

# Ordinary Council Meeting

## Notice of Meeting

26 June 2018

6.00pm

Council Chamber

Level 9

Council House

27 St Georges Terrace, Perth WA

6000



City of Perth

## Agenda

### ORDER OF BUSINESS AND INDEX

- 1 Prayer/Acknowledgment of Country
- 2 Declaration of Opening
- 3 Apologies
- 4 Question Time for the Public and Notification of Deputations
  - 4.1 Question Time
  - 4.2 Notification of Deputations
- 5 Members on Leave of Absence and Application for Leave of Absence
- 6 Confirmation of minutes – 29 May 2018
- 7 Announcements by the Chair of Commissioners
- 8 Disclosure of Members' interests
- 9 Questions by Members of which due notice has been given
- 10 Correspondence
- 11 Petitions
- 12 Matters for which the meeting may be closed

In accordance with Section 5.23(2) of the *Local Government Act 1995*, should a Commissioner wish to discuss the content of the confidential attachments listed below, it is recommended that Council resolve to close the meeting to the public prior to discussion of the following:

Attachment No.	Item No. and Title	Reason
Confidential Attachments 13.3B, 13.3C, 13.3D and 13.3E	Item 13.3 – Arts Sponsorship 2018/19	s 5.23(2)(e)(ii)
Confidential Attachments 13.4A and 13.4B	Item 13.4 – Principal Partnership Between Heritage Perth and City of Perth	s 5.23(2)(e)(ii)
Confidential Attachments 13.7A and 13.7C	Item 13.6 – Tender 137-17/18 – Design, Refurbishment and Supply of Christmas Decorations	s 5.23(2)(e)(ii)

Please convey apologies to Governance on 9461 3250  
or email [governance@cityofperth.wa.gov.au](mailto:governance@cityofperth.wa.gov.au)

**13** Reports

<b>Report No.</b>	<b>Item Title</b>	<b>Page</b>
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**14** Motions of which Previous Notice has been given

**15** Urgent Business

**16** Closure



**MARTIN MILEHAM**  
**CHIEF EXECUTIVE OFFICER**

21 June 2018

**This meeting is open to members of the public**

## INFORMATION FOR THE PUBLIC ATTENDING COUNCIL MEETINGS

Welcome to this evening's Council meeting. This information is provided on matters which may affect members of the public. If you have any queries on procedural matters please contact a member of the City's staff in attendance tonight.

### Question Time for the Public

- An opportunity is available at Council meetings for members of the public to ask a question about any issue relating to the City. This time is available only for asking questions and not for making statements. Complex questions requiring research should be submitted as early as possible in order to allow the City sufficient time to prepare a response.
- The Presiding Person may nominate a Member or officer to answer the question and may also determine that any complex question requiring research be answered in writing. No debate or discussion is allowed to take place on any question or answer.
- To ask a question please write it on the white Question Sheet provided at the entrance to the Council Chamber and hand it to a staff member before the meeting begins. Alternatively questions can be forwarded to the City of Perth prior to 3.00pm on the day of the meeting, by:-
  - Letter: Addressed to GPO Box C120, Perth, 6839;
  - Email: [governance@cityofperth.wa.gov.au](mailto:governance@cityofperth.wa.gov.au).
- Question Sheets are also available on the City's web site: [www.perth.wa.gov.au](http://www.perth.wa.gov.au).

### Deputations

Applications for deputations to a Ordinary Council Meeting must be in writing to the CEO and sent to [info.city@cityofperth.wa.gov.au](mailto:info.city@cityofperth.wa.gov.au) and received by midday on the day of the meeting.

Please refer to the City's website [www.perth.wa.gov.au](http://www.perth.wa.gov.au) for further information on making a deputation.

### Disclaimer

Members of the public should note that in any discussion regarding any planning or other application that any statement or intimation of approval made by any Member or officer of the City during the course of any meeting is not intended to be and is not to be taken as notice of approval from the City. No action should be taken on any item discussed at a Council meeting prior to written advice on the resolution of the Council being received.

Any plans or documents contained in this agenda may be subject to copyright law provisions (*Copyright Act 1968, as amended*) and the express permission of the copyright owner(s) should be sought prior to their reproduction.



# Council Chambers Seating Layout



Manger Governance  
**Mark Ridgwell**



Chair Commissioner  
**Eric Lumsden**



Chief  
Executive Officer  
**Martin Mileham**



Director Community and  
Commercial Services  
**Rebecca Moore**



Commissioner  
**Andrew Hammond**



Commissioner  
**Gaye McMath**



Personal Aide  
**Paul Anastas**



Director Planning and  
Development  
**Erica Barrenger**



Manager  
Development Approvals  
**Margaret Smith**



Director Economic  
Development and Activation  
**Annaliese Battista**



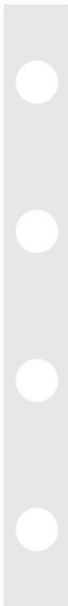
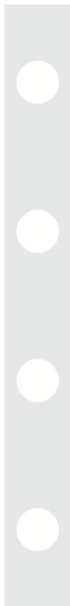
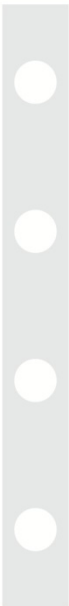
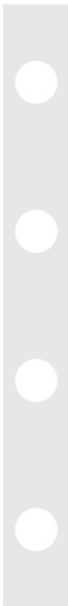
Construction  
and Maintenance  
**Paul Crosetta**



Director  
Corporate Services  
**Robert Mianich**



Governance Officer  
**Ashlee Rutigliano**



# EMERGENCY GUIDE

Council House, 27 St Georges Terrace, Perth



The City of Perth values the health and safety of its employees, tenants, contractors and visitors. The guide is designed for all occupants to be aware of the emergency procedures in place to help make an evacuation of the building safe and easy.

## BUILDING ALARMS

Alert Alarm and Evacuation Alarm.

### ALERT ALARM

**beep beep beep**

All Wardens to respond.

Other staff and visitors should remain where they are.



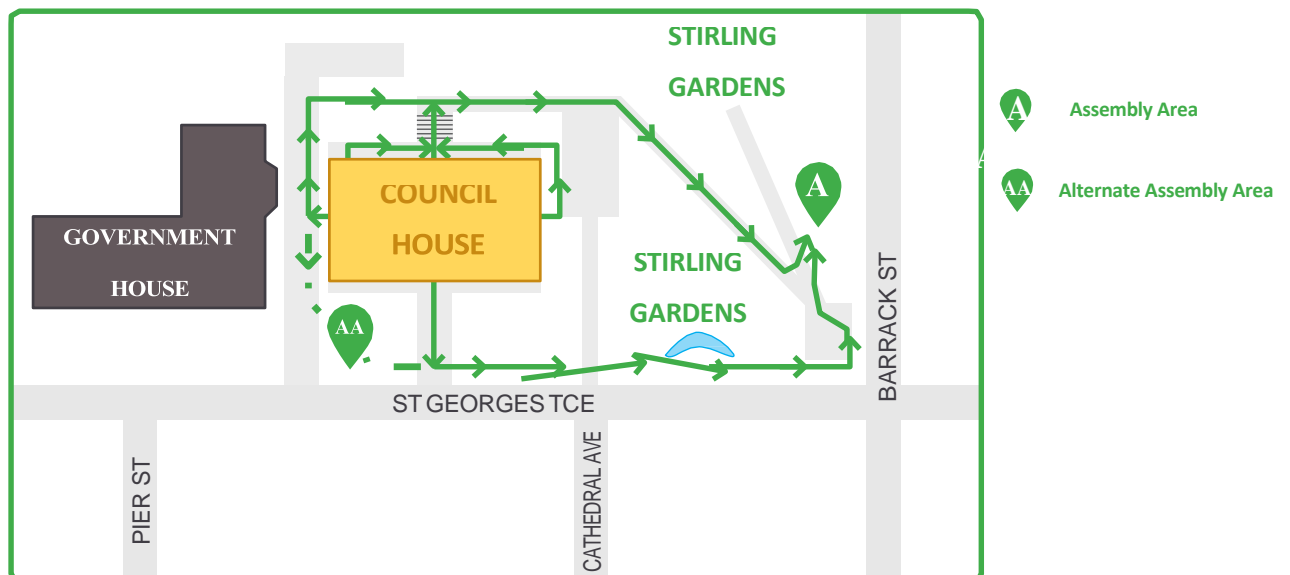
## EVACUATION ALARM / PROCEDURES

**whoop whoop whoop**

On hearing the Evacuation Alarm or on being instructed to evacuate:

1. Move to the floor assembly area as directed by your Warden.
2. People with impaired mobility (those who cannot use the stairs unaided) should report to the Floor Warden who will arrange for their safe evacuation.
3. When instructed to evacuate leave by the emergency exits. **Do not use the lifts.**
4. Remain calm. Move quietly and calmly to the assembly area in **Stirling Gardens** as shown on the map below. Visitors must remain in the company of City of Perth staff members at all times.
5. After hours, evacuate by the nearest emergency exit. **Do not use the lifts.**

### EVACUATION ASSEMBLY AREA



**Agenda**                      **Mastercard Hopman Cup - Major Events and Festivals**  
**Item 13.1**                   **Sponsorship**

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**Recommendation:**

*That Council, subject to adoption of the 2018/19 budget:*

1. ***APPROVES*** sponsorship of \$393,913 (excluding GST) over three years to Tennis Australia Limited for the Mastercard Hopman Cup including CPI of 1% for financial years 2019/20 and 2020/21;
  - 1.1 2018/19 - \$130,000 (excl GST);
  - 1.2 2019/20 - \$131,300 (excl GST); and
  - 1.3 2020/21 - \$132,613 (excl GST).
2. ***NOTES*** the provisional list of sponsorship benefits contained in the Detailed Officer Assessment in Attachment 13.1A;
3. ***AUTHORISES*** the Chief Executive Officer (or an appointed delegate) to negotiate with the applicant, the final list of sponsorship benefits and key performance indicators for inclusion in the agreement, according to the Council approved funding amount; and
4. ***NOTES*** that a detailed acquittal report, including any supporting material, will be submitted to the City of Perth.

FILE REFERENCE:	P1035824#03
REPORTING UNIT:	Business Support and Sponsorship
RESPONSIBLE DIRECTORATE:	Economic Development and Activation
DATE:	5 June 2018
ATTACHMENT/S:	Attachment 13.1A – Detailed Officer Assessment

**Council Role:**

- |                                     |             |   |
|-------------------------------------|-------------|---|
| <input type="checkbox"/>            | Advocacy    | When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.  |
| <input checked="" type="checkbox"/> | Executive   | The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets. |
| <input type="checkbox"/>            | Legislative | Includes adopting local laws, town planning schemes and policies  |

☐

Quasi-Judicial

*When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*

☐

Information

*For the Council/Committee to note.*

### **Legislation / Strategic Plan / Policy:**

#### **Legislation**

Section 8 of the *City of Perth Act 2016*

#### **Integrated Planning and Reporting Framework Implications**

#### **Strategic Community Plan**

Goal 1 - A city for people

Goal 5 - A prosperous city

#### **Policy**

Policy No and Name:

18.13 - Sponsorship and Grants

### **Purpose and Background:**

The City of Perth has received a request for Major Events and Festivals Sponsorship of \$130,000 (excluding GST) per annum from Tennis Australia to support the Mastercard Hopman Cup for a three-year sponsorship term.

### **Details:**

Mastercard Hopman Cup is Western Australia's highest profile international sporting event and the only international sporting event held annually in Perth city. The event draws record crowds and extensive global media coverage. The tournament is the International Tennis Federation's (ITF) official mixed teams' tennis competition, where top-seeded international players have the chance to represent their country in a unique format.

The Hopman Cup will be held from 29 December 2018 to 5 January 2019 and kick-starts the Australian Open Series. The event has run in Perth for 30 consecutive years.

Support from the City strengthens this event being held in Perth city. Whilst the requested funding of \$130,000 amounts to a small percentage of the event budget, partnership support from the City adds strength to the City's profile and firmly positions Perth as the home of this international sporting event. The City's funding ensures that the event will remain in Perth, and that the city will continue to be exposed to an international audience in a competitive Australia-wide major events market.

The organisers anticipate a total of 116,500 attendees across the tournament and associated city based activations.

According to the REMPLAN modelling the direct economic impact of the Hopman Cup is \$28.5 million suggesting an exceptional return on investment for the City.

### 2019 Event

The 2019 Mastercard Hopman Cup includes several different activation components, held both within and outside of the City of Perth local government area, including:

- Mastercard Hopman Cup: Ticketed international tennis tournament at Perth Arena;
- Mastercard Hopman Cup New Year's Eve Gala: Ticketed gala dinner and official tournament celebration;
- Marquee Player Public Practice Session: Free to view practice session with the marquee player at Perth Arena;
- Festival of Tennis: Free family oriented tennis activation at Yagan Square;
- City of Perth Christmas Carnival: Free family oriented tennis activation during the Christmas Carnival in Forrest Place;
- Mastercard Hopman Cup Takeover: Free tennis activation at Embargo, Elizabeth Quay;
- Outdoor Movies: Free family oriented tennis activation during the December outdoor movies at Northbridge Piazza;
- Mastercard Hopman Cup Trophy Schools Tour: Free tournament trophy road-show to primary schools within the Perth metropolitan area; and
- Official Launch: Free media/VIP event to launch the tournament and announce the playing field.

### Financial Implications:

ACCOUNT NO:	93E750007901
BUDGET ITEM:	Major Events and Festivals
BUDGETED AMOUNT:	\$960,000
AMOUNT SPENT TO DATE:	\$830,000
PROPOSED COST:	\$130,000
BALANCE REMAINING:	\$0
ANNUAL MAINTENANCE:	N/A
ESTIMATED WHOLE LIFE COST:	N/A

All figures quoted in this report are exclusive of GST.

### Comments:

Cash sponsorship of \$130,000 (excluding GST) is recommended for the 2018/19, 2019/20 and 2020/21 financial years with a 1% increase applied to year two and three to account for CPI.

The recommendation includes a 30% increase from the 2017/18 sponsorship investment. This increase is due to the additional elements included in the proposal, including:

- Onsite activations at Perth Arena now included in the sponsorship fee;
- Additional ancillary activities such as the 'Festival of Tennis' at Yagan Square (previously held outside the City of Perth); and
- Inclusion of the 'Partner Restaurant Series' to promote local business.



This recommendation has been determined to be an appropriate level of investment for the eight-day tournament, and supporting activations which are held within Perth Arena and various city locations, activation opportunities and city trader engagement.

Organisers have submitted a strong application which presents a clear commitment to strengthen this partnership through the addition of proposed new initiatives and concepts such as the 'Partner Restaurant Series'.

The Hopman Cup is Western Australia's premier international event and attracts major visitation, media coverage, economic, social and cultural benefits. City of Perth funding support will ensure the event continues to call Perth home amidst the extremely competitive national sporting landscape. A detailed Officer Assessment of the application is included in Attachment 13.1A.

It is noted that the Commissioners were recently briefed on the Sponsorships, Grants and Donations Framework and Guidelines on Tuesday, 12 June 2018.

### ATTACHMENT 13.1A

#### Major Events and Festivals | 2018-19 | MASTERCARD HOPMAN CUP

<b>Sponsorship Category</b>	Major Events and Festivals		
<b>Event Title</b>	Mastercard Hopman Cup		
<b>Event Start Date</b>	29/12/2018		
<b>Event End Date</b>	05/01/2019		
<b>Venue</b>	Perth Arena and various city spaces		
<b>Applicant</b>	Tennis Australia		
<b>Expected attendance</b>	116,500		
<b>Total Project Cost</b>	Budget not submitted – commercial in confidence		
<b>Total Amount Requested</b>	\$130,000		
<b>REMPAN Impact (Direct)</b>	\$28.5M	<b>REMPAN Total</b>	\$48.8M
<b>Recommendation</b>	Approval for a three-year sponsorship		
<b>Recommended amount</b>	\$130,000 plus 1% annual increase		
<b>Assessment Score</b>	<b><u>43.89 out of 52 (84.4%)</u></b>		

#### Event Summary

Mastercard Hopman Cup is Western Australia's highest international profile sporting event and the only international sporting event held annually in Perth city. The event draws record crowds and international media coverage. The tournament is the International Tennis Federation's (ITF) official mixed teams' tennis competition, where top-seeded international players have the chance to represent their country in a unique and exclusive format. The Hopman Cup kick-starts the Australian Open Series and has run in Perth for 30 consecutive years.

#### Applicant details

Tennis Australia (TA) is the governing body for the sport of tennis in Australia. The organisation exists to promote tennis and conduct domestic and international tournaments on behalf of Australia. The Hopman Cup is operated and managed by TA.

#### *Information from the Australian Business Register*

ABN	61006281125
Entity Name	Tennis Australia Limited
Entity Type	Australian Public Company
ABN Status	Active

ATO Endorsed Charity Type	Not endorsed
Goods & Services (GST)	Yes
Endorsed as DGR	No
Tax Concessions	No tax concessions
Main Business Location State	3000 VIC
ACNC Registration	No

### **Event Description**

Mastercard Hopman Cup is held at Perth Arena and attracts over 100,000 people to the City over the tournament week at the end of December and beginning of January. The tournament has previously featured international tennis players ranked among the world's best including; Roger Federer, Andy Murray, John McEnroe, Pat Cash, Boris Becker, Martina Hingis, Serena Williams, Novak Djokovic and Lleyton Hewitt.

Mastercard Hopman Cup prides itself on being an innovative event. 2018 saw innovations such as \$30 day tickets for adults, Hoppy the Quokka mascot, the 30 Schools in 30 Days trophy tour, and karaoke cam as crowd entertainment.

The lead up to the tournament sees many events and activations held around Perth, with free, family orientated activations which drive awareness and interest in the event and encourage ticket sales. The Hopman Cup consists of several components both free and ticketed throughout various locations within the city:

#### ***Mastercard Hopman Cup (Ticketed)***

Date	29 December 2018 – 5 January 2019
Timing	10am (morning session), 5pm (evening session)
Location	Perth Arena
Projected Attendance	104,000
Ticket Price	\$30 (early bird, day session), \$40 (regular, day session), \$45 (regular, evening session), \$5 child - all pricing TBC

Two sessions are held daily in the morning and the evening, with only one session held on the last day of the event for the finals. The tournament is a round robin format with the winners of Group A and Group B progressing to the final. Each consists of a Ladies Singles, Men's Singles and Mixed Doubles match.

