safety (RSAA01) Manager Community Development (MAHS01)
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	Manager Customer and Communications (EMCP01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01) Manager Governance (MADM01) Manager Parks and Environment (MAPR01) Manager Recreation and Leisure Services (LECO05) Manager Strategy and Performance (WMAO02) Manager Waste and Fleet (WMOP01) <u>Functions 1, 2, 3(a) and 4 only:</u> Service Lead Strategic Procurement and Contracts (ASPP04)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate, other than a Director may only exercise the function in regard to contracts that are within the scope of the incumbent's position role and responsibilities. b. Prior to exercising this delegation, all sub-delegates must complete procurement training provided by the City and sign a declaration of understanding of the City's Procurement Policy. c. All sub-delegates must sign an annual declaration to reaffirm their understanding of the City's Procurement Policy.

Compliance Links:	<i>Local Government (Functions and General) Regulations 1996</i> – prescribe applicable statutory procedures Procurement Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Tenders for Goods and Services - Exempt Procurement

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(2) When tenders have to be publicly invited (exemptions)
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to undertake tender exempt procurement [F&G r.11(2)].
Council Conditions on this Delegation:	a. Tender exempt procurement can only be undertaken in accordance with the City's Procurement Policy. b. The total consideration under the resulting contract is limited to \$500,000 (excluding GST) or less. c. Tender exempt procurement under F&G r.11(2)(f) may only be approved where a record is retained that evidences: i. A detailed specification; ii. The outcomes of market testing of the specification; iii. The reasons why market testing has not met the requirements of the specification.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01)
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CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each sub-delegate, other than a Director may only exercise the function in regard to contracts that are within the scope of the incumbent's position role and responsibilities. b. Prior to exercising this delegation, all sub-delegates must complete procurement training provided by the City and sign a declaration of understanding of the City's Procurement Policy. c. All sub-delegates must sign an annual declaration to reaffirm their understanding of the City's Procurement Policy.
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Compliance Links:	<i>Local Government (Functions and General) Regulations 1996</i> – prescribe applicable statutory procedures Procurement Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Tenders for Goods and Services - Varying Contracts and Exercising Contract Extension Options

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> r.11(2)(j) Exercising contract extension options r.21A Varying a contract for the supply of goods or services
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to vary a tendered contract, <u>after</u> it has been entered into, provided the variation/s are necessary for the goods and services to be supplied, and do not change the scope of the original contract [F&G r.21A(a)]. 2. Authority to exercise a contract extension option that was included in the original tender specification and contract [F&G r.11(2)(j)].
Council Conditions on this Delegation:	a. A decision to vary a tendered contract <u>after</u> entry into the contract [F&G r.21A(a)] must comply with the adopted Procurement Policy and must include evidence that the variation is necessary. b. A decision to renew or extend the contract must only occur where the original contract contained the option to renew or extend its term as per r.11(2)(j) <u>and</u> that the contractor's performance has been reviewed and the review evidences the rationale for entering into the extended term.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	<u>Limited to \$500,000 or less:</u> Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01)
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	<u>Limited to \$250,000 or less:</u> Chief Financial Officer (MASF01) Chief Technology Officer (MAIT01) Chief People Officer (HRM01) Manager City Future (MPSA01) Manager Commercial Portfolio (TPLO06) Manager Community Safety (RSAA01) Manager Community Development (MAHS01) Manager Customer and Communications (EMCP01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01) Manager Governance (MADM01) Manager Parks and Environment (MAPR01) Manager Recreation and Leisure Services (LECO05) Manager Strategy and Performance (WMAO02) Manager Waste and Fleet (WMOP01) Service Lead Engineering Construction (ECCE01) Service Lead Engineering Maintenance (ENLS01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	- Each Sub-Delegate, other than a Director may only exercise the function in regard to contracts that are within the scope of the incumbent's position role and responsibilities. - Prior to exercising this delegation, all sub-delegates must complete procurement training provided by the City and sign a declaration of understanding of the City's Procurement Policy. - All sub-delegates must sign an annual declaration to reaffirm their understanding of the City's Procurement Policy.

Compliance Links:	<i>Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</i> Procurement Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Panels of Pre-Qualified Suppliers for Goods and Services

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Functions and General) Regulation 1996:</i> r.24AB Local government may establish panels of pre-qualified suppliers r.24AC(1)(b) Requirements before establishing panels of pre-qualified suppliers r.24AD(3) & (6) Requirements when inviting persons to apply to join panel of pre-qualified suppliers r.24AH(2), (3), (4) and (5) Rejecting and accepting applications to join panel of pre-qualified suppliers r.24AJ(1) Contracts with pre-qualified suppliers
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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 publicly inviting submissions, determine the written criteria for deciding which applications should be accepted for inclusion in a panel of pre-qualified suppliers [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 give each person who has enquired or submitted an application 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)].
Council Conditions on this Delegation:	a. In accordance with s.5.43, panels of pre-qualified suppliers may only be established, where the total consideration under the resulting contract is \$500,000 (excluding GST) or less.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	<u>Functions 5 and 8 limited to \$500,000 or less:</u> Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) <u>Functions 5 and 8 limited to \$250,000 or less:</u> Chief Financial Officer (MASF01) Chief People Officer (HRM01) Chief Technology Officer (MAIT01) Manager City Future (MPSA01) Manager Commercial Portfolio (TPLO06) Manager Community Safety (RSAA01) Manager Community Development (MAHS01) Manager Customer and Communications (EMCP01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01) Manager Governance (MADM01) Manager Parks and Environment (MAPR01) Manager Recreation and Leisure Services (LECO05) Manager Strategy and Performance (WMAO02) Manager Waste and Fleet (WMOP01) Service Lead Engineering Construction (ECCE01) Service Lead Engineering Maintenance (ENLS01)
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	<u>Functions 1 through to 7 only:</u> Service Lead Strategic Procurement and Contracts (ASPP04)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each sub-delegate, other than a Director, may only exercise the function in regard to contracts that are within the scope of the incumbent's position role and responsibilities. b. Prior to exercising this delegation, all sub-delegates must complete procurement training provided by the City and sign a declaration of understanding of the City's Procurement Policy. c. All sub-delegates must sign an annual declaration to reaffirm their understanding of the City's Procurement Policy.

Compliance Links:	<i>Local Government (Functions and General) Regulations 1996 – prescribe applicable statutory procedures</i> Procurement Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Renewal or Extension of Contracts during a State of Emergency

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.57 Tenders for providing goods or services <i>Local Government (Functions and General) Regulations 1996:</i> Regulation 11 'When tenders have to be publicly invited' Tender exemption under subregulation 11(2)(ja)
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority, only to be exercised when a State of Emergency declaration is in force and applies to all or part of the District, to execute a renewal or extension to the term of a contract that will expire within 3 months, for a term of not more than 12 months from the original expiry date, without calling for tenders [F&G r.11(2)(ja)]. This authority relates to: - contracts not formed through a public tender, where the total value of the original term and the proposed extension or renewal exceeds \$500,000 (excluding GST); and - contracts formed through a public tender.
Council Conditions on this Delegation:	- The authority to apply the renewal or extension option may be exercised where one or more of the following principles applies: - It is exercised at the sole discretion of the City; - It is in the best interests of the City; - It is deemed necessary to addressing the impact, consequences or need arising from the hazard to which the State of Emergency declaration relates; - It has potential to promote local and/or regional economic benefits. - The decision to extend or renew a contract must be made in accordance with the objectives of the Procurement Policy. - The CEO cannot sub-delegate this Function.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	<i>Local Government (Functions and General) Regulations 1996</i> Procurement Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Disposing of Property - Other than Land or Buildings

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.58(2) & (3) Disposing of Property <i>Local Government (Functions and General) Regulations 1996:</i> r.30 Dispositions of property excluded from Act s.3.58
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to dispose of property, other than land or buildings, which has a market value of less than \$20,000. 2. Authority to dispose of property, other than land or buildings, which has a market value between \$20,000 and \$500,000 to: a. the highest bidder at public auction [s.3.58(2)(a)]. b. the person who at public tender publicly invited by the City makes what is considered by the delegate to be, the most acceptable tender, whether or not it is the highest tender [s.3.58(2)(b)]. 3. Authority to dispose of property, other than land or buildings, which has a market value between \$20,000 and \$500,000, 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)]. 4. Authority to dispose of property, other than land or buildings, where the entire consideration received for the disposition is used to purchase other property, and where the total consideration for the other property is not more, or worth more, than \$500,000. 5. Authority to dispose or discard of property, other than land or buildings, in an environmentally sustainable way, where no suitable purchaser can be found pursuant to the above functions.
Council Conditions on this Delegation:	a. In accordance with s.5.43, disposal of property under this delegation, for any single transaction, is limited to a value of less than \$500,000.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i>

s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	<u>Category A:</u> Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Chief Financial Officer (MASF01) Manager Waste and Fleet (WMOP01) <u>Category B:</u> Chief Technology Officer (MAIT01) Service Lead Fleet (SLWF01) <u>Category C:</u> Senior Supply Officer (ASPS01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Category A sub-delegates (other than Manager Waste and Fleet) have authority to dispose of property, other than land or buildings up to the value of \$500,000. Manager Waste and Fleet restricted to disposal of vehicles and items of plant only up to the value of \$500,000. Category B sub-delegates have authority to dispose of the following property up to the value of \$250,000: - Service Lead Fleet – vehicles and items of plant only - Chief Technology Officer – information equipment and information technology only Category C sub-delegates have authority to dispose of general items and scrap under the value of \$20,000.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <i>Local Government Act 1995 – s.3.58 Disposal of Property</i> <i>Local Government (Functions and General) Regulations 1995 – r.30 Dispositions of property excluded from Act s. 3.58</i> Procurement Policy Disposal of Assets Under \$20,000 Management Practice
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Disposing of Property - Land (other than Exempt Land and Buildings)

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.58(2) & (3) Disposing of Property
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to dispose of property other than exempt land and buildings to: a. the highest bidder at public auction [s.3.58(2)(a)]. b. the person, who at public tender called by the City, 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, other than exempt land and buildings 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)].
Council Conditions on this Delegation:	a. Any disposal of land being in accordance with City's Leases and Licences Policy. b. The disposal of land by <u>lease</u> being subject to the following: i. For a commencing rent being not less than 90% of an independent market rental valuation procured by the City; and ii. The commencing rent being no greater than \$500,000 (excluding GST) per annum (excluding any rental incentives or abatements); and iii. The term of the lease being no greater than fifteen (15) years (including option periods); and iv. An agreement to vary, or an agreement arising from the terms of a lease including but not limited to novations, terminations, surrenders (whole or partial surrenders), renewal options, extensions, assignments (including consent to a deemed assignment), subletting, special conditions or payment schedules of a lease subject to: A. In the case of a variation, the variation being in accordance with the original intent of the lease.

	c. The disposal of land by <u>licence</u> being subject to the following: i. The term of the licence being no greater than ten (10) years); ii. The fee payable being no greater than \$500,000 (plus GST) per annum during the initial year of the licence term; iii. An agreement to vary, or an agreement arising from the terms of a licence including but not limited to novations, terminations, surrenders, renewal options, extensions, assignments (including consent to a deemed assignment), sublicensing, special conditions or payment schedules of a licence subject to: A. In the case of a variation, the variation being in accordance with the original intent of the licence. d. The disposal of land by <u>sale</u> being subject to the following: i. For amount not less than 90% of an independent market valuation engaged by the City. ii. The sale price of the land cannot be more than \$1,000,000 (plus GST) and the size of the land is greater than 250m².
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Director Corporate Services (DCRM01)
<i>Appointed by CEO</i>	Manager Commercial Portfolio (TPLO06)
CEO Conditions on this Sub-Delegation:	The Manager Commercial Portfolio is limited to disposal of \$500,000 (plus GST) or less.
<i>Conditions on the delegation also apply to sub-delegation.</i>	

Compliance Links:	<i>Local Government Act 1995 – s.3.58 Disposal of Property</i> <i>Local Government (Functions and General) Regulations 1995 – r.30 Dispositions of property excluded from Act s. 3.58</i> <i>Land Administration Act 1987 – where Ministerial approval is required before Crown Land may be disposed of.</i> Sale of Real Property Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Disposing of Property - Exempt Property (including Exempt Land and Property)

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.58(2) & (3) Disposing of Property <i>Local Government (Functions and General) Regulations 1996:</i> r.30 Dispositions of property excluded from Act s.3.58
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to dispose of property, that is prescribed as exempt from the provisions of s.3.58: a. disposal of land to an adjoining owner, where the market value is less than \$5,000 and the delegate has determined that the land would not be of benefit to anyone other than the adjoining owner. [F&G.r.30(2)(a)]. b. disposal of land to a body, whether incorporated or not the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions [F&G.r.30(2)(b)]. c. disposal of land to the Crown in right of the State or the Commonwealth, or a department, agency, or instrumentality of the Crown in right of the State or the Commonwealth, or another local government or a regional local government [F&G.r.30(2)(c)]. d. disposal of land for a period of less than 2 years during all or any of which time the lease does not give the lessee the exclusive use of the land [F&G.r.30(2)(e)]. e. disposal of land of a residential property to a person for residential purposes [F&G.r.30(2)(f)]. f. disposal of property (other than land / buildings), where the property is disposed within 6 months after it has been unsuccessfully put out to auction, public tender or private treaty via Statewide public notice. [F&G.r.30(2a)].

Council Conditions on this Delegation:	a. In accordance with s.5.43, disposal of property, for any single project or where not part of a project but part of a single transaction, is limited to a value of less than \$50,000. b. When determining the method of disposal: - Where a <u>public auction</u> is determined as the method of disposal: - Reserve price has been set by independent valuation. - Where the reserve price is not achieved at auction, negotiation may be undertaken to achieve the sale at up to a -10% variation on the set reserve price. - Where a <u>public tender</u> is determined as the method of disposal and the tender does not achieve a reasonable price for the disposal of the property, then the CEO is to determine if better value could be achieved through another disposal method and if so, must determine not to accept any tender and use an alternative disposal method. - Where a <u>private treaty</u> is determined [s.3.58(3)] as the method of disposal, authority to: - Negotiate the sale of the property up to a -10% variance on the valuation; and - Consider any public submissions received and determine if to proceed with the disposal, ensuring reasons for the decision are recorded. - A disposal under Functions and General Regulations 30(2)(a),(b),(c),(f) or (2a), the disposal method selected must obtain a best value outcome for the City. - A disposal under Functions and General Regulations 30(2)(d), must be assessed as equitable in context of disposals to other employees of the City. - Disposal methodology must consider and where practicable demonstrate environmentally responsible outcomes.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Corporate Services (DCRM01) Manager Commercial Portfolio (TPLO06)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Local Government Act 1995</i> – s.3.58 Disposal of Property <i>Local Government (Functions and General) Regulations 1995</i> – r.30 Dispositions of property excluded from Act s. 3.58 Sale of Real Property Policy <i>Land Administration Act 1987</i> – where Ministerial approval is required before Crown Land may be disposed of.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Disposing of Property - Exempt Property (Leases and Licenses to Community and Sporting Tenants)

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.58(2) & (3) Disposing of Property <i>Local Government (Functions and General) Regulations 1996:</i> r.30 Dispositions of property excluded from Act s.3.58
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to dispose of property by way of a <u>lease or licence</u> to a body, whether incorporated or not the objects of which are of a charitable, benevolent, religious, cultural, educational, recreational, sporting or other like nature and the members of which are not entitled or permitted to receive any pecuniary profit from the body's transactions [F&G.r.30(2)(b)]. 2. Authority to vary the terms of a lease or licence in Function 1 above, including but not limited to novations, terminations, surrenders (whole or partial surrenders), renewal options, extensions, assignments (including consent to a deemed assignment), subletting, special conditions or payment schedules of a lease or licence.
Council Conditions on this Delegation:	a. In accordance with s.5.43, disposal of property via lease or licence is limited to the following: i. The disposal is in accordance with the City's Lease and Licence Policy; ii. The rental or licence fee payable in the first year has a value of \$10,000 (excluding GST) or less; and iii. The term of the lease being no greater than ten (10) years (including option periods).
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	
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CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.
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Compliance Links:	<i>Local Government Act 1995 – s.3.58 Disposal of Property</i> <i>Local Government (Functions and General) Regulations 1995 – r.30 Dispositions of property excluded from Act s. 3.58</i> Lease and Licence Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council - 31 March 2026 (Resolution 0326/026)_
2	Council - 9 June 2026 (Resolution 0626/012)

Acquisition of Interest in Land

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.59 Commercial enterprises by local governments <i>Local Government (Functions and General) Regulations 1996:</i> r.8A Amount prescribed for major land transactions; exempt land transactions prescribed r.8 Exempt land transactions prescribed
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to acquire an interest in land (includes buildings), where the total value of the consideration and anything done by the City is less than the threshold amount for a major land transaction [s.3.59(1), r.8A(1)]. 2. Authority to acquire an interest in land through an exempt land transaction without intending to produce a profit to the City [s.3.59(1), r.8(1)].
Council Conditions on this Delegation:	a. Delegation to purchase in fee simple is limited to: i. land of no greater than 500m²; and ii. in accordance with s.5.43 consideration of sale is no more than \$50,000. b. Delegation to enter into a lease, rental or other acquisition instrument that: i. does not commit the City for a period greater than 10 years; and ii. In accordance with s.5.43 is limited to a total consideration value of \$500,000 or less. c. Documents that give effect to an acquisition under this delegation, must be executed by a person duly authorised under s.9.49A.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Corporate Services (DCRM01) Manager Commercial Portfolio (TPLO06)
CEO Conditions on this Sub-Delegation: <i>Conditions on the original delegation also apply to subdelegations.</i>	Nil.

Compliance Links:	<i>Local Government Act 1995</i> s.3.59 Commercial enterprises by local Government s.9.49A Execution of documents s.6.2 Annual Budget Corporate Business Plan as adopted by Council <i>Local Government (Functions and General) Regulations 1995 – Regulations 8A and 8</i> <i>Residential Tenancy Act 1987</i> <i>Commercial Tenancy (Retail Shops) Agreements Act 1985</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Payments from the Municipal or Trust Funds

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government (Financial Management) Regulations 1996:</i> r.12(1)(a) Payments from municipal fund or trust fund, restrictions on making
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to make payments from the municipal or trust funds [FM.r.12(1)(a)].
Council Conditions on this Delegation:	a. Authority to make payments is subject to annual budget limitations. b. Payments by Cheque or EFT transactions must be approved by two signatories, within the following signatory requirements: i. Any two Category A signatories. ii. Any one Category A signatory and any one Category B signatory. c. The Chief Executive Officer is a Category A signatory.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	<u>Category A Signatory:</u> Director Corporate Services (DCRM01) Chief Financial Officer (MASF01) Corporate Accountant (ASAM01) Senior Corporate Accountant (SCAC01) <u>Category B Signatory:</u> Assistant Corporate Accountant (ACAC01)
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	Revenue Services Team Leader (ASRI01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	1. Delegates must comply with the Procedures approved by the CEO in accordance with Financial Management Regulation 5.

