



Shire of Kulin

Register of Delegations

May 2023

Adopted at the Ordinary Meeting of Council held on **17 May 2023**

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INTRODUCTION

The Local Government Act 1995 (the Act) allows for a local government to delegate to the Chief Executive Officer the exercise of any of its powers or the discharge of any of its duties under the Act.

All delegations made by the Council must be by absolute majority decision. The following are functions that cannot be delegated to the Chief Executive Officer:

- any power or duty that requires a decision of an absolute majority or 75% majority of the local government;
- accepting a tender which exceeds an amount determined by the local government;
- appointing an auditor;
- acquiring or disposing of any property valued at an amount determined by the local government;
- any of the local government's powers under Sections 5.98, 5.99 and 5.100 of the Act relating to the payment of fees to council members;
- borrowing money on behalf of the local government;
- hearing or determining an objection of a kind referred to in Section 9.5;
- any power or duty that requires the approval of the Minister or Governor; or
- such other duties or powers that may be prescribed by the Act.

The Act allows for the Chief Executive Officer to delegate any of his powers to another employee, this must be done in writing. The Act allows for the Chief Executive Officer to place conditions on any delegations if he desires.

A register of delegations to the Chief Executive Officer and other employees is to be kept and reviewed at least once every financial year.

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.

1. ADMINISTRATION

A.1 Acting Chief Executive Officer

Delegation: That Council delegate authority to the Chief Executive Officer to appoint either the Executive Manager of Financial Services, Executive Manager of Corporate Governance & Risk, Executive Manager of Works or the Executive Manager of Community Services as Acting CEO during a period of absence.

CEO

Delegates to: Nil

Reference: Local Government Act 1995 section 5.36 and 5.42

History: Reviewed 17 May 2023

A.2 Agreements for Payments of Debts to Council

Delegation: The CEO is authorised to make agreements with debtors for the re-payment of debts to Council, including rates and other debts.

CEO

Delegates to: Executive Manager of Financial Services

Reference: Local Government Act 1995 section 6.49

History: Reviewed 17 May 2023

A.3 Casual Hirers Liability

Delegation: That Council delegate authority to the Chief Executive Officer to ensure that hirers of Council facilities carry adequate insurance before hire takes place.

CEO

Delegates to: Nil

Reference: Local Government Act 1995 section 2.7 (2) (b)

History: Reviewed 17 May 2023

A.4 Complaint Handling

Delegation: That Council delegate authority to the Chief Executive Officer to seek legal advice in respect to the implications of suspected malicious, frivolous, unreasonable, persistent or vexatious complaint.

CEO

Delegates to: Nil

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

A.5 Fees & Charges - Discounts

Delegation: That Council delegate authority to the Chief Executive Officer to offer up to a 30% reduction of the hire fee or charge without reference to Council.

The CEO then delegates authority to Executive Manager of Financial Services, Executive Manager of Corporate Governance & Risk, Executive Manager of Works, Executive Manager of Community Services, to offer a 10% discount on the fees and charges applicable to their services, as a direct response to a request by the payee, correcting a service or expectation requirement.

CEO

Delegates to: As above

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

A.6 Investment of Surplus Funds

Delegation: The CEO is authorised to invest money held in any Council fund that is not required for immediate use, in an approved investment as defined by the Trustees Act, Part III, provided that sufficient working funds are retained at all times.
Where possible, preference is to be given to investing in local bank branches.

CEO

Delegates to: Executive Manager of Financial Services

Reference: Local Government Act 1995, section 6.14. Financial Management Regulations Section 19c

History: Reviewed 17 May 2023

A.7 IT & Social Media – Use Of

Delegation: That Council delegate authority to the Chief Executive Officer to authorise officers of the Council to access and maintain social media sites.

CEO

Delegates to: Executive Manager of Financial Services, Executive Manager of Community Services and the Manager of Executive Services

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

A.8 Legal Advice, Representation & Cost Reimbursement

Delegation: That Council delegate authority to the Chief Executive Officer (with conditions) to seek legal advice in connection with the proper legal administration of the Shire and to support urgent responses to claims for financial assistance to members and staff, advice to the value of \$5,000, without reference to Council.

CEO

Delegates to: Nil

Reference: Local Government Act 1995 Section 5.42

History: Reviewed 17 May 2023

A.9 Payments from Municipal and Trust Funds

Delegation: The CEO is authorised to make payments from the Municipal and Trust Funds. This includes the authority to sign cheques and permit EFT payments.