The Fast4 format, which was introduced in 2017, has been maintained as it was well received by the public due to its fast-paced, action packed nature.

**Mastercard Hopman Cup New Year's Eve Gala (Ticketed)**

Date	31 December 2018
Timing	7pm – 12.30am
Location	TBC
Projected Attendance	300
Ticket Price	\$350

The Mastercard Hopman Cup NYE Gala is the official celebration of the tournament, featuring the entire playing field. The event includes a seated dinner, drinks package and entertainment, as well as player interviews throughout the evening.

**Marquee Player Public Practice Session (Free)**

Date	27 December 2018 (TBC)
Timing	5pm (TBC)
Location	Perth Arena
Projected Attendance	5,500
Ticket Price	\$0

A free-to-the-public practice session will be held at Perth Arena in the lead-up to the tournament. This is a once in a lifetime opportunity to see one of the top-seeded tennis players and is a special open practice session. For the past two years the general public have had the opportunity to see Roger Federer. The marquee player will be confirmed closer to the date.

**Festival of Tennis (Free)**

Date	27 October 2018
Timing	10am – 2pm
Location	Yagan Square (TBC)
Projected Attendance	1,000
Ticket Price	\$0

Previously held at Sorrento Quay, Hillarys, the Organisers are now exploring the possibility of holding this event in Yagan Square in the city. This is a free, family oriented activation encouraging children and their parents to pick up a racquet and have a go, thereby promoting the event and the game of tennis. The festival consists of a range of activities including mini tennis, tennis dart board, hit the target, Hoppy the Mascot, Hopman Cup Trophy display, face painting, balloons and competitions and giveaways.

**City of Perth Christmas Carnival (Free)**

Date	24 November 2018 (TBC)
Timing	10am – 4pm (TBC)
Location	Forrest Place
Projected Attendance	1,500
Ticket Price	\$0

Running alongside the existing City of Perth Christmas Carnival, this free, family oriented activation will include tennis-related activities as per the Festival of Tennis.

**Mastercard Hopman Cup Takeover (Free)**

Date	7 December 2018
Timing	5pm – 10pm
Location	Embargo Bar, Elizabeth Quay (TBC)
Projected Attendance	2,500
Ticket Price	\$0

Appealing to young adults and professionals, the Hopman Cup will take over a bar turning it into all things tennis. Entertainment and giveaways with the bar and staff all branded Hopman Cup.

**Outdoor Movies (Free)**

Date	12 and 20 December 2018
Timing	5pm – 7pm
Location	Northbridge Piazza
Projected Attendance	200
Ticket Price	\$0

Working alongside the free outdoor movies at the Northbridge Piazza, the Hopman Cup will generate awareness and excitement at the event by handing out giftbags and having the television commercial on screen before/after the movie.

**Mastercard Hopman Cup Trophy Schools Tour (Free)**

Date	1 – 30 November 2018
Timing	Varied during school hours
Location	Various Perth primary schools
Projected Attendance	4,700
Ticket Price	\$0

Official event trophy tour visiting primary schools in the Perth metropolitan area and regional WA schools. The road show will provide children with photo opportunities with the trophy and conduct mini court clinics.

**Official Launch (Free)**

Date	1 October 2018 (TBC)
Timing	11am – 2pm
Location	Beaumonde on the Point
Projected Attendance	100
Ticket Price	\$0

Official celebration of the start of the tournament announcing the player field and schedule. Sponsors, media and VIP guests are invited to this free but exclusive lunch.

### **Previous City of Perth Support (last 5 years)**

<b>Year</b>	<b>Amount</b>
2013/14	\$100,000
2014/15	\$110,000
2015/16	\$100,000
2016/17	\$95,830
2017/18	\$100,000
<b>TOTAL</b>	<b>\$505,830</b>

### **Media Coverage**

Mastercard Hopman Cup is broadcast nationally through Channel Seven and internationally to over 200 countries with visuals of Perth city and Western Australia included in international broadcast feeds. In 2018, TA engaged Futures to conduct a Global Broadcast Report to measure the exposure and media valuation of the event. More than 85 print, radio and broadcast media provided extensive media coverage of the event to media outlets around Australia and internationally including, but not limited to, Switzerland, Belgium, Germany and France. Organisers advised that Hopman Cup 2018 generated the highest volume of media coverage in the tournaments 30 year history, reinforcing its position as one of Australia's most popular tournaments.

According to the Global Broadcast Report by Futures, the 2018 tournament coverage reached a cumulative audience of 173million, which amounts to an 8.7% increase on 2017, with an advertising space rate of \$18million.

Hopman Cup 2018 provided strong growth in global TV coverage with an 18% year-on-year growth in global audience up from 22.4 million to 26.5 million hours viewed globally. Organisers advise that this was partly due to new broadcast deals struck with:

- CCTV (China);
- ARD (Germany);
- Groupe TVA (Canada); and
- WOWOW (Japan).

In addition to the Perth city and Western Australia visuals, the wordmark 'Perth' is featured in the event logo and 'Perth' is displayed prominently with on-court signage, receiving over 50 hours of exposure globally. In addition, the mono LED signage around centre-court with City of Perth branding provided the City with 0.7 minutes of exposure per broadcast hour, with the City of Perth assets providing a total global Futures net value of \$266,000.

Social media initiatives pre and during the event drew significant viewership such as the Roger Federer quokka photo/selfie which Organisers believe attracted half a billion views and subsequently led to tourists flocking to Rottnest Island and Western Australia.

## **Impact Reporting**

In 2018, TA engaged Nielsen to conduct Patron Research to measure the success of the event, areas for improvement and key patron insights.

Key insights from the 2018 Patron Survey Report included:

- 97% of all patrons believe it is important for the Hopman Cup to be held in Perth;
- 90% of patrons surveyed would not have spent time in Perth city if not for attending the Hopman Cup;
- Three in four patrons from outside the Perth metropolitan area engaged in other activities and spent on average \$400, excluding any spend within the Perth Arena;
- 81% of patrons surveyed frequented a restaurant, café or bar before or after attending the tennis;
- 43% of patrons surveyed went shopping whilst in the CBD; and
- 64% of patrons surveyed said their perception of Perth city changed for the better as a result of attending the Hopman Cup.

Positive feedback from patrons was noted:

- “Please keep the Hopman Cup in Perth. We have so few chances to see world class sport on this side of the country”;
- “It was an event Perth can be proud of hosting!”;
- “Love it – keep it going Perth! Great attraction for visitors and locals”;
- “Exceptional event – well promoted and promotion of Perth was excellent by players. They obviously enjoy coming to Perth as a lead up to the AO, so keep the Hopman Cup in Perth!”; and
- This is a great event to start the sporting calendar for WA, it is important that the Hopman Cup event remains in Perth.

## **Funding model and private sector investment**

Mastercard Hopman Cup ensures a diverse range of income streams. These comprise of ticket sales, merchandise, broadcast, tour operator fees and sponsorship. The event receives funding support from a range of public and private sector partners. In 2016, Mastercard was announced as the naming rights partner of the event.

Whilst the Hopman Cup’s financials are commercial in confidence, in 2018 the City of Perth’s investment comprised 2.35% of the sponsorship revenue for that event.

## **Commercial Sponsorship Benefits**

Organisers will provide the following benefits for sponsorship of the 2019 event for the requested sponsorship fee of \$130,000 (ex GST). The final sponsorship benefits would be subject to negotiation based on the Council approved funding amount.

- a) Naming rights / designation
  - The City of Perth will be entitled to the following Designation:
    - (i) Non-exclusive Designation: “Official Partner of Hopman Cup”;
- b) Logo usage and marketing collateral
  - The City of Perth has the non-exclusive right to use the Event Logo;
- c) Digital and social exposure
  - The City of Perth will post 3 social media posts to promote the Event (content provided by TA prior to the Event) on the City of Perth’s social media channels. The content is to be mutually agreed upon beforehand but final approval lies with City of Perth);
  - The City of Perth will have the opportunity to advertise and promote the marquee player free training session via the City of Perth social media channels;
  - TA from time to time will share content posted by City of Perth if engaging and relevant to the Hopman Cup consumer;
  - TA will provide day tickets as a prize for an integrated social media competition run by the City of Perth. The number of tickets and competition mechanics will be mutually agreed by the parties;
- d) Court signage
  - Mono East/West LED court signage with 10% SOV on rotation during play;
- e) Exposure in official event program
  - One full page advertisement in the Official Hopman Cup Program;
- f) Onsite exposure and engagement television commercial
  - Eight second promotional space on Perth Arena foyer screens on rotation with other partners;
- g) On-site activation area
  - Dedicated activation space at Perth Arena that must be engaging for the Hopman Cup fan;
  - City of Perth to be provided first right of refusal to create a sign making activation (only) with a final decision to be made by 12 October 2018;
- h) Official live sites (activations outside the venue)
  - City of Perth and Hopman Cup will work together to create a mutually beneficial fan engagement activation within the City;
  - Hopman Cup to activate 3 times within the City of Perth leading up to or during the Hopman Cup to promote the Hopman Cup;
  - Hopman Cup will launch the Hopman Cup 2019 within the City of Perth if a suitable venue can be found;
- i) Other
  - Hopman Cup to include the City of Perth logo on the Official Event website [www.hopmancup.com](http://www.hopmancup.com);



- The City of Perth will provide to TA, for its prior written approval, five (5) research questions for a post-Event survey to be conducted by the City of Perth, and a report detailing the responses to the questions;
- j) Team flags
- An opportunity to provide fans with flags to support their country of choice and have an on-court activation. Activation to be approved by TA;
- k) Partner restaurant series
- Recognition on the “Mastercard Hopman Cup restaurant series”, where TA will integrate with a selection of restaurants in the City of Perth to create offers for Mastercard Hopman Cup patrons, encouraging attendees to relax and enjoy a great dining experience pre or post the tennis.

### **Major Events and Festivals | Assessment Score Card | Mastercard Hopman Cup**

The application was assessed by a four-person assessment panel and the scoring has been averaged for each outcome.

The following outcomes are based on the schema of measurable outcomes for cultural engagement, developed by the Cultural Development Network:  
<http://www.culturaldevelopment.net.au>

<b>PRESTIGE AND SIGNIFICANCE</b>	<b>SCORE</b>
Is the event a large-scale event that has the ability to position Perth on a national and/or international stage?	3.5
Does the event demonstrate prestige and significance, through the quality and status of competitors / performers / artists, participants, sponsors, media and involvement or endorsement from international federations and organisations?	3.75
<b>Sub total</b>	<b>7.25 out of 8</b>
<b>ECONOMIC IMPACT AND ATTENDANCE</b>	
Does the event demonstrate a proven track record of attracting a large audience into the central city and surrounds for the event or have the capacity to do so?	3.375
Does the event demonstrate significant direct economic benefit to the city economy?	3.125
Does the event identify ways to proactively engage with City businesses and traders to maximise visitor spend within the city?	3.25
Is the event preferably longer than one day in duration, with events over multiple days or weeks highly regarded?	3.125
<b>Sub total</b>	<b>12.88 out of 16</b>
<b>MEDIA IMPACT</b>	

Does the event demonstrate a proven track record, or have the potential of attracting, significant mainstream media coverage? Demonstrated media coverage that drives awareness of Perth as a destination, on a local, national and international platform will be assessed favourably under this criterion.	4
<b>Sub total</b>	<b>4 out of 4</b>
<b>OTHER FUNDING AND PRIVATE SECTOR INVESTMENT</b>	
Does the event demonstrate significant investment through a variety of funding sources, including the private sector, and that the event is not reliant on City of Perth funding to be delivered?	3.625
Does the event demonstrate it is operating through a commercial structure through the management of various revenue streams, including the sale of broadcast and media rights, commercial sponsorship, ticketing, membership etc?	3.375
<b>Sub total</b>	<b>7 out of 8</b>
<b>COMMERCIAL SPONSORSHIP BENEFITS</b>	
Does the event offer, and demonstrate it is able to deliver on, negotiated commercial sponsorship benefits to the City of Perth?	3.125
The City of Perth aims to sponsor a range of events that presents City residents and visitors with a diverse calendar. Does the event complement and diversify the existing offering within the City?	3.25
<b>Sub total</b>	<b>6.38 out of 8 (79.69%)</b>
<b>COMMUNITY INVOLVEMENT</b>	
Does the event demonstrate accessibility to a broad demographic?	3.125
Does the event demonstrate potential to involve the local and larger communities in the event or the surrounding support activities?	3.25
<b>Sub total</b>	<b>6.385 out of 8</b>
<b>TOTAL ASSESSMENT SCORE   43.89 out of 52 (84.4%)</b>	

### Assessment Comments

The assessment panel believe that the Mastercard Hopman Cup is one of Perth's most iconic and high profile international events, which continues to attract significant economic stimulus to the City. With increased activations in and around the CBD, positive event leveraging and sustainable event practices, the Panel believe that the Mastercard Hopman Cup is deserving of the requested sponsorship.

The panel applauded the addition of the 'Partner Restaurant Series' in the commercial sponsorship benefits, stating that city trader engagement is a vital role of Sponsor Rights Holders in delivering benefits to the city that contribute to and support its economic growth.

The panel commented that it would be remiss of the City to reduce the spend for the Hopman Cup as this may reduce activation and marketing opportunities as well as a possible reduction in crowd attendance.

In addition, the panel feels this world-class event positions Perth on the international stage through the world's best male and female tennis stars and global TV broadcast reach. The event brings a substantial amount of visitation to Perth city in a traditionally quiet time of year due to Christmas and school holidays.

**Agenda**                      **Event Sponsorship 2018/19**  
**Item 13.2**

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**Recommendation:**

*That Council, subject to adoption of the 2018/19 budget:*

1. **APPROVES** sponsorship totalling \$300,000 (excl GST) to the following applicants:
  - 1.1. *Seven West Media for RAC Christmas Pageant (\$120,000);*
  - 1.2. *Chung Wah Association for Chinese New Year (\$65,000);*
  - 1.3. *Pride WA for PrideFEST (\$55,000);*
  - 1.4. *Variety WA for IGA Carols by Candlelight for Variety (\$60,000);*
2. **NOTES** the funding for Perth Heritage Weekend will be funded through existing operational budgets;
3. **NOTES** the provisional list of sponsorship benefits contained in the Detailed Officer Assessment in Attachment 13.2A;
4. **AUTHORISES** the Chief Executive Officer (or an appointed delegate) to negotiate with the applicant the final list of sponsorship benefits for inclusion in the agreement according to the Council approved funding amount; and
5. **NOTES** that a detailed acquittal report, including any supporting material, will be submitted to the City of Perth four months following the completion of each supported project.

FILE REFERENCE:	P1035585#03
REPORTING UNIT:	Business Support and Sponsorship
RESPONSIBLE DIRECTORATE:	Economic Development and Activation
DATE:	5 June 2018
ATTACHMENT/S:	Attachment 13.2A – Officer Assessment and Scorecard

**Council Role:**

- |                                     |             |  |
|-------------------------------------|-------------|--|
| <input type="checkbox"/>            | Advocacy    | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>  |
| <input checked="" type="checkbox"/> | Executive   | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i> |
| <input type="checkbox"/>            | Legislative | <i>Includes adopting local laws, town planning schemes and policies</i>  |



Quasi-Judicial

*When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*



Information

*For the Council/Committee to note.*

### **Legislation / Strategic Plan / Policy:**

#### **Legislation**

Section 8 of the *City of Perth Act 2016*

#### **Integrated Planning and Reporting Framework Implications**

#### **Strategic Community Plan**

Goal 1 - A city for people

Goal 6 - A city that celebrates its diverse cultural community

Goal 8 - A city that delivers for its community

#### **Policy**

Policy No and Name:

18.13 - Sponsorship and Grants

### **Purpose and Background:**

The City of Perth has previously supported annual events through sponsorship on an ad hoc basis. 2018/19 is the first year that the sponsorship has been held in one competitive round for the entire financial year. This approach allows comparison and benchmarking of sponsorship applications and creates a more consistent approach to assessment.

### **Details:**

The City received five applications in Round 1 of Event Sponsorship 2018/19. The round closed in March 2018 and the following applications were considered by the assessment panel:

RANK	APPLICANT	PROJECT	REMLAN	ASSESSMENT SCORE	AMOUNT REQUESTED	RECOMMENDATION
1	Seven West Media	RAC Christmas Pageant	\$1.885M (Direct) \$4.374M (Total)	72.92%	\$175,000	\$120,000
2	Chung Wah Association	Perth Chinese New Year Fair	\$1.040M (Direct) \$2.414M (Total)	72.57%	\$80,000	\$65,000
3	Pride WA Inc.	PrideFEST	\$1.651M (Direct) \$3.816M (Total)	72.22%	\$70,000	\$55,000
4	Variety WA	IGA Carols by Candlelight for Variety	\$0.407M (Direct) \$0.946M (Total)	60.76%	\$66,000	\$60,000
5	Heritage Perth	Perth Heritage Weekend	Not assessed	56.60%	\$61,000	Not funded in this program
<b><u>TOTAL</u></b>					<b><u>\$452,000</u></b> <b><u>Requested</u></b>	<b><u>\$300,000</u></b> <b><u>Recommended</u></b>

The Administration has received an application from Heritage Perth for the sponsorship of the Perth Heritage Weekend event, however, this event is subject to an amended Council decision and will be dealt with separately.

The four remaining applications requested support totalling \$391,000 with an available budget of \$300,000 for the program. All applications have a history of funding from the City and are recommended for support. Applications were assessed by a three-person assessment panel consisting of members from the City of Perth's Economic Development, Marketing and Activation, and Arts, Culture and Heritage Units.

A detailed Officer Assessment of all applications is included in Attachment 13.2A. The applications were assessed using the schema of measurable outcomes for cultural engagement, developed by the Cultural Development Network.