Compliance Links:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i> - refer specifically r.13 Payments from municipal fund or trust fund by CEO, CEO's duties as to etc. <i>Local Government (Audit) Regulations 1996</i> Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards Department of Local Government, Sport and Cultural Industries: Accounting Manual Procurement Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Defer, Grant Discounts, Waive or Write Off Debts

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.12 Power to defer, grant discounts, waive or write off debts
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Waive a debt which is owed to the City (other than rates and service charges) [s.6.12(1)(b)]. 2. Grant a concession in relation to money which is owed to the City [s.6.12(1)(b)]. 3. Write off an amount of money which is owed to the City (other than rates and service charges) [s.6.12(1)(c)]. Note that: • Functions 1 and 2 apply to fees and charges as they are incurred; and • Function 3 applies to debts owed to the City.
Council Conditions on this Delegation:	a. A debt may only be written off where all necessary measures have been taken to locate / contact the debtor and where costs associated with continued action to recover the debt will outweigh the net value of the debt if recovered by the City. b. The waiver, concession or write off of money owing not exceeding \$10,000 per individual transaction. Write off of debts greater than this value must be referred for Council decision. c. A report relating to the write off of money must be submitted to the Community and Resources Committee every twelve months on the exercise of this delegation. Report to contain information prescribed in r26(1)(c) of the Local Government (Financial Management) Regulations 1996.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Chief Financial Officer (MASF01) Manager Community Safety (RSAA01) Manager Community Development (MAHS01) Manager Customer and Communications (EMCP01) Manager Development Services (PBSA01) Manager Recreation and Leisure Services (LECO05)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	- Delegates are only permitted to write off money that relates to their Directorate/Business Unit with the exception of Director Corporate Services and Chief Financial Officer. - Director Corporate Services, Director Infrastructure, Director Planning and Development, Director Community Development and Chief Financial Officer limited to: - Waive or grant concessions (except rates and service charges); and - Write off money (except rates and service charges) – \$10,000 per transaction. - Manager Community Safety, Manager Community Development, Manager Customer and Communications, Manager Development Services and Manager Recreation and Leisure Services limited to: - Waive or grant concessions (except rates and service charges); and - Write off money (except rates and service charges) – \$5,000 per transaction.

Compliance Links:	Collection of Rates Debts – refer Delegations of Authority: - Agreement as to Payment of Rates and Service Charges - Recovery of Rates or Service Charges - Recovery of Rates Debts – Require Lessee to Pay Rent - Recovery of Rates Debts – Actions to Take Possession of the Land
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Power to Invest and Manage Investments

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.14 Power to invest <i>Local Government (Financial Management) Regulations 1996:</i> r.19 Investments, control procedures for
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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].
Council Conditions on this Delegation:	a. All investment activity must comply with the Financial Management Regulation 19C and the City's Investments Policy. b. A report detailing the investment portfolio's performance, exposures and changes since last reporting, is to be provided to Council as part of the Monthly Financial Reports. c. Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan, and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles. d. Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit, Risk and Improvement Committee at least once within every 4 financial years. [Audit r.17]
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s:	Director Corporate Services (DCRM01)
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<i>Appointed by CEO</i>	Chief Financial Officer (MASF01) Senior Corporate Accountant (SCAC01) Corporate Accountant (ASAM01) Revenue Services Team Leader (ASRI01) Assistant Corporate Accountant (ACAC01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Approval to invest funds for investment purposes requires the approval of two sub-delegates through the City's banking system.

Compliance Links:	<i>Local Government (Financial Management) Regulations 1996 – refer r.19C Investment of money, restrictions on (Act s.6.14(2)(a))</i> Investments Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Rate Record Amendment

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.39(2)(b) Rate record
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine any requirement to amend the rate record for the 5-years preceding the current financial year [s.6.39(2)(b)].
Council Conditions on this Delegation:	a. Delegates must comply with the requirements of s.6.40 of the Act.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Corporate Services (DCRM01) Chief Financial Officer (MASF01) Service Lead Rates and Receivables (ASCA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Local Government Act 1995 – s.6.40 prescribes consequential actions that may be required following a decision to amend the rate record.</i> Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Agreement as to Payment of Rates and Service Charges

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.49 Agreement as to payment of rates and service charges
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to make an agreement with a person for the payment of rates or service charges [s.6.49].
Council Conditions on this Delegation:	a. Agreements must be in writing and must ensure acquittal of the rates or service charge debt before the next annual rates or service charges are levied. b. Applicants for agreements as to alternate payment arrangements must meet the requirements of the City's Overdue Rates and Service Charges Collection Policy and the City's Financial Hardship Policy.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Corporate Services (DCRM01) Chief Financial Officer (MASF01) Service Lead Rates and Receivables (ASCA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Overdue Rates and Service Charges Collection Policy
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	Financial Hardship Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Determine Instalment Due Date for Rates or Service Charges

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.50(2) Rates or service charges due and payable <i>Local Government (Financial Management) Regulations 1996:</i> r.66(2) Instalments, when right to pay ceases
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine the instalment date on which rates or service charges become due and payable to the City [s.6.50].
Council Conditions on this Delegation:	a. Excludes determining the due date and instalment due dates applicable to levying rates as part of the adoption of the annual budget. <u>NOTE</u> - Financial Management Reg.64 specifies that instalment due dates are to be determined when adopting the annual budget. b. Decisions under this delegation are limited to determining due date and instalment due dates applicable to interim rating only.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Corporate Services (DCRM01) Chief Financial Officer (MASF01) Service Lead Rates and Receivables (ASCA01)
CEO Conditions on this Sub-Delegation:	Nil.

<i>Conditions on the delegation also apply to sub-delegation.</i>	
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Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Recovery of Rates or Service Charges

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.56 Rates or service charges recoverable in court s.6.64(3) Actions to be taken
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover rates or service charges, as well as costs of proceedings for the recovery, in a court of competent jurisdiction [s.6.56(1)]. 2. Authority to lodge (and withdraw) a caveat to preclude dealings in respect of land where payment of rates or service charges imposed on that land is in arrears [s.6.64(3)].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with the City's Overdue Rates and Service Charges Collection Policy.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Corporate Services (DCRM01) Chief Financial Officer (MASF01) Service Lead Rates and Receivables (ASCA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Overdue Rates and Service Charges Collection Policy Financial Hardship Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Recovery of Rates Debts – Require Lessee to Pay Rent

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.60 Local Government may require lessee to pay rent
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give notice to a lessee of land in respect of which there is an unpaid rate or service charge, requiring the lessee to pay its rent to the City [s.6.60(2)]. 2. Authority to recover the amount of the rate or service charge as a debt from the lessee if rent is not paid in accordance with a notice [s.6.60(4)].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with the City's Overdue Rates and Service Charges Collection Policy.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Corporate Services (DCRM01) Chief Financial Officer (MASF01) Service Lead Rates and Receivables (ASCA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Local Government Act 1995</i> – refer sections 6.61 and 6.62 and Schedule 6.2 prescribe procedures relevant to exercise of authority under s.6.60. Overdue Rates and Service Charges Collection Policy Financial Hardship Policy
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Recovery of Rates Debts – Actions to Take Possession of the Land

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.64(1) Actions to be taken s.6.69(2) Right to pay rates, service charges and costs, and stay proceedings s.6.71 Power to transfer land to Crown or local government s.6.74 Power to have land revested in Crown if rates in arrears 3 years
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to take possession of land and hold the land against a person having an estate or interest in the land where rates or service charges have remained unpaid for at least three years [s.6.64(1)], including: a. lease the land; or b. sell the land; or where land is offered for sale and a contract of sale has not been entered into after 12 months: i. cause the land to be transferred to the Crown [s.6.71 and s.6.74]; or ii. cause the land to be transferred to the City [s.6.71]. 2. Authority to agree terms and conditions with a person having estate or interest in land and to accept payment of outstanding rates, service charges and costs within 7 days of and prior to the proposed sale [s.6.69(2)].
Council Conditions on this Delegation:	a. Decisions under this delegation must comply with the City's Overdue Rates and Service Charges Collection Policy and Financial Hardship Policy. b. In accordance with s.6.68(3A), this delegation cannot be used where a decision relates to exercising a power of sale <u>without having</u>, within the previous 3-years attempted to recover the outstanding rates / charges through a court under s.6.56, as s.6.68(3A) requires that the reasons why court action has not been pursued must be recorded in Council Minutes.

	c. Exercise of this delegation must comply with the procedures set out in Schedule 6.3 of the <i>Local Government Act 1995</i>. d. This delegation cannot be on-delegated by the Chief Executive Officer.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil.
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Local Government Act 1995</i> – Part 6, Division 6 Subdivision 6 and Schedule.6.3 prescribe procedures relevant to exercise of authority under this delegation. <i>Local Government (Financial Management) Regulations 1996</i> – regulations 72 – 78 prescribe forms and procedures relevant to exercise of authority under this delegation. Overdue Rates and Service Charges Collection Policy Financial Hardship Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Rate Record - Objections

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.76 Grounds of objection
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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)].
Council Conditions on this Delegation:	a. 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.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Corporate Services (DCRM01) Chief Financial Officer (MASF01) Service Lead Rates and Receivables (ASCA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Extend Time for Lodging an Objection Against a Decision

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limits on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.9.5 Objection may be lodged
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to extend the time for a person to make an objection regarding a relevant prescribed decision of the City [s.9.5(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

CEO to Employees

Determine if an Emergency for Emergency Powers of Entry

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.3.34(2) Entry in emergency
Delegate/s:	Director Infrastructure (EXWK01) Director Community Development (EMCS01) Director Planning and Development (EXCD01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine on behalf of the CEO that an emergency exists for the purposes of performing local government functions [s.3.34(2)].
CEO Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	CEO – 11 June 2026 (Document ID 11632421)
2	

Determine and Manage Conditions on Approvals to Obstruct a Public Thoroughfare

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.6(4)(d) Obstruction of public thoroughfare by things placed and left - Sch. 9.1 cl. 3(1)(a)
Delegate/s:	Director Infrastructure (EXWK01) Manager Engineering Services (MEDS01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	When determining to grant permission to obstruct a public footpath or thoroughfare under Delegated Authority - Obstruction of Footpaths and Thoroughfares: 1. Authority to determine the sum sufficient 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 [ULP r.6(4)(d)]. 2. Authority to determine the requirements for protective structures, during such time as it is considered necessary for public safety and convenience [ULP r.6(5)(b)]. 3. Authority to determine and require in writing, that the person granted permission to obstruct a public thoroughfare repair damage caused by things placed on the thoroughfare and authority to determine if such repairs are to the satisfaction of the local government [ULP r.6(5)(d)].
CEO Conditions on this Delegation:	a. Decisions under this Delegation must be exercised in alignment with Council's Delegated of Authority - Obstruction of Footpaths and Thoroughfares. b. Actions under this Delegation must comply with the procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	This delegated authority is effective only in alignment with Delegated Authority - Obstructions of Footpaths and Thoroughfares. Local Government (Uniform Local Provisions) Regulations 1996 Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

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Determine and Manage Conditions on Permission for Dangerous Excavations on or on land adjoining Public Thoroughfares

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.11(6)(c) and (7)(c) Dangerous excavation in or near public thoroughfare – Sch. 9.1 cl.6
Delegate/s:	Director Infrastructure (EXWK01) Manager Engineering Services (MEDS01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	When determining to grant permission to for a dangerous excavation under Delegated Authority - Public Thoroughfares – Dangerous Excavations: 1. Authority to determine, as a condition of granting permission, the sum sufficient to deposit to cover the cost of repairing damage to the public thoroughfare or adjoining land resulting from the excavation 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 [r.11(6)(c)]. 2. Authority to determine, as a condition of granting permission, requirements for protective structures and for the protective structures to be maintained and kept in satisfactory condition necessary for public safety and convenience [r.11(7)(c)]. 3. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily.
CEO Conditions on this Delegation:	a. Decisions under this Delegation must be exercised in alignment with Council's Delegated Authority - Public Thoroughfares – Dangerous Excavations. b. Actions under this Delegation must comply with the procedural requirements detailed in <i>the Local Government (Uniform Local Provisions) Regulations 1996</i>.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	This delegated authority is effective only in alignment with Delegated Authority - Public Thoroughfares – Dangerous Excavations. <i>Local Government (Uniform Local Provisions) Regulations 1996</i> Penalties under the Uniform Local Provisions Regulations are administered in accordance with Part 9, Division 2 of the <i>Local Government Act 1995</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

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Determine and Manage Conditions on Permission for Private Works on, over, or under Public Places

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> r.17(5)(b) and r.17(6)(c) Private works on, over, or under public places — Sch. 9.1 cl. 8
Delegate/s:	Director Infrastructure (EXWK01) Manager Engineering Services (MEDS01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine, as a condition of granting permission for Private Works in Public Places, the sum sufficient to deposit with the City to cover the cost of repairing damage to the public thoroughfare or public place resulting from the crossing construction, on the basis that the City may retain from that sum the amount required for the cost of repairs by the City if the damage is not made good by the applicant [r.17(5)(b)]. 2. Authority to determine if repairs to damage resulting from excavation or protective structures have been repaired satisfactorily [r.17(6)(c)].
CEO Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	This delegated authority is effective only in alignment with Delegated Authority - Private Works on, over or under Public Places
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	CEO – 11 June 2026 (Document ID 11632421)
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Electoral Enrolment Eligibility Claims and Electoral Roll

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	Local Government Act 1995: s.4.32(4), (5A) & (5) Eligibility to enrol under s.4.30, how to claim s.4.34 Accuracy of enrolment details to be maintained s.4.35 Decision that eligibility to enrol under s.4.30 has ended s.4.37 New roll for each election Local Government (Elections) Regulations 1995: r.11(1a) Nomination of co-owners or co-occupiers — s.4.31 r.13(2) & (4) Register - s.4.32(6)
Delegate/s:	Manager Governance (MADM01) Service Lead Rates and Receivables (ASCA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to require the written notice for co-owners or co-occupiers to be incorporated into Form 2 [r.11(1a)]. 2. Authority to decide whether or not the claimant is eligible under s.4.30(1)(a) and (b) and accept or reject the claim accordingly [s.4.32(4)]. 3. Authority to decide to accept or reject a claim made before the close of enrolments, but less than 14-days before the close of nominations [s.4.32(5A)]. 4. Authority to make any enquiries necessary in order to make a decision on an eligibility claim [s.4.32(5)]. 5. Authority to approve the omission of an elector's address from the Owners and Occupiers Register on the basis of a declaration from the elector that the publication of this information would place the elector's or their family's safety at risk [Elections r.13(2)]. 6. Authority to amend the Owners and Occupiers Register from time to time to make sure that the information recorded in it is accurate [Elections r.13(4)]. 7. Authority to ensure that the information about electors that is recorded from enrolment eligibility claims is maintained in an up to date and accurate form [s.4.34].

	8. Authority to decide that a person is no longer eligible under s.4.30 to be enrolled on the Owners and Occupiers Electoral Roll [s.4.35(1)] and to give notice [s.4.35(2)] and consider submissions [s.4.35(6)], before making such determination]. 9. Authority to determine to take any action necessary to give effect to advice received from the Electoral Commissioner [s.4.35(5)]. 10. Decide, with the approval of the Electoral Commissioner, that a new electoral roll is not required for an election day which is less than 100 days since the last election day [s.4.37(3)].
CEO Conditions on this Delegation:	a. Decisions on enrolment eligibility are to be recorded in the Enrolment Eligibility Register in accordance with s.4.32(6) and s.4.35(7).
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Department of Local Government, Industry Regulation and Safety: Returning Officer Manual
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Destruction of Electoral Papers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Elections) Regulations 1996:</i> r.82(4) Keeping election papers – s4.84(a)
Delegate/s:	Manager Governance (MADM01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to, after a period of 4-years, destroy the parcels of election papers in the presence of at least 2 other employees [<i>Elect. r.82(4)</i>].
CEO Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Department of Local Government, Industry Regulation and Safety: Returning Officer Manual
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Acknowledge Primary and Annual Returns

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.5.77 Acknowledging receipt of returns
Delegate:	Manager Governance (MADM01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to, on receipt of a Primary or Annual Return under s.5.75 or 5.76, give the person who submitted the Return written acknowledgement of having received the Return.
CEO Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil

Compliance Links:	<i>Local Government Act 1995, s.5.88 Register of Financial Interests</i> Department of Local Government, Operational Guideline – Primary and Annual Returns. City of Stirling Code of Conduct for Employees
Record Keeping:	The original Primary or Annual Return and the acknowledgement is to be retained in the Register of Financial Interests kept in accordance with s.5.88 of the Local Government Act 1995.

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Appoint Authorised Persons

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.9.10 Appointment of authorised persons
Delegate:	Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Planning and Development (EXCD01) Director Infrastructure (EXWK01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to appoint persons or classes of persons as authorised persons [s.9.10(2)] for the purpose of fulfilling functions of an authorised person prescribed in the following legislation inclusive of subsidiary legislation made under each Act i.e. Regulations and local laws: <i>Local Government Act 1995;</i> <i>Local Government (Miscellaneous Provisions) Act 1960;</i> <i>Caravan Parks and Camping Grounds Act 1995;</i> <i>Cat Act 2011;</i> <i>Cemeteries Act 1986;</i> <i>Control of Vehicles (Off-road Areas) Act 1978;</i> <i>Dog Act 1976;</i> <i>Graffiti Vandalism Act 2016;</i> and - any other legislation prescribed for the purposes of s.9.10 of the <i>Local Government Act 1995</i>.
CEO Conditions on this Delegation:	- A register of Authorisations is to be maintained as a Local Government Record. - Each appointed Authorised Person is to be issued a certificate detailing their authorisation and an identity card. - Only persons who are appropriately qualified and trained may be appointed as Authorised persons.

	d. A person to be appointed as authorised officer in accordance with Regulation 70(2) of the <i>Building Regulations 2012</i> and section 6(b) of the <i>Criminal Procedure Act 2004</i> MUST first be appointed as an authorised person for the purposes of section 9.16 of the <i>Local Government Act 1995</i> .
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Nil.
Record Keeping:	Instruments or Certificates of Authorisation – Copies are to be retained on the Authorised Person’s personnel file. A record of each Authorisation is to be retained in the Authorised Persons Register, retained as a Local Government Record.