- Conditions:**
1. That an order be issued for the purchase of goods and services except in the case of small purchases from Petty Cash;
 2. That where feasible and practical, a price be negotiated in advance of purchase and recorded on the order form;
 3. That invoices, where practicable, be certified by the person who placed the order so as to indicate:
 - a. That the purchase was under an authority delegated to that person
 - b. That the goods and services were received in a satisfactory condition, or to a satisfactory standard, and the price and computations are correct;
 4. That the Chief Executive Officer continue to place a list of creditors before the Council on a monthly basis together with vouchers and invoices;
 - a. For the recording in the minutes after payment for those accounts paid by the Chief Executive Officer under delegated authority.
 5. That at least two (2) signatories be required on all cheques or online authorisations;

For those paid by the Chief Executive Officer under delegated authority either the CEO, Executive Manager of Financial Services, jointly with either the Manager of Executive Services or Accounts Payable Officer.

CEO

Delegates: The authority to issue Municipal Fund purchase orders only. As follows;

Executive Manager of Financial Services (including trust)	\$50,000
Executive Manager of Works	\$50,000
Executive Manager of Corporate Governance & Risk	\$50,000
Executive Manager of Community Services	\$50,000
Manager of Executive Support Services	\$5,000
Plant Mechanic	\$5,000
Freebairn Recreation Centre Manager	\$5,000
Aquatic Centre Manager	\$5,000
Works Supervisor	\$1,000
Technical Officer	\$1,000
Environmental Health Officer	\$1,000
Building Maintenance Officer	\$1,000

** Orders for items of a capital nature, or major operational items such as fuel that have been dealt with at a Council level (e.g. tenders) may be signed /authorised by an Executive Manager in excess of the purchase orders limit.*

Reference: Local Government (Financial Management) Regulations 1996, Regulation 12

History: Reviewed 17 May 2023

A.10 Use of Common Seal

Delegation: That Council delegate authority to the Chief Executive Officer to permit the affixing of the Common Seal when required.

CEO

Delegates to: Nil

Reference: Local Government Act 1995 section 9.49A (4)

History: Reviewed 17 May 2023

A.11 Writing Off Debts

Delegation: That Council delegate authority to the Chief Executive Officer to write off debts where the individual debt is not more than \$100. In exercising this authority, the Chief Executive Officer is to take into consideration Council Policy and the prospects of recovering the debt.

CEO

Delegates to: Nil

Reference: Local Government Act 1995 section 6.12

History: Reviewed 17 May 2023

A.12 Housing

Delegation: To the Chief Executive Officer to;

- to recover from bonds the cost of damage repair, cleaning and carpet cleaning from tenants of they fail to do such;
- take action to recover costs of water usage if other reduction remedies have failed to reduce consumption;
- determine applications from tenants to allow a pet in the residence;
- determine applications from staff to receive the "own your own residence" allowance;

CEO

Delegates to: Executive Manager of Financial Services

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

A.13 Procedure for Unpaid Rates

Delegation: To the Chief Executive Officer to determine the granting of an extension of time to pay rates.

CEO

Delegates to: Nil

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

A.14 Disposal of Vacant Land

Delegation: That Council delegate authority to the Chief Executive Officer to dispose of vacant land specified below:

Proudview Estate
15 Hodgson Street (Lot 114 Hodgson Street Lifestyle Subdivision)
9 Hodgson Street (Lot 113 Hodgson Street Lifestyle Subdivision)
3 Hodgson Street (Lot 112 Hodgson Street Lifestyle Subdivision)
31 Kulin West Road (Lot 110 Kulin West Road Lifestyle Subdivision)
25 Kulin West Road (Lot 111 Kulin Road West Lifestyle Subdivision)