### **Financial Implications:**

ACCOUNT NO:	93E1 8000 7901
BUDGET ITEM:	Event Annual Sponsorship
BUDGETED AMOUNT:	\$440,000
AMOUNT SPENT TO DATE:	\$70,000
PROPOSED COST:	\$300,000
BALANCE REMAINING:	\$70,000
ANNUAL MAINTENANCE:	\$N/A
ESTIMATED WHOLE LIFE COST:	\$N/A

All figures quoted in this report are exclusive of GST.

### **Comments:**

This is the first time that the applicants in this program have been considered within the same funding round. This allows the administration to benchmark the applications against each other and award funding based on qualitative rankings and return on objectives.

The City has a long history in supporting the four applications recommended for funding and is satisfied with the contribution these events make to the City's vibrancy, cultural, social and economic outcomes.

It is noted that the Commissioners were recently briefed on the Sponsorships, Grants and Donations Framework and Guidelines on Tuesday, 12 June 2018.

**ATTACHMENT 13.2A****Event Details**

<b>Event Title</b>	RAC Christmas Pageant		
<b>Event Start Date</b>	01/12/2018	<b>Start time</b>	3:00pm
<b>Event End Date</b>	01/12/2018	<b>End time</b>	8:30pm
<b>Venue</b>	St Georges Terrace VIP pre-Pageant party at Perth Concert Hall		
<b>Applicant</b>	Seven West Media		
<b>Expected attendance</b>	125,000		
<b>Ticket Price</b>	Free to attend		
<b>Total Project Cost</b>	\$700,000		
<b>Total Amount Requested</b>	\$175,000 (25% of the total project budget)		
<b>Economic Impact (Direct)</b>	\$1.885M	<b>Economic Impact (Total)</b>	\$4.374M
<b>Recommendation</b>	<b>Approve</b>		
<b>Recommended amount</b>	<b>\$120,000</b> (17% of the total project budget)	<b>Assessment Score</b>	35 out of 48 <b>(72.92%)</b>

**Event Summary**

The RAC Christmas Pageant is a free annual Christmas pageant held in Perth streets. The event is presented by Channel Seven and is aimed at families. 2018 will be the 46<sup>th</sup> year of the event.

**Applicant details***Information from the Australian Business Register*

ABN	70008679294
Entity Name	Channel Seven Perth Pty. Limited
Entity Type	Australian Private Company
ABN Status	Active
ATO Endorsed Charity Type	N/A
Goods & Services (GST)	Yes
Endorsed as DGR	No
Tax Concessions	No tax concessions
Main Business Location	6017

Postcode	
Main Business Location State	WA

### **Event Description**

The RAC Christmas Pageant will be held on 1 December 2018. The event will commence with pre-pageant entertainment from 3.00pm, with the parade itself to commence at 7.30pm. The Pageant will follow a route down St Georges Terrace from William Street to Langley Park and will feature over 20 floats with 2,000 participants including local performers, cultural groups, marching bands and dance groups. A pre-pageant party will be held at Perth Concert Hall for VIPs.

The event is owned by Seven West Media with RAC as the naming rights sponsor. The marketing plan for the event includes advertising, editorial support, traditional media and a social media campaign across Seven West media assets.

The event forms a key part of the City's Christmas campaign, and is promoted through the City's marketing channels. The City plans to work with the event organisers in 2018 to undertake definitive measurement around the actual attendance and impact of the event.

### **Previous City of Perth Support (last 5 years)**

Year	Amount
2013	\$140,000
2014	\$140,000
2015	\$140,000
2016	\$150,000
2017	\$120,000

### **Sponsorship Benefits**

Organisers will provide the following benefits for the requested sponsorship of \$175,000:

- Logo recognition on all event promotional material;
- Logo recognition on event website;
- Sponsor profile on event website;
- Opportunity to display City of Perth signage at the event;
- The City of Perth to be recognised as a supporting sponsor of the event;
- The support of the City to be recognised in advertising across The West Australian and the Sunday Times;
- The support of the City to be acknowledged in all event advertising across Channel 7 Perth and GWN;
- The event to be televised in a one-hour television special to be aired on two occasions;
- The support of the City to be acknowledged through online event advertising on thewest.com.au, Perth Now and Channel Seven;
- The support of the City to be acknowledged in all press releases for the event;



- Potential for the organisers to leverage the sponsorship through editorial support on their media channels;
- The support of the City to be acknowledged on the official event website with a hyperlink to the City of Perth website;
- Organisers to share relevant Pageant-related City of Perth social media posts on their social media; and
- The City of Perth to have use of Santa's sleigh for the Christmas Lights event.

### **Event Sponsorship Assessment Score Card**

The application was assessed by a three-person assessment panel and the scoring has been averaged for each outcome.

### **Sponsorship Assessment**

<b>CULTURAL OUTCOMES</b>	
To what extent does the event celebrate the diversity of Perth as a capital city?	2.83
<b>Subtotal   2.83 out of 4</b>	
<b>SOCIAL OUTCOMES</b>	
To what extent does the event provide opportunities for the local or greater community to connect?	3.00
Does the event encourage the participation of the broader community and/or identify strategies to widen audience engagement?	3.67
<b>Subtotal   6.67 out of 8</b>	
<b>CIVIC OUTCOMES</b>	
To what extent does the event provide experiences that are unique to the city?	2.83
<b>Subtotal   2.83 out of 4</b>	
<b>PLACE OUTCOMES</b>	
To what extent does the event activate private or public spaces with vibrant activity?	3.17
To what extent are environmental and sustainable practices integrated into the event?	2.83
<b>Subtotal   6 out of 8</b>	
<b>ECONOMIC OUTCOMES</b>	
Does the event stimulate the local economy and provide opportunities for local businesses to leverage the event?	2.83
Does the event raise the profile of Perth as a premier capital city?	2.17
<b>Subtotal   5 out of 8</b>	
<b>ORGANISATIONAL COMPETENCY</b>	
Does the applicant have a demonstrated capacity to manage all aspects of the program?	4.00
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	2.17

<b>Subtotal   6.17 out of 8</b>	
<b>BENEFITS</b>	
Does the event offer adequate benefits/ recognition for the City?	3.50
To what extent does the event activate a space (or spaces) prioritised for activation by the City?	2.00
<b>Subtotal   5.50 out of 8</b>	
<b>TOTAL ASSESSMENT SCORE   35 out of 48   (72.92%)</b>	

### **Assessment Comments**

- The event has a long history in the City and is promoted as an integral part of the City's Christmas marketing campaign;
- the event is free and family friendly and brings additional visitation to the city;
- the City undertook some evaluation of the event through Culture Counts for the 2017 event, and will again undertake measurement for the 2018 event in conjunction with event organisers; and
- Cash sponsorship of \$120,000 is recommended for the event.

**Event Details**

<b>Event Title</b>	2019 Perth Chinese New Year Fair - Year of the Pig!		
<b>Event Start Date</b>	10/02/2019	<b>Start time</b>	12.00 Noon
<b>Event End Date</b>	10/02/2019	<b>End time</b>	9.00 pm
<b>Venue</b>	James Street between Mountain Terrace and William Street Lake Street between Roe Street and Francis Street William Street between Roe Street and Francis Street Northbridge Piazza Chinatown		
<b>Applicant</b>	Chung Wah Association		
<b>Expected attendance</b>	40,000		
<b>Ticket Price</b>	Free to attend		
<b>Total Project Cost</b>	\$267,000		
<b>Total Amount Requested</b>	\$80,000 (30% of the total project budget)		
<b>Economic Impact (Direct)</b>	\$1.040M	<b>Economic Impact (Total)</b>	\$2.414M
<b>Recommendation</b>	<b>Approve</b>		
<b>Recommended amount</b>	<b>\$65,000</b> (24.34% of the total project budget)	<b>Assessment Score</b>	34.83 out of 48 <b>(72.57%)</b>

**Event Summary**

Perth Chinese New Year Fair (PCNYF) is a family event open to the public to usher in the 2019 lunar new year. The event is a colourful multicultural community street carnival showcasing and celebrating Chinese culture and tradition.

**Applicant details***Information from the Australian Business Register*

ABN	31621821100
Entity Name	Chung Wah Association
Entity Type	Other Unincorporated Entity
ABN Status	Active
ATO Endorsed Charity Type	N/A
Goods & Services (GST)	Yes
Endorsed as DGR	No
Tax Concessions	No tax concessions

Main Business Location Postcode	6003
Main Business Location State	WA

### **Event Description**

The proposed components of the 2019 PCNYF event include:

#### **James Street and William Street**

The event will commence with a street parade of various Chinese community groups from diverse ethnic groups. Stalls will line James Street and William Street and will offer multicultural foods, beverages, souvenirs, costumes, games, decorative accessories, community information and cultural demonstrations. The event will include street performances such as dragon and lion dances, martial arts, Chinese New Year mascots and stilt performers.

#### **Lake Street**

Lake Street will be converted to a Kid's Zone with games, rides and other entertainment to promote a family friendly event. The Kid's Zone will also include Children's Chinese arts and crafts, face paintings, clowns, balloons, and other activities.

#### **Chinatown**

Chinatown will include a small stage with cultural shows and entertainment from 1:00 pm to 5:00 pm. Performances will include dragon and lion dances, Chinese martial arts and Chinese cultural dances.

#### **Northbridge Piazza**

The Northbridge Piazza will showcase Taichi, Square dances and Qigong demonstrations from 1:00pm to 4:00pm. The evening will feature a showcase multicultural concert commencing at 6:30pm. The concert programme will include a VIP ribbon cutting and lighting of fire crackers at the start of the show and mini firework displays towards the end of the concert. In the two weeks leading up the event, Northbridge Piazza will be decorated with Chinese New Year decorations and lanterns to create a buzz in the lead up to the event.

### **Previous City of Perth Support (last 5 years)**

<b>Year</b>	<b>Amount</b>
2014	\$60,000
2015	\$60,000
2016	\$60,000
2017	\$70,000
2018	\$60,000

### **Sponsorship Benefits**

Organisers will provide the following benefits for the requested sponsorship of \$80,000:

- Logo recognition on all event promotional material;
- Logo recognition on event website;
- Sponsor profile on event website;
- Opportunity to display City of Perth signage at the event;
- The City of Perth to be recognised as a Major Sponsor of the event with naming rights to the event;
- The support of the City to be acknowledged in all promotional material including publicity advertisements in the West Australian Chinese New Year lift out;
- City of Perth signage to be prominently displayed on site;
- City of Perth activities to be promoted through event websites, e-newsletters and all social media channels (including WeChat);
- The City of Perth logo to appear on all event websites with a hyperlink to the City of Perth website;
- The City of Perth to receive an advertisement in one issue of the Chung Wah magazine;
- The City of Perth to have access to a complimentary stall at the event; and
- City of Perth representatives to be invited to attend the VIP reception and opening ceremony at the multicultural concert event.

### **Event Sponsorship Assessment Score Card**

The application was assessed by a three-person assessment panel and the scoring has been averaged for each outcome.

### **Sponsorship Assessment**

<b>CULTURAL OUTCOMES</b>	
To what extent does the event celebrate the diversity of Perth as a capital city?	3.33
<b>Subtotal   3.33 out of 4</b>	
<b>SOCIAL OUTCOMES</b>	
To what extent does the event provide opportunities for the local or greater community to connect?	3.33
Does the event encourage the participation of the broader community and/or identify strategies to widen audience engagement?	3.33
<b>Subtotal   6.66 out of 8</b>	
<b>CIVIC OUTCOMES</b>	
To what extent does the event provide experiences that are unique to the city?	3.17
<b>Subtotal   3.17 out of 4</b>	
<b>PLACE OUTCOMES</b>	
To what extent does the event activate private or public spaces with vibrant activity?	3.33

To what extent are environmental and sustainable practices integrated into the event?	1.83
<b>Subtotal   5.16 out of 8</b>	
<b>ECONOMIC OUTCOMES</b>	
Does the event stimulate the local economy and provide opportunities for local businesses to leverage the event?	3.50
Does the event raise the profile of Perth as a premier capital city?	2.50
<b>Subtotal   6.00 out of 8</b>	
<b>ORGANISATIONAL COMPETENCY</b>	
Does the applicant have a demonstrated capacity to manage all aspects of the program?	3.67
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	1.67
<b>Subtotal   5.34 out of 8</b>	
<b>BENEFITS</b>	
Does the event offer adequate benefits/ recognition for the City?	2.83
To what extent does the event activate a space (or spaces) prioritised for activation by the City?	2.33
<b>Subtotal   5.16 out of 8</b>	
<b>TOTAL ASSESSMENT SCORE   34.83 out of 48   (72.57%)</b>	

### Assessment Comments

- As an event held on a number of public streets, event costs have increased significantly due to new Hostile Vehicle Mitigation considerations required as part of the traffic management plan;
- The PCNYF is an important event with significant benefits for the City, business owners and the community, as well as significant opportunities to leverage across, including international engagement, cultural heritage, marketing and activation;
- The City requests organisers improve their pre-event engagement with Northbridge traders to minimise disruptions and ensure brick and mortar businesses can leverage the event; and
- Cash sponsorship of \$65,000 is recommended for the event – this is a \$5,000 increase on the level of funding provided in 2017/18 and is recommended to assist with increased costs for the event, primarily related to traffic management.

**Event Details**

<b>Event Title</b>	PrideFEST 2018		
<b>Event Start Date</b>	02/11/2018	<b>Start time</b>	N/A
<b>Event End Date</b>	26/11/2018	<b>End time</b>	N/A
<b>Venue</b>	Lot 10, Yagan Square Streets of Northbridge (Pride Parade)		
<b>Applicant</b>	Pride WA		
<b>Expected attendance</b>	70,000 (organisers estimate)		
<b>Ticket Price</b>	Pride Parade free to attend Average ticket price for other events \$20.00		
<b>Total Project Cost</b>	\$543,680		
<b>Total Amount Requested</b>	\$70,000 (13% of the total project budget)		
<b>Economic Impact (Direct)</b>	\$1.651M	<b>Economic Impact (Total)</b>	\$3.816M
<b>Recommendation</b>	<b>Approve</b>		
<b>Recommended amount</b>	<b>\$55,000</b> (10% of the total project budget)	<b>Assessment Score</b>	34.67 out of 48 <b>(72.22%)</b>

**Event Summary**

The 2018 Pride Cultural Festival (PrideFEST 2018) will be held from 2 to 26 November 2018. The event will be comprised of a combination of community, performance and arts events culminating in the annual Pride Parade in Northbridge.

**Applicant details***Information from the Australian Business Register*

ABN	90651546992
Entity Name	Pride Western Australia Inc
Entity Type	Other Incorporated Entity
ABN Status	Active
ATO Endorsed Charity Type	N/A
Goods & Services (GST)	Yes
Endorsed as DGR	No
Tax Concessions	No tax concessions
Main Business Location Postcode	6005
Main Business Location State	WA

## **Event Description**

PrideFEST 2018 will be held from 2 to 26 November 2018. The event is WA's largest and longest running LGBTIQ celebratory festival of equality and diversity. 2018 will mark the events 28<sup>th</sup> year in the City of Perth. PrideFEST 2018 will include the following components:

### **Opening Party**

The Pride WA Opening Party will open a month of celebrations for PrideFEST. Organisers plan to hold this event in a Northbridge venue to be confirmed. The event aims to bring together all of Pride WA's key supporters and members of the LGBTIQ community to officially launch the festival.

### **Pride Parade**

The Pride Parade is a key fixture of PrideFEST and will be held on Saturday 24 November in Northbridge. The event will take a route along William Street and will include a range of floats, performers and community groups. Culture Counts measurement of the parade estimated an attendance of approximately 37,700 at the Pride Parade in 2017.

### **Official After Party**

The Pride Parade Official After Party will be held at Lot 10 Yagan Square. Organisers chose the location for the event in order to showcase the newly opened space.

### **Various Events**

PrideFEST will include a range of free and ticketed arts and cultural events throughout the city. These include film screenings, literary events, theatre, cabaret, performing arts and live music. The final program of events is still being finalised.

## **Previous City of Perth Support (last 5 years)**

<b>Year</b>	<b>Amount</b>
2013	\$45,900
2014	\$45,900
2015	\$45,000
2016	\$55,000
2017	\$50,000

## **Sponsorship Benefits**

Organisers will provide the following benefits for the requested sponsorship of \$70,000:

- Logo recognition on all event promotional material;
- Sponsor profile on event website;
- The City of Perth to be recognised as a Premier Partner of PrideFEST;
- The City of Perth logo to feature prominently on the sponsor grid as Premier Partner;
- The City of Perth logo to appear on the Pride WA website, all promotional material, print advertising, digital marketing, member and participant communications and media releases;



- The City of Perth logo to appear on the Cultural Centre big screen during PrideFEST events and on any official event TVC;
- Pride WA to officially acknowledged the partnership on Pride WA social media with copy and links to be provided by the City of Perth;
- A City of Perth representative to be invited to launch the festival;
- A City of Perth representative to be invited to be a judge for the Pride Parade;
- An opportunity for the City of Perth to participate in the Pride Parade;
- An opportunity for the City of Perth to have a stall at the Pride Fairday for promotion or activation;
- An opportunity for the City to display signage at the official Awards Ceremony, and in prominent positions along the parade route;
- City of Perth signage to be included in the official PrideWA float in the parade;
- Additional signage opportunities at other PrideFEST events where possible;
- A City of Perth representative to be invited to provide a welcome message for the Festival Program
- A full-page advertisement in a prominent early position in the official PrideFEST festival program;
- The support of the City to be verbally acknowledged in all official PrideFEST speeches;
- Where possible Pride WA will promote City of Perth Parking as the preferred parking option during the Festival and in particular for the parade;
- City of Perth to receive naming rights to awards for 3 floats participating in the parade; and
- Pride WA to present a two-hour seminar for City of Perth staff on Equality and Awareness Training (issues and needs of LBGTIQ staff).

## **Event Sponsorship Assessment Score Card**

The application was assessed by a three-person assessment panel and the scoring has been averaged for each outcome.