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Information to be Available to the Public

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Administration) Regulations 1996:</i> r.29B Copies of certain information not to be provided (Act s.5.96) <i>Local Government Act 1995:</i> s.5.95(1)(b) & (3)(b) Limits on right to inspect local government information
Delegate/s:	Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Chief Technology Officer (MAIT01) Chief Financial Officer (MASF01) Chief People Officer (HRM01) Manager Governance (MADM01) Service Lead Rates and Receivables (ASCA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine the manner and form by which a person may request copies of rates record information [s.5.94(m)] or owners and occupiers register and electoral rolls [s.5.94(s)] and to make the information available, if satisfied, by statutory declaration or otherwise, that the information will not be used for commercial purposes [Admin r.29B]. 2. Authority to determine not to provide a right to inspect information, where it is considered that in doing so would divert a substantial and unreasonable portion of the local government's resources away from its other functions [s.5.95(1)(b)].
CEO Conditions on this Delegation:	a. Function 1 is only exercisable by Director Corporate Services, Chief Financial Officer and Manager Governance. b. The Service Lead Rates and Receivables can exercise Function 1 only.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Financial Management Systems and Procedures

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Financial Management) Regulations 1996:</i> r.5 CEO's Duties as to financial management
Delegate/s:	Director Corporate Services (DCRM01) Chief Financial Officer (MASF01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to establish systems and procedures [FM r.5] that give effect to internal controls and risk mitigation for the: - Collection of money owed to the City; - Safe custody and security of money collected or held by the City; - Maintenance and security of all financial records, including payroll, stock control and costing records; - Proper accounting of the Municipal and Trust Funds, including revenue, expenses and assets and liabilities; - Proper authorisation of employees for incurring liabilities, including authority for initiating Requisition Orders, Purchase Orders and use of Credit and Transaction Cards; - Making of payments in accordance with Delegated Authority – Payments from the Municipal and Trust Funds; - Preparation of budgets, budget reviews, accounts and reports as required by legislation or operational requirements.
CEO Conditions on this Delegation:	- Procedures are to be systematically documented and retained in accordance with the Record Keeping Plan, and must include references that enable recognition of statutory requirements and assign responsibility for actions to position titles. - Procedures are to be administratively reviewed for continuing compliance and confirmed as 'fit for purpose' and subsequently considered by the Audit, Risk and Improvement Committee at least once within each 4 financial years. [Audit r.17] - When exercising authority to authorise persons under FM.r.5 to incur liabilities:

	• A register of Authorisations is to be maintained as a Local Government Record. • Only persons who are appropriately qualified and trained may be authorised for this purpose. • Authorisations are to be provided in writing by issuing a Certificate of Authorisation.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	<i>Local Government Act 1995</i> <i>Local Government (Financial Management) Regulations 1996</i> <i>Local Government (Audit) Regulations 1996</i> Department of Local Government, Sport and Cultural Industries Operational Guideline No.11 – Use of Corporate Credit Cards
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Audit - CEO Review of Systems and Procedures

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Audit) Regulations 1996:</i> r.17 CEO to review certain systems and procedures
Delegate/s:	Internal Auditor (AUDT01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to conduct the review of the appropriateness and effectiveness of the City's systems and procedures in relation to a. risk management; and b. internal controls; and c. legislative compliance [r.17(1)].
CEO Conditions on this Delegation:	a. Each matter is to be reviewed at least once within every 4 financial years, with a report on each matter to be provided to the Audit, Risk and Improvement Committee that details the findings, including any identified deficiencies, and actions required.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. <i>Local Government (Audit) Regulations 1996</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Infringement Notices

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.9.13(6)(b) Onus of proof in vehicle offences may be shifted s.9.19 Extension of Time s.9.20 Withdrawal of Notice <i>Building Regulations 2012:</i> Regulation 70(1A), (1), (2) Approved officers and authorised officers
Delegate/s:	Director Community Development (EMCS01) Director Planning and Development (EXCD01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01) Coordinator Engagement and Business Support (SSAD01) Coordinator Environmental Health (EHSN03) Service Lead Community Safety Operations (CSPC03)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to consider an owner of a vehicle's submission that the vehicle that is subject of an infringement notice, had been stolen or unlawfully taken at the time of the alleged offence [s.9.13(6)(b)]. 2. Authority to extend 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]. 3. Authority to withdraw 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].
CEO Conditions on this Delegation:	a. 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.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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DAP - Engage Consultant to assist in preparing Responsible Authority Report

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
Express Power or Duty Delegated:	<i>Local Government (Development Assessment Panels) Regulations 2025:</i> Reg. 5(2)(b) Performance of relevant DAP function
Delegate/s:	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Planning (TPPR10)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to engage a person who is not an employee of the local government, and who is believed to be suitably qualified, to assist in the preparation of a responsible authority report [r.5(2)(b)].
CEO Conditions on this Delegation:	a. Must comply with the adopted Procurement Policy and the threshold for incurring liabilities applicable to the delegate's position title.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Local Law Delegations to the CEO

Bee Keeping Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the City under the following provisions of the City of Stirling Bee Keeping Local Law 2008: cl. 2.2 Application for Permit cl. 2.3 Determining Application cl. 2.4 Cancellation of a Permit cl. 3.1 Notice to Remove
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine the permit application form [cl.2.2(2)(a)]. 2. Authority to request further information associated with an application for a permit [cl.2.2(2)(b)(ii)]. 3. Authority to refuse to consider an application, approve, refuse, vary conditions of a permit [cl.2.3(1),(2)&(4)]. 4. Authority to determine the form for a permit [cl.2.3(3)]. 5. Authority to cancel a permit [cl.2.4]. 6. Authority to serve a notice to remove a beehive or remedy a breach of permit or local law [cl.3.1].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Coordinator Environmental Health (EHSN03) Senior Environmental Health Officer (EHOF04)
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Compliance Links:	<i>Biosecurity and Agriculture Management Act 2007</i> Bee Keeping Local Law 2008
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Control of Cats Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the City under the following provisions of the City of Stirling Control of Cats Local Law 1999: cl. 3.2 Cats for which permit is required cl. 3.3 Application for permit cl. 3.4 Refusal to determine application cl. 3.5 Factors relevant to determination of application cl. 3.6 Decision of application cl. 3.7 Conditions cl. 3.9 Notice to keep cat on premises cl. 3.11 Revocation cl. 5.1 Register cl. 6.1 Request to destroy cat cl. 6.2 Fee for destruction
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to grant an exemption for the number of cats to be kept on premises or in a Fauna Protection Buffer Zone [cl.3.2(3)(d)]. 2. Authority to approve permit application form [cl.3.3(b)]. 3. Authority to refuse to deal with application for a permit not made in accordance with local law [cl.3.4]. 4. Authority to determine conditions relevant to permit or other relevant factors [cl.3.5]. 5. Authority to approve or refuse an application for a permit [cl.3.6(1)]. 6. Authority to approve form of permit [cl.3.6(2)]. 7. Authority to consent to the replacement of a cat in a Fauna Protection Buffer Zone [cl.3.7(2)(b)]. 8. Authority to determine materials used in structures for a cattery [cl.3.7(3)(c)].

	9. Authority to determine other conditions considered appropriate consistent with the objects of the local law [cl.3.7(4)]. 10. Authority to give notice to keep cat on premises following the receiving of a complaint [cl.3.9(2)]. 11. Authority to revoke a permit if the permit holder fails to observe any provision of the Local Law or a condition of a permit [cl.3.11]. 12. Authority to maintain a register recording removed or impounded cats [cl.5.1]. 13. Authority to determine the application form for the destruction of a cat [cl.6.1(2)(a)]. 14. Authority to destroy a cat on application from a keeper [cl.6.1(3)]. 15. Authority to determine the fee to be charged to a keeper for the destruction of a cat, in accordance with the fee imposed and determined in accordance with sections 6.16 through to 6.19 of the <i>Local Government Act 1995</i> [cl.6.2]
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03) Coordinator Engagement and Business Support (SSAD01) Coordinator Ranger & Patrol Services (SNRA01) Team Leader Ranger (RANG05, RANG10) Team Leader Business Support (CSPC02) Animal Management Officer (CSPO08) <u>Functions 4, 5, 10 and 11 only:</u> Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Coordinator Environmental Health (EHSN03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Cat Act 2011 Control of Cats Local Law 1999
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Dogs Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the City under the following provisions of the City of Stirling Dogs Local Law 2008: cl. 4.2 Application for licence for approved kennel establishment cl. 4.3 Notice of Proposed Use cl. 4.5 When application can be determined cl. 4.7 Where application cannot be approved cl. 4.8 Conditions of Approval cl. 4.11 Form of licence cl. 4.13 Variation or cancellation of licence cl. 4.14 Transfer
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine written evidence is sufficient for the closing of a premises so as to control the dogs in a kennel establishment, so as to ensure the dogs health and welfare [cl.4.2(d)]. 2. Authority to nominate the code of practice for the keeping or dogs in a kennel establishment [cl.4.2(e)]. 3. Authority to refuse to determine an application for a kennel establishment licence where a notice is not satisfactorily given under clause 4.3(1) of the local law [cl.4.3(3)]. 4. Authority to consider written submissions received on the proposed use of a premises for a kennel establishment [cl.4.5(c)]. 5. Authority to not approve an application for a licence where an approved kennel establishment cannot be permitted by the City on the premises under a town planning scheme or where the applicant for the licence or another person who will have the charge of the dogs will not reside on the premises, or the premises is not sufficiently close so as to control the dogs and so as to ensure their health and welfare [cl.4.7].

	6. Authority to approve an application for a kennel establishment licence subject to conditions, or any variations to conditions [cl.4.8]. 7. Authority to determine form of a licence [cl.4.11]. 8. Authority to vary the conditions of a licence or can a licence [cl.4.13]. 9. Authority to determine the form for the transfer of a licence [cl.4.14(1)(a)]. 10. Authority to determine an application for the transfer of a valid licence from a licensee to another person and any such conditions deemed appropriate, or refuse an application [cl.4.14(1)(d)&(3)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03) Coordinator Engagement and Business Support (SSAD01) Coordinator Ranger & Patrol Services (SNRA01) Team Leader Ranger (RANG05, RANG10) Team Leader Business Support (CSPC02) Animal Management Officer (CSPO08)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Dog Act 1976 Dogs Local Law 2008
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Dust and Liquid Waste Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the City under the following provisions of the City of Stirling Dust and Liquid Waste Local Law 2002: Part 3 Prohibited Activities Part 4 Miscellaneous
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to serve a notice on an owner or occupier of land where an opinion has formed that the owner or occupier has not stabilised dust on that land or contained all liquid waste on that land [cl.5(a)]. 2. Authority to serve a notice on an owner or occupier of land, or operator of equipment being used on the land where an opinion has formed that dust or liquid waste on that land has escaped or been released [cl.6]. 3. Authority to serve a notice on an owner or occupier of land, where an opinion has formed that dust or liquid waste on that land may be released or escape from an activity and determine any such conditions for the carrying out of the activity [cl.7]. 4. Authority to revoke a notice [cl.8].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Fencing Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the City under the following provisions of the City of Stirling Fencing Local Law 2008: - cl. 2.2 Meaning of sufficient fence - cl. 3.1 Fencing materials - cl. 3.2 Barbed wire and broken glass fences - cl. 4.2 Application for a licence - cl. 4.3 Determining an application - cl. 4.5 Cancellation of a licence - cl. 5.1 Notices of breach
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine a boundary fence is a sufficient fence [cl.2.2(3)]. 2. Authority to approve other materials not specified for a sufficient fence in Schedules 1 or 2 of the local law in respect of that lot [cl.3.1(b)]. 3. Authority to use any barbed wire or other material with spiked or jagged projections in the construction of a dividing fence or boundary fence of a residential lot or commercial lot [cl.3.2(2)]. 4. Authority to determine the application form for an electrified fence or razor wire fence licence [cl.4.2(2)(a)]. 5. Authority to refuse to consider an application, or refuse or approve an application for an electrified fence or razor wire fence, including determining any conditions that may be deemed appropriate [cl.4.3]. 6. Authority to cancel a licence in circumstances specified in the local law [cl.4.5]. 7. Authority to serve notice on a person who has breach a provision of the local law, requiring them to remedy that breach before a date specified in the notice [cl.5.1].
Council Conditions on this Delegation:	Nil.

Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees
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Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Service Lead Planning (TPPR10) Coordinator Planning Services (TPSP01, TPSP02, EHSN04) Building Surveyor (BISN02, BISU03, BISU05) Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07, COMO03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	<i>Dividing Fences Act 1961</i> Fencing Local Law 2008
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Health Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the City under the following provisions of the City of Stirling Health Local Law 2009: cl.2.11 Installation cl.3.14 Application for licence cl.3.15 Decision on application for licence cl.3.17 Cancellation of licence cl. 4.9 Storage of fertiliser in a dwelling house cl. 6.4 City may execute work and recover costs cl. 6.9 Filling in excavations etc. cl. 6.11 Drainage of land cl. 7.4 EHO may disinfect or disinfect premises cl. 7.11 Cit may carry out works and recover costs cl. 8.4 Approval of application cl. 8.7 Revocation of registration cl. 8.24 Register of lodgers cl. 9.5 Decision on application for consent cl. 9.7 Decision on application for registration cl. 9.9 Alteration to premises cl. 9.16 Offensive material cl. 9.35 Receiving Depot cl. 10.3 Other enforcement actions
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to approve connections of a toilet or plumbing fixture into the public sewer [cl.2.11(3)]. 2. Authority to require an applicant for a morgue licence to provide additional information and to give local public notice before determining the application [cl.3.14(3)]. 3. Authority to refuse to consider an application for a licence which is not in accordance with the local law or where additional requirements have not been met [cl.3.14(4)].

	4. Authority to approve an application for a licence unconditionally or subject to any conditions, or refuse to approve an application for a licence <i>[cl.3.15(1)]</i>. 5. Authority to approve the form for a licence <i>[cl.3.15(3)]</i>. 6. Authority to give written notice of a refusal to approve an application for a licence <i>[cl.3.15(4)]</i>. 7. Authority to amend a condition of approval of a licence <i>[cl.3.15(5)]</i>. 8. Authority to cancel a licence for a morgue and the reasons of justification relating to that cancellation as prescribed in the local law and the giving of required notices to the owner or occupier <i>[cl.3.17(1),(3)&(4)]</i>. 9. Authority to direct and owner or occupier of a dwelling house the requirements around the storage of fertiliser or compost <i>[cl.4.9(c)(ii)]</i>. 10. Authority to executive works required in a notice and initiate proceedings to recover costs <i>[cl.6.4(1)]</i>. 11. Authority to consent to leaving an excavation unfilled with clean sound material <i>[cl.6.9]</i>. 12. Authority to require owner or occupier to drain land to prevent the breeding of mosquitoes <i>[cl.6.11]</i>. 13. Authority to recover costs for the carrying out of work to disinfect or disinfest premises <i>[cl.7.4(3)]</i>. 14. Authority to carry out works and recover costs in a court of competent jurisdiction <i>[cl.7.11]</i>. 15. Authority to approve application for the registration of a lodging house <i>[cl.8.4]</i>. 16. Authority to revoke the registration of a lodging house <i>[cl.8.7]</i>. 17. Authority to determine information required for the register of lodgers <i>[cl.8.24]</i>. 18. Authority to approve application for consent unconditionally, or subject to conditions, or refuse to approve application for consent <i>[cl.9.5]</i>. 19. Authority to approve application for registration unconditionally, or subject to conditions, or refuse to approve application for registration <i>[cl.9.7]</i>. 20. Authority to give written permission to change or alter premises that are registered as an offensive trade <i>[cl.9.9]</i>. 21. Authority to direct the frequency intervals for the removal or contents from receptacles <i>[cl.9.16(d)]</i>. 22. Authority to give written permission to use or permit the premises to be used as a receiving depot for a laundry, dry cleaning premises or dye works <i>[cl.9.35]</i>.
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	23. Authority to suspend or cancel a licence or registration under the local law [cl. 10.3(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) <u>All Functions except Function 1:</u> Coordinator Environmental Health (EHSN03) Senior Environmental Health Officer (EHOF04) <u>Function 1 only:</u> Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07, COMO03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	<i>Health Act 1911</i> <i>Metropolitan Water Supply Sewerage and Drainage Act 1909</i> <i>Public Health Act 2016</i> <i>Health Local Law 2009</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Local Government Property Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the City or local government under the following provisions of the City of Stirling Local Government Property Local Law 2009: - cl. 1.7 Overriding power to hire and agree - cl. 2.3 Discretion to erect sign - cl. 3.2 Application for a permit - cl. 3.3 Decision of application for permit - cl. 3.7 Agreement for building - cl. 3.9 Renewal of permit - cl. 3.10 Transfer of permit - cl. 3.12 Cancellation of permit - cl.3.13 Activities needing a permit - cl. 4.4 Removing or damaging any flora - cl. 4.9 Signs - cl. 5.6 No entry to fenced or closed local government property - cl. 5.9 Unclaimed property in locker - cl. 6.1 No unauthorised entry to function - cl. 7.2 Application for consent and application fee - cl. 9.4 Liability for damage to local government property - cl. 10.2 City may undertake requirements of notice
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to hire local government property to any person, or enter into an agreement with any person regarding the use of any local government property [cl. 1.7]. 2. Authority to erect a sign on local government property to give notice of the effect of a determination that applies to that property [cl.2.3]. 3. Authority to determine the form or an application for a permit [cl.3.2(2a)].