21 Kulin West Road (Lot 103 Kulin Road West Lifestyle Subdivision)
15 Kulin West Road (Lot 102 Kulin Road West Lifestyle Subdivision)
8 Hodgson Street (Lot 104 Hodgson Street Lifestyle Subdivision)
15 Rankin Street (Lot 107 Rankin Street Lifestyle Subdivision)
9 Rankin Street (Lot 108 Rankin Street Lifestyle Subdivision)
3 Rankin Street (Lot 109 Rankin Street Lifestyle Subdivision)
9 Kulin West Road (Lot 101 Kulin Road West Lifestyle Subdivision)
3 Kulin West Road (Lot 100 Kulin Road West Lifestyle Subdivision)
15 Hodgson Street (Lot 114 Hodgson Street Lifestyle Subdivision)
20 Kulin Rd West (Lot 106 Hodgson Street Lifestyle Subdivision)
Robertson Estate
16 Ellson Street (Lot 6 Ellson Street Residential Subdivision)
14 Ellson Street (Lot 7 Ellson Street Residential Subdivision)
12 Ellson Street (Lot 8 Ellson Street Residential Subdivision)
8 Ellson Street (Lot 10 Ellson Street Residential Subdivision)
6 Ellson Street (Lot 11 Ellson Street Residential Subdivision)
4 Ellson Street (Lot 12 Ellson Street Residential Subdivision)
2 Ellson Street (Lot 13 Ellson Street Residential Subdivision)
35 Price Street (Lot 16 Price Street Residential Subdivision)
37 Price Street (Lot 17 Price Street Residential Subdivision)
39 Price Street (Lot 18 Price Street Residential Subdivision)
Other
27 Ellson Street (Lot 42 Ellson Street Residential Subdivision)
29 Ellson Street (Lot 43 Ellson Street Residential Subdivision)
31 Ellson Street (Lot 44 Ellson Street Residential Subdivision)
8 Bowey Way (Lot 34 Bowey Way Residential Subdivision)
19 Ellson Street (Lot 38 Ellson Street Residential Subdivision)

Conditions: 1.) Requirements of Section 3.58 of the Local Government Act must be met
2.) Disposal value must not be less than 10% of the current market valuation

Delegates to: Nil

Reference: Local Government Act 1995 section 3.58

History: Reviewed 17 May 2023

2. GOVERNANCE

G.1 Applications for Planning Consent

Delegation: The CEO is authorised to issue planning consent for development applications that fully comply with all requirements. The CEO is authorised to reduce or waive development application fees where:-

- the development has a perceived benefit to the community, and
- the application is of such a nature that very little investigate work is required prior to the application being submitted to Council for consideration.

Compliance with the Town Planning Scheme, Regulations and Codes, and Council's Planning Policies, is mandatory. Any application not complying is to be referred to Council for decision.

Conditions: No officer other than the CEO is permitted to authorise expenditure by outside agencies for development applications.

CEO

Delegates to: Nil

Reference: Town Planning Development Act and Town Planning Scheme No 2, 2017
History: Reviewed 17 May 2023

G.2 Building Licences and Swimming Pools

Delegation: The CEO is authorised to approve or not approve plans submitted and issue building licences. This includes the authority to conduct inspections and issue orders for private swimming pools.

Conditions: The authority does not include approval of development applications as required under Council's Town Planning Scheme, nor the expenditure of money prior to consultation with the CEO. All building applications must conform with the Building Code of Australia and all other relevant legislation.

CEO

Delegates to: Environmental Health Officer/Building Officer

Reference: Local Government (Miscellaneous Provisions) Act 1960 section 374

History: Reviewed 17 May 2023

G.3 Cemeteries Act 1986

Delegation: The CEO is authorised to carry out all of the powers and duties conferred to Council by section 6 of the Cemeteries Act 1986 and carry out in accordance with this section, when required, the exhumation of a body buried in the Kulin, Dudinin or Pingaring cemeteries and the reburial of the body in the Kulin, Dudinin or Pingaring cemeteries.

CEO

Delegates to: Nil

Reference: Cemeteries Act 1986 sections 6 and 59

History: Reviewed 17 May 2023

G.4 Public Health Act 2016

Delegation:

1. Delegation to the Chief Executive Officer for the appointment of 'authorised officer/s' under section 9.10(1) including the authority to the giving of infringement notice/s under section 9.16 by the authorised officer/s pursuant to the *Local Government Act 1995* for the purpose of the administration of the *Shire of Kulin Animal Environment and Nuisance Local law 2016*;
2. That pursuant to the *Local Government Act 1995* Subdivision 2 - Infringement notices, the Shire of Kulin appoints the Chief Executive Officer as an authorised officer for the functions of:
 - i. Section 9.17. Notice, content of – to authorise persons for the purposes of receiving payment of modified penalties;
 - ii. Section 9.19. Extension of time; and
 - iii. Section 9.20. Withdrawal of notice.