### **Sponsorship Assessment**

<b>CULTURAL OUTCOMES</b>	
To what extent does the event celebrate the diversity of Perth as a capital city?	3.00
<b>Subtotal   3 out of 4</b>	
<b>SOCIAL OUTCOMES</b>	
To what extent does the event provide opportunities for the local or greater community to connect?	3.17
Does the event encourage the participation of the broader community and/or identify strategies to widen audience engagement?	2.50
<b>Subtotal   5.67 out of 8</b>	
<b>CIVIC OUTCOMES</b>	
To what extent does the event provide experiences that are unique to the city?	2.83
<b>Subtotal   2.83 out of 4</b>	
<b>PLACE OUTCOMES</b>	
To what extent does the event activate private or public spaces with vibrant activity?	2.83
To what extent are environmental and sustainable practices integrated into the event?	3.33
<b>Subtotal   6.16 out of 8</b>	
<b>ECONOMIC OUTCOMES</b>	
Does the event stimulate the local economy and provide opportunities for local businesses to leverage the event?	3.50
Does the event raise the profile of Perth as a premier capital city?	2.17
<b>Subtotal   5.67 out of 8</b>	
<b>ORGANISATIONAL COMPETENCY</b>	
Does the applicant have a demonstrated capacity to manage all aspects of the program?	3.50
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	2.50
<b>Subtotal   6 out of 8</b>	
<b>BENEFITS</b>	
Does the event offer adequate benefits/ recognition for the City?	2.83
To what extent does the event activate a space (or spaces) prioritised for activation by the City?	2.50
<b>Subtotal   5.33 out of 8</b>	
<b>TOTAL ASSESSMENT SCORE   34.67 out of 48   (72.22%)</b>	

**Assessment Comments**

- The event has a long history in the city and will activate the City across the month of November;
- The Pride Parade will activate the streets with vibrant activity and increase visitation to local businesses;
- The event recognises and celebrates Perth's LGBTIQ community and supporters;
- As an event held on a number of public streets, event costs have increased significantly due to new Hostile Vehicle Mitigation considerations required as part of the traffic management plan;
- Cash sponsorship of \$55,000 is recommended; and
- This is a \$5,000 increase on the level of funding provided in 2017/18 and is recommended to assist with increased costs for the event, primarily traffic management costs.

### Event Details

<b>Event Title</b>	Carols by Candlelight for Variety		
<b>Event Start Date</b>	16/12/2018	<b>Start time</b>	3:00pm
<b>Event End Date</b>	16/12/2018	<b>End time</b>	9:30pm
<b>Venue</b>	Langley Park		
<b>Applicant</b>	Variety WA Inc.		
<b>Expected attendance</b>	25,000		
<b>Ticket Price</b>	Free to attend		
<b>Total Project Cost</b>	\$270,309		
<b>Total Amount Requested</b>	\$66,000 (24% of the total project budget)		
<b>Economic Impact (Direct)</b>	\$0.407M	<b>Economic Impact (Total)</b>	\$0.946M
<b>Recommendation</b>	<b>Approve</b>		
<b>Recommended amount</b>	<b>\$60,000</b> (22.20% of the total project budget)	<b>Assessment Score</b>	29.17 out of 48 <b>(60.76%)</b>

### Event Summary

Carols by Candlelight is a free-to-attend Carols by Candlelight event which raises funds for Variety WA. The event is held at Supreme Court Gardens and features a special children's pre-show, the Carols by Candlelight extravaganza complete with live band, a line-up of local and national talent and a fireworks spectacular. Funds are raised through donations made on the night.

### Applicant details

#### *Information from the Australian Business Register*

ABN	14020124537
Entity Name	Variety WA Incorporated
Entity Type	Other Incorporated Entity
ABN Status	Active
ATO Endorsed Charity Type	Public Benevolent Institution
Goods & Services (GST)	Yes
Endorsed as DGR	Yes
Tax Concessions	FBT Exemption, GST Concession, Income Tax Exemption
Main Business Location	6100

Postcode	
Main Business Location State	WA

### **Event Description**

The Carols by Candlelight for Variety is one largest Carols by Candlelight events for Western Australian families. Previously run by The Apex Club of Perth and now in it's 74<sup>th</sup> year, it is Perth's longest running Carols event and forms a part of the City of Perth's Christmas campaign.

The evening features a children's pre-show, the Carols by Candlelight main show complete with live band, a line-up of local and national talent, a Carols choir and closes with fireworks. The 2018 headline act is not yet confirmed, however past acts have included Anthony Callea, Dami Im, Lucy Durack, Kate Ceberano and more.

The City was instrumental in making Carols a free event in 2016. Organisers advise that as a result they achieved a 150% increase in attendance, with an estimated 22,000 attendees. This was enhanced with a further 100% increase in advertising value for the event across media partners NOVA 93.7, Nine Perth and The Sunday Times/ PerthNow. In addition, organisers believe that more than \$1 million of PR value was generated for the event.

The 2017 event was cancelled due to inclement weather; organisers plan to again share infrastructure with WASO for their Symphony in the City event, the evening prior (Saturday 15 December). It is believed that this arrangement will reduce costs and increase the quality of the production.

### **Previous City of Perth Support (last 5 years)**

Year	Amount
2013	\$35,000
2014	\$35,000
2015	\$36,000
2016	\$60,000
2017	\$60,000

### **Sponsorship Benefits**

Organisers will provide the following benefits for the requested sponsorship of \$66,000:

- Logo recognition on all event promotional material;
- Logo recognition on event website;
- Sponsor profile on event website;
- Opportunity to display City of Perth signage at the event;
- The City to be recognised as a supporting sponsor of the event;
- Logo in event TV commercials broadcast on Channel Nine;
- Name in the radio commercials broadcast on Nova 93.7;
- Logo in advertising in The Sunday Times and PerthNow;

- Opportunity for a City of Perth representative to speak at the event;
- Opportunity to play a City of Perth TVC to event audience on the big screens, pre-event;
- A City of Perth representative to be invited to contribute a message for the official Carols songbook;
- A full-page City of Perth advertisement in the official Carols songbook;
- Logo on sponsor page in songbook;
- An opportunity for the City of Perth to run an activation zone at the event – eg. competition, interactive activities, giveaways;
- City of Perth logo on the big screen prior to and during the event;
- City of Perth logo to appear on event volunteer t shirts;
- The support of the City to be verbally acknowledged by the MC at the event;
- The support of the City to be acknowledged in related event communication to Variety e-newsletter (to database of 60,000+);
- The support of the City to be acknowledged in Carols social media and all media releases related to the event; and
- City of Perth representatives and families to be invited to enjoy Carols in an exclusive VIP area.

## **Event Sponsorship Assessment Score Card**

The application was assessed by a three-person assessment panel and the scoring has been averaged for each outcome.

### **Sponsorship Assessment**

<b>CULTURAL OUTCOMES</b>	
To what extent does the event celebrate the diversity of Perth as a capital city?	2.33
<b>Subtotal   2.33 out of 4</b>	
<b>SOCIAL OUTCOMES</b>	
To what extent does the event provide opportunities for the local or greater community to connect?	3.00
Does the event encourage the participation of the broader community and/or identify strategies to widen audience engagement?	2.83
<b>Subtotal   5.83 out of 8</b>	
<b>CIVIC OUTCOMES</b>	
To what extent does the event provide experiences that are unique to the city?	2.50
<b>Subtotal   2.50 out of 4</b>	
<b>PLACE OUTCOMES</b>	
To what extent does the event activate private or public spaces with vibrant activity?	2.00
To what extent are environmental and sustainable practices integrated into the event?	1.33
<b>Subtotal   3.33 out of 8</b>	
<b>ECONOMIC OUTCOMES</b>	
Does the event stimulate the local economy and provide opportunities for local businesses to leverage the event?	2.17
Does the event raise the profile of Perth as a premier capital city?	2.00
<b>Subtotal   4.17 out of 8</b>	
<b>ORGANISATIONAL COMPETENCY</b>	
Does the applicant have a demonstrated capacity to manage all aspects of the program?	3.83
Does the event demonstrate financial viability through evidence of support from other government agencies, business or community organisations?	1.83

<b>Subtotal   5.66 out of 8</b>	
<b>BENEFITS</b>	
Does the event offer adequate benefits/ recognition for the City?	2.83
To what extent does the event activate a space (or spaces) prioritised for activation by the City?	2.50
<b>Subtotal   5.33 out of 8</b>	
<b>TOTAL ASSESSMENT SCORE   29.17 out of 48   (60.76%)</b>	

### **Assessment Comments**

- The event is an annual fundraising event for Variety, the Children's Charity and is promoted as part of the City's Christmas marketing campaign;
- The event experienced a significant increase in attendance when it was free to attend for the first time in 2016;
- The 2017 event was cancelled due to extreme weather. In 2018 event organisers will be undertaking event evaluation with Culture Counts to measure the visitation, social and economic impact of the event; and
- Cash sponsorship of \$60,000 is recommended.



**Agenda                      Arts Sponsorship 2018/19**  
**Item 13.3**

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**Recommendation:**

*That Council, subject to adoption of the 2018/19 budget:*

1. **APPROVES Biennial Arts Sponsorship of \$586,000 (\$293,000 p.a.), for the 2018/19 and 2019/20 Financial Years, to the following applicants:**
  - 1.1 ***Performing Arts Centre Society Inc T/A The Blue Room Theatre for the 2019 and 2020 Artistic Program (\$58,000 p.a.), totalling \$116,000 for two years;***
  - 1.2 ***Black Swan State Theatre Company for the 2019 and 2020 Sector Development Program (\$45,000 p.a.), totalling \$90,000 for two years;***
  - 1.3 ***West Australian Symphony Orchestra for the 2018 and 2019 Symphony in the City events (\$100,000 p.a.), totalling \$200,000 for two years; and***
  - 1.4 ***AWESOME Arts Australia Ltd for the 2018 and 2019 AWESOME International Arts Festival for Bright Young Things (\$90,000 p.a.), totalling \$180,000 for two years.***
2. **APPROVES Annual Arts Sponsorship of \$189,000 for the 2018/19 Financial Year to the following applicants:**
  - 2.1 ***Perth Institute of Contemporary Arts for the Community Engagement and Artist Development Program of \$49,000 for one year;***
  - 2.2 ***WA Music Industry Association for WAMFest 2018 of \$40,000 for one year; and***
  - 2.3 ***WA Opera Company for Opera in the Park of \$100,000 for one year.***
3. **DECLINES Arts Sponsorship to the following applicants Revelation Film Festival for “Expanded Cinema” tailor made by Revelation Perth International Film Festival for City of Perth;**
4. **AUTHORISES the Chief Executive Officer (in consultation with Commissioners) to negotiate and approve additional sponsorship amounts for additional activities that align with the City of Perth’s strategic objectives;**
  - 4.1 ***West Australian Symphony Orchestra for additional activities in 2018/19 and 2019/20 (up to \$50,000 p.a.), totalling a maximum of \$100,000 for two years;***
  - 4.2 ***WA Opera Company for additional activities in 2018/19 of up to \$50,000 for one year;***
5. **NOTES the provisional list of sponsorship benefits for each application contained in the Detailed Officer Assessment in Attachment 13.3A;**

6. **AUTHORISES the Chief Executive Officer (or an appointed delegate) to negotiate with the successful applicants the final list of sponsorship benefits for inclusion in the agreement according to the Council approved funding amount; and**
7. **NOTES that a detailed sponsorship acquittal report, including any supporting material, will be submitted to the City of Perth four months following the completion of each supported project.**

FILE REFERENCE: P1035591  
 REPORTING UNIT: Business Support and Sponsorship  
 RESPONSIBLE DIRECTORATE: Economic Development and Activation  
 DATE: 24 April 2018  
 ATTACHMENT/S: Attachment 13.3A – Detailed Officer Assessment  
 Confidential Attachment 13.3B – WASO Symphony in the City, 2017 Impact Assessment  
 Confidential Attachment 13.3C – AWESOME Arts, 2017 Impact Assessment  
 Confidential Attachment 13.3D – WAMFest, 2017 Impact Assessment  
 Confidential Attachment 13.3E – Opera in the Park, 2017 Impact Assessment  
*Confidential Attachments are distributed to Commissioners under separate cover*

### **Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input checked="" type="checkbox"/> | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | Legislative    | <i>Includes adopting local laws, town planning schemes and policies</i>   |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input type="checkbox"/>            | Information    | <i>For the Council/Committee to note.</i>   |

## **Legislation / Strategic Plan / Policy:**

### **Legislation**

Section 8 of the *City of Perth Act 2016*

### **Integrated Planning and Reporting Framework Implications**

#### **Strategic Community Plan**

Goal 1 - A city for people

Goal 6 - A city that celebrates its diverse cultural identity

Goal 8 - A city that delivers for its community

### **Policy**

Policy No and Name:

18.13 - Sponsorship and Grants

## **Purpose and Background:**

Arts Sponsorship is available to organisations that identify the arts as their primary purpose and deliver significant economic, social and cultural outcomes in the City of Perth. Sponsorship of upwards of \$20,000 is available for applicants in this category. The maximum contribution of the sponsorship provided by the City of Perth cannot exceed 30% of the total project budget.

Arts Sponsorship Agreements can have a negotiated term of between one to two years, at the discretion of the City of Perth and dependant on the quality of the application, the assessment score and the strategic outcomes likely to be achieved.

In previous years, the City of Perth has accepted sponsorship applications throughout the year. In 2018/19, the City has, for the first time, conducted one competitive annual round of Arts Sponsorship. This Arts Sponsorship round is applicable for projects occurring between 1 October 2018 and 31 December 2019.

The City has received eight applications, as follows:

<b>RANK</b>	<b>APPLICANT</b>	<b>SCORE</b>	<b>REQUEST</b>	<b>RECOMMENDATION Per Year</b>	<b>PREVIOUS FUNDING (2017/18 FY)</b>
1	The Blue Room Theatre	87.98%	\$58,050	\$58,000 (2 years)	\$55,000
1	Black Swan State Theatre Company	87.98%	\$45,000	\$45,000 (2 years)	\$18,000
3	West Australian Symphony Orchestra	86.54%	\$150,000	\$100,000 (2 years)	\$150,000
4	Perth Institute of Contemporary Arts	84.86%	\$60,000	\$49,000 (1 year)	\$20,000
5	AWESOME Arts Australia	81.49%	\$100,000	\$90,000 (2 years)	\$100,000
6	WA Music Industry Association	81.25%	\$50,000	\$40,000 (1 year)	\$40,000
7	West Australian Opera	78.85%	\$150,000	\$100,000 (1 year)	\$120,000
8	Revelation Perth International Film Festival	71.63%	\$50,000	Decline	\$90,000
			<b>\$663,050 Requested</b>	<b>\$482,000 Recommended</b>	

The eight applications requested support totalling \$663,050 with an available budget of \$487,000. Of the eight applications received, seven are recommended for approval and one for decline.

All applications were assessed by a four-person assessment panel consisting of members from the City of Perth administration. A detailed Officer Assessment of all applications is included in Attachment 13.3A. The applications were assessed using the schema of measurable outcomes for cultural engagement, developed by the Cultural Development Network.

The Assessment Criteria for the Arts Sponsorship are:

#### Essential Assessment Criteria

1. Does the project demonstrate arts and cultural activity of a high calibre, with suitably experienced personnel? (4 points)
2. Does the project deliver arts activity that represents Perth's unique cultural identity? (4 points)
3. Does the project increase opportunities for the community to participate in cultural life and/or identify strategies to widen audience engagement? (4 points)
4. Does the project foster meaningful collaborations across the local arts industry and/or community? (4 points)
5. Does the project contribute to a positive sense of place within the city? (4 points)
6. Does the project raise the profile and reputation of the City of Perth as a premier Capital City and arts industry leader? (4 points)
7. Does the project provide professional development opportunities for local artists and/or cultural workers? (4 points)
8. Does the project attract a broad audience, stimulate the local economy and provide opportunities for engagement with local businesses? (4 points)
9. Does the project support the ongoing development, viability and sustainability of the organisation and the local arts industry? (4 points)
10. Does the project contribute to a unique cultural tourism offering for local, national and international audiences? (4 points)
11. Does the individual or organisation have a demonstrated capacity to manage all aspects of the project? (4 points)
12. To what extent are the project plan and budget realistic and value for money? (4 points)
13. Does the project demonstrate financial viability through evidence of support from other government agencies, business or community organisations? (4 points)

#### Optional Assessment Criteria

All applications were also assessed against the below non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.

14. Does the project activate public spaces and underutilised locations, in interesting and engaging ways? (4 points)
15. Does the project celebrate Indigenous culture? (4 points)
16. Does the project activate places along the riverfront? (4 points)

### **Financial Implications:**

ACCOUNT NO:	93E190007901
BUDGET ITEM:	Donation and Sponsorships – Arts Annual Sponsorship
BUDGETED AMOUNT:	\$642,000
AMOUNT SPENT TO DATE:	\$ 60,000
PROPOSED COST:	\$582,000
BALANCE REMAINING:	\$0
ANNUAL MAINTENANCE:	N/A
ESTIMATED WHOLE OF LIFE COST:	N/A

All figures quoted in this report are exclusive of GST.

### **Comments:**

The City received a strong response for the 2018/19 Arts Sponsorship round. Due to an oversubscription of funding requests compared to the budget available, the assessment process was highly competitive.

The Assessment Panel is confident the projects recommended for support will diversify and complement the existing offering within the City and enhance and support the local arts industry within Perth.

The panel has recommended four of the seven applicants to receive multiyear funding which will ensure that there is an even spread of off contract sponsorship recipients in future years. Multiyear funding will provide longer term certainty around planning and provide for stronger outcomes for the community.

The application recommended for decline, Perth Revelation Film Festival, will be encouraged to apply in the Arts Grants Round 2 to open on 21 July 2018 for projects to be held between 1 February 2019 and 31 July 2019.

It is noted that the Commissioners were recently briefed on the Sponsorships, Grants and Donations Framework and Guidelines on Tuesday, 12 June 2018.