	4. Authority to require applicant to provide additional information reasonably related to an application of a permit <i>[cl.3.2(3)]</i>. 5. Authority to require applicant to give local public notice regarding the application for a permit <i>[cl.3.2(5)]</i>. 6. Authority to approve an application for a permit unconditionally or subject to any conditions, or refuse to approve an application for a permit <i>[cl.3.3(1)]</i>. 7. Authority to determine the form of a permit <i>[cl.3.3(2)]</i>. 8. Authority to amend, at any time, a condition of approval and to serve written notice to the permit holder <i>[cl.3.3(4)]</i>. 9. Authority to enter into an agreement with a permit holder in respect of the ownership of the material in a building erected on local government property <i>[cl.3.7]</i>. 10. Authority to renew permit <i>[cl.3.9]</i>. 11. Authority to require information required for and application to transfer a permit, and approve an application, refuse to approve it, or approve it subject to conditions <i>[cl.3.10(1)(c)&(2)]</i>. 12. Authority to cancel a permit <i>[cl.3.12(1)]</i>. 13. Authority to exempt a person to perform activity without a permit <i>[cl.3.13(2)]</i>. 14. Authority to determine local government property, or a class of local government property hired by a person from requiring a permit <i>[cl.3.13(3)]</i>. 15. Authority to give approval for the removal or damage of flora on local government property <i>[cl.4.4(1)]</i>. 16. Authority to erect a sign on local government property specifying any condition of use which apply to that property <i>[cl.4.9(1)]</i>. 17. Authority to give permission to a person to enter property that has been fenced off or closed to the public <i>[cl.5.6]</i>. 18. Authority to determine place for the storage of articles removed from a locker <i>[cl.5.9(3)]</i>. 19. Authority to exempt a person to pay admission charge to a function on local government property <i>[cl. 6.1(2)]</i>. 20. Authority to consider applications for consent to use a jetty and refuse to consider applications for consent where fee not paid or request for consent not made in required form <i>[cl.7.2]</i>. 21. Authority to serve notice on a person for damage of local government property and recover costs where the person fails to comply with notice and pay costs <i>[cl.9.4]</i>.
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	22. Authority to do the thing specified in the notice and recover from the person to whom the notice was given, as a debt, the costs incurred in so doing [cl10.2].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Corporate Services (DCRM01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Manager Commercial Portfolio (TPLO06) Manager Recreation and Leisure Services (LECO05) Manager Community Safety (RSAA01) Manager Community Development (MAHS01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01) Manager Parks and Environment (MAPR01) <u>All Functions except Functions 1, 2, 9, 13, 14, 15, 18, 19, 21 and 22:</u> Service Lead Community Safety Operations (CSPC03) Coordinator Engagement and Business Support (SSAD01) Team Leader Business Support (CSPC02) Team Leader Ranger (RANG05, RANG10) <u>Function 16 only:</u> Coordinator Ranger & Patrol Services (SNRA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Local Government Property Local Law 2009 Beach Recreational Activity Policy Charity Clothing Bin on Council Controlled Land Policy
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	City Trees Policy Commemorative Memorials and Plaques Policy Community Garden Policy Feature Lighting Policy Hamersley Public Golf Course Exclusive Use Tournaments Policy Leisure Planning Policy Line Markings on Reserves Policy Motorised Model Aeroplanes Policy Naming of Parks Reserves and Building Policy Out of Season Use of Active Reserves Policy Personal Training Policy Playground Policy Public Open Space Exercise Equipment Policy Public Open Space Barbeque Policy Public Toilet Policy Sports Floodlighting Policy Surf Skills Coaching Lessons Policy Swimming Pool Carnivals Policy Temporary Bins for Events Policy Use of Fireworks and Pyrotechnics Policy Weed and Pest Management Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Parking Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the City or local government under the following provisions of the City of Stirling Parking Local Law 2014: - cl. 1.7 Application and pre-existing signs - cl. 1.10 Powers of the local government - cl. 2.1 Determination of parking bays, parking stations and parking areas - cl. 2.6 Methods of payment - cl. 2.7 Reserved fee paying zones - cl. 3.1 Restrictions on parking in particular areas - cl. 3.11 Parking or reserves - cl. 3.14 Event parking - cl. 5.4 Construction site vehicle parking - cl. 7.1 Eligibility for a residential parking permit - cl. 7.6 Revoking a residential parking permit - cl. 7.8 Residential parking permit replacement - cl.8.4 Unauthorised signs and defacing signs - cl.8.9 Vehicles not to obstruct a public place
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to enter into an agreement with an owner or occupier of a parking facility or parking station so that local law applies [cl. 1.7(2)]. 2. Authority to prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of vehicles in any part of the parking region [cl.1.10]. 3. Authority to constitute, determine or vary parking bays, parking stations and parking areas within the district [cl.2.1(1)]. 4. Authority to introduce and apply methods of payment for parking fees and introduce various parking processes [cl.2.6]. 5. Authority to allow a person to leave or permit a vehicle to remain stopped or parked in a fee paying space or zone if

	the parking meter or ticket issuing machine is hooded [cl.2.7]. 6. Authority to give written permission for a person to park in a parking facility controlled by a sign stating "Authorised Vehicles Only" [cl.3.1(4)(b)]. 7. Authority to allow a person to drive or park a vehicle upon or over any portion of a reserve other than upon an area specifically set aside for that purpose [cl.3.11]. 8. Authority to permit a person to park a vehicle in a portion of the thoroughfare or parking facility for longer than the permitted time in accordance with a sign, in order for the person to carry out urgent, essential or official duties [cl.3.13]. 9. Authority to set aside a parking facility for the use of persons attending an event [cl.3.14]. 10. Authority to approve and give written notice, or cancel approval for a work zone adjacent to a construction site and to apply any conditions to its use [cl.5.4(3)&(7)]. 11. Authority to issue a residential parking permit [cl.7.1]. 12. Authority to revoke a residential parking permit or visitor parking permit if the permit holder breaches any of the conditions for its use or the prerequisites for the issue of the permit no longer apply [cl.7.6]. 13. Authority to issue a replacement residential or visitors parking permit when a written application is made and the appropriate fee is paid [cl.7.8]. 14. Authority to set up, or adjust, or remove signs exhibited by the City [cl.8.4]. 15. Authority to park or leave a vehicle, or any part of a vehicle, in a public place so that it obstructs the use of any part of that public place [cl.8.9].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	<u>All Functions:</u> Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03) <u>All Functions except Function 2:</u> Coordinator Engagement and Business Support (SSAD01)
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	<u>All Functions except Functions 1, 2, 3 and 4:</u> Coordinator Ranger & Patrol Services (SNRA01) Team Leader Business Support (CSPC02) Team Leader Ranger (RANG05, RANG10) Team Leader Community Patrols (SEPO12) <u>Functions 2 and 3 only:</u> Manager Engineering Services (MEDS01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Parking Local Law 2014 Control and Management of On-Street Parking Policy Parking Facilities Adjacent to Schools Policy Parking Permit Policy Parking Restrictions Notification of Affected Residents Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Pest Plant Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the local government under the following provisions of the City of Stirling Pest Plants Local Law 2012: cl. 3.1 Notice cl. 3.4 Non-compliance with notice
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to serve a notice on the owner or occupier of private land within the district requiring the owner or occupier to treat the identified pest plant on that land in the manner specified in the notice [cl.3.1]. 2. Authority to take action that was required in a notice and recover in a court of competent jurisdiction the amount of the expense of the action from that owner or occupier [cl.3.4].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Infrastructure (EXWK01) Manager Parks and Environment (MAPR01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Pest Plants Local Law 2012 Weed and Pest Management Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Thoroughfares and Public Places Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the City under the following provisions of the City of Stirling Thoroughfares and Public Places Local Law 2009: - cl. 2.1 General prohibitions - cl. 2.2 Activities allowed with a permit – general - cl. 2.4 Temporary crossing - cl. 2.5 Removal of redundant crossing - cl. 2.10 Notice to owner or occupier - cl. 2.14 Assignment of numbers - cl. 2.16 Signs - cl. 3.4 Permit for a charitable organisation - cl. 3.5 Advertising permit or exemption - cl. 3.6 Election or poll - cl. 3.7 Political sign - cl. 3.8 Illuminated Street Sign - cl. 4.1 Leaving animal or vehicle in public place or on City property - cl. 4.7 Retailer to remove abandoned trolley - cl. 5.5 Exemptions from requirement to pay fee or to obtain a permit - cl. 5.9 Variation of permitted area and permitted time - cl. 5.11 Cancellation of permit - cl. 6.1 Application for permit - cl. 6.2 Decision on application for permit - cl. 6.4 Conditions which may be imposed on a permit - cl. 6.6 Compliance with and variation of conditions - cl. 6.9 Transfer of permit - cl. 6.11 Cancellation of permit - cl. 6.12 Nominee of permit holder - cl. 8.1 Notice to redirect or repair sprinkler - cl. 8.2 Hazardous plants

	cl. 8.3 Damage to thoroughfare cl. 8.4 Thing unlawfully placed on thoroughfare cl. 9.2 City may undertake requirements of notice
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to direct a person to damage, remove or interfere with any part of a thoroughfare, or any structure erected on a thoroughfare [cl.2.1(d)]. 2. Authority to approve the installation of a tree on a verge [cl.2.1(g)]. 3. Authority to exempt a person from obtaining a permit [cl.2.2(2)]. 4. Authority to issue a permit for the construction of a temporary crossing [cl.2.4(1)]. 5. Authority to give written notice to the owner or occupier of a lot requiring remove redundant crossing and undertake reinstatement works [cl.2.5(2)]. 6. Authority to give written notice to the owner or the occupier of a lot abutting on a verge to make good any breach of the verge treatment provisions [cl.2.10]. 7. Authority to assign a Number to a lot in the district [cl.2.14]. 8. Authority to erect a sign on a public place specifying any conditions of use which apply to that place [cl.2.16(1)]. 9. Authority to issue a permit to a charitable organisation to place, on a thoroughfare or verge, an advertising sign [cl.3.4]. 10. Authority to issue a permit to a person to post a bill, paint, place or affix any advertisement on a bus seat or bus shelter [cl.3.5(1)]. 11. Authority to exempt the holder of a valid permit from certain prohibitions in relation to an advertising sign or advertisement [cl.3.5(2)]. 12. Authority to erect, or issue a permit to a Returning Officer to erect, an advertising sign on a thoroughfare or verge to draw attention to the date of, or location of a polling place for, a City election or poll [cl.3.6]. 13. Authority to issue a permit for the erection or display of a political sign [cl.3.7]. 14. Authority to issue a permit to erect an illuminated street sign on a thoroughfare or verge [cl.3.8]. 15. Authority to issue a permit to leave an animal or a vehicle, or any part of a vehicle, in a public place or on City property so that it obstructs the use of any part of that public place or City property [cl.4.1(1)].

	16. Authority to advise (verbally or in writing) a retailer whose name is marked on the trolley of the location of the shopping trolley [cl.4.7(1)]. 17. Authority to exempt a person from the requirement to pay a fee or to obtain a stallholder's permit or trader's permit [cl.5.5]. 18. Authority to vary a permitted area and permitted time for a street entertainer performance, or to direct a permit holder to move from one permitted area to another permitted area, if more than one area is specified in a permit [cl.5.9]. 20. Authority to cancel a street entertainer permit [cl.5.11]. 21. Authority to determine the application form for a permit [cl.6.1(2)]. 22. Authority to require applicant for a permit to provide additional information [cl.6.1(3)]. 23. Authority to require applicant for a permit to give local public notice [cl.6.1(4)]. 24. Authority to refuse to consider an application for a permit which is not in accordance with cl. 6.1(2) of the local law [cl.6.1(5)]. 25. Authority to approve an application for a permit unconditionally, or subject to conditions, or to refuse to approve an application [cl.6.2(1)]. 26. Authority to determine the form of a permit [cl.6.2(2)]. 27. Authority to impose conditions relating to a permit [cl.6.4]. 28. Authority to vary conditions of a permit [cl.6.6(2)]. 29. Authority to determine required information for an application to transfer a permit [cl.6.9(1)(c)]. 30. Authority to approve an application for the transfer of a permit unconditionally, or subject to conditions, or to refuse to approve an application [cl.6.9(2)]. 31. Authority to determine to the form of a transfer permit [cl.6.9(3)(b)]. 32. Authority to cancel a permit [cl.6.11(1)]. 33. Authority to request a nominee of a permit holder [cl.6.12]. 34. Authority to serve notice on the owner or occupier of land to redirect or repair sprinkler [cl.8.1]. 35. Authority to serve notice on the owner or occupier of land to remove hazardous plants [cl.8.2]. 36. Authority to serve notice on a person causing damage to a thoroughfare and to order repair or replacement of that damaged thoroughfare [cl.8.3].
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	37. Authority to serve notice on the owner or occupier of land abutting a thoroughfare to remove a thing that is unlawfully placed on a thoroughfare [cl.8.4]. 38. Authority to undertake requirements of notice and recover costs [cl.9.2].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Manager Community Safety (RSAA01) Manager Customer and Communications (EMCP01) Manager Engineering Services (MEDS01) Service Lead Community Safety Operations (CSPC03) Coordinator Engagement and Business Support (SSAD01) Team Leader Business Support (CSPC02) Team Leader Ranger (RANG05, RANG10) Coordinator Ranger & Patrol Services (SNRA01) Service Lead Built Environment and Health (BISU01) Coordinator Verge Control and Swimming Pools (ECSE01) Senior Verge and Pool Officer (COMO06) Service Lead Events and Sponsorship (LERO01) Events Coordinator (LJSS01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Thoroughfares and Public Places Local Law 2009 Bulk Bins on Verges Policy City Trees Policy Commemorative Memorials and Plaques Policy
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	Community Garden Policy Crossover Policy Directional Signage Policy Erection of Signs in Thoroughfares by Not for Profit Groups Policy Illuminated Street Signs Policy Modification of Traffic Management Treatments for Property Access Policy New Footpath Policy Outdoor Eating Facilities in Public Places Policy Painted Kerbside House Numbering Policy Stallholders and Traders Permits in Thoroughfares Policy Stormwater Runoff Disposal Policy Streetlighting Improvements Policy Temporary Bins for Events Policy Verge Treatment Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Waste Management Local Law

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	Powers of the City under the following provisions of the City of Stirling Waste Management Local Law 2010: cl. 3.3 Exemptions cl. 3.6 Use of other containers cl. 3.7 Suitable Enclosure cl. 3.10 Removal from refuse facility cl. 3.11 Removal of refuse from premises or receptacles
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to grant, with or without conditions, or refuse an application for exemption from compliance in respect of the use and placement of receptacles [cl.3.3(2)]. 2. Authority to approve refuse to be deposited in an approved contained other than a receptacle [cl.3.6(1)]. 3. Authority to approve materials for a suitable enclosure for receptacles [cl.3.7(1)(b)]. 4. Authority to approve a person, with or without conditions, the removal of refuse from a refuse facility [cl.3.10]. 5. Authority to authorise the removal of refuse from premises or a verge associated with the premises [cl.3.11(1)]. 6. Authority to approve a person to remove any refuse from the receptacle or other container provided for the use of the general public in a public place [cl.3.11(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Infrastructure (EXWK01) Manager Waste and Fleet (WMOP01)
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	<u>Function 3 only:</u> Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Service Lead Planning (TPPR10) Principal Building Surveyor (BIPR01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	a. Each Sub-Delegate may only exercise the function in regard to City operations that are within the scope of the incumbent's position role and responsibilities.

Compliance Links:	Waste Management Local Law 2010 Temporary Bins for Events Policy
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Building Act 2011 Delegations

Council to CEO

Grant a Building Permit

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.18 Further Information s.20 Grant of building permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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]. a. 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)].

	b. 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].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Manager Development Services (PBSA01) Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07, COMO03) Building Surveyor (BISN02, BISU03, BISU05) Service Lead Built Environment and Health (BISU01) Senior Engineer (DEEA04)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Building Surveyors must: 1. Be employed by the City of Stirling in accordance with Section 5.36 of the <i>Local Government Act 1995</i>; and 2. Be authorised in writing by the Director Planning and Development prior to exercising the authority. (Note, this may include other limitations based on the Building Surveyor's qualifications, experience and demonstrated competencies).

Compliance Links:	<i>Building Act 2011:</i> s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit s.17 Uncertified application to be considered by building surveyor <i>Building Regulations 2012 – r.25 Review of decision to refuse to extend time during which permit has effect (s.32(3)) – reviewable by SAT</i> <i>Building Services (Registration Act) 2011 – Section 7</i> <i>Home Building Contracts Act 1991 – Part 3A, Division 2 – Part 7, Division 2</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Demolition Permits

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.18 Further Information s.21 Grant of demolition permit s.22 Further grounds for not granting an application s.27(1) and (3) Impose Conditions on Permit <i>Building Regulations 2012:</i> r.23 Application to extend time during which permit has effect (s.32) r.24 Extension of time during which permit has effect (s.32(3)) r.26 Approval of new responsible person (s.35(c))
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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]. a. 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)]. b. 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].

Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Manager Development Services (PBSA01) Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07, COMO03) Building Surveyor (BISN02, BISU03, BISU05) Service Lead Built Environment and Health (BISU01) Senior Engineer (DEEA04)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Building Surveyors must: 1. Be employed by the City of Stirling in accordance with Section 5.36 of the <i>Local Government Act 1995</i> ; and 2. Be authorised in writing by the Director Planning and Development prior to exercising the authority. (Note, this may include other limitations based on the Building Surveyor's qualifications, experience and demonstrated competencies).

Compliance Links:	<i>Building Act 2011:</i> s.119 Building and demolition permits – application for review by SAT s.23 Time for deciding application for building or demolition permit <i>Building Services (Complaint Resolution and Administration) Act 2011</i> — Part 7, Division 2 <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Occupancy Permits or Building Approval Certificates

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.55 Further information s.58 Grant of occupancy permit, building approval certificate s.62(1) and (3) Conditions imposed by permit authority s.65(4) Extension of period of duration <i>Building Regulations 2012:</i> r.40 Extension of period of duration of time limited occupancy permit or building approval certificate (s.65)
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to require an applicant to provide any documentation or information required in order to determine an application [s.55]. 2. Authority to grant, refuse to grant or to modify an occupancy permit or building approval certificate [s.58]. 3. Authority to impose, add, vary or revoke conditions on an occupancy permit [s.62(1) and (3)]. 4. 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].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Manager Development Services (PBSA01) Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07, COMO03) Building Surveyor (BISN02, BISU03, BISU05)
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	Service Lead Built Environment and Health (BISU01) Senior Engineer (DEEA04)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Building Surveyors must: 1. Be employed by the City of Stirling in accordance with Section 5.36 of the <i>Local Government Act 1995</i>; and 2. Be authorised in writing by the Director Planning and Development prior to exercising the authority. (Note, this may include other limitations based on the Building Surveyor's qualifications, experience and demonstrated competencies).