This appointment is to be affected by instrument in writing and signed by the Shire President;

3. Delegation to the Chief Executive Officer for the purpose of designating authorised officers, appointing environmental health officers and the appointment of authorised officers to issue infringement notices pursuant to the *Health (Asbestos) Regulations 1992*; and
4. The appointment of the Chief Executive Officer as an 'approved officer' pursuant to Regulation 15D(5) of the *Health (Asbestos) Regulations 1992* for the purposes of Part 2 of the *Criminal Procedure Act 2004* as the person authorised to extend the period to pay or withdraw an infringement notice. This appointment is to be affected by instrument in writing and signed by the Shire President. **(Note: Adopted by Council resolution 11/0217)**

CEO

Delegates to: Environmental Health Officer, Various Authorised Officers

Reference: Public Health Act 2016, Health (Miscellaneous Provisions) Act 1911, Health (asbestos) Regulations 1994, Food Act 2008

History: Reviewed 17 May 2023

G.5 Various Acts and Local Laws

Delegation: To the Chief Executive Officer for the appointment of 'authorised officer/s' required by the Shire of Kulin under;
Local Government Act (Miscellaneous Provisions) 1960, Part XX (Ranger/Pound Keeper);
Local Government Act 1995, Part 3, Subdivision 4 and part 9 Division 2 – Executive Functions of Local Government and Part 9 Miscellaneous Provisions;
s. 17(1) Caravan Parks and Camping Grounds Act 1995;
s. 29 (1) Dog Act 1976 and Regulations;
s. 48 Cat Act 2011 and Regulations;
s. 59(3) Bush Fires Act 1954 and Regulations;
s. 26 of the Litter Act 1979 and Regulations;
s. 38(3) Control of Vehicles (Off Road Areas) Act 1978 and Regulations;
All Shire of Kulin Local Laws.
All appointments to be advertised annually in the Government Gazette or by local circulation for interim or part year appointments.

CEO

Delegates to: Nil

Reference: Local Government Act 1995 and Various Acts as detailed

History: Adopted by Council Resolution 06/0818

3. HUMAN RESOURCES

H.1 Grievance Procedures

Delegation: To the Chief Executive Officer to engage a competent human resource professional to hear and determine a grievance against the CEO or where a grievance requires specialist mediation or assistance because the topic is outside the knowledge or capacities of Shire staff.

CEO

Delegates to: Nil

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

4. COMMUNITY SERVICES

C.1 Bushfire Control – Shire Plant for Use Of

Delegation: To the Chief Executive Officer to spend up to \$5,000 to hire plant or equipment (above positioning and mobilisation costs) if and when a bushfire cannot be effectively controlled by other means, or where it is considered necessary to engage additional resources to protect life or property.

CEO

Delegates to: Executive Manager of Works

Reference: Local Government Act sections 5.42 and 5.44

History: Bush Fires Act section 38 (3) (4) (5)
Reviewed 17 May 2023

C.2 Bushfire Control – Plant Use for Adjoining Shires

Delegation: To the Chief Executive Officer to spend up to \$5,000 to hire plant or equipment (above positioning and mobilisation costs) if and when a bushfire cannot be effectively controlled by other means, or where it is considered necessary to engage additional resources to protect life or property.

CEO

Delegates to: Executive Manager of Works

Reference: Local Government Act sections 5.42 and 5.44
Bush Fires Act section 38 (3) (4) (5)

History: Reviewed 17 May 2023

C.3 Bushfire Prohibited/Restricted Burning Periods – Changes to

Delegation: In accordance with Section 17(10) of the Bush Fires Act 1954 (as amended), Council delegate it's power to the Chief Executive Officer, who will consult with the Chief Bush Fire Control Officer to vary the "Prohibited Burning Period".
In accordance with the Bush Fires Act 1954 (as amended), the Chief Bush Fire Control Officer and the Chief Executive Officer are delegated authority to vary the "Restricted Burning Period".

CEO

Delegates to: Nil

Reference: Local Government Act 1995 & Bush Fires Act 1954

History: Reviewed 17 May 2023

C.4 Bushfire Training Administration

Delegation: To the Chief Executive Officer and the Bush Fire Brigades Advisory Committee to incur expenditure for the planning and development of training opportunities without reference to Council for volunteers, Fire Control Officers and Captains. Costs associated with training programs to be allocated to Council's Emergency Services Levy.