**ATTACHMENT 13.3A****ARTS SPONSORSHIP | 2018-19 | THE BLUE ROOM THEATRE**

<b>Sponsorship Category</b>	Arts Sponsorship
<b>Applicant</b>	The Blue Room Theatre
<b>Project Title</b>	Annual Artistic Program (2019 and 2020)
<b>Project Start Date</b>	01/01/2019
<b>Project End Date</b>	31/12/2020
<b>Estimated attendance</b>	21,850 attendees per year
<b>Total Project Cost</b>	\$540,045 per year
<b>Total Amount Requested</b>	\$58,050 per year (10.5% of the total project budget)
<b>Recommendation</b>	Approval for a two year Agreement
<b>Recommended amount</b>	\$58,000 p.a, totalling \$116,000 for two years
<b>Assessment Score</b>	45.76 out of 52 (88%)

**Applicant Details***Information from the Australian Business Register*

ABN	26 252 073 745
Entity Name	Performing Arts Centre Society Inc
Entity Type	Other Incorporated Entity
ABN Status	Active
ATO Endorsed Charity Type	Charity
Goods & Services (GST)	Yes
Endorsed as DGR	Yes
Tax Concessions	FBT Rebate, Income Tax Exemption
Main Business Location Postcode	6003 WA
ACNC Registration	Registered

**Previous City of Perth Support**

Support for the last five years is as follows:

<b>Year</b>	<b>Amount</b>
2013	\$52,531
2014	\$62,531
2015	\$62,531
2016	\$72,351
2017	\$55,000
<b>TOTAL</b>	<b>\$304,944</b>

## **Project Description**

The Blue Room Theatre (TBRT) is an independent, Northbridge-based theatre organisation which has operated since 1989. The City of Perth has supported TBRT annually since 2008.

TBRT aims to enable the development of local performing artists by providing a venue, resources and support to create and produce their work. TBRT's program operates across the full range of contemporary theatre practice including playwriting, dance and physical theatre, spoken word and devised work.

Organisers anticipate that the 2019 program will bring at least 44 new productions to the stage, and involve over 400 artists presenting to a total audience in excess of 22,000 attendees. Young people constitute 26% of TBRT's annual attendances.

The 2019 TBRT Artistic Program will feature over thirty eight weeks of independent theatre at TBRT's home in the Perth Cultural Centre. The artistic program will be complemented by a professional development program for theatre practitioners and a range of audience engagement activities throughout the year.

TBRT audience surveys indicate attendees spend an average of \$40 in Northbridge per visit. TBRT encourage audiences to eat and drink in Northbridge before and after performances and has established promotional relationships with local businesses including William St Cycle Co, Tiger Bao, Chi Cho Gelato, Bivouac, Wines of While, No Mafia, Flipside, Shadow Wine Bar and Dominion League.

### **Development Seasons**

Date:	April - December 2019 and April - December 2020
Venue:	The Blue Room Theatre
Ticket price:	\$30 Adult; \$20 Concession

The objective of the Development Seasons is to support the ongoing development and sustainability of the independent theatre sector in Perth. In 2019, the Blue Room Theatre will present 14 three-week development season productions, between April and December.

Each work receives a three week season in one of TBRT performance spaces. TBRT provides complimentary venue use, comprehensive production, marketing and technical support for each work and each production receives 80% of net box office takings, a \$2,000 stipend for production support and a mentorship allowance of \$500.

### **Summer Nights**

Date:	January - February 2019 and January - February 2020
Venue:	The Blue Room Theatre
Ticket price:	\$30 Adult; \$20 Concession

Summer Nights is a month-long season of contemporary theatre presented independently by TBRT to coincide with FRINGE WORLD each year. TBRT will present approximately 30 works

over four weeks. The objectives of the program are to develop new audiences and increase the profile of TBRT in the community.

In 2018, TBRT was awarded, for the sixth consecutive year, the 'Best Independent Program' and 'Best Independent Venue' for Summer Nights as part of the FRINGE WORLD Awards and attracted an audience of 8,722. The 2019 program will contain at least 50% local artists, presented alongside the best national and international independent work.

### Winter Nights

Date:	July 2019 and July 2020
Venue:	The Blue Room Theatre
Ticket price:	\$30 Adult; \$20 Concession

In 2019, TBRT will present a mid-year, two week festival, Winter Nights. This is a new platform for professional development, work-in-progress showings, talks and forums.

Winter Nights will include durational work, improvisation and other bespoke forms and illuminate the process behind developing work. These presentations will be informed by talks and forums that offer insight and ideas about theatre and society. Through Winter Nights, TBRT will foster new collaborations with other arts organisations, such as Barking Gecko Theatre Company and Centre for Stories.

The objectives of Winter Nights are to:

- allow the community to explore the diverse ways theatre artists work by encouraging engagement with new work and ideas at an early stage and feel more connected to the inspiration driving local artists;
- add diversity to TBRT's cultural offering, bringing the possibility to engage new artists and audiences to TBRT; and
- provide space for theatre artists to collaborate with poets, musicians and a wide range of other creatives.

### Public Events and Community Access Activities

Date:	1 January 2018 – 31 December 2020
Venue:	The Blue Room Theatre
Anticipated attendance:	850 attendees per year

The Blue Room Theatre will present free events regularly each year, including:

- 'Housewarming', a large scale, free event to mark the opening of Summer Nights;
- a series of regular forums (minimum of ten) to enhance audience engagement including 'Good Playclub' where a classic play is read and discussed, 'Critical Conversation', a facilitated, constructive discussion of work recently presented, and 'Playgroup', a facilitated 'scratch night' of showings of work in progress;
- a public launch event at the beginning of the Development Season in April;
- free public Q&A sessions as part of each of the development season productions;
- six free public forums, curated by artists as part of Winter Nights;
- an Awards Night, held annually in December, to recognise the best independent theatre productions held in TBRT spaces each year.



### Professional Development Program

Date:	1 January 2018 – 31 December 2019
Venue:	The Blue Room Theatre
Anticipated attendance:	1,000 participants
Ticket price:	The majority of the opportunities are free, though a small number may attract a nominal charge.

TBRT coordinates a professional development program which aims to ensure that theatre artists in Perth have a platform for continuing to develop their skills in a professional context and extend the artistic practice and career sustainability of Perth theatre artists. Initiatives include workshops for local artists by visiting international artists and skills workshops for independent producers, writers and performing artists.

In 2017, TBRT delivered 107 professional development opportunities to 1,100 participants for the professional development of WA theatre artists.

### **Sponsorship Benefits**

Organisers will provide the following benefits for the requested sponsorship:

- The City of Perth will be recognised as a Supporting Partner of TBRT;
- The City will receive logo recognition on all relevant program promotional material:
  - the Summer Nights brochure at the highest level of recognition;
  - all Development Season and Winter Nights printed collateral;
  - all posters, flyers and promotional material relating to the annual artistic program;
  - media releases and packs;
  - the TBRT website at the base of every page;
  - the 2019 annual report;
  - all EDM distributions to subscribers and members; and
  - all advertising TBRT undertakes.

Additionally, TBRT will:

- Advertise that the talks program within Winter Nights is supported by the City of Perth at the time of advertising artist opportunities, in any promotion of the talks and verbally as part of each of the six talks within the program;
- Display a City of Perth banner prominently in the stairwell leading up to both theatre spaces and the bar during public events, Summer Nights and Winter Nights;
- Provide an advertisement (A6 size) in the Summer Nights brochure;
- Give verbal acknowledgement at public events and proceedings, including season and program launches and the awards night;
- Invite a nominated City representative, to speak and officially launch The Blue Room Theatre awards in December; and
- Coordinate all acknowledgement requirements and signoffs with the City of Perth in a timely and constructive way and be committed to continuing a strong, collaborative partnership.

### **Arts Sponsorship Assessment Score Card**

The application was assessed by a four-person assessment panel and scoring has been averaged for each outcome. The application was assessed using criteria based on the measurable outcomes for cultural engagement, developed by the Cultural Development Network.

<b><u>ESSENTIAL ASSESSMENT CRITERIA</u></b>	<b><u>SCORE out of 4</u></b>
Does the project demonstrate arts and cultural activity of a high calibre, with suitably experienced personnel?	3.38
Does the project deliver arts activity that represents Perth's unique cultural identity?	3.13
Does the project increase opportunities for the community to participate in cultural life and/or identify strategies to widen audience engagement?	3.63
Does the project foster meaningful collaborations across the local arts industry and/or community?	3.88
Does the project contribute to a positive sense of place within the city?	2.38
Does the project raise the profile and reputation of the City of Perth as a premier Capital City and arts industry leader?	2.50
Does the project provide professional development opportunities for local artists and/or cultural workers?	3.63
Does the project attract a broad audience, stimulate the local economy and provide opportunities for engagement with local businesses?	3.25
Does the project support the ongoing development, viability and sustainability of the organisation and the local arts industry?	3.50
Has the applicant demonstrated capacity to manage all aspects of the project?	3.88
Does the project contribute to a unique cultural tourism offering for local, national and international audiences?	2.88
Are the project plan and budget realistic and value for money?	3.00
Does the project demonstrate financial viability through evidence of support from other government agencies, businesses or community organisations?	2.88
<b><u>Sub total 41.88 out of 52</u></b>	
<b><u>OPTIONAL ASSESSMENT CRITERIA</u></b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
Does the project activate underutilised locations or locations prioritised for activation by the City in interesting and engaging ways?	1
Does the project celebrate Indigenous culture?	2.88
Does the project activate places along the riverfront?	0
<b><u>Sub total 3.88 Bonus Points</u></b>	
<b><u>TOTAL ASSESSMENT SCORE   45.76 out of 52 (88%)</u></b>	

**Assessment Panel comments**

- TBRT is an important contributor to Perth's independent theatre sector and should be applauded for the role that they play in providing development opportunities to emerging theatre artists in Perth;
- TBRT is an important contributor to the arts and theatre ecology of Perth. TBRT provides a platform for local artists and audiences to explore WA's unique cultural identity and voice. TBRT provides access to opportunities for emerging artists that they wouldn't be able to otherwise obtain and for material which is often challenging to audiences and outside the mainstream;
- TBRT operate on a small revenue and expenditure base and deliver significant outcomes for the City's investment; and
- The introduction of the Winter Nights program will contribute to a growing number of organisations and initiatives that are trying to make arts and cultural activities a focus of Perth's calendar year round.

**Assessment Panel Recommendation**

The Assessment Panel recommended sponsorship of \$58,000 per year, for a period of two years, to support the project.

Based on the quality of the application, and successful long-term relationship with TBRT, the Panel recommends a two-year sponsorship to allow TBRT financial certainty in its annual season planning.

**ARTS SPONSORSHIP | 2018-19 | BLACK SWAN STATE THEATRE COMPANY**

<b>Sponsorship Category</b>	Arts Sponsorship
<b>Applicant</b>	Black Swan State Theatre Company
<b>Project Title</b>	Sector Development Program 2019 and 2020
<b>Project Start Date</b>	01/01/2019
<b>Project End Date</b>	31/12/2020
<b>Estimated attendance</b>	33,580 attendees per year (380 free-to-the public and 33,200 ticketed)
<b>Total Project Cost</b>	\$646,640 per year
<b>Total Amount Requested</b>	\$45,000 per year (7% of the total project budget)
<b>Recommendation</b>	Approval for a two year Agreement
<b>Recommended amount</b>	\$45,000 p.a, totalling \$90,000 for two years
<b>Assessment Score</b>	45.78 out of 52 (88%)

**Applicant Details***Information from the Australian Business Register*

ABN	28 053 092 961
Entity Name	Black Swan State Theatre Company Ltd
Entity Type	Australian Public Company
ABN Status	Active
ATO Endorsed Charity Type	Charity
Goods & Services (GST)	Yes
Endorsed as DGR	Yes
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main Business Location Postcode	6000 WA
ACNC Registration	Registered

**Previous City of Perth Support**

Support for the last five years is as follows:

<b>Year</b>	<b>Amount</b>
2013	\$30,000
2014	\$30,000
2015	\$50,000
2016	\$30,000
2017	\$18,000
<b>TOTAL</b>	<b>\$158,000</b>

## **Project Description**

Black Swan State Theatre Company (BSSTC) is Western Australia's state theatre company which aims to be a theatre company of national significance and to create exceptional theatre that nurtures Western Australian audiences and artists. BSSTC presents eight mainstage productions each year, in addition to artist development, regional engagement and educational programs.

BSSTC's Sector Development Program aims to strengthen and nurture the local theatre industry through a suite of professional development opportunities for local artists. BSSTC estimate that the 2019 Sector Development Program will engage over 400 local artists.

BSSTC state that they are committed to developing and providing professional pathways for emerging local theatre artists, including early career directors, designers, writers, composers and actors. In 2019, BSSTC anticipates that each of their eight productions at the State Theatre Centre will employ at least two emerging artists, giving them the opportunity to work alongside, and be informally mentored, by established artists.

BSSTC collaborate with local businesses in the Northbridge precinct, promoting the bars, restaurants, shops and hotels surrounding the State Theatre Centre. BSSTC encourage patrons to visit local businesses before and after performances and have formal sponsorship relationships with No Mafia, Shadow Wine Bar, Adina Apartment Hotel and Alex Hotel and regularly communicate special offers to the BSSTC database.

### **Commissioning and Development Program**

Each year, BSSTC commission leading and local playwrights to develop two new works that are meaningful to the Western Australian community and reflect our unique position in the world. By commissioning new works, the Sector Development Program will provide local playwrights a platform to tell Western Australian stories.

### **Emerging Writers Group**

BSSTC will support the writing of new plays through the Emerging Writers Group. Six local playwrights will undertake a year-long mentoring program to develop a new play of their choosing.

### **Resident Artist Program**

The Resident Artist Program will support four local artists each year with specific areas of expertise, to work at BSSTC for one year to develop leadership skills, collaborate on developing future programs and take on key creative positions throughout the 2019 and 2020 seasons. As part of the program, BSSTC will aim to employ as Resident Artists at least one female theatre director and an Aboriginal artist.

### **Good Play Club**

Date:	1 January 2019 – 31 December 2020
Venue:	Blue Room Theatre
Anticipated attendance:	330
Ticket price:	Free to attend

Good Play Club invites Perth theatre artists (emerging and professional) to meet each month and read aloud a play from the canon of theatrical works, followed by a guided conversation. The aim of the initiative is to foster conversation among Perth artists about the origins of theatre, and how it has led to contemporary practice.

#### Inter-organisational collaboration

Date: 1 January 2019– 31 December 2020

Venue: State Theatre Centre of WA

Anticipated attendance: 6,350

BSSTC will collaborate with small-to medium arts organisations to produce work for the State Theatre Centre, making available to them the resources afforded to BSSTC.

#### **Sponsorship Benefits**

Organisers will provide the following benefits for the requested sponsorship:

##### *Designation*

- The City of Perth will be recognised as a Sector Development Partner.

##### *Acknowledgement and Promotion*

- City of Perth logo included on the sponsor grid in the season brochure, production programmes, subscriber newsletters, annual report, media kits and BSSTC website;
- Logo on advertising and promotion for public readings and Emerging Writers Group readings;
- Logo on all pages relating to the Sector Development Program on BSSTC website;
- Logo on sponsor slideshow in foyer at State Theatre Centre;
- City of Perth can provide signage for display at all Black Swan productions at the State Theatre Centre of WA and at all Black Swan public readings of the Commissioning and Development Program and Emerging Writers Group;
- City of Perth can provide a 1/4 page ad for the handbill for Commissioning and Development Program and Emerging Writers Group public readings; and
- Verbal acknowledgment in welcome speeches at Black Swan Commissioning and Development Program and Emerging Writers Group public readings and on the Opening Night of relevant productions.

##### *Leveraging Opportunities*

Opportunity for City of Perth and BSSTC to work together to leverage the partnership in creative ways through activation and additional opportunities, such as:

- Activating City of Perth venues where Black Swan plans to host an event outside the State Theatre Centre such as an artist talk or public launch;
- Invite Black Swan artists to be part of the City's strategic art policy development;
- Black Swan can supply video, copy, images and or/ interviews for use by City of Perth in communications and social media;
- Joint social media campaigns between Black Swan and City of Perth;
- Offer theatre tickets as prizes on City social media, for volunteers or community groups; and
- Promotion of local businesses to BSSTC audiences.

### **Arts Sponsorship Assessment Score Card**

The application was assessed by a four-person assessment panel and scoring has been averaged for each outcome. The application was assessed using criteria based on the measurable outcomes for cultural engagement, developed by the Cultural Development Network.

<b><u>ESSENTIAL ASSESSMENT CRITERIA</u></b>	<b><u>SCORE out of 4</u></b>
Does the project demonstrate arts and cultural activity of a high calibre, with suitably experienced personnel?	3.25
Does the project deliver arts activity that represents Perth's unique cultural identity?	3.25
Does the project increase opportunities for the community to participate in cultural life and/or identify strategies to widen audience engagement?	2.75
Does the project foster meaningful collaborations across the local arts industry and/or community?	3.63
Does the project contribute to a positive sense of place within the city?	2.75
Does the project raise the profile and reputation of the City of Perth as a premier Capital City and arts industry leader?	2.88
Does the project provide professional development opportunities for local artists and/or cultural workers?	4.00
Does the project attract a broad audience, stimulate the local economy and provide opportunities for engagement with local businesses?	3.25
Does the project support the ongoing development, viability and sustainability of the organisation and the local arts industry?	3.75
Has the applicant demonstrated capacity to manage all aspects of the project?	3.63
Does the project contribute to a unique cultural tourism offering for local, national and international audiences?	2.38
Are the project plan and budget realistic and value for money?	3.38
Does the project demonstrate financial viability through evidence of support from other government agencies, businesses or community organisations?	3.63
<b><u>Sub total 42.53 out of 52</u></b>	
<b><u>OPTIONAL ASSESSMENT CRITERIA</u></b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
Does the project activate underutilised locations or locations prioritised for activation by the City in interesting and engaging ways?	0.5
Does the project celebrate Indigenous culture?	2.75
Does the project activate places along the riverfront?	0
<b><u>Sub total 3.25 Bonus Points</u></b>	
<b><u>TOTAL ASSESSMENT SCORE   45.78 out of 52 (88%)</u></b>	

**Assessment Panel comments**

- The BSSTC Sector Development Program has a strategic and long term focus which will assist in sustaining and developing the local industry;
- The Program will strengthen the City's theatre sector by providing professional development opportunities for local artists, creating stories that represent our unique cultural identity and fostering cross sector collaboration;
- The Program has breadth and includes outreach to some diverse communities; and
- The commissioned projects have strong conceptual value, are varied in approach and have previously resulted in acclaimed works showcasing Western Australian stories.