Compliance Links:	<i>Building Act 2011:</i> s.59 time for granting occupancy permit or building approval certificate s.60 Notice of decision not to grant occupancy permit or grant building approval certificate s.121 Occupancy permits and building approval certificates – application for review by SAT <i>Building Services (Complaint Resolution and Administration) Act 2011 – Part 7, Division 2</i> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage Act 2018</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Building Encroachments

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.76 No encroachment without consent, court order or other authority <i>Building Regulations 2012:</i> r.45A Minor encroachments 7,45B Circumstances prescribed for purposes of section 76(1)(e)
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to consent for encroachments of buildings or incidental structures on Crown land under the care, control and management of the City [s.76].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Principal Building Surveyor (BIPR01) Service Lead Built Environment and Health (BISU01) Senior Building Surveyor (BISN01, BISU07, COMO03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Building Surveyors must: 1. Be employed by the City of Stirling in accordance with Section 5.36 of the <i>Local Government Act 1995</i> ; and

	2. Be authorised in writing by the Director Planning and Development prior to exercising the authority. (Note, this may include other limitations based on the Building Surveyor's qualifications, experience and demonstrated competencies).
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Compliance Links:	<i>Building Act 2011</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Designate Employees as Authorised Persons

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.96(3) authorised persons s.99(3) Limitation on powers of authorised person
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to designate an employee as an authorised person [s.96(3)]. 2. Authority to revoke or vary a condition of designation as an authorised person or give written notice to an authorised person limiting powers that may be exercised by that person [s.99(3)].
Council Conditions on this Delegation:	a. NOTE: An <i>authorised person</i> for the purposes of sections 96(3) and 99(3) is <u>not</u> an <i>approved officer</i> or <i>authorised officer</i> for the purposes of Building Reg. 70
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	An authorised person must: 1. Be employed by the City of Stirling in accordance with Section 5.36 of the <i>Local Government Act 1995</i>; and 2. Be authorised in writing.

Compliance Links:	<i>Building Act 2011:</i> s.97 each designated authorised person must have an identity card.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Building Orders

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.110(1) A permit authority may make a building order s.111(1) Notice of proposed building order other than building order (emergency) s.117(1) and (2) A permit authority may revoke a building order or notify that it remains in effect s.118(2) and (3) Permit authority may give effect to building order if non-compliance
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	- Authority to make Building Orders in relation to: - Building work - Demolition work - An existing building or incidental structure [s.110(1)]. - Authority to give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]. - Authority to revoke a building order [s.117]. - If there is non-compliance with a building order, authority to cause an authorised person to: - take any action specified in the order ; or - commence or complete any work specified in the order; or - 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)]. - 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)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i>

s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Manager Development Services (PBSA01) Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07, COMO03)) Building Surveyor (BISN02, BISU03, BISU05) Service Lead Built Environment and Health (BISU01) Senior Engineer (DEEA04)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Building Surveyors must: 1. Be employed by the City of Stirling in accordance with Section 5.36 of the <i>Local Government Act 1995</i>; and 2. Be authorised in writing by the Director Planning and Development prior to exercising the authority. (Note, this may include other limitations based on the Building Surveyor's qualifications, experience and demonstrated competencies).

Compliance Links:	<i>Building Act 2011:</i> Section 111 Notice of proposed building order other than building order (emergency) Section 112 Content of building order Section 113 Limitation on effect of building order Section 114 Service of building order Part 9 Review - s.122 Building orders – application for review by SAT
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Inspection and Copies of Building Records

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.131(2) Inspection, copies of building records
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine an application from an interested person to inspect and copy a building record [s.131(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07, COMO03) Building Surveyor (BISN02, BISU03, BISU05) Senior Engineer (DEEA04)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Building Act 2011:</i> s.146 Confidentiality
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Authorise persons to commence proceedings

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.133(1) A permit authority may commence a prosecution for an offence against this Act
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to authorise a person to commence a prosecution for an offence against the <i>Building Act 2011</i> [s.133(1)(b)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07, COMO03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Building Act 2011:</i> s.146 Confidentiality
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Referrals and Issuing Certificates

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Act 2011:</i> s.145A Local Government functions
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to refer uncertified applications under s.17(1) to a building surveyor who is not employed by the local government [s.145A(1)]. 2. Authority to issue a certificate for Design Compliance, Construction Compliance or Building Compliance whether or not the land subject of the application is located in the City's District [s.145A(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Principal Building Surveyor (BIPR01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

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2	CEO – 11 June 2026 (Document ID 11632421)

Private Pool Barrier - Alternative and Performance Solutions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Regulations 2012:</i> r.51 Approvals by permit authority
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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 compliant 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 a performance solution to a Building Code pool barrier requirement if satisfied that the performance solution complies with the relevant performance requirement [r.51(5)].
Council Conditions on this Delegation:	a. Decisions under this delegation must be consistent with modifications to AS 1926.1-2012 prescribed in Building Regulation 15B.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07, COMO03)
CEO Conditions on this Sub-Delegation:	Nil.

<i>Conditions on the delegation also apply to sub-delegation.</i>	
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Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Smoke Alarms - Alternative Solutions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Permit Authority (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Regulations 2012:</i> r.55 Terms Used (alternative building solution approval) r.61 Local Government approval of battery powered smoke alarms
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to approve alternative building solutions which meet the performance requirement of the Building Code relating to fire detection and early warning [r.55]. 2. Authority to approve or refuse to approve a battery powered smoke alarm and to determine the form of an application for such approval [r.61].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07, COMO03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Appoint approved officers and authorised officers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Building Act 2011:</i> s.127(1) & (3) Delegation: special permit authorities and local government
Express Power or Duty Delegated:	<i>Building Regulations 2012:</i> r.70 Approved officers and authorised officers
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to appoint an approved officer for the purposes of s.6(a) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(1) and (1A). <i>NOTE: Only employees delegated under s 5.44(1) of the Local Government Act 1995 with power under s 9.19 or 9.20 may be appointed as “approved officers”.</i> 2. Authority to appoint an authorised officer for the purposes of s.6(b) of the <i>Criminal Procedure Act 2004</i>, in accordance with Building Regulation 70(2). <i>NOTE: Only employees appointed under s 9.10 of the Local Government Act 1995 <u>and</u> authorised for the purpose of performing functions under s 9.16 of that Act may be appointed as “authorised officers” for the purposes of Building Regulation 70(2).</i>
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Building Act 2011:</i> s.127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager Development Services (PBSA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Building Regulations 2012:</i>
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	r 70(3) each authorised officer must be issued a certificate of appointment.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

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Bush Fires Act 1954 Delegations

Council to CEO, Mayor and Bush Fire Control Officers

Functions of a Local Government

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government
Express Power or Duty Delegated:	<i>Bush Fires Act 1954</i> <i>Bush Fire Regulations 1954</i>
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to perform all the functions of the local government under the <i>Bush Fires Act 1954</i> and <i>Bush Fire Regulations 1954</i> .
Council Conditions on this Delegation:	Excludes powers and duties that: a. are subject to separate Instruments of Delegation as set out in this Register; b. are prescribed in the Act with a requirement for a resolution of Council; c. are prescribed by the <i>Bush Fires Act 1954</i> for performance by appointed officers.
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Prohibited Burning Times - Vary

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.48 Delegation by local government s.17(10) Prohibited burning times may be declared by Minister (power of delegation to mayor or president and Chief Bush Fire Control Officer for ONLY powers under s.17(7) and (8))
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.17(7) Prohibited burning times may be declared by Minister <i>Bush Fire Regulations 1954:</i> r.15 Permit to burn (Act s.18), form of and apply for after refusal etc. r.38C Harvesters, power to prohibit use of on certain days in restricted or prohibited burning times r.39B Crop dusters etc., use of in restricted or prohibited burning times
Delegate:	Mayor and Chief Bush Fire Control Officer (jointly)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority, where seasonal conditions warrant it, to determine a variation of the prohibited burning times, after consultation with an authorised CALM Act officer [s.17(7)].
Council Conditions on this Delegation:	a. Decisions under s.17(7) must be undertaken jointly by both the Mayor and the Chief Bush Fire Control Officer and must comply with the procedural requirements of s.17(7B) and (8).
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

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Prosecution of Offences and Infringement Notices

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Bush Fires Act 1954:</i> s.59(3) Prosecution of offences
Express Power or Duty Delegated:	<i>Bush Fires Act 1954:</i> s.59 Prosecution of offences s.59A(2) Alternative procedure – infringement notices
Delegate:	Chief Executive Officer (CEOA01) Chief Bush Fire Control Officer: - Service Lead Community Safety Operations (CSPC03) Deputy Bush Fire Control Officer: - Team Leader Ranger (RANG05) Bush Fire Control Officer (limited to Function 2 only): - Bush Fire Management Officer (SFAI01) - Ranger (RANG01, RANG02, RANG03, RANG06, RANG07, RANG08, RANG09, HSTL01, CSPO01, CSPO02, CSPO03, CSPO04, CSPO12) - Team Leader Ranger (RANG10)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	- Authority to institute and carry on proceedings against a person for an offence alleged to be committed against this Act [s.59]. - Authority to serve an infringement notice for an offence against this Act [s.59A(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>NIL – Sub-delegation is prohibited by s.48(3)</i>

Compliance Links:	Nil.
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
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Cat Act 2011 Delegations

Council to CEO

Functions of a Local Government

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> <i>Cat Regulations 2012</i> <i>Cat (Uniform Local Provisions) Regulations 2013</i>
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. All the powers and duties of the local government under the <i>Cat Act 2011</i> , <i>Cat Regulations 2012</i> and <i>Cat (Uniform Local Provisions) Regulations 2013</i> .
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Planning and Development (EXCD01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Cat Regulations 2012
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Cat Registrations

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.9 Registration s.10 Cancellation of registration s.11 Registration numbers, certificates and tags <i>Cat Regulations 2012</i> Schedule 3, cl.1(4) Fees Payable
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to grant, or refuse to grant, a cat registration or renewal of a cat registration [s.9(1)]. 2. Authority to request an applicant to provide, within no more than 21 days, any document or information required to determine the application and may require the information to be verified by statutory declaration [s.9(5)]. 3. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.9(6)]. 4. Authority to cancel a cat registration [s.10]. 5. Authority to give the cat owner a new registration certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.11(2)]. 6. Authority to reduce or waive a registration or approval to breed fee, in respect of any individual cat or any class of cats within the City's District [Regs. Sch. 3 cl.1(4)].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s:	Manager Community Safety (RSAA01)
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<i>Appointed by CEO</i>	Coordinator Engagement and Business Support (SSAD01) Coordinator Ranger & Patrol Services (SNRA01) Service Lead Community Safety Operations (CSPC03) Team Leader Business Support (CSPC02) Team Leader Ranger (RANG05, RANG10) Animal Management Officer (CSPO08)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Cat Regulations 2012 - r.11 Application for registration (s.8(2)), prescribes the Form of applications for registration. - r.12 Period of registration (s.9(7)) - r.11 Changes in registration - r.14 Registration certificate (s.11(1)(b)) - r.15 Registration tags (s.76(2)) Decisions are subject to Objection and Review by the State Administration Tribunal rights – refer Part 4, Division 5 of the <i>Cat Act 2011</i>.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Cat Control Notices

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.26 Cat control notice may be given to cat owner
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give a cat control notice to a person who is the owner of a cat ordinarily kept within the City's District [s.26].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Team Leader Ranger (RANG05, RANG10) Animal Management Officer (CSPO08) Ranger (RANG01, RANG02, RANG03, RANG06, RANG07, RANG08, RANG09, RANG11, RANG13, RANG17, RANG18, HSTL01, CSPO01, CSPO02, CSPO03, CSPO04, CSPO12)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Cat Regulations 2012 – r.20 Cat control notice [s.23(3)], prescribes the Form of the notice.</i>
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

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Approval to Breed Cats

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.37 Approval to Breed Cats s.38 Cancellation of approval to breed cats s.39 Certificate to be given to approved cat breeder
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to grant or refuse to grant approval or renew an approval to breed cats [s.37(1) and (2)]. 2. Authority to refuse to consider an application for registration or renewal where an applicant does not comply with a requirement to give any document or information required to determine the application [s.37(4)]. 3. Authority to cancel an approval to breed cats [s.38]. 4. Authority to give an approved breeder a new certificate or tag, if satisfied that the original has been stolen, lost, damaged or destroyed [s.39(2)].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Objection and Review rights in accordance with Part 4, Division 5 of the <i>Cat Act 2011</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Director Planning and Development (EXCD01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01) Coordinator Environmental Health (EHSN03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil

Compliance Links:	Cat Regulations 2012: - r.21 Application for approval to breed cats (s.36(2)) - r.22 Other circumstances leading to refusal of approval to breed cats (s.37(2)(f)) - r.23 Person who is not refused approval to breed cats (s.37(5)) - r.24 Duration of approval to breed cats (s.37(6)) - r.25 Certificate given to approved cat breeder (s.39(1))
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

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Recovery of Costs – Destruction of Cats

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.49(3) Authorised person may cause cat to be destroyed
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover the amount of the costs associated with the destruction and the disposal of a cat [s.49(3)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

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Authorise a person to perform specified functions under the Cat Act 2011

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.73 Prosecutions
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to authorise a person to commence a prosecution for an offence against the Cat Act 2011 and the City's Keeping and Control of Cats Local Law 1999 [s.73(1)(b) & (2)(b)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

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Applications to Keep Additional Cats

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat (Uniform Local Provisions) Regulations 2013:</i> r.8 Application to keep additional number of cats r.9 Grant of approval to keep additional number of cats
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to require any document or additional information required to determine an application [r.8(3)]. 2. Authority to refuse to consider an application if the applicant does not comply with a requirement to provide any document or information required to determine an application [r.8(4)]. 3. Authority to grant or refuse approval for additional number of cats specified in an application to be kept at the prescribed premises and to determine any condition reasonably necessary to ensure premises are suitable for the additional number of cats [r.9].
Council Conditions on this Delegation:	a. Notices of decisions must include advice as to Review rights in accordance with r.11 of the <i>Cat (Uniform Local Provisions) Regulations 2013</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Animal Management Officer (CSPO08) Coordinator Engagement and Business Support (SSAD01) Service Lead Community Safety Operations (CSPC03) Team Leader Business Support (CSPC02) Team Leader Ranger (RANG05, RANG10)
CEO Conditions on this Sub-Delegation:	Nil.

<i>Conditions on the delegation also apply to sub-delegation.</i>	
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Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Reduce or Waiver Registration Fee

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Regulations 2012:</i> Schedule 3 Fees clause 1(4)
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to reduce or waiver a fee payable under Schedule 3 clauses (2) or (3) in respect to any individual cat.
Council Conditions on this Delegation:	a. This delegation does NOT provide authority to determine to reduce or waiver the fees payable in regard to any <u>class of cat</u> within the District. This matter requires a Council decision in accordance with s.6.16, 6.17 and 6.18 of the <i>Local Government Act 1995</i> .
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

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Cat Management Facility

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.44 Delegation by local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.31 Cat owner liable to pay costs to cat management facility s.33 Operator of cat management facility may have cat microchipped and sterilised
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover the costs referred to in section 31(1) of the <i>Cat Act 2011</i> from the owner of the cat in a court of competent jurisdiction [s.31(2)]. 2. Authority to do anything necessary to ensure that the cat is microchipped and/or sterilised before the cat is reclaimed or transferred from the facility [s.33].
Council Conditions on this Delegation:	Nil
Express Power to Sub-Delegate:	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Animal Management Officer (CSPO08) Coordinator Ranger & Patrol Services (SNRA01) Team Leader Ranger (RANG05, RANG10)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	<u>Function 2 limited to:</u> • Director Community Development (EMCS01) • Manager Community Safety (RSAA01) • Animal Management Officer (CSPO08) • Coordinator Ranger & Patrol Services (SNRA01)

Compliance Links:	City of Stirling Keeping and Control of Cats Local Law 1999 Cats Management Practice
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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CEO to Employees

Infringement Notices – Extensions and Withdrawals

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Cat Act 2011:</i> s.45 Delegation by CEO of local government
Express Power or Duty Delegated:	<i>Cat Act 2011:</i> s.64 Extension of time s.65 Withdrawal of notice
Delegate/s:	Director Community Development (EMCS01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03) Coordinator Engagement and Business Support (SSAD01) Coordinator Environmental Health (EHSN03)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to extend the period of 28 days within which the modified penalty may be paid and the extension may be allowed whether or not the period of 28 days has elapsed [s.64]. 2. Authority, within one year of the infringement notice being given and whether or not the modified penalty has been paid, to withdraw an infringement notice [s.65].
CEO Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil.