CEO

Delegates to: Nil

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

C.5 Cat Ownership Limit – Cat Control

Delegation: To the Chief Executive Officer to determine applications to keep cats under the Cat Foster Carer provision as per Council policy.

CEO

Delegates to: Nil

Reference: Local Government Act 1995
Cat Act 2011 and Cat Regulations 2012

History: Reviewed 17 May 2023

C.6 Dog Control - Attacks

Delegation: Without reference to the Council the Chief Executive Officer is delegated authority to instigate legal and/or infringement proceedings against the owner of a dog involved in a dog attack on a person or other animal.

CEO

Delegates to: Nil

Reference: Local Government Act 1995
Dog Act 1976

History: Reviewed 17 May 2023

C.7 Dog Ownership Limit – Dog Control

Delegation: Without reference to the Council the Chief Executive Officer is delegated authority to determine applications in the first instance.

CEO

Delegates to: Nil

Reference: Local Government Act 1995
Dog Act 1976

History: Reviewed 17 May 2023

C.8 Sea Containers Use Of – Town Planning

Delegation: To the Chief Executive Officer for the approval of applications for the use of sea containers.

CEO

Delegates to: Nil

Reference: Local Government Act 1995
Shire of Kulin Town Planning Scheme No. 2
Shire Policy

History: Reviewed 17 May 2023

C.9 Second Hand Dwellings – Use of – Building Control

Delegation: To the Chief Executive Officer to approve Development Applications for the use of second hand relocated or transportable dwellings.

CEO

Delegates to: Nil

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

C.10 Temporary Accommodation

Delegation: To the Chief Executive Officer to approve applications for temporary accommodation in caravans that meet the guideline conditions.

CEO

Delegates to: Nil

Reference: Local Government Act 1995
Caravan and Camping Ground Regulations 1997: Regulation 6 and 11(2)(a)

History: Reviewed 17 May 2023

C.11 Unauthorised Structures – Building Control

Delegation: To the Chief Executive Officer to seek legal advice or to prepare a “Stop Work” order where Notice to the owner fails to illicit any response or results in the hastening of action to complete the structure.

CEO

Delegates to: Nil

Reference: Local Government Act 1995
Building Regulations 1989

History: Reviewed 17 May 2023

C.13 Freebairn Recreation Centre Club Committee

Delegation: That Council delegate authority to the Freebairn Recreation Centre Club Committee to manage all aspects of the Freebairn Recreation Centre on behalf of Council, subject to budget constraints and under the constraints imposed by the Local Government Act 1995 and other relevant legislation.

Conditions: The following areas remain the responsibility of Council:-

- Staffing
- Liquor licence
- Capital Expenditure Purchases
- Sale of Assets
- Waiver of Hire Charges

CEO

Delegates to: Freebairn Recreation Centre Club Committee

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

C.14 Kulin Child Care Management Committee

Delegation: That Council delegate authority to the Kulin Child Care Management Committee to manage all aspects of the Kulin Child Care Centre on behalf of Council, subject to budget constraints, and under those constraints imposed by the Local Government Act 1995 and other relevant legislation.

Conditions: The following areas remain the responsibility of Council:-

- Staffing
- Capital expenditure purchases
- Sale of Assets

CEO

Delegates to: Kulin Child Care Centre Management Committee

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

C.15 General – Community Services Practices

Delegation: To the Chief Executive Officer to;

- appoint officers for the purpose of infringement notices and administration of;
 - the Shire of Kulin Animal Environment and Nuisance Local Law; Health (Asbestos) regulation 1992.
- appoint officers for the purposes of the Caravan and Camping Grounds Act 1995;
 - Power of Entry and inspection and,
 - The issue of Infringement Notices.

approve or reject applications to consume liquor in Shire buildings or on Shire controlled reserves.

approve applications to hire the Kulin Bush Races facility in accordance with terms and conditions.

CEO

Delegates to: Nil

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

C.16 Bushfire Control – Confirmation Appointment of Dual Fire Control Officers

Delegation: That Council delegate to the Chief Executive Officer that following receipt of correspondence or a written email request from a neighbouring Shire, the Chief Executive Officer under delegation made possible by the Bush Fires Act 1954, S.48 (1) is granted the authority to confirm the appointment of Dual Fire Control Officer applications from neighbouring Shires without reference to Council.