**Assessment Panel Recommendation**

The Assessment Panel recommended sponsorship of \$45,000 per year, for a period of two years, to support the project.

Based on the quality of the application, the Panel recommends a two-year sponsorship to allow BSSTC financial certainty in its annual season planning.



**ARTS SPONSORSHIP | 2018-19 | WEST AUSTRALIAN SYMPHONY ORCHESTRA**

<b>Sponsorship Category</b>	Arts Sponsorship
<b>Applicant</b>	West Australian Symphony Orchestra Pty Ltd
<b>Project Title</b>	2018-19 Concert Season
<b>Project Start Date</b>	15/12/2018
<b>Project End Date</b>	06/12/2019
<b>Estimated attendance</b>	129,622 total audience (105,890 ticketed and 23,732 free-to-the-public)
<b>Total Project Cost</b>	\$20,884,544
<b>Total Amount Requested</b>	\$150,000 (0.7% of the total project budget)
<b>Recommendation</b>	Approval for a two year Agreement
<b>Recommended amount</b>	\$100,000 p.a, totalling \$200,000 for two years
<b>Assessment Score</b>	45.04 out of 52 (86%)

**Applicant Details***Information from the Australian Business Register*

ABN	26 081 230 284
Entity Name	West Australian Symphony Orchestra Pty Ltd
Entity Type	Australian Private Company
ABN Status	Active
ATO Endorsed Charity Type	Charity
Goods & Services (GST)	Yes
Endorsed as DGR	Yes
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main Business Location Postcode	6000 WA
ACNC Registration	Registered

**Previous City of Perth Support**

Support for the last five years is as follows:

<b>Year</b>	<b>Amount</b>
2013	\$198,778
2014	\$203,747
2015	\$195,000
2016	\$195,000
2017	\$150,000
<b>TOTAL</b>	<b>\$942,525</b>

## **Project Description**

The West Australian Symphony Orchestra (WASO) is the state's largest performing arts company. Established in 1928, WASO is based at the Perth Concert Hall.

WASO delivers an annual calendar of concert performances, regional tours, innovative education and community programs, and its artistic partnerships with West Australian Opera and West Australian Ballet. In 2017, WASO presented 537 performances, workshops and artist development activities to more than 204,000 people.

### **Symphony in the City**

Date:	15 December 2018 (2019 date TBC)
Venue:	Langley Park
Anticipated attendance:	14,000 attendees
Ticket price:	Free-to-the-public

Symphony in the City (SITC) is held annually in December and is traditionally the final WASO performance of the year. A free, outdoor community orchestral classical musical concert, the 2018 event is planned for 15 December 2018 on Langley Park. Organisers state that the event supports WASO's strategic goal to make classical music a vibrant, accessible and relevant art form for all West Australians.

Since it was established with support from the City of Perth in 2007, more than 218,000 people have enjoyed free performances of great symphonic music by WASO and the WASO Chorus in the City. The event is promoted as an inclusive, family-friendly cultural event, with many people arriving early to picnic in the park prior to the concert.

Australian conductor Guy Noble, will return to conduct the orchestra, to perform over 90 minutes of symphonic music including well-known classics, blockbuster film-scores and highlights from the upcoming WASO 2019 season. The performance will culminate in a finale of Tchaikovsky's 1812 Overture that will feature a pyrotechnics display. The orchestra will be supported by soloists, guest artists and volunteers that make up the WASO Chorus.

WASO will also stream the event live to the Perth Cultural Centre, three Regional Arts Centres, and up to 143 Community Resource Centres across the state, expanding audience reach.

The concert aims to increase accessibility of the Orchestra to a broad community audience. SITC is presented free-to-the-public, and out of the confines of a traditional venue, to maximise engagement. Organisers note a key aim of the event is audience development, introducing WASO to new audiences and inspiring them to attend other WASO concerts.

In 2017, the City of Perth worked with Culture Counts to produce an impact report on the Symphony in the City event. Key findings included:

- The event had an estimated direct economic impact of \$1.675M to the Perth CBD;

- a diversity of people attended the event, with a relatively even spread across different age groups, [20-39 year olds (16%), 30-39 yrs (22%), 40-59 yrs (17-18%) and over 69 yrs (21%)] demonstrating the broad appeal of the event; and
- Event attendees also came from a wide range of suburbs with 115 unique post-codes recorded among survey responses, and over a quarter of attendees identified as having a culturally or linguistically diverse background.

In 2017, WASO worked with the City of Perth to trial a new 'VIP Twilight Package' inclusive of reserved front row seating, CPP parking and a gourmet picnic hamper, to enhance the concert experience for audiences and maximise commercial opportunities for local businesses. Tickets cost \$120 per person and in less than three weeks of the trial, WASO achieved 55 ticket sales resulting in \$6,600 revenue.

In 2018, WASO aims to work with the City of Perth to continue its VIP Hospitality Packages for the event to expand initiative and to lift attendee spend per head above \$20.

### WASO Concert Season 2019

Date:	8 March 2019 – 6 December 2019
Venue:	Perth Concert Hall and various venues across Perth
Anticipated attendance:	105,890 attendees
Ticket price:	\$90 Adult; \$85 Concession.

WASO supports a resident company of 82 full-time, professional musicians.

WASO's annual concert season is designed to appeal to a wide audience and WASO aims to make classical music a vibrant, accessible and relevant art form for all Western Australians. The season includes an array of ticketed and free concert performances ranging from classical orchestral repertoire through to contemporary collaborations, live film scores, family concerts, choral masterpieces and community events. The program is designed to appeal to a broad range of audience ages, tastes and demographics.

WASO's 'POPs' and 'Special Events' series concerts engage new audiences and enable WASO to make classical music accessible to all ages.

### Sponsorship Benefits

Organisers will provide the following benefits for the requested sponsorship:

- The City of Perth will be recognised as a Supporting Partner of 2018 Symphony in the City and Platinum Partner of WASO 2019 Season
- 2018 Symphony in the City*
- An invitation to include a Welcome message in the "Symphony in the City" concert program – 7,000 distributed on the day;
  - One half-page advertisement in the "Symphony in the City" concert program (artwork provided by City of Perth);
  - Opportunity for a nominated City representative to speak at the sponsor function of the free community event;

- Opportunity to supply City of Perth-branded merchandise such as apparel for volunteers, or promotional packs for distribution at event by City of Perth volunteers - 60 front of house volunteers work at event;
- Opportunity to provide a 30 sec TVC for live broadcast on the large screens at Langley Park as well as the regional broadcasts;
- Opportunity for City of Perth to engage its Business Support Officers in commercial opportunities to support "Symphony in the City." This includes an expansion of WASO's 'VIP Twilight Package initiative trialled in 2017;
- Social media joint planning with WASO Digital team for collaborative posts and tags on WASO social media channels;
- Access to WASO audio, still photography and/or footage for City of Perth marketing purposes (subject to copyright and artist approvals); and
- Access to WASO during rehearsal or performance to record audio, still photography and/or footage for City of Perth marketing purposes (subject to availability, copyright, venue and artist approvals).

#### *2019 Concert Program*

- WASO would work with the City of Perth to tailor recognition and acknowledgment benefits commensurate to the investment.

### **Arts Sponsorship Assessment Score Card**

The application was assessed by a four-person assessment panel and scoring has been averaged for each outcome. The application was assessed using criteria based on the measurable outcomes for cultural engagement, developed by the Cultural Development Network.

<b><u>ESSENTIAL ASSESSMENT CRITERIA</u></b>	<b><u>SCORE out of 4</u></b>
Does the project demonstrate arts and cultural activity of a high calibre, with suitably experienced personnel?	3.88
Does the project deliver arts activity that represents Perth's unique cultural identity?	2.63
Does the project increase opportunities for the community to participate in cultural life and/or identify strategies to widen audience engagement?	3.25
Does the project foster meaningful collaborations across the local arts industry and/or community?	2.50
Does the project contribute to a positive sense of place within the city?	2.63
Does the project raise the profile and reputation of the City of Perth as a premier Capital City and arts industry leader?	2.75
Does the project provide professional development opportunities for local artists and/or cultural workers?	3.00
Does the project attract a broad audience, stimulate the local economy and provide opportunities for engagement with local businesses?	2.38
Does the project support the ongoing development, viability and sustainability of the organisation and the local arts industry?	3.00
Has the applicant demonstrated capacity to manage all aspects of the project?	3.88
Does the project contribute to a unique cultural tourism offering for local, national and international audiences?	2.38
Are the project plan and budget realistic and value for money?	3.25
Does the project demonstrate financial viability through evidence of support from other government agencies, businesses or community organisations?	3.38
<b><u>Sub total 38.91 out of 52</u></b>	
<b><u>OPTIONAL ASSESSMENT CRITERIA</u></b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
Does the project activate underutilised locations or locations prioritised for activation by the City in interesting and engaging ways?	2.88
Does the project celebrate Indigenous culture?	0.75
Does the project activate places along the riverfront?	2.50
<b><u>Sub total 6.13 Bonus Points</u></b>	
<b><u>TOTAL ASSESSMENT SCORE   45.04 out of 52 (86%)</u></b>	

**Assessment Panel comments:**

- Symphony in the City is a high-quality and well attended free event with a history in the City of Perth. The event provides activation of the riverfront in an iconic Perth location;
- By offering a free-to-the-public event, out of the confines of a traditional venue, WASO aims for the event to make classical music an accessible and relevant art form for all Western Australians;
- The event offers WASO a platform to highlight individual talent in the Orchestra, the volunteer WASO Chorus, local musicians, conductors and composers, developing skills and experience; and
- The Panel noted that they believe an investment of \$100,000 for Symphony in the City is commensurate with the overall outcomes the event delivers, in comparison with the wider arts sponsorship portfolio, and is a responsible amount based on the City's budgetary position for FY18/19. This amount is consistent with the recommendation for Opera in the Park which is an almost identical event in scope, location and cost.

**Assessment Panel Recommendation**

The Assessment Panel recommended sponsorship of \$100,000 per year, for a period of two years, to support Symphony in the City.

**ARTS SPONSORSHIP | 2018-19 | PICA**

<b>Sponsorship Category</b>	Arts Sponsorship
<b>Applicant</b>	Perth Institute of Contemporary Arts Ltd
<b>Project Title</b>	Year-round Community Engagement and Artist Development Program
<b>Project Start Date</b>	01/10/2018
<b>Project End Date</b>	30/09/2019
<b>Estimated attendance</b>	118,690 (PICA estimated)
<b>Total Project Cost</b>	\$268,565
<b>Total Amount Requested</b>	\$60,000 (22% of the total project budget)
<b>Recommendation</b>	Approval for a one year Agreement
<b>Recommended amount</b>	\$49,000 for one year
<b>Assessment Score</b>	44.16 out of 52 (85%)

**Applicant Details***Information from the Australian Business Register*

ABN	49 009 372 927
Entity Name	Perth Institute Of Contemporary Arts Ltd
Entity Type	Australian Public Company
ABN Status	Active
ATO Endorsed Charity Type	Charity
Goods & Services (GST)	Yes
Endorsed as DGR	Yes (Item 1)
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main Business Location Postcode	6003 WA
ACNC Registration	Registered

**Previous City of Perth Support**

Support for the last five years is as follows:

<b>Year</b>	<b>Amount</b>
2013	\$40,000
2014	\$50,000
2015	\$30,000
2016	\$30,000
2017	\$20,000
<b>TOTAL</b>	<b>\$185,000</b>

## **Project Summary**

The Perth Institute of Contemporary Arts (PICA) was established in 1989 and is located in the Perth Cultural Centre precinct. PICA is one of Australia's leading centres for the development and presentation of contemporary art and provides a platform for Australian and international visual, performance and interdisciplinary art.

To complement the annual exhibition program, PICA will present a 12 month long education, community engagement and artist development program. The program will involve the employment of over 80 local artists and cultural workers and the participation of over 1,000 artists and arts workers.

The aims of the Community Engagement and Artist Development Program include to:

- activate City spaces with arts and cultural activity;
- encourage broad community participation, and to break down the real and perceived barriers that prevent people from participating in arts and culture and encourage new generations of creative communities; and
- provide professional development opportunities for local artists and arts workers.

PICA will aim for the events and activities to be fun, and to encourage social interaction, be presented within a relaxed atmosphere and destroy the myth that there is a “right” way to interact with or understand art.

The program will connect art to all aspects of our lives, through events and activities linked to science, technology, history, politics, sport, food, fashion, music, film and digital media.

### **Community Engagement Program (free components)**

Date:	1 October 2018 – 30 September 2019
Venue:	PICA and public spaces within the City of Perth
Anticipated attendance:	118,040 attendees
Ticket price:	Free-to-the-public

PICA will deliver the following free-to-the-public activities as part of the year-long program:

- A temporary public art work within the City of Perth as an extension of PICA’s “in-house” exhibition or performance program. It will activate underutilised spaces, surprise and engage audiences and attract more people into the city;
- Five large scale-public events that celebrate key aspects of PICA’s artistic program in a way that is accessible to broad audiences and can create links with local businesses and specific communities. These events will feature distinctive live entertainment, hospitality supplied by local business and a fun, vibrant atmosphere. They will be supported by community partnerships and marketing campaigns that ensure broad participation and the attendance of up to 2,000 people each;
- ‘All Ages’ activities for young people and their families, 215 days per year, that encourage innovation, social cohesion, cultural participation and wellbeing; including “hands-on” making, writing, recording and interpreting opportunities that unpack the artistic themes of the exhibitions and performances in fun and accessible ways;



- Free artist and curator talks for each exhibition and performance season, involving a roaming tour of the exhibition or a post-performance Q&A session;
- Events, workshops, information and interactions that celebrate and acknowledge Indigenous cultures, attract cultural tourism and supports social cohesion;
- Year-round interpretative material (signage, hand-outs, audio-visual displays, participatory interactions) that celebrates local Indigenous culture and heritage;
- Art Access Programs that increase participation for those with differing abilities including AUSLAN interpretations, tactile experiences, Companion Card free access and signage in large print and braille;
- Educational resources for schools for each exhibition and some performance seasons, including guided exhibition tours, activity sheets and Education Notes with background information, curriculum links, and pre and post visit activities for students;
- Studio Residencies for up to nine local, national and international artists who will be paid a fee and provided accommodation, if from interstate or overseas, and up to eight weeks in a PICA studio to create a new body of work. Artists will have access to mentoring from the PICA team and other local or visiting arts professionals and will publicly present the outcomes of their residency outcome at an Open Studio Night; and
- Professional Development programs for artists that equip them with the tools needed to successfully navigate an ever-changing art world.

*Community Engagement Program (ticketed components)*

Date:	1 October 2018 – 30 September 2019
Venue:	PICA and public spaces within the City of Perth
Anticipated attendance:	650 attendees
Ticket price:	\$30 (adult); \$20 (concession).

- A minimum of one, large scale ticketed celebratory event that embodies PICA's brand as "a playground for new ideas";
- A series of Lectures, Panel Discussions and Symposia that expand the themes in PICA's exhibition and performance programs;
- A series of "hands-on" workshops for adults, students and families lead by experienced artists and educators that develop skills, knowledge and enjoyment in a range creative processes and techniques;
- A Professional Development programme for emerging artists to coincide with PICA's Hatched National Graduate Show. The program will include lectures, panel discussions and masterclasses lead by leading local and national arts professionals and will be designed to equip artists just starting out with the tools needed to successfully navigate an ever-changing art world; and
- A series of fun and inclusive events that celebrate the breadth of popular culture, food, film, fashion, architecture and music to be found in the city. These events will range from dance workshops, film screenings and fashion displays to food tastings, cooking demonstrations and language classes. They will be representative of, and designed to attract, a broad range of cultures, genders, sexualities and age groups.

## **Sponsorship Benefits**

Organisers will provide the below benefits for the requested sponsorship:

### *Sponsorship Category*

- The City of Perth will be acknowledged as PICA's Community Engagement Partner for the duration of the program.

### *Verbal recognition*

- The City of Perth will receive verbal recognition of support at all associated events.

### *Logo inclusion*

- The City of Perth will receive logo inclusion on associated collateral including:
  - All exhibition related print advertising;
  - PICA Entrance Foyer Screen;
  - Perth Cultural Centre screen;
  - 4.75 metre high banners displayed on the front of the PICA building;
  - Light box posters (A0 size) for each exhibition, displayed at the PICA entrance;
  - PICA Guide;
  - Flyers promoting public programs and events;
  - Advertising materials as agreed;
  - Electronic collateral including e-invitations, PICA website, PICA e-newsletter; and
  - Exhibition Education Notes.

### *Marketing and Public Relations*

- PICA will collaborate with City of Perth on a Partnership Plan, including a Social Media Content Plan across shared social media platforms;
- The City of Perth will be acknowledged on all media releases;
- 1 x post on PICA's social media account, on the City's involvement in PICA's program;
- Access to venue, curator and artists (where possible) as well as photos, videos and Q&As for exclusive content for City of Perth's digital marketing channels;
- Ability to use PICA logo and agreed images for City of Perth marketing use;
- PICA will engage in meaningful collaboration with City of Perth to identify and amplify suitable opportunities for joint promotion. To this end PICA will actively advocate for and where possible, participate in the following activities:
  - City of Perth programs and events, in particular events that are relevant and of interest to PICA audiences i.e. arts events and activities and City of Perth public art commissions;
  - City of Perth Public Art Program and other art initiatives;
  - City of Perth activities centred around the Perth Cultural Centre; and
  - Any relevant City of Perth marketing campaigns.

### *Additional Benefits*

- Recognition in the PICA Annual Report;
- City of Perth will be given access to research data on PICA's audience for insights into arts and culture audiences living in and visiting Perth; and
- Opportunity for a City of Perth nominated representative, to officiate at events.

### **Arts Sponsorship Assessment Score Card**

The application was assessed by a four-person assessment panel and scoring has been averaged for each outcome. The application was assessed using criteria based on the measurable outcomes for cultural engagement, developed by the Cultural Development Network.