Compliance Links:	<i>Cat Regulations 2012:</i> r.28 Withdrawal of infringement notice (s.65(1))
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	CEO – 11 June 2026 (Document ID 11632421)
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Dog Act 1976 Delegations

Council to CEO

Functions of a Local Government

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s10AA(1) Delegation of local government powers and duties s10AA(3) Further delegate local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> All powers and duties of a local government
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to exercise the powers or discharge the duties of the local government under the <i>Dog Act 1976</i> , including the authority to delegate the powers and duties of a local government to other persons.
Council Conditions on this Delegation:	a. The authority does not expend to matters requiring absolute majority of Council.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil.
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
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Appoint Registration Officer

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.3 Terms Used (<i>Registration officer means a person authorised by the local government to affect the registration of dogs pursuant to this Act</i>)
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to authorise a person for the purposes of performing the prescribed office of Registration Officer under the Dog Act 1976 [s.3].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. A register of Authorisations is to be maintained as a Local Government Record. c. Only persons who are appropriately qualified and trained may be appointed as Authorised persons. d. Authorisations are to be provided in writing by issuing a Certificate of Authorisation.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Part Payment of Sterilisation Costs / Directions to Veterinary Surgeons

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.10A Payments to veterinary surgeons towards costs of sterilisation
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine where a resident who is the owner of a registered dog, would suffer hardship in paying the whole of the cost of sterilisation and determine to pay part of such costs to a maximum value of \$1,000 [s.10A(1)(a) and (3)]. 2. Authority to give written directions to a veterinary surgeon to be complied with as a condition of part payment of the cost of sterilisation [s.10A(1)(b) and (2)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Refuse or Cancel Registration

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.15(2) and (4A) Registration periods and fees s.16(3) Registration procedure s.17A(2) If no application for registration made s.17(4) and (6) Refusal or cancellation of registration
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine to refuse a dog registration and refund the fee, if any [s. 16(2)]. 2. Authority to direct the registration officer to refuse to effect or renew or to cancel the registration of a dog, and to give notice of such decisions, where: a. the applicant, owner or registered owner has been convicted of an offence or paid a modified penalty within the past 3-years in respect of 2 or more offences against this Act, the <i>Cat Act 2011</i> or the <i>Animal Welfare Act 2002</i>; or b. the dog is determined to be destructive, unduly mischievous or to be suffering from a contagious or infectious disease or c. the delegate is not satisfied that the dog is or will be effectively confined in or at premises where the dog is ordinarily kept d. the dog is required to be microchipped but is not microchipped; or e. the dog is a dangerous dog [s. 16(3) and s. 17A(2)]. 3. Authority to discount or waive a registration fee, including a concessional fee, for any individual dog or any class of dogs within the City's District [s15(4A)]. 4. Authority to apply to a Justice of the Peace for an order to seize a dog where, following a decision to refuse or cancel a registration and the applicant / owner has not applied to the State Administration Tribunal for the decision to be reviewed [s.17(4)]. i. Authority, following seizure, to determine to cause the dog to be detained or destroyed or otherwise disposed

	of as though it had been found in contravention of section 31, 32 or 33A and had not been claimed [s.17(6)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	<i>Dog Act 1976</i> s.17A If no application for registration made – procedure for giving notice of decision under s.16(3) Note – Decisions under this delegation may be referred for review by the State Administration Tribunal – s.16A, s.17(4) and (6)
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Grant Exemption as to Number of Dogs Kept at Premises

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.26(3) Limitation as to numbers
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to approve, and determine conditions that apply to, an exemption as to the limit to the number of dogs that can be kept at a premises [s.26(3)].
Council Conditions on this Delegation:	- The Chief Executive Officer permitted to sub-delegate to employees [s. 10AA(3)]. - Decisions under this delegation must comply with the relevant provisions of the Dog Act 1976 and the City's Dogs Local Law, including: - Consider and be satisfied that for any particular premises the provisions of the Dog Act 1976 relating to kennel establishments need not be applied in the circumstances [s.26(3)]. - Apply the provisions of s.26(4). - Conditions that must be applied to an approved exemption, include: - Fencing at the premises must be adequate and maintained to prevent the dogs from leaving the premises, to the satisfaction of the CEO. - Registrations for each dog subject of the approved exemption must be current and maintained. - An exemption applies only to the dogs registered and listed in the approval and as such cannot be transferred to another dog.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
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Kennel Establishments

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.27 Licensing of approved kennel establishments
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to grant, refuse to grant or cancel a kennel licence [s.27(4) and (6)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s. 10AA(3)]. b. Application processing and decisions under this delegation are to comply with the City's Dogs Local Law.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Director Community Development (EMCS01) Manager Development Services (PBSA01) Manager Community Safety (RSAA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Recovery of Moneys Due Under this Act

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.29(5) Power to seize dogs
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover moneys, in a court of competent jurisdiction, due in relation to a dog for which the owner is liable [s.29(5)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Includes recovery of expenses relevant to: s.30A(3) Operator of dog management facility may have dog microchipped at owner's expense s.33M Local government expenses to be recoverable.
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	s.47 Veterinary service expenses recoverable from local government r.31 Local government expenses as to dangerous dogs (declared)
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Dispose of or Sell Dogs Liable to be Destroyed

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.29(11) Power to seize dogs
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to dispose of or sell a dog which is liable to be destroyed [s.29(11)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)]. b. Proceeds from the sale of dogs are to be directed into the Municipal Fund.
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Declare Dangerous Dog

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33E(1) Individual dog may be declared to be dangerous dog (declared)
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to declare an individual dog to be a dangerous dog [s.33E(1)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Dangerous Dog Declared or Seized – Deal with Objections and Determine when to Revoke

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33F(6) Owners to be notified of making of declaration s.33G(4) Seizure and destruction s.33H(1) and (2) Local government may revoke declaration or proposal to destroy
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to consider and determine to either dismiss or uphold an objection to the declaration of a dangerous dog [s.33F(6)]. 2. Authority to consider and determine to either dismiss or uphold an objection to seizure of a dangerous dog [s.33G(4)]. 3. Authority to revoke a declaration of a dangerous dog or revoke notice proposing to cause a dog to be destroyed, only where satisfied that the dog can be kept without likelihood of any contravention of this Act [s.33H(1)]. 4. Authority to, before dealing with an application to revoke a declaration or notice, require the owner of the dog to attend with the dog a course in behaviour and training or otherwise demonstrate a change in the behaviour of the dog [s.33H(2)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s. 10AA(3)]. b. Authority to deal with an objection to a dangerous dog declaration cannot be delegated to the same person / position who is delegated / authorised to exercise s.33E powers enabling the declaration of a dangerous dog
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s:	Director Community Development (EMCS01)
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<i>Appointed by CEO</i>	Manager Community Safety (RSAA01) Service Lead Community Safety Operations (CSPC03)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal – See s.33H(5) of the <i>Dog Act 1976</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Deal with Objection to Notice to Revoke Dangerous Dog Declaration or Destruction Notice

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33H(5) Local government may revoke declaration or proposal to destroy
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to consider and determine to either dismiss or uphold an objection to a decision to revoke [s.33H(5)]: a. a notice declaring a dog to be dangerous; or b. a notice proposing to cause a dog to be destroyed.
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s. 10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Determine Recoverable Expenses for Dangerous Dog Declaration

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Dog Act 1976:</i> s.10AA Delegation of local government powers and duties
Express Power or Duty Delegated:	<i>Dog Act 1976:</i> s.33M(1)(a) Local Government expenses to be recoverable
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine the reasonable charge to be paid by an owner at the time of payment of the registration fee under s.15, up to the maximum amount prescribed, having regard to expenses incurred by the Local Government in making inquiries, investigations and inspections concerning the behaviour of a dog declared to be dangerous [s.33H(5)].
Council Conditions on this Delegation:	a. The Chief Executive Officer permitted to sub-delegate to employees [s.10AA(3)].
Express Power to Sub-Delegate:	<i>Dog Act 1976:</i> s.10AA(3) Delegation of local government powers and duties (NOTE – sub-delegation only permitted where delegation to the CEO expressly authorises sub-delegation)

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Community Development (EMCS01) Manager Community Safety (RSAA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
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Food Act 2008 Delegations

Council to Employees

Determine Compensation

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.56(2) Compensation to be paid in certain circumstances s.70(2) and (3) Compensation
Delegate:	Chief Executive Officer (CEOA01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Coordinator Environmental Health (EHSN03) Senior Environmental Health Officer (EHOF04, EHSN01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	- Authority to determine applications for compensation in relation to any item seized, if no contravention has been committed and the item cannot be returned [s.56(2)]. - Authority to determine an application for compensation from a person on whom a prohibition notice has been served and who has suffered loss as the result of the making of the order and who considers that there were insufficient grounds for making the order [s.70(2) and (3)].
Council Conditions on this 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. - Compensation under this delegation may only be determined upon documented losses up to a maximum of

	\$2,000. Compensation requests above this value are to be reported to Council.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City’s Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
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Prohibition Orders and Certificates of Clearance

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.65(1) Prohibition orders s.66 Certificate of clearance to be given in certain circumstances s.67(4) Request for re-inspection
Delegate:	Chief Executive Officer (CEOA01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Coordinator Environmental Health (EHSN03)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to serve a prohibition order on the proprietor of a food business in accordance with s.65 of the <i>Food Act 2008</i> [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)].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
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Priority Classification System

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.100 Priority classification system and frequency of auditing
Delegate:	Chief Executive Officer (CEOA01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Coordinator Environmental Health (EHSN03) Senior Environmental Health Officer (EHOF04, EHSN01) Environmental Health Officer (EHOF01, EHOF02, EHOF03, EHOF05, EHOF06, EHOF08, EHOF09, EHOF10, EHOF11, EHOF12, EHOF13, EHOF15)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine to determine the priority classification of individual food businesses and auditing frequency of any food safety programs in relation to the food business [s.100(1)]. 2. Authority to change the priority classification of an individual food business [s.100(4)].
Council Conditions on this Delegation:	a. Environmental Health Officers limited to Function 2 only.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
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Record Keeping:

Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Food Business Registrations

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.110(1) and (5) Registration of food business s.112 Variation of conditions or cancellation of registration of food businesses
Delegate:	Chief Executive Officer (CEOA01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Coordinator Environmental Health (EHSN03)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	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].
Council Conditions on this Delegation:	a. 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: • Food Act 2008 Regulatory Guideline No.1 Introduction of Regulatory Food Safety Auditing in WA • Food Unit Fact Sheet 8 – Guide to Regulatory Guideline No.1 • WA Priority Classification System • Verification of Food Safety Program Guideline
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Appoint Authorised Officers and Designated Officers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.122(1) Appointment of authorised officers s.126(6), (7) and (13) Infringement Officers
Delegate:	Chief Executive Officer (CEOA01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s. 122(2)]. 2. Authority to appoint an Authorised Officer appointed under s.122(2) of this Act or the s.24(1) of the <i>Public Health Act 2016</i>, to be a Designated Officer for the purposes of issuing Infringement Notices under the <i>Food Act 2008</i> [s.126(13)]. 3. 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)].
Council Conditions on this Delegation:	a. 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: • Appointment of Authorised Officers as Meat Inspectors • Appointment of Authorised Officers • Appointment of Authorised Officers – Designated Officers only • Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an Authorised Officer
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	s.122(3) requires an Enforcement Agency to maintain a list of appointed authorised officers s.123(1) requires an Enforcement Agency to provide each Authorised Officer with a Certificate of Authority as prescribed
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Debt Recovery and Prosecutions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> s.54 Cost of destruction or disposal of forfeited item s.125 Institution of proceedings
Delegate:	Chief Executive Officer (CEOA01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Coordinator Environmental Health (EHSN03)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to recover costs incurred in connection with the lawful destruction or disposal of an item (seized) including any storage costs [s.54(1)] and the costs of any subsequent proceedings in a court of competent jurisdiction [s.54(3)]. 2. Authority to institute proceedings for an offence under the Food Act 2008 [s. 125].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Food Businesses List – Public Access

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Food Act 2008:</i> s.118 Functions of enforcement agencies and delegation (2)(b) Enforcement agency may delegate a function conferred on it (3) Delegation subject to conditions [s.119] and guidelines adopted [s.120] (4) Sub-delegation permissible only if expressly provided in regulations
Express Power or Duty Delegated:	<i>Food Act 2008:</i> r.51 Enforcement agency may make list of food
Delegate:	Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Coordinator Environmental Health (EHSN03)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to decide to make a list of food businesses maintained under s.115(a) or (b) publicly available [r.51].
Council Conditions on this Delegation:	a. In accordance with s.118(3)(b), this delegation is subject to relevant Department of Health CEO Guidelines, as amended from time to time.
Express Power to Sub-Delegate:	NIL – Food Regulations 2009 do not provide for sub-delegation.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Graffiti Vandalism Act 2016 Delegations

Council to CEO

Functions of the Local Government

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.16 Delegation by local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	Authority to exercise the powers or discharge the duties of the local government under the <i>Graffiti Vandalism Act 2016</i> .
Council Conditions on this Delegation:	a. Excludes powers and duties that: i are prescribed in the Act with a requirement for a resolution of Council; or ii are prescribed by the Act for performance by appointed officers.
Express Power to Sub-Delegate:	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government

Sub-Delegate/s: <i>Appointed by CEO</i>	Nil.
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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CEO to Employees

Give Notice Requiring Obliteration of Graffiti

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.18(2) Notice requiring removal of graffiti s.19(3) & (4) Additional powers when notice is given
Delegate:	Director Community Development (EMCS01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give written notice to a person who is an owner or occupier of property on which graffiti is applied, requiring the person to ensure that the graffiti is obliterated in an acceptable manner, within the time set out in the notice [s.18(2)]. 2. Authority, where a person fails to comply with a notice, to do anything considered necessary to obliterate the graffiti in an acceptable manner [s.19(3)] and to take action to recover costs incurred as a debt due from the person who failed to comply with the notice [s.19(4)].
CEO Conditions on this Delegation:	Nil.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Notices – Deal with Objections and Give Effect to Notices

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.22(3) Objection may be lodged s.24(1)(b) & (3) Suspension of effect of notice
Delegate:	Director Community Development (EMCS01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to deal with an objection to a notice [s.22(3)]. 2. Authority, where an objection has been lodged, to: a. determine and take action to give effect to the notice, where it is determined that there are urgent reasons or an endangerment to public safety or likely damage to property or serious nuisance, if action is not taken [s.24(1)(b)] and b. to give notice to the affected person, before taking the necessary actions [s.24(3)].
CEO Conditions on this Delegation:	Nil.

Compliance Links:	Note – Decisions under this delegation may be referred for review by the State Administration Tribunal
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Obliterate Graffiti on Private Property

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.25(1) Local government graffiti powers on land not local government property
Delegate:	Director Community Development (EMCS01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine to obliterate graffiti applied without consent of the owner or occupier, even though the land on which it is done is not local government property and the local government does not have consent [s.25(1)].
CEO Conditions on this Delegation:	a. Subject to exercising Powers of Entry.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Powers of Entry

Delegator: <i>Power / Duty assigned in legislation to:</i>	Chief Executive Officer
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Graffiti Vandalism Act 2016:</i> s.17 Delegation by CEO of local government
Express Power or Duty Delegated:	<i>Graffiti Vandalism Act 2016:</i> s.28 Notice of entry s.29 Entry under warrant
Delegate:	Director Community Development (EMCS01) Director Infrastructure (EXWK01) Director Planning and Development (EXCD01) Manager Community Safety (RSAA01) Manager Development Services (PBSA01) Manager Engineering Services (MEDS01) Manager Facilities, Projects and Assets (MCBO01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to give notice of an intended entry to the owner or occupier of land, premises or thing, specifying the purpose for which entry is required [s.28]. 2. Authority to obtain a warrant to enable entry onto any land, premises or thing for the purposes of this Act [s.29].
CEO Conditions on this Delegation:	Nil.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Public Health Act 2016 Delegations

Council to Employees

Appoint Authorised Officer or Approved Officer (Asbestos Regs)

Delegator: <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Health (Asbestos) Regulations 1992:</i> r.15D(7) Infringement Notices
Express Power or Duty Delegated:	<i>Health (Asbestos) Regulations 1992:</i> r.15D(5) Infringement Notices
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to appoint a person or classes of persons as an authorised officer or approved officer for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2 [r.15D(5)].
Council Conditions on this Delegation:	a. Subject to each person so appointed being issued with a certificate, badge or identity card identifying the officer as a person authorised to issue infringement notices [r.15D(6)].
Express Power to Sub-Delegate:	Nil – the <i>Health (Asbestos) Regulations 1992</i> do not provide a power to sub-delegate.

Compliance Links:	<i>Criminal Procedure Act 2004 – Part 2</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Enforcement Agency Reports to the Chief Health Officer

Delegator: <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (Local Government)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.22 Reports by and about enforcement agencies
Delegate:	Chief Executive Officer (CEOA01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to prepare and provide to the Chief Health Officer, the Local Government's report on the performance of its functions under this Act and the performance of functions by persons employed or engaged by the City [s.22(1)] 2. Authority to prepare and provide to the Chief Health Officer, a report detailing any proceedings for an offence under this Act [s.22(2)].
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	<i>Public Health Act 2016</i> s.20 Conditions on performance of functions by enforcement agencies.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Designate Authorised Officers

Delegator: <i>Power / Duty assigned in legislation to:</i>	Enforcement Agency (means Local Government vide s.4 definition)
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Public Health Act 2016:</i> s.21 Enforcement agency may delegate
Express Power or Duty Delegated:	<i>Public Health Act 2016</i> s.24(1) and (3) Designation of authorised officers
Delegate:	Chief Executive Officer (CEOA01) Director Planning and Development (EXCD01) Manager Development Services (PBSA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to designate a person or class of persons as authorised officers for the purposes of: - The <i>Public Health Act 2016</i> or other specified Act - Specified provisions of the <i>Public Health Act 2016</i> or other specified Act - Provisions of the <i>Public Health Act 2016</i> or another specified Act, other than the specified provisions of that Act. Including: - an environmental health officer or environmental health officers as a class; OR - a person who is not an environmental health officer or a class of persons who are not environmental health officers, OR - a mixture of the two [s.24(1) and (3)].
Council Conditions on this Delegation:	- Subject to each person so appointed being; - Appropriately qualified and experienced [s.25(1)(a)]; and - Issued with a certificate, badge or identity card identifying the authorised officer [s.30 and 31]. - A Register (list) of authorised officers is to be maintained in accordance with s.27.
Express Power to Sub-Delegate:	Nil – Unless a Regulation enacted under the Public Health Act 2016, specifically authorises a delegated power or duty of an enforcement agency to be further delegated [s.21(4)].

Compliance Links:	<i>Public Health Act 2016</i>
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	s.20 Conditions on performance of functions by enforcement agencies. s.25 Certain authorised officers required to have qualifications and experience. s.26 Further provisions relating to designations s.27 Lists of authorised officers to be maintained s.28 When designation as authorised officer ceases s.29 Chief Health Officer may issue guidelines about qualifications and experience of authorised officers s.30 Certificates of authority s.31 Issuing and production of certificate of authority for purposes of other written laws s.32 Certificate of authority to be returned. s.136 Authorised officer to produce evidence of authority <i>Criminal Investigation Act 2006, Parts 6 and 13 – refer s.245 of the Public Health Act 2016</i> <i>The Criminal Code, Chapter XXVI – refer s.252 of the Public Health Act 2016</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Planning and Development Act 2005 Delegations

Council to CEO

Illegal Development

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42(b) Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Planning and Development Act 2005:</i> Section 214(2), (3) and (5)
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Give a written direction to the owner or any other person undertaking an unauthorised development to stop, and not recommence, the development or that part of the development that is undertaken in contravention of the planning scheme, interim development order or planning control area requirements; 2. Give a written direction to the owner or any other person who undertook an unauthorised development: a. to remove, pull down, take up, or alter the development; and b. to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority. 3. Give a written direction to the person whose duty it is to execute work to execute that work where it appears that delay in the execution of the work to be executed under a planning scheme or interim development order would prejudice the effective operation of the planning scheme or interim development order.
Council Conditions on this Delegation:	Nil.
Express Power to Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.44 CEO may delegate some powers and duties to other employees

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) <u>Limited to performing the functions of the 'local government' under sections 214(2) and 214(3) of the <i>Planning and Development Act 2005</i>:</u> Manager Development Services (PBSA01) Service Lead Planning (TPPR10) Coordinator Planning Services (EHSN04, TPSP01, TPSP02) Specialist Projects and Engagement Officer (SDEO01) Senior Planning Officer (COMO04, TPAP01, TPAP09, TPAP10, TPAP20, TPSD01, TPAP12)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil.