CEO

Delegates to: Nil

Reference: Local Government Act sections 5.42 and 5.44
Bush Fires Act section 48 (1)

History: Added 17 May 2023

C.17 Seed Collection – Issue of Approval to Collect Seeds

Delegation: That Council delegate to the Chief Executive Officer approval to determine requests to collect seeds from Shire of Kulin managed and controlled land without reference to Council in accordance with the guidelines of APOG CS 20.

CEO

Delegates to: Nil

Reference: Local Government Act

History: Added 17 May 2023

5. WORKS

W.1 Gravel Supplies

Delegation: To the Chief Executive Officer and the Executive Manager of Works & Services to negotiate the supply of gravel with landholders, which may incur a quid pro quo cost to the Shire and to initiate the resumption of land for the purpose of obtaining gravel where no alternate suitable supplies exist.

CEO

Delegates to: Executive Executive Manager of Works

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

W.2 Roads - Clearing

Delegation: To the Chief Executive Officer the power to;

- consider and authorise the removal of vegetation from fence lines;
- to issue approval to service authorities to remove vegetation on Shire roads in relation to their works;
- to determine the suitability of roadside vegetation planting applications submitted by community groups or individuals.

CEO

Delegates to: Nil

Reference: Local Government Act 1995
Soil and Land Conservation Act 1945. (Agriculture WA)
Wildlife Conservation Act 1950 – 1979
Aboriginal Heritage Act 1972
Agriculture and Related Resources Protection Act 1976

Bush Fires Act 1954
Conservation and Land Management Act 1984
Environmental Protection and Biodiversity Conservation Act 1999
Environmental Protection Act 1986
Heritage of WA Act 1990
Land Act 1933
Main Roads Act 1930
Mining Act 1978
State Energy Commission Supply Act 1979
Water Authority Act 1987

History: Reviewed 17 May 2023

W.3 Roads – Damage To

Delegation: To the Chief Executive Officer to take action to recover the cost of damage to a Shire road or verge asset and issue Notice to request the return of the road or verge to a clean and tidy condition.

CEO

Delegates to: Executive Manager of Works & Services

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

W.4 Roads – Roadside Markers – Management Of

Delegation: To the Chief Executive Officer to determine roadside markers applications.

CEO

Delegates to: Executive Manager of Works & Services

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

W.5 Stormwater Drainage

Delegation: To the Chief Executive Officer to approve applications for connection to the Shire stormwater drainage from landowners on advice from the Executive Manager of Works & Services.

CEO

Delegates to: Executive Manager of Works & Services

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

W.6 Street Trees

Delegation: To the Chief Executive Officer to determine applications for approval to plant street trees in accordance with this guideline.

CEO

Delegates to: Nil

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

W.7 Streetscape – Improvements

Delegation: To the Chief Executive Officer to approve streetscape improvements.

CEO

Delegates to: Nil

Reference: Local Government Act 1995

History: Reviewed 17 May 2023

W.8 Roadside Vegetation Management

Delegation: To the Chief Executive Officer for the burning or spraying of road verges following agreement of the Executive Manager of Works & Services in accordance with the listed conditions.

CEO

Delegates to: Executive Manager of Works & Services

Reference: Local Government Act 1995
Bush Fires Act 1954 25
Occupational Health & Safety
Road Traffic Act 1974

History: Reviewed 17 May 2023

W.9 Temporary Road Closures

Delegation: The Chief Executive Officer is authorised to temporarily close thoroughfares to vehicles.

CEO

Delegates to: Executive Manager of Works & Services

Reference: Local Government Act 1995 section 3.50
Bush Fires Act 1954 25
Occupational Health & Safety
Road Traffic Act 1974

History: Reviewed 17 May 2023

W.10 General – Works Practices

Delegation: To the Chief Executive Officer to;

- Determine applications to beautify grave sites at Shire Cemetery's;
- Approve Niche Wall plaque design and placement;
- Approve the use of the depot for the servicing of private vehicles and equipment;
- Determine requests from local Clubs and Organisations to use Shire plant;
- To issue heavy Haulage Vehicle Permits.

To the Deputy Chief Executive Officer to;

- Approve the use of the depot for the servicing of private vehicles and equipment;
- Determine requests from local Clubs and Organisations to use Shire plant.

To the Executive Manager of Works & Services to;

- Approve the use of the depot for the servicing of private vehicles and equipment;
- Determine requests from local Clubs and Organisations to use Shire plant.

CEO

Delegates to: Nil

Reference: Local Government Act 1995

History: Reviewed 17 May 2023