<b><u>ESSENTIAL ASSESSMENT CRITERIA</u></b>	<b><u>SCORE out of 4</u></b>
Does the project demonstrate arts and cultural activity of a high calibre, with suitably experienced personnel?	3.50
Does the project deliver arts activity that represents Perth's unique cultural identity?	2.63
Does the project increase opportunities for the community to participate in cultural life and/or identify strategies to widen audience engagement?	3.63
Does the project foster meaningful collaborations across the local arts industry and/or community?	2.75
Does the project contribute to a positive sense of place within the city?	2.75
Does the project raise the profile and reputation of the City of Perth as a premier Capital City and arts industry leader?	2.88
Does the project provide professional development opportunities for local artists and/or cultural workers?	3.00
Does the project attract a broad audience, stimulate the local economy and provide opportunities for engagement with local businesses?	3.25
Does the project support the ongoing development, viability and sustainability of the organisation and the local arts industry?	2.88
Has the applicant demonstrated capacity to manage all aspects of the project?	3.13
Does the project contribute to a unique cultural tourism offering for local, national and international audiences?	2.75
Are the project plan and budget realistic and value for money?	3.00
Does the project demonstrate financial viability through evidence of support from other government agencies, businesses or community organisations?	2.75
<b><u>Sub total 38.9 out of 52</u></b>	
<b><u>OPTIONAL ASSESSMENT CRITERIA</u></b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
Does the project activate underutilised locations or locations prioritised for activation by the City in interesting and engaging ways?	2.38
Does the project celebrate Indigenous culture?	2.88
Does the project activate places along the riverfront?	0
<b><u>Sub total 5.26 Bonus Points</u></b>	
<b><u>TOTAL ASSESSMENT SCORE   44.16 out of 52 (85%)</u></b>	

**Assessment Panel comments:**

- The proposal demonstrates PICA is thinking creatively about how to connect with audiences, engage more closely with its community and stakeholders and align strategically with the City;
- Through this program PICA will provide significant professional development opportunities for local artists and arts workers, providing resources, mentoring and exhibition exposure;
- PICA plays an important role in the arts ecology of the City and adds value to the tourism offering of Perth;
- The Panel would like to see PICA continue to work closely with the City of Perth, MRA and other providers to refine and strengthen their reporting and impact methodology into the future to better demonstrate outcomes achieved; and
- The Panel noted that while the strategic focus of the application was strong, there was a lack of detail around the specific programs and initiatives planned.

**Assessment Panel Recommendation**

The Assessment Panel recommended sponsorship of \$49,000 per year, for a period of one year, to support the project.

**ARTS SPONSORSHIP | 2018-19 | AWESOME FESTIVAL**

<b>Sponsorship Category</b>	Arts Sponsorship
<b>Applicant</b>	AWESOME Arts Australia Ltd
<b>Project Title</b>	2018 AWESOME International Arts Festival for Bright Young Things
<b>Project Start Date</b>	29/09/2018
<b>Project End Date</b>	12/10/2018
<b>Estimated attendance</b>	138,959 attendees (12,000 ticketed, 96,561 Perth Cultural Centre baseline and 30,398 additional free-to-the-public attendees)
<b>Total Project Cost</b>	\$1,147,164
<b>Total Amount Requested</b>	\$100,000 (8.7% of the total project budget)
<b>Recommendation</b>	Approval for a two year Agreement
<b>Recommended amount</b>	\$90,000 p.a, totalling \$180,000 for two years
<b>Assessment Score</b>	42.39 out of 52 (81.5%)

**Applicant Details***Information from the Australian Business Register*

ABN	57 075 789 383
Entity Name	Awesome Arts Australia Ltd
Entity Type	Australian Public Company
ABN Status	Active
ATO Endorsed Charity Type	Charity
Goods & Services (GST)	Yes
Endorsed as DGR	Yes (Item 1)
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main Business Location Postcode	6000 WA
ACNC Registration	Registered

**Previous City of Perth Support**

Support for the last five years is as follows:

<b>Year</b>	<b>Amount</b>
2013	\$100,000
2014	\$100,000
2015	\$100,000
2016	\$100,000
2017	\$100,000
<b>TOTAL</b>	<b>\$500,000</b>

## **Project Description**

Awesome Arts Australia Ltd is a not-for-profit company established in 1996 to create a contemporary arts festival for young people. The company is based in Northbridge.

The AWESOME International Arts Festival for Bright Young Things (AWESOME Festival) is a multi-form arts Festival for children and young people. The Festival is presented annually in October over two weeks and held at the Perth Cultural Centre and other venues in the City of Perth.

2018 will mark the 21<sup>st</sup> year of the AWESOME Festival. City of Perth is the AWESOME Festival's foundation partner. The event brings whole families together and supports learning, development and connection from babies through to Year 10 students.

The AWESOME Festival's diverse program includes theatre, dance, workshops, visual arts, literature, new media, film and interactive activities. The Festival presents an interactive curated program for children, their families and educators and supports learning, development and connection. The program is specifically designed to be equally as enjoyable for adults and aims to foster exploration, conversation and growth, providing Western Australian families and educators with opportunities to connect with each other and their community.

Aims of AWESOME include to:

- Produce a high quality, curated program featuring professional and experienced artists and a diverse mix of experiences and artforms;
- Deliver a program that is accessible to all ages, yet also has specificity within it to meet the developmental and educational needs of different ages groups;
- Lead the creative reimagining of public spaces to create an environment that is playful, imaginative and inviting;
- Support local artists to create work for younger audiences. In 2018 AWESOME will aim to premiere three new locally-made works and engage around 40 local artists;
- Ensure broad community engagement through projects where a lead artists co-creates work with community groups and audience members and partner with local cultural institutions and companies to mutually maximise audience engagement;
- Produce a dedicated Autism Spectrum Disorder Festival Guide which is unique to the AWESOME Festival and has been developed in partnership with DADAA (Disability in the Arts, Disadvantages in the Arts, Australia) and a community focus group; and
- Grow the program offerings for the early childhood segment and also increase programming targeted at grandparent attendance, with is a growing audience development opportunity.

The first 10 days offer programming for the general public and the final four days are presented exclusively for school excursion groups and early learning centres.

AWESOME creates a Festival precinct at the Perth Cultural Centre, which includes large scale colourful inflatable tents, outdoor exhibitions and displays, sculpture and public art, colourful inflatable signs and free performances.

In 2018, AWESOME plans to work with the City to create an interactive heritage trail within the City of Perth Library and surrounding buildings, using objects from the City of Perth Collection. Additionally, AWESOME plans to partner with the City's volunteers to deliver public art tours for children and families. These activities will encourage families to explore Perth and introduce them to many of the City's artworks and hidden spaces.

In 2018, AWESOME will also again notify businesses of the AWESOME Festival to encourage them to provide family friendly offerings, to encourage visitation over the Festival period.

#### Free Activities, Exhibitions and Performances

Date:	29 September – 12 October 2018
Venue:	UWA and Perth Cultural Centre
Anticipated attendance:	160,000 attendees
Ticket price:	Free-to-the-public

AWESOME will present a diverse program of free, interactive activities, performances, exhibitions and other special events at the Festival. The free program of events is advertised online and through the Festival program, with additional free popup activities to surprise and delight people when they arrive at the event.

#### Ticketed Theatre Shows, Performances, Workshops and the Make and Play Space

Date:	29 September – 12 October 2018
Venue:	Various
Anticipated attendance:	11,000 attendees
Ticket price:	\$15.00 Adult; \$5.00 Concession

AWESOME will present a curated program of theatre shows, creative workshops and a Make and Play Space with a number of interactive activities. AWESOME offer a ticket subsidy program for low income families.

#### Sponsorship Benefits

Organisers will provide the below benefits for the requested sponsorship:

- The City of Perth will be recognised as a Major Partner of the event;
- Acknowledgement of the City of Perth as a Major Partner and logo inclusion on:
  - The AWESOME Festival Program (20,000 copies);
  - The AWESOME Festival Lift Out in the West Australian (200,000 copies)
  - Site signage;
  - Two social media posts to promote the partnership;
  - One inclusion in an EDM to AWESOME Festival database to promote the partnership;
  - The Current Partners page on the AWESOME website;
- In addition the City of Perth will receive:
  - One full page colour advertisement in the AWESOME Festival program;
  - Opportunity for a nominated City of Perth representative to give a speech and open the AWESOME Festival at the VIP opening event; and

- The AWESOME Festival will display one City of Perth pull up banner at an indoor venue during the 2 weeks of the event.

### **Arts Sponsorship Assessment Score Card**

The application was assessed by a four-person assessment panel and scoring has been averaged for each outcome. The application was assessed using criteria based on the measurable outcomes for cultural engagement, developed by the Cultural Development Network.

<b><u>ESSENTIAL ASSESSMENT CRITERIA</u></b>	<b><u>SCORE out of 4</u></b>
Does the project demonstrate arts and cultural activity of a high calibre, with suitably experienced personnel?	3.25
Does the project deliver arts activity that represents Perth's unique cultural identity?	2.50
Does the project increase opportunities for the community to participate in cultural life and/or identify strategies to widen audience engagement?	3.25
Does the project foster meaningful collaborations across the local arts industry and/or community?	3.13
Does the project contribute to a positive sense of place within the city?	2.75
Does the project raise the profile and reputation of the City of Perth as a premier Capital City and arts industry leader?	2.75
Does the project provide professional development opportunities for local artists and/or cultural workers?	3.13
Does the project attract a broad audience, stimulate the local economy and provide opportunities for engagement with local businesses?	3.13
Does the project support the ongoing development, viability and sustainability of the organisation and the local arts industry?	2.25
Has the applicant demonstrated capacity to manage all aspects of the project?	3.75
Does the project contribute to a unique cultural tourism offering for local, national and international audiences?	2.00
Are the project plan and budget realistic and value for money?	3.25
Does the project demonstrate financial viability through evidence of support from other government agencies, businesses or community organisations?	3.25
<b><u>Sub total 38.39 out of 52</u></b>	
<b><u>OPTIONAL ASSESSMENT CRITERIA</u></b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
Does the project activate underutilised locations or locations prioritised for activation by the City in interesting and engaging ways?	2.5
Does the project celebrate Indigenous culture?	1.5



Does the project activate places along the riverfront?	0
<b><u>Sub total 4 Bonus Points</u></b>	
<b><u>TOTAL ASSESSMENT SCORE   42.39 out of 52 (81.5%)</u></b>	

**Assessment Panel comments:**

- The panel recognised that AWESOME Festival is an important annual event on the City's events calendar that delivers significant educational, cultural and community benefit;
- The event assists the City of Perth in its strategic objective to attract the demographic of families and children into the City of Perth, to experience arts, science and technology; and
- The new initiatives of heritage and public art tours linked into Awesome programming in partnership with the City have the potential to get visitors outside of the Perth Cultural Centre and engaging with and activating other areas of the city.

**Assessment Panel Recommendation**

The Assessment Panel recommended sponsorship of \$90,000 per year, for a period of two years, to support the project.

Based on the quality of the application, and successful long-term relationship with AWESOME, the Panel recommends a two-year sponsorship to allow financial certainty in its annual Festival planning.

**ARTS SPONSORSHIP | 2018-19 | WEST AUSTRALIAN OPERA**

<b>Sponsorship Category</b>	Arts Sponsorship
<b>Applicant</b>	West Australian Opera
<b>Project Title</b>	Opera in the Park
<b>Project Start Date</b>	02/02/2019
<b>Project End Date</b>	02/02/2019
<b>Estimated attendance</b>	15,000 attendees
<b>Total Project Cost</b>	\$750,365
<b>Total Amount Requested</b>	\$150,000 (20% of the total project budget)
<b>Recommendation</b>	Approval
<b>Recommended amount</b>	\$100,000 for one year
<b>Assessment Score</b>	41 out of 52 (79%)

**Applicant Details***Information from the Australian Business Register*

ABN	45 432 889 655
Entity Name	The Western Australian Opera Co Inc
Entity Type	Other Incorporated Entity
ABN Status	Active
ATO Endorsed Charity Type	Charity
Goods & Services (GST)	Yes
Endorsed as DGR	Yes
Tax Concessions	FBT Rebate, GST Concession, Income Tax Exemption
Main Business Location Postcode	6000 WA
ACNC Registration	Registered

**Previous City of Perth Support**

Support for the last five years is as follows:

<b>Year</b>	<b>Amount</b>
2013	\$157,778
2014	\$161,722
2015	\$155,000
2016	\$160,000
2017	\$120,000
<b>TOTAL</b>	<b>\$754,500</b>

## **Project Description**

West Australian Opera (WAO) is an incorporated not-for-profit association and Western Australia's only full-time, professional opera company. Established in 1967, WAO celebrated its 50<sup>th</sup> anniversary in 2017.

WAO produces an annual season of main stage productions at His Majesty's Theatre, a regional program, an education program and auxiliary activities including concerts and community events. WAO's offices, and a significant proportion of the company's annual program, are located within the City of Perth local government boundaries.

WAO has presented three sponsorship options for the City of Perth:

- \$100,000 – Opera in the Park, presented by City of Perth, Lotterywest and Healthway;
- \$120,000 – City of Perth Opera in the Park (event naming rights); and
- \$150,000 – City of Perth Opera in the Park and Opera Week, including selected activation activities throughout the City of Perth.

### **Opera in the Park**

Date:	2 February 2019
Venue:	Supreme Court Gardens or Langley Park
Anticipated attendance:	10,000 attendees
Ticket price:	Free to attend

'Opera in the Park' is an annual, outdoor, free-to-the-public event produced by West Australian Opera. Held in the Supreme Court Gardens, the event has been presented annually since 1991. In 2005, the City became the naming rights sponsor, and the event was renamed 'City of Perth Opera in the Park'.

The event features the West Australian Opera Chorus, West Australian Symphony Orchestra, renowned principal singers, conductors and directors. Over 200 people are involved in staging the event, which includes performers, production personnel, backstage crew, stage management, technical management, site management and suppliers.

In 2019, organisers are expecting 10,000 attendees. An additional audience also view the performance via live simulcast to regional venues.

WAO's vision for the event is to enrich the cultural landscape by presenting world class opera that is vibrant, new, exciting, surprising, relevant and accessible to the widest possible audiences. The Organisers aim to attract a diverse audience of all ages and backgrounds to the event. WAO encourage patrons to arrive early and bring a picnic or access on-site catering. Supplementary activities are offered to attract families to the event.

WAO view the event as an audience development opportunity, with the aim of introducing audiences to opera and increasing the accessibility of the art form. As a free event, out of the confines of a traditional opera venue, and wide promotion through traditional and digital media, the invitation to Opera in the Park is extended to everyone and barriers to attendance are lowered.

The event employs around one hundred professional performers, including the WAO Chorus, WASO musicians, principal singers and around forty professional production personnel, creating greater sustainability for professional opera performers and production personnel in WA.

In 2018, Culture Counts were engaged to measure the impact of Opera in the Park.

Of the survey respondents:

- 65% of attendees at Opera in the Park had attended previously, and 63% has attended a WA Opera event previously;
- 90% of respondents strongly agreed that the event provides an important addition to the cultural life of the area;
- 89% of respondents strongly agreed that WA Opera enriches the cultural landscape of West Australia;
- 88% of respondents strongly agreed that the event had local impact;
- 78% of respondents strongly agreed that the event helped them feel a sense of belonging to the community;
- 93% rate their experience as 'Excellent' or 'Very Good'; and
- 68% of attendees would have stayed at home if they hadn't attended the event.

The economic impact of the event was estimated to be \$272,120 in direct attendee expenditure, and \$1.08 million total economic impact once multipliers are applied.

### Opera Week

Date:	28 January – 2 March 2019
Venue:	TBC
Anticipated attendance:	5,000 attendees
Ticket price:	Free to attend and ticketed

For additional funding, WA Opera would produce 'Opera Week', a week of opera-based retail activations, activities and initiatives throughout the City of Perth. These would include a range of free and ticketed events such as lunchtime operatic performances with opera singers in key areas (e.g. Central Park lawns), singing classes in vacant retail stores and collaborations with City retailers and businesses. The purpose of these activities would be to increase community access and engagement to opera.

### Sponsorship Benefits

The City of Perth would be recognised as a Civic Partner of the event, and Organisers will provide the following benefits for the requested sponsorship:

#### Civic Partner Acknowledgement

City of Perth logo with acknowledgement as "Civic Partner" on all WA Opera marketing materials, including:

- WA Opera season brochure;
- WA Opera website;
- Annual report;

- His Majesty's Theatre stairwell mirror decal during main stage productions; and
- In theatre surtitle screens.

*At Opera in the Park:*

- City of Perth banners will be displayed prominently at event;
- City of Perth logo-loop on the four large screens at Opera in the Park, simulcast to Northbridge Piazza and regional locations across WA;
- Official speeches at Opera in the Park;
- Display of a City of Perth TVC on the screens prior to and post event;
- Dedicated full page acknowledgement of sponsorship in the 'Opera in the Park' concert program;
- Opportunity for a nominated City representative to contribute a foreword in the 'Opera in the Park' program; and
- Opportunity for a nominated City representative to speak at Opera in the Park and to officially welcome the audience.

*Other Benefits:*

- Dedicated full page advertisement in West Australian Opera's annual season brochure;
- Opportunity to utilise West Australian Opera's monthly e-Newsletter for promotions;
- Opportunity to cross promote via WAO Facebook page;
- Access to artists to perform at civic functions or events, as available and upon request (WA Opera can offer 2 x performances per year (with our Young Artist and accompanist) at no charge to the City of Perth; additional performances can be arranged, but artist fees would need to be covered by City of Perth); and
- Opportunity to use West Australian Opera's Puccini Room (Level 3, His Majesty's Theatre) for private functions during each season (catering costs to be covered by City of Perth).

### **Arts Sponsorship Assessment Score Card**

The application was assessed by a four-person assessment panel and scoring has been averaged for each outcome. The application was assessed using criteria based on the measurable outcomes for cultural engagement, developed by the Cultural Development Network.