Compliance Links:	Part 13 of the <i>Planning and Development Act 2005</i> Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Local Planning Scheme Delegations

Council to CEO

Urban Planning Functions

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2, Clause 82 and 83
Express Power or Duty Delegated:	All powers and duties under Schedule 2 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and the City of Stirling Local Planning Scheme No. 3 and Local Planning Scheme No. 3 Policy Manual.
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to exercise all powers and discharge all duties under the Deemed Provisions (Schedule 2) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and Local Planning Scheme No. 3
Council Conditions on this Delegation:	All powers and duties are delegated under the Deemed Provisions of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i> and Local Planning Scheme No. 3 with the following exceptions: a. Clauses 3-6 (inclusive), 8-10 (inclusive) 20, 29A, 29, 59, 78, 82 and 83 of the Deemed Provisions (Schedule 2) of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>; b. Clause 52 restricted to the Director Planning and Development (EXCD01), Manager City Future (MPSA01) and Manager Development Services (PBSA01) positions; c. Clauses 4.9.3, 4.11, 4.12, 6.3.3, 6B.17, 6B.18, 7.3, 11.1.1(b), 11.6 and 11.7 of Local Planning Scheme No. 3; d. Determination of non-residential (or the non-residential component of a mixed-use proposal) applications where the shortfall of car parking bays is in total greater than ten (10) bays in addition to any existing approved car parking shortfall, as calculated in accordance with Local Planning

	Policy 6.7 – Parking & Access and any other applicable planning instrument; e. Determination of applications requiring cash-in-lieu for car parking under Clause 5.8 of Local Planning Scheme No. 3; f. Amended applications the subject of a previous decision of Council where Director Planning and Development (EXCD01) or Manager Development Services (PBSA01) considers that the proposed amendments will have a greater impact on the locality; g. Reconsideration of applications pursuant to Section 31 of the State Administrative Tribunal Act 2004, which require decisions relative to matters contained in part (a) – (e); h. Reconsideration of applications pursuant to Section 31 of the State Administrative Tribunal Act 2004, where the City is recommending refusal of the revised proposal or the imposition of a condition not agreed to by the applicant; i. With the exception of single houses outside a heritage-protected place, development applications that have been called in to Council at the request of two (2) or more Councillors, at least one (1) of whom is a ward Councillor or the Mayor, where the development application raises planning related matters that require an exercise of discretion.
Express Power to Sub-Delegate:	<i>Planning and Development (Local Planning Scheme) Regulations 2015:</i> <i>Schedule 2, Part 10, Clause 83</i> <i>Local Planning Scheme No. 3:</i> <i>c11.3</i>

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager City Future (MPSA01) Manager Development Services (PBSA01) Coordinator City Future Projects (CSTP02) Coordinator Schemes, Policies and Heritage (CSTP01) Coordinator Planning Services (EHSN04, TPSP01, TPSP02) Specialist Projects and Engagement Officer (SDEO01) Senior Planning Officer (COMO04, TPAP01, TPAP09, TPAP10, TPSD01, TPAP20, TPAP12) Senior Planning Officer Heritage (TPAP14) Senior Strategic Planning Officer (TPPR03, TPPR07, TPSL01) Senior Strategic Project Planning Officer (TPPR09)
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	Service Lead Planning (TPPR10)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil

Compliance Links:	Part 13 of the <i>Planning and Development Act 2005</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

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Rights of Way – Alteration of category

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Planning and Development (Local Planning Schemes) Regulations 2015:</i> Schedule 2, Clause 82 and 83
Express Power or Duty Delegated:	
Delegate:	Chief Executive Officer (CEOA01)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to alter the category of Rights of Way where the current category is clearly in conflict with the category definitions under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 and the City of Stirling Local Planning Scheme No. 3.
Council Conditions on this Delegation:	Elected Member's and all affected owners are to be notified of the change and the rationale for it.
Express Power to Sub-Delegate:	<i>Planning and Development (Local Planning Scheme) Regulations 2015:</i> <i>Schedule 2, Part 10, Clause 83</i> <i>Local Planning Scheme No. 3:</i> <i>c11.3</i>

Sub-Delegate/s: <i>Appointed by CEO</i>	Director Planning and Development (EXCD01) Manager City Future (MPSA01)
CEO Conditions on this Sub-Delegation: <i>Conditions on the delegation also apply to sub-delegation.</i>	Nil

Compliance Links:	Part 13 of the <i>Planning and Development Act 2005</i>
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
2	CEO – 11 June 2026 (Document ID 11632421)

Strata Titles Act 1985 Delegations

Council to Employees

Issuing Certificate of Approval

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Planning and Development Act 2005:</i> s. 16 Delegation by Commission <i>Government Gazette</i> No.46 dated 27 March 2020 – Applications made under section 15 of the <i>Strata Title Act 1985</i>
Express Power or Duty Delegated:	<i>Strata Titles Act 2005:</i> s. 15 Subdivision approval of strata scheme.
Delegate:	Director Planning and Development (EXCD01) Manager Development Services (PBSA01) Service Lead Built Environment and Health (BISU01) Service Lead Planning (TPPR10) Coordinator Planning Services (EHSN04, TPSP01, TPSP02) Principal Building Surveyor (BIPR01) Senior Building Surveyor (BISN01, BISU07) Building Surveyor (BISN02, BISU03, BISU05) Specialist Projects and Engagement Officer (SDEO01) Senior Planning Officer (COMO04, TPAP01, TPAP09, TPAP10, TPSD01, TPAP20, TPAP12) Senior Planning Officer Heritage (TPAP14)
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	1. Authority to determine applications for issuing of a certificate of approval under section 15 of the <i>Strata Titles Act 1985</i> for a plan of subdivision, re-subdivision or consolidation, except those applications that: - propose the creation of a vacant lot; - propose vacant air stratas in multi-tiered strata scheme developments; - in the opinion of the Western Australian Planning Commission (WAPC) as notified to the City in writing, or in the opinion of the City as notified to the WAPC in writing, relate to: - 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 on this Delegation:	a. All power exercised under this delegation must be provided to the WAPC with data on all applications determined at the conclusion of each financial year in the format prescribed by the WAPC.

Compliance Links:	Nil.
Record Keeping:	Delegates are required to record the details of the function exercised in the City's Record Keeping System.

Version Control:

1	Council – 9 June 2026 (Resolution 0626/012)
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Statutory Authorisations and Delegations to Local Government from State Government Entities

Environmental Protection Act 1986

Noise Control – Environmental Protection Notices [Reg.65(1)]

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
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No. 47. 19-Mar-2004
Page: 919 [Pdf](#) - 476kb

EV401

ENVIRONMENTAL PROTECTION ACT 1986

Section 20

Delegation No. 52

Pursuant to section 20 of the *Environmental Protection Act 1986*, the Chief Executive Officer hereby delegates as follows—

Powers and duties delegated—

All the powers and duties of the Chief Executive Officer, where any noise is being or is likely to be emitted from any premises not being premises licensed under the Act, to serve an environmental protection notice under section 65(1) in respect of those premises, and where an environmental protection notice is so served in such a case, all the powers and duties of the Chief Executive Officer under Part V of the Act in respect of that environmental protection notice.

Persons to whom delegation made—

This delegation is made to any person for the time being holding or acting in the office of Chief Executive Officer under the *Local Government Act 1995*.

Pursuant to section 59(1)(e) of the *Interpretations Act 1984*, Delegation No. 32, dated 4 February 2000 is hereby revoked.

Dated this 9th day of January 2004.

Approved—

FERDINAND TROMP, A/Chief Executive Officer.

Dr JUDY EDWARDS MLA, Minister for the Environment.

Noise Management Plans – Keeping Log Books, Noise Control Notices, Calibration and Approval of Non-Complying Events

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
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No. 232. 20-Dec-2013
Page: 6282 Pdf - 3Mb

EV402

ENVIRONMENTAL PROTECTION ACT 1986

Delegation No. 112

I, Jason Banks, in my capacity as Acting Chief Executive Officer of the Department of Environment Regulation responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to any person for the time being holding or acting in the office of a Chief Executive Officer under the *Local Government Act 1995*, my powers and duties under the *Environmental Protection (Noise) Regulations 1997*, other than this power of delegation, in relation to--

- (a) waste collection and other works--noise management plans relating to specified works under regulation 14A or 14B;
- (b) bellringing or amplified calls to worship--the keeping of a log of bellringing or amplified calls to worship requested under regulation 15(3)(c)(vi);
- (c) community activities--noise control notices in respect of community noise under regulation 16;
- (d) motor sport venues--noise management plans in relation to motor sport venues under Part 2 Division 3;
- (e) shooting venues--noise management plans in relation to shooting venues under Part 2 Division 4;
- (f) calibration results--requesting, under regulation 23(b), details of calibration results undertaken and obtained under Schedule 4;
- (g) sporting, cultural and entertainment events--approval of events or venues for sporting, cultural and entertainment purposes under Part 2 Division 7, subject to the following limitation--
 - (i) Subregulation 18(13)(b) is not delegated.

Under section 59(1)(e) of the *Interpretation Act 1984*, Delegation No. 68, gazetted 22 June 2007 is hereby revoked.

Dated the 12th day of December 2013.

JASON BANKS, Acting Chief Executive Officer.

Approved by--

JOHN DAY, Acting Minister for Environment; Heritage.

Noise Management Plans – Construction Sites

Published by:
Environment

GOVERNMENT GAZETTE
Western Australia
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No. 71. 16-May-2014
Page: 1548 [Pdf](#) - [2Mb](#)

EV405

ENVIRONMENTAL PROTECTION ACT 1986

Delegation No. 119

I, Jason Banks, in my capacity as the Acting Chief Executive Officer of the Department responsible for the administration of the *Environmental Protection Act 1986* ("the Act"), and pursuant to section 20 of the Act, hereby delegate to the holder for the time being of the offices of--

(a) Chief Executive Officer under the *Local Government Act 1995*; and

(b) to any employee of the local government under the *Local Government Act 1995* who is appointed as an Authorised Person under section 87 of the Act,

all my powers and duties in relation to noise management plans under regulation 13 of the *Environmental Protection (Noise) Regulations 1997*, other than this power of delegation.

Under section 59(1)(e) of the *Interpretation Act 1984*, Delegation No. 111, gazetted 20 December 2013, is hereby revoked.

Dated the 1st day of May 2014.

JASON BANKS, Acting Chief Executive Officer.

Planning and Development Act 2005

Instrument of Authorisation – Local Government CEOs - Sign Development Applications for Crown Land as Owner

DoL FILE 1738/2002v8; 858/2001v9

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF AUTHORISATION

I, **Donald Terrence Redman MLA**, Minister for Lands, a body corporate continued by section 7(1) of the *Land Administration Act 1997*, under section 267A of the *Planning and Development Act 2005*, HEREBY authorise, in respect of each local government established under the *Local Government Act 1995* and listed in Column 2 of the Schedule, the person from time to time holding or acting in the position of Chief Executive Officer of the relevant local government, to perform the powers described in Column 1 of the Schedule subject to the conditions listed in Column 3 of the Schedule.

Dated the 2nd day of June 2016



HON DONALD TERRENCE REDMAN MLA
MINISTER FOR LANDS

SCHEDULE

This is the Schedule referred to in an Instrument of Authorisation relating to Development Applications under the *Planning and Development Act 2005*

Column 1

The power to sign as owner in respect of Crown land that is:

- a reserve managed by the local government pursuant to section 46 of the *Land Administration Act 1997* and the development is consistent with the reserve purpose and the development is not for a commercial purpose; or
- the land is a road of which the local government has the care, control and management under section 55(2) of the *Land Administration Act 1997* and where there is no balcony or other structure proposed to be constructed over that road unless that structure comes within the definition of a "minor encroachment" in the Building Regulations 2012 (Regulation 45A), or is an "awning, verandah or thing" (Regulation 45B), or is a ground anchor, and where the development is consistent with the use of the land as a road.

in respect of development applications being made under or referred to in:

- (i) section 99(2) of the *Planning and Development Act 2005* in respect of development for which approval is required under a regional interim development order (as that term is defined in that Act);
- (ii) section 103(2) of the *Planning and Development Act 2005* in respect of development for which approval is required under a local interim development order (as that term is defined in that Act);
- (iii) section 115 of the *Planning and Development Act 2005* in respect of development within a planning control area (as that term is defined in that Act);
- (iv) section 122A of the *Planning and Development Act 2005* in respect of which approval is required under an improvement scheme (as that term is defined in that Act);
- (v) section 162 of the *Planning and Development Act 2005* in respect of developments for which approval is required under a planning scheme or interim development order (as those terms are defined in that Act);
- (vi) section 163 of the *Planning and Development Act 2005* in respect of development on land which is comprised within a place entered in the Register maintained by the Heritage Council under the *Heritage of Western Australia Act 1990*, or of which such a place forms part;
- (vii) section 171A of the *Planning and Development Act 2005* in respect of a prescribed development application (as that term is defined in that section of that Act).

Column 2

City of Albany
City of Armadale
Shire of Ashburton
Shire of Augusta-Margaret River
Town of Bassendean
City of Baywater
City of Belmont
Shire of Beverley
Shire of Boddington
Shire of Boyup Brook
Shire of Bridgetown-Greenbushes
Shire of Brookton
Shire of Broome
Shire of Broomehill-Tambellup
Shire of Bruce Rock
City of Bunbury
Shire of Busselton
Town of Cambridge
City of Canning
Shire of Capal
Shire of Carnamah
Shire of Carnarvon
Shire of Chapman Valley
Shire of Chittering
Shire of Christmas Island
Town of Claremont
City of Cockburn
Shire of Cocos (Keeling) Islands
Shire of Collie
Shire of Coolgardie
Shire of Coorow
Shire of Corrigin
Town of Cottesloe
Shire of Cranbrook
Shire of Cunderdun
Shire of Cus
Shire of Cunderdin
Shire of Dalwallinu
Shire of Dandaragan
Shire of Dardanup
Shire of Denmark
Shire of Derby-West Kimberley
Shire of Donnybrook-Balingup
Shire of Doregin
Shire of Dumbleyung
Shire of Dundas
Town of East Fremantle
Shire of East Pilbara
Shire of Esperance
Shire of Gamsbut
City of Fremantle
City of Greater Geraldton

Shire of Gingin
Shire of Gnowangerup
Shire of Goomalling
City of Gosnell
Shire of Halls Creek
Shire of Harvey
Shire of Irwin
Shire of Jerramungup
City of Joondalup
Shire of Kalamunda
City of Kalbarrie-Boulder
Shire of Katanning
Shire of Kellerberrin
Shire of Kent
Shire of Kojoonup
Shire of Kondinin
Shire of Koorda
Shire of Kulin
City of Kwinana
Shire of Lake Grace
Shire of Laverton
Shire of Leonora
City of Mandurah
Shire of Manjimup
Shire of Maelkathana
City of Melville
Shire of Menzies
Shire of Merredin
Shire of Mingenew
Shire of Moora
Shire of Morawa
Town of Mosman Park
Shire of Mount Magnet
Shire of Mt Marshall
Shire of Mukinbudin
Shire of Mundaring
Shire of Murchison
Shire of Murray

Column 3

In accordance with and subject to approved Government Land policies.

Any signature subject to the following endorsement:
Signed only as acknowledgement that a development application is being made in respect of a proposal that includes Crown land, Crown reserves under management for the purpose, or a road and to permit this application to be assessed under the appropriate provision of the *Planning and Development Act 2005* (including any planning scheme).
The signature does not represent approval or consent for planning purposes. Further, in the event that development approval is granted for the proposal, the above signature should not be taken as an acknowledgement of or consent to the commencement or carrying out of the proposed development or to any modification of the tenure or reservation classification of the Crown land component.

Shire of Nannup
 Shire of Narrogin
 Shire of Narrogin
 Town of Narrogin
 City of Nedlands
 Shire of Nganyerjarnku
 Shire of Northam
 Shire of Northampton
 Shire of Nungarin
 Shire of Peppermint Grove
 Shire of Perenjori
 City of Perth
 Shire of Pingelly
 Shire of Plantagenet
 Town of Port Hedland
 Shire of Quairading
 Shire of Ravensthorpe
 City of Rockingham
 Shire of Roebourne
 Shire of Sandstone
 Shire of Serpentine Jarrahdale
 Shire of Shark Bay
 City of South Perth
 City of Stirling
 City of Subiaco
 City of Swan

Shire of Tammin
 Shire of Three Springs
 Shire of Toodyay
 Shire of Trayning
 Shire of Upper Gascoyne
 Town of Victoria Park
 Shire of Victoria Plains
 Town of Vincent
 Shire of Wagin
 Shire of Wandering
 City of Warneford
 Shire of Warroona
 Shire of West Arthur
 Shire of Westonia
 Shire of Wickkepin
 Shire of Williams
 Shire of Wiluna
 Shire of Wongan-Ballidu
 Shire of Woodanilling
 Shire of Wyalkatchem
 Shire of Wyndham-East Kimberley
 Shire of Yalgoo
 Shire of Yilgarn
 Shire of York



HON DONALD TERRENCE REDMAN MLA
 MINISTER FOR LANDS

2nd day of June 2016

Development Control Powers – Powers of Local Governments - Metropolitan Region Scheme (DEL 2025/04)

Planning and Development Act 2005

INSTRUMENT OF DELEGATION

Del 2025/04 Powers of Local Governments Metropolitan Region Scheme

Delegation of certain powers and functions of the Western Australian Planning Commission relating to the Metropolitan Region Scheme.

Preamble

Unless exempted by clause 29 and 30, under clause 27 of the Metropolitan Region Scheme (MRS), on reserved land, a person must not commence or carry out development unless that person has planning approval. Development on zoned land requires planning approval if it is of a kind or class set out in a resolution of the Western Australian Planning Commission (WAPC) under clause 28 of the MRS.

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published on a website maintained by, or on behalf of, the WAPC, delegate any function to an officer of a public authority or to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or conferred upon the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 19 FEBRUARY 2025, pursuant to section 16 of the Act, the WAPC resolved—

- A. TO DELEGATE to local governments, and to members and officers of those local governments, its functions in respect of the determination, in accordance with Parts 8, 9 and 10 of the Metropolitan Region Scheme, of applications (within their respective districts) for approval to commence and carry out development of the type specified in Column 1 of Schedule 1, subject to the conditions specified in Column 2 of Schedule 1 and the requirements in Schedule 2.
- B. TO REVOKE its delegation of powers and functions to local governments as detailed in the notice entitled “DEL 2022/03 Powers of local governments (MRS)” published in the *Government Gazette* on 18 January 2022, to give effect to this delegation.
- C. TO RESOLVE that this resolution takes effect on 31 March 2025.

Sam Boucher Secretary,

Western Australian Planning Commission.