<b><u>ESSENTIAL ASSESSMENT CRITERIA</u></b>	<b><u>SCORE out of 4</u></b>
Does the project demonstrate arts and cultural activity of a high calibre, with suitably experienced personnel?	3.63
Does the project deliver arts activity that represents Perth's unique cultural identity?	2.13
Does the project increase opportunities for the community to participate in cultural life and/or identify strategies to widen audience engagement?	3.75
Does the project foster meaningful collaborations across the local arts industry and/or community?	2.00
Does the project contribute to a positive sense of place within the city?	2.75
Does the project raise the profile and reputation of the City of Perth as a premier Capital City and arts industry leader?	2.88
Does the project provide professional development opportunities for local artists and/or cultural workers?	2.63
Does the project attract a broad audience, stimulate the local economy and provide opportunities for engagement with local businesses?	2.25
Does the project support the ongoing development, viability and sustainability of the organisation and the local arts industry?	2.50
Has the applicant demonstrated capacity to manage all aspects of the project?	3.75
Does the project contribute to a unique cultural tourism offering for local, national and international audiences?	1.75
Are the project plan and budget realistic and value for money?	2.63
Does the project demonstrate financial viability through evidence of support from other government agencies, businesses or community organisations?	2.63
<b><u>Sub total 35.28 out of 52</u></b>	
<b><u>OPTIONAL ASSESSMENT CRITERIA</u></b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
Does the project activate underutilised locations or locations prioritised for activation by the City in interesting and engaging ways?	2.75
Does the project celebrate Indigenous culture?	0.25
Does the project activate places along the riverfront?	2.75
<b><u>Sub total 5.75 Bonus Points</u></b>	
<b><u>TOTAL ASSESSMENT SCORE   41 out of 52 (79%)</u></b>	

**Assessment Panel comments**

- Opera in the Park is a highlight on Perth's annual arts calendar and the City of Perth is a longstanding supporter of the event. The Panel felt the objective of making opera accessible to a wide audience is commendable;
- While the economic benefits of Opera in the Park are limited, there are high cultural, social and civic outcomes and it is good to be able to provide a free public event of this scale and utilise the riverfront;
- The Assessment Panel felt that \$100,000 was a reasonable sponsorship fee for the event, and outcomes generated, and equitable in the context of the City's other Arts Sponsorships. This amount is consistent with the recommendation for Symphony in the City which is an almost identical event in scope, location and cost.

**Assessment Panel Recommendation**

The Assessment Panel recommended sponsorship of \$100,000 per year, for a period of one year, to support Opera in the Park.

**ARTS SPONSORSHIP | 2018-19 | WAM**

<b>Sponsorship Category</b>	Arts Sponsorship
<b>Applicant</b>	West Australian Music Industry Association Inc
<b>Project Title</b>	2018 WAMFest
<b>Project Start Date</b>	25/10/2018
<b>Project End Date</b>	04/11/2018
<b>Estimated attendance</b>	46,940 attendees
<b>Total Project Cost</b>	\$245,975
<b>Total Amount Requested</b>	\$50,000 (20% of the total project budget)
<b>Recommendation</b>	Approval
<b>Recommended amount</b>	\$40,000 for one year
<b>Assessment Score</b>	42.28 out of 52 (81%)

**Applicant Details***Information from the Australian Business Register*

ABN	19 395 503 276
Entity Name	The West Australian Music Industry Association Incorporated
Entity Type	Other Incorporated Entity
ABN Status	Active
ATO Endorsed Charity Type	Not endorsed
Goods & Services (GST)	Yes
Endorsed as DGR	Yes
Tax Concessions	No tax concessions
Main Business Location Postcode	6003 WA
ACNC Registration	No

**Previous City of Perth Support**

Support for the last five years is as follows:

<b>Year</b>	<b>Amount</b>
2013	\$50,000
2014	\$37,000
2015	\$40,000
2016	\$40,000
2017	\$40,000
<b>TOTAL</b>	<b>\$207,000</b>



## **Project Description**

The West Australian Music Industry Association's (WAM) stated mission is to champion West Australian music. WAM aims to strengthen and advance contemporary West Australian music by developing, celebrating and connecting the musicians, industry professionals and general public on a local, national and international platform.

Established in 1994, the WAM Festival (WAMFest) is an annual showcase of original Western Australian contemporary music. WAMFest is a celebratory event for the whole community, as well as a market and audience development opportunity for WA artists.

The 2018, WAMFest will be held from 1 November to 5 November 2018.

In 2016 and 2017, Culture Counts were engaged to measure the outcomes and impact of the event. Key findings included:

- The 2017 WAMFest delivered an economic impact of \$1.1 million, and \$2.55 million total economic impact once multipliers are applied;
- Of the survey respondents, 88% agreed with the statement, "Local impact, it is important that it's happening here"; 84% agreed that they "enjoyed the vibrancy and activity"; 82% agreed that the event made an important cultural contribution; and
- 65% of attendees would have otherwise stayed home had they not come into the city for WAMFest.

### **City Shopfront Installations**

Date:	15 October – 4 November 2018
Venue:	Various empty shopfronts in the CBD
Anticipated attendance:	10,000 passers-by
Ticket price:	Free-to-the-public

WAM will present a series of curated installations in vacant shops in the Perth city centre. Banks of television display units screen a curated program of Western Australian artists' film clips, and a series of short films.

WAM will put out a call for entries from WA film and content makers to create short films, based on a theme and featuring music from West Australian artists. Local businesses, artists and stylists will be engaged to design a space each. The shopfronts would be activated prior to, and during, WAMFest, and would feature Festival promotional material to increase awareness of the event and engage with new audiences, a key objective for WAM.

### **Opening night WAM Alumni event**

Date:	31 October 2018
Venue:	TBC
Anticipated attendance:	412 attendees
Ticket price:	Invitation only

The 2018 WAMFest program will commence with a special opening event. WAM's alumni, including Hall of Fame inductees, will be invited to the opening celebration. The winners of

both the Kiss my Camera and short film competition will be announced at this event. The event will also feature performances by some of WA's leading musical acts.

#### WA Music Awards (WAMis)

Date: 1 November 2018  
 Venue: TBC  
 Anticipated attendance: 528 attendees  
 Ticket price: \$40 Adult; \$30 Concession

The WAMis are a celebration of West Australian music. Each year around 40 awards are presented to members of the West Australian music community who demonstrate excellence in their field. Awards are voted anonymously by both the public and the local music industry and include awards for specific music genres, individual crafts, and industry awards such as Media and Management awards and the infamous Golden WAMi for outstanding overall contribution to the industry. Past winners include Birds of Tokyo, Karnivool, Eskimo Joe, Gyroscope and Tame Impala.

#### Forrest Place Friday

Date: 2 November 2018  
 Venue: Forrest Place  
 Anticipated attendance: 8,016 attendees  
 Ticket price: Free-to-the-public

WAM proposes publicly launching WAM Festival to the public on Friday, 2 November 2018 with a performance in Forrest Place. The performances will be scheduled around the peak foot traffic periods, attracting city visitors and office workers as they shop and take their lunch breaks, as well as drawing audiences into the space.

The public performances will be used to communicate to audiences outside of regular channels about WAMFest, and the free activities that will be taking place across the city the following day.

#### Friday Lot Party

Date: 2 November 2018  
 Venue: Lot 10 South, Wellington St Perth  
 Anticipated attendance: 1,500 attendees  
 Ticket price: Free-to-the-public

In 2017, WAM presented the first Lot Party, held in the Lot 10 South space on Wellington Street. The event was a success, attracting large numbers of people of all ages across the day. In 2018, WAM will maximise the infrastructure and setup in the space to present events on both the Friday and Saturday of the Festival.

#### Busking Pitches

Date: 2 - 3 November 2018  
 Venue: Perth city and Northbridge  
 Anticipated attendance: 2,000 attendees  
 Ticket price: Free-to-the-public

WAM will present a series of busker performances throughout the day and evening over the Friday and Saturday of WAMFest. The busking pitches will be used to provide direct opportunities to promote the Festival to passers-by through signage, and as a "taster" for the activities taking place as part of the broader festival program.

On Friday, buskers will be located in four locations throughout the city centre, including laneways and other more unusual spots. On Saturday, the buskers will be located in six locations through the Northbridge area.

#### WAMFest Live Friday Showcases

Date:	2 November 2018
Venue:	Various live music venues in the city centre
Anticipated attendance:	1,118 attendees
Ticket price:	Free-to-the-public and ticketed

Friday Showcases is a series of gigs, curated in partnership with Perth bookers, labels and programmers, held in music venues in the City of Perth and across the metropolitan area. Many of the line-ups are genre-centric, and provide an accessible program option for visiting industry representatives in Perth for WAMCon, as well as the public.

#### WAMFest Live Saturday

Date:	3 November 2018
Venue:	Live music venues and public spaces all across the City of Perth
Anticipated attendance:	23,314 attendees
Ticket price:	Free-to-the-public

WAMFest Live Saturday is a day of free music in Perth and Northbridge. Organisers aim for the program to offer a varied and diverse range of events to suit all ages and all tastes, and for the stages in Yagan Square and the Perth Cultural Centre to present an opportunity for parents and young children to have access to local music in a familiar and safe atmosphere.

The 2018 program will include:

- The Lot 10 South event, a licensed festival style pop-up venue;
- An all ages stage in the Perth Cultural Centre amphitheatre;
- Performances in the Yagan Square amphitheatre;
- An assortment of genre focused local showcases inside licensed venues with a focus on Northbridge; and
- A large busking/solo performance program through Northbridge, activating spaces and forming a link between venues; and programming inside the Wesley Church.

#### WAMCon (WA Music Conference)

Date:	2 - 3 November 2018
Venue:	State Theatre Centre
Anticipated attendance:	250 attendees
Ticket price:	\$185 Adult; \$140 Concession

The WA Music Conference is positioned as an important initiative for everyone working in or creating in the music space in Western Australia. Held at the State Theatre Centre of Western Australia over two days, WA Music Conference features sessions with a range of speakers across all disciplines, from around the world.

The Conference offers a dynamic environment for audiences to engage in panel sessions, one-on-one meetings, radio pitching opportunities and networking sessions. Conference pass holders also receive free entry to all WAMFest activities.

### **Sponsorship Benefits**

The City of Perth would be recognised as a Civic Partner of the event, and Organisers will provide the following benefits for the requested sponsorship:

- Logo recognition on all program promotional material, event website, and media releases;
- Full page advertisement in the WAM Festival digital event program, and the printed WAMCon program;
- City of Perth named in program material as a sponsor of one WA Music Award category;
- Leaderboard/GIF banner ad and medium rectangle ad (artwork to be supplied by the City of Perth) in rotation on the WAM website and in WAMplifier eNews for a one year period;
- City of Perth mentioned or incorporated into a minimum of 20 social media posts (across all channels), including tagging and use of designated hashtags;
- Two feature posts on WAM's social media channels about the City's involvement in the WAM Festival (content to be provided by the City in conjunction with WAM's communications officer);
- Active engagement with and promotion of any activation ideas or leveraging activities the City may propose, such as feature videos similar to the one shot with Perth act Rag N Bone in 2017;
- Promotion of a City of Perth staff curated West Australian music playlist on Spotify and/or Soundcloud;
- Opportunity to display City of Perth signage at the funded events;
- Opportunity for nominated City representative to participate, speak or present at the WAM Alumni event which will open the Festival (details TBC); and
- City of Perth will be the exclusive provider of waste management services for the program/event (except for events entirely on private property).

### **Arts Sponsorship Assessment Score Card**

The application was assessed by a four-person assessment panel and scoring has been averaged for each outcome. The application was assessed using criteria based on the measurable outcomes for cultural engagement, developed by the Cultural Development Network.

<b><u>ESSENTIAL ASSESSMENT CRITERIA</u></b>	<b><u>SCORE out of 4</u></b>
Does the project demonstrate arts and cultural activity of a high calibre, with suitably experienced personnel?	3.38
Does the project deliver arts activity that represents Perth's unique cultural identity?	3.63
Does the project increase opportunities for the community to participate in cultural life and/or identify strategies to widen audience engagement?	3.13
Does the project foster meaningful collaborations across the local arts industry and/or community?	2.75
Does the project contribute to a positive sense of place within the city?	3.00
Does the project raise the profile and reputation of the City of Perth as a premier Capital City and arts industry leader?	2.75
Does the project provide professional development opportunities for local artists and/or cultural workers?	3.25
Does the project attract a broad audience, stimulate the local economy and provide opportunities for engagement with local businesses?	3.75
Does the project support the ongoing development, viability and sustainability of the organisation and the local arts industry?	3.13
Has the applicant demonstrated capacity to manage all aspects of the project?	3.50
Does the project contribute to a unique cultural tourism offering for local, national and international audiences?	2.38
Are the project plan and budget realistic and value for money?	2.38
Does the project demonstrate financial viability through evidence of support from other government agencies, businesses or community organisations?	2.00
<b><u>Sub total 39.03 out of 52</u></b>	
<b><u>OPTIONAL ASSESSMENT CRITERIA</u></b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
Does the project activate underutilised locations or locations prioritised for activation by the City in interesting and engaging ways?	2.75
Does the project celebrate Indigenous culture?	0
Does the project activate places along the riverfront?	0.5
<b><u>Sub total 3.25 Bonus Points</u></b>	
<b><u>TOTAL ASSESSMENT SCORE   42.28 out of 52 (81%)</u></b>	

### **Assessment Panel Comments**

- WAMFest is an important event with multiple components that provide activation in the City, develop the local music sector and showcase Perth's cultural offering. The event has solid and varied program highlighting the best of Perth music with a proven track record of high attendance and engagement;
- The event has a strong model of incorporating events and activations in existing bricks and mortar businesses as well as pop-up elements in strategic city places. There are strong economic returns to city businesses;
- Showcasing WA music to visiting industry representatives at WAMFest, WAM plays an active role in advocacy and policy development on issues facing the sector, and above all, provides the opportunity for the community to see, listen to and engage with local original music;
- The Saturday Spectacular is an important focus of the Festival, and is presented to the WA community completely free of charge, offering many and varied music performances across the city at both traditional music venues as well as festival-style outdoor events;
- Live music is a very important part of a City's cultural offering, and is one of the artforms that has the highest economic benefits attached to it, due to the nature of people wanting to eat and drink before/during/after events;
- The inclusion of the conference and networking elements provide professional development opportunities for local musicians and help to grow the industry;
- The Shop Front films and the busking could be worthwhile leveraging opportunities, but should be discussed separately with the City's Arts, Culture and Heritage and Marketing, Activations and Events teams and could be organised through a separate City led project delivery approach; and
- A number of comments in the 2017 Culture Counts report indicate that the advertising and promotion could be improved to increase community awareness and engagement.

### **Assessment Panel Recommendation**

The Assessment Panel recommended sponsorship of \$40,000 per year, for a period of one year, to support the project and note the potential for the event to grow in the future.

**ARTS SPONSORSHIP | 2018-19 | REVELATION PERTH INTERNATIONAL FILM FESTIVAL**

<b>Sponsorship Category</b>	Arts Sponsorship
<b>Applicant</b>	Revelation Perth International Film Festival
<b>Project Title</b>	"Expanded Cinema" tailor made by Revelation Perth International Film Festival for City of Perth
<b>Project Start Date</b>	01/07/2018
<b>Project End Date</b>	30/06/2019
<b>Estimated attendance</b>	93,200 attendees
<b>Total Project Cost</b>	\$166,010
<b>Total Amount Requested</b>	\$50,000 (30% of the total project budget)
<b>Recommendation</b>	Decline
<b>Recommended amount</b>	
<b>Assessment Score</b>	37.29 out of 52 (72%)

**Applicant Details***Information from the Australian Business Register*

ABN	61 039 339 914
Entity Name	Revelation Perth International Film Festival Inc
Entity Type	Other Incorporated Entity
ABN Status	Active
ATO Endorsed Charity Type	Not endorsed
Goods & Services (GST)	Yes
Endorsed as DGR	No
Tax Concessions	No tax concessions
Main Business Location Postcode	3123 VIC
ACNC Registration	No

**Previous City of Perth Support**

Support for the last five years is as follows:

<b>Year</b>	<b>Amount</b>
2013	\$0
2014	\$0
2015	\$11,000
2016	\$20,000
2017	\$90,240
<b>TOTAL</b>	<b>\$121,240</b>

## **Project Description**

The Revelation Perth International Film Festival (Revelation) was founded in 1997 to showcase independent feature films, documentaries, short films, and experimental works. The Festival is presented annually in July, and has developed into a cultural event, including special events and collaborations with musicians providing live soundtrack scores, academic conferences on cinema and culture, and associated visual art exhibitions.

While much of the Festival occurs at the Luna Leederville, outside of the City's boundaries, in 2017/18 the City collaborated with the Festival to produce a year-round series of commissions including an 'Accidental Cinema' in Piccadilly Arcade, a 'Virtual Busker' in the Murray Street Mall, 'Mini Rev' animation screenings for children at the State Library and an audio-visual artwork 'Suspended Voices' in St Georges Cathedral.

Revelation have proposed a program of 'Expanded Cinema', a comprehensive package of moving image projects, designed for the City of Perth. The program is designed to activate large public spaces, draw attention to cultural heritage and encourage creative collaborations. All themes and content will aim to be inclusive and accessible to all demographics.

Revelation plans to incorporate its partnership with Screenwest to present an array of film projects for screening on the Yagan Square Digital Tower.

### **Celebration and Seasonal Cinema**

Date:	1 July 2018 – 30 June 2019
Venue:	Yagan Square Digital Tower
Anticipated attendance:	11,200 attendees
Ticket price:	Free to attend

A new showcase of international short films programmed quarterly to specific themes. Celebration and Seasonal Cinema offers an opportunity to align to City of Perth events such as fashion, design, music, festivals, international engagement, sport and remembrance days.

### **Indigenous Australian Animations**

Date:	1 July 2018 – 30 June 2019
Venue:	Yagan Square Digital Tower
Anticipated attendance:	2,800 attendees
Ticket price:	Free to attend

A 50 minute program of Australian animations produced by young indigenous animators available all year round.

### **Life in Pictures Screening and Filmmaking Workshop**

Date:	1 July 2018 – 30 June 2019
Venue:	Yagan Square Digital Tower
Anticipated attendance:	11,200 attendees
Ticket price:	Free to attend



Life in Pictures is a short film competition initiated in 2017, in partnership with the Government of Western Australia Department of Communities, Screenwest, International Federation of Ageing and COTA For Older Australians.

The project provides opportunity to connect the young with elders by way of a short film competition (up to 2 minutes) that can demonstrate