SCHEDULE 1 – TYPES OF DEVELOPMENT AND LOCATION

Column 1 (Land and Application type)	Column 2 (Conditions)
1. Proposals concerning reserved land and for which approval is required.	
1.1. Application concerns land on or abutting a regional road reservation.	Power may be exercised: 1. if the delegate complies with referral requirements set out in Schedule 2 below; 2. all public authorities consulted, concur; and 3. the delegate accepts the advice and/or recommendations (if any received) of the public authority/s. 4. the application is <u>not</u> for public works undertaken by a public authority.
2. Proposals concerning zoned land and for which approval is required. <u>Does not apply</u> to public works undertaken by a public authority, the Kwinana Industrial Area, North Coogee Area and Parliament House - Inner Precinct.	
2.1. Application concerns zoned land which abuts a primary regional road reservation.	Power may be exercised if the delegate: 1. complies with the referral requirements set out in Schedule 2 below; and 2. accepts and applies the advice and/or recommendation (if any) from the public authority specified in cl.2, Schedule 2 below.
2.2. Application concerns zoned land which abuts an other regional road reservation	
2.3. Application concerns zoned land which abuts a regional open space reservation.	
2.4. Application concerns zoned land which is adjacent to a railway reservation or abuts a port installation reservation	
2.5. Application concerns zoned land within a Bush Forever Area	Power may be exercised if the delegate: 1. consults the DPLH; 2. provides DPLH at least 30 days within which to respond; and

	3. accepts the advice and / or recommendation received (if any) from DPLH.
2.6. Application concerns development within an Activity Centre	Power may be exercised if the delegate: 1. consults the DPLH; 2. provides DPLH at least 30 days within which to respond; and 3. accepts the advice and / or recommendation received (if any) from DPLH.
2.7. Application concerns zoned land which is in or abuts the Swan and Canning Development Control Area	Power may be exercised if the delegate: 1. consults the Swan River Trust in accordance with clause 45; and 2. accepts the advice and / or recommendation (if any) received from the Swan River Trust.
2.8. Application to extend or change a non-conforming use on zoned land.	Power may be exercised if the delegate: 1. consults the DPLH; 2. provides DPLH at least 30 days within which to respond; and 3. accepts the advice and / or recommendation received (if any) from DPLH.

SCHEDULE 2

Referral Requirements

- 1) An application for development in or abutting land reserved under the Metropolitan Region Scheme must be referred to the public authority responsible for that reserved land within 7 days of the delegate receiving the application or, if further information or material is required, within 7 days of the process in clause 38 to 40 concluding.
- 2) For the purposes of paragraph (1) of this delegation, the public authority responsible for reserved land is:
 - (a) In the case of reservation for regional open space: the Department of Planning Lands and Heritage;
 - (b) In the case of reservation for primary regional roads: Main Roads Western Australia;
 - (c) In the case of reservation for other regional roads: the Department of Planning Lands and Heritage;
 - (d) In the case of other reservations: the public authority for which the land is reserved or that owns or manages the reserved land.
 - (e) In the case of a development in or adjacent to a Bush Forever area (as defined in the Metropolitan Region Scheme): the Department of Planning Lands and Heritage.
- 3) Each public authority to which the application is referred must be:
 - (a) provided at least 30 days within which to respond; and
 - (b) informed that if no response is received within that time, the application may be determined on the information available.
- 4) Where the advice and/or recommendation provided by the public authority specified in clause 2 above, is not acceptable to the delegate, the application, together with the advice and/or recommendations provided by all public authorities consulted and the reasons why the recommendation is not acceptable to the delegate, shall be referred immediately to the WAPC for determination.

Interpretation and Guidance

In this Instrument of Delegation, unless the context otherwise requires—

- Powers delegated under this instrument may only be exercised by a member or officer who has been delegated power from the local government to consider and determine applications for approval to commence and carry out development within the local government district under the local government's local planning scheme
 - "*development*" has the same meaning given to it in and for the purposes of the *Planning and Development Act 2005*.
-

- "other regional roads" are delineated in blue and identified on plan SP 694, as amended from time to time (copy attached).
 - "primary regional roads" are delineated in red and identified on plan SP 693, as amended from time to time (copy attached).
 - "public authority" has the meaning given in the *Planning and Development Act 2005*.
 - If the conditions set out in Column 2 cannot be met, the power cannot be exercised by the delegate and the application, together with the advice and/or recommendations provided by all public authorities consulted and the reasons why the recommendation is not acceptable to the delegate, must be sent to the WAPC for determination.
 - Note, clause 45 applies where development is of land affecting the Swan and Canning Development Control Area.
 - The Kwinana Industrial Area covers land within WAPC plan No. 3.2859, as per the WAPC's Notice of resolution made under clause 28 of the Metropolitan Region Scheme
 - North Coogee Area covers land within WAPC plan No. 4.1675 as per the WAPC's Notice of resolution made under clause 28 of the Metropolitan Region Scheme
 - Parliament House Inner Precinct covers land within WAPC plan No. 3.2858 as per the WAPC's Notice of resolution made under clause 28 of the Metropolitan Region Scheme
-

WA Planning Commission – Powers of Local Governments - s.15 of the Strata Titles Act 1985 (DEL.2020/01)

GOVERNMENT GAZETTE Friday, 29 January 2021, No.20

This delegation must be read in conjunction with amendments Gazetted on Friday, 3 November 2023 No.145 – please see inserted below.

29 January 2021

GOVERNMENT GAZETTE, WA

449

PL402

PLANNING AND DEVELOPMENT ACT 2005

INSTRUMENT OF DELEGATION

Del 2020/01 Powers of Local Governments

Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to certain applications under the *Strata Titles Act 1985*

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function under the Act or any other written law to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or imposed on the WAPC by the Act or any other written law as the case requires.

Resolution under section 16 of the Act (delegation)

On 20 January 2021, pursuant to section 16 of the Act, the WAPC RESOLVED—

- A. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under section 15 of the *Strata Titles Act 1985* as set out in clause 1 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;
- B. TO DELEGATE to local governments, and to members and officers of those local governments, its powers and functions under sections 21 and 22 of the *Strata Titles Act 1985* as set out in clause 2 of Schedule 1, within their respective districts, subject to the conditions set out in clause 3 of Schedule 1;
- C. TO AMEND “Del 2020/01—Powers of Local Governments” to give effect to its resolution and to publish an updated, consolidated instrument.

SAM FAGAN, Western Australian Planning Commission.

Schedule 1

1. Applications made under section 15 of the *Strata Titles Act 1985*

Power to determine applications under section 15 of the *Strata Titles Act 1985*, except those applications that—

- (a) propose the creation of a vacant lot;
- (b) propose vacant air stratas in multi-tiered strata scheme developments;
- (c) propose the creation or postponement of a leasehold scheme;
- (d) propose a type 1 (a) subdivision or a type 2 subdivision (as defined in section 3 of the *Strata Titles Act 1985*);
- (e) in the opinion of the WAPC as notified to the relevant local government in writing, or in the opinion of the relevant local government as notified to the WAPC in writing, relate to—
 - 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.

2. Applications under sections 21 and 22 of the *Strata Titles Act 1985*

Power to determine applications under—

- (a) section 21 of the *Strata Titles Act 1985*;
- (b) section 22 of the *Strata Titles Act 1985* where the amendment or repeal of scheme by-laws requires the approval of the WAPC.

3. Reporting requirements

A local government that exercises the powers referred to in clause 1 and/or clause 2, is to provide the WAPC with data on all applications determined under this Instrument of Delegation. This must be provided at the conclusion of each financial year in the format prescribed by the WAPC.

GOVERNMENT GAZETTE Friday, 3 November 2023, No.145

3 November 2023

GOVERNMENT GAZETTE, WA

3615

PL402

PLANNING AND DEVELOPMENT ACT 2005

NOTICE OF AMENDMENT TO INSTRUMENT OF DELEGATION—POWERS OF LOCAL GOVERNMENTS

Notice of amendment to the Instrument of Delegation 2020/01 Powers of Local Governments gazetted on 29 January 2021 (and as amended).

Preamble

Under section 16 of the *Planning and Development Act 2005* (the Act) the Western Australian Planning Commission (the WAPC) may, by resolution published in the *Government Gazette*, delegate any function under the Act or any other written law to a local government, a committee established under the *Local Government Act 1995* or an employee of a local government.

In accordance with section 16(4) of the Act, a reference in this instrument to a function or a power of the WAPC includes and extends to, without limitation or restriction, any of the powers, privileges, authorities, discretions, duties and responsibilities vested in or imposed on the WAPC by the Act or any other written law as the case requires.

Resolution under s16 of the Act (delegation)

On 31 August 2022, pursuant to section 16 of the Act, the WAPC RESOLVED—

- A. TO AMEND the Instrument of Delegation 2020/01 Powers of Local Governments as gazetted on 29 January 2021 (and as amended), as set out in Schedule 1 below.

SAM FAGAN, Secretary, Western Australian Planning Commission.

Schedule 1

1. Instrument of delegation amended

The amendments within this Schedule are to the Schedules set out in the Instrument of Delegation 2020/01 Powers of Local Governments as gazetted on 29 January 2021, and as amended.

2. Amendments to clause 1 of Schedule 1

Add the following immediately after 1(e)—

- (f) in the opinion of the relevant local government as notified to the WAPC in writing, propose development of a type which the local government considers would warrant the imposition of a condition requiring the ceding of land for public open space or payment in lieu thereof.

Main Roads Act 1930

Traffic Management - Events on Roads

A list of local governments authorised for Traffic Management for Events can be found on the Main Roads WA website [here](#)

**WESTERN AUSTRALIA
ROAD TRAFFIC CODE 2000
REGULATION 297(2)
INSTRUMENT OF AUTHORISATION**

**RELATING TO
TRAFFIC MANAGEMENT FOR EVENTS**

Pursuant to Regulation 297(2) of the *Road Traffic Code 2000* the Commissioner of Main Roads ("the Commissioner") hereby authorises (*Insert name of Local Government*) (Authorised Body) by itself, its employees, consultants, agents and contractors (together "Representatives") to, from the date indicated below, erect, establish, display, alter or take down such road signs of whatsoever type or class (except for permanent traffic control signals) as may be required for the purpose and duration of any:

- i) "event" subject to an order from the Commissioner of Police pursuant to Part VA of the *Road Traffic Act 1974*;
- ii) race meeting or speed test for which the Minister referred to in section 83 of the *Road Traffic Act 1974* has, under that provision, temporarily suspended the operation of any provisions of the *Road Traffic Act 1974* or regulations made under that Act; or
- iii) public meeting or procession the subject of a permit granted by the Commissioner of Police under the *Public Order in Streets Act 1984*;

or as may be required for the purpose of controlling traffic on a road adjacent to, or in the vicinity of, any event or organised activity approved by the Authorised Body under its local laws, on a road (other than a main road or highway) within its jurisdiction, SUBJECT ALWAYS to the following terms and conditions:

- (a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Events Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Events Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the event, a copy of which can be obtained from Main Roads Western Australia from www.mainroads.wa.gov.au or by contacting Main Roads by phone;
- (b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and
- (c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

The powers in this Instrument of Authorisation do not change or replace:

- 1) any prior Instrument of Authorisation from the Commissioner of Main Roads for the purposes of undertaking traffic management for works on roads; and
- 2) any powers and responsibilities of a local government provided in regulation 9 of the *Road Traffic (Events on Roads) Regulations 1991*.

Dated:

**THE COMMON SEAL OF THE
COMMISSIONER OF MAIN ROADS**

WAS AFFIXED BY

COMMISSIONER OF MAIN ROADS

FOR THE TIME BEING IN THE
PRESENCE OF:

Signature of Witness

Name of Witness (please print)

ACKNOWLEDGMENT BY AUTHORISED BODY

.....(*Insert name of Local Government*)..... agrees to unconditionally observe,
perform and be bound by the above conditions.

THE COMMON SEAL of

[Insert name of Local Government]

Was hereunto affixed pursuant to a
resolution of the Council in the
presence of:

Signature of Chief Executive Officer

Signature of Witness

Name of Witness (please print)

Traffic Management – Road Works

A list of Local Governments authorised for the purposes of Road Traffic Code 2000 r.297(2) are available on Main Roads WA website [here](#)

WESTERN AUSTRALIA ROAD TRAFFIC CODE 2000 REGULATION 297(2) INSTRUMENT OF AUTHORISATION

Pursuant to Regulation 297(2) of the Road Traffic Code 2000 the Commissioner of Main Roads ("the Commissioner") hereby authorises
("Authorised Body") by itself, its employees, consultants, agents and contractors
(together "Representatives") to, from the date indicated below, erect, establish, display,
alter or take down such traffic signs and traffic control devices of whatsoever type or
class (except for permanent traffic control signals) as may be required for the purpose
and duration of any works, survey or inspection, associated with the construction,
maintenance or repair on a road (other than a main road or highway), any adjoining land
or any portion thereof within its jurisdiction, SUBJECT ALWAYS to the following terms
and conditions:

- (a) the Authorised Body shall at all times observe, perform and comply with the provisions of the "Traffic Management for Works on Roads Code of Practice" (as amended or replaced from time to time in consultation with the Traffic Management for Roadworks Advisory Group) issued by Main Roads Western Australia ("the Code") referring to the version which is current at the time of the relevant works, a copy of which can be obtained from Main Roads Western Australia from www.mainroads.wa.gov.au or by contacting Main Roads by phone;
- (b) the Authorised Body shall develop and implement procedures that will satisfy the Commissioner that traffic management implemented by the Authorised Body, its employees, agents and contractors will in all respects conform to and comply with the requirements of the Code; and
- (c) the Authorised Body shall ensure that its Representatives comply with the terms and conditions identified above at paragraphs (a) and (b) as if they were named in those paragraphs in place of the Authorised Body.

By executing and returning the acknowledgment at the foot of this authorisation, the Authorised Body agrees to observe, perform and comply with the above terms and conditions.

This Instrument of Authorisation replaces any prior Instrument of Authorisation under Regulation 297(2) of the Road Traffic Code 2000 between the Commissioner and the Authorised Body. The Commissioner's delegation dated 17 July 1975 to a number of Local Governments outside the Perth metropolitan area, is not affected by this Instrument of Authorisation except that this Instrument of Authorisation prevails wherever roadworks are concerned. That 1975 delegation was made under Regulation 301 of the Road Traffic Code 1975 and related to non-regulatory signage.

Dated:

THE COMMON SEAL OF THE)
COMMISSIONER OF MAIN ROADS)
WAS AFFIXED BY)
)
)
COMMISSIONER OF MAIN ROADS)
FOR THE TIME BEING IN THE PRESENCE OF:)

Signature of Witness

Name of Witness

ACKNOWLEDGMENT BY AUTHORISED BODY

..... agrees to observe, perform and be
bound by the above conditions.

THE COMMON SEAL OF THE)
)
.....)
WAS AFFIXED PURSUANT TO A RESOLUTION)
OF THE COUNCIL IN THE PRESENCE OF)

Chief Executive Officer

Witness

Road Traffic (Vehicles) Act 2012

Approval for Certain Local Government Vehicles as Special Use Vehicles



Government of Western Australia
Department of Transport

Driver and Vehicle Services

ROAD TRAFFIC (VEHICLES) ACT 2012

Road Traffic (Vehicles) Regulations 2014

RTVR-2017-202046

APPROVAL UNDER REGULATION 327(4)(f) FOR CERTAIN LOCAL GOVERNMENT VEHICLES AS SPECIAL USE VEHICLES

Pursuant to the *Road Traffic (Vehicles) Regulations 2014* (the *Regulations*), I, Christopher Davers, Assistant Director Strategy and Policy, Driver and Vehicle Services, Department of Transport, and delegate of the Chief Executive Officer of the Department of Transport by way of a delegation instrument dated 7 August 2017, hereby approve vehicles owned by a local government and ordinarily used by persons authorised or appointed by that local government to perform functions on its behalf under:

- (a) the *Local Government Act 1995*;
- (b) regulations made under the *Local Government Act 1995*;
- (c) a local law;
- (d) any other legislation empowering a local government to authorise or appoint persons to perform functions on the behalf of the local government (including but not limited to the *Dog Act 1976*); or
- (e) any combination of the above paragraphs (a) to (d);

as special use vehicles for the purposes of paragraph "f" of the definition of "special use vehicle" in regulation 327(4) of the *Regulations*, with the effect that those vehicles may be fitted with one or more yellow flashing lights under regulation 327(3)(b) of the *Regulations*, subject to the following conditions:

CONDITIONS

1. Those lights must emit rotating, flashing yellow coloured light(s) and must not be a strobe light.
2. At least one flashing light shall be mounted on top of the vehicle and when lit, shall be visible in normal daylight up to a distance of not less than 200 metres to vehicles approaching from any direction.
3. No part of the lens of the flashing lights is visible either directly or indirectly to the driver when seated in the normal driving position.
4. If more than one flashing light is fitted, they must be placed symmetrically about the centre line of the vehicle or combination of vehicles.
5. An on/off switch for the flashing lights must be installed so as to be easily operated from the driver's seat.
6. Any additional equipment fitted to the vehicle must not interfere with the overall safe operation of the vehicle.
7. Any vehicle fitted with flashing lights for the purposes of this approval must:



Government of Western Australia
Department of Transport

Driver and Vehicle Services

- (a) have words clearly set out on the sides of the vehicle which state the name of the local government in question together with the words "Ranger", "Ranger Services", or words to similar unambiguous effect; and
- (b) where the vehicle is a station wagon or van, have the words "Ranger", "Ranger Services", or words to similar unambiguous effect clearly set out on the back of the vehicle.

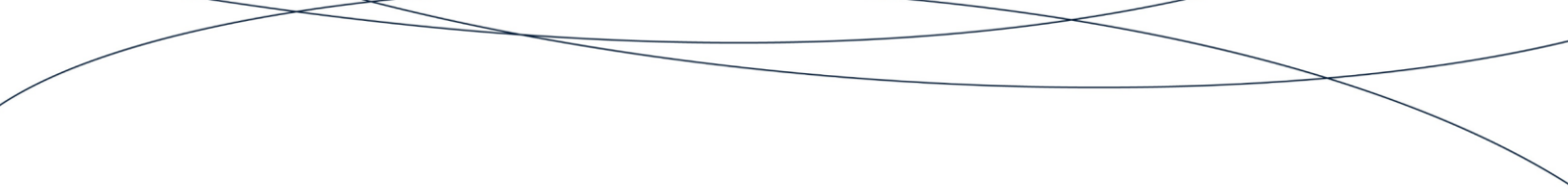
This condition 7 is not intended to prevent the use of additional words on the vehicle.

Christopher Davers
Assistant Director, Strategy and Policy
Driver and Vehicle Services
Department of Transport

Dated the 5th day of September 2017

Approval for ranger vehicles to fit and use yellow flashing lights (transport.wa.gov.au)

Extracted on line on 15 March 2021



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This information is available in alternative formats on request. Please contact the Customer Contact Centre on (08) 9205 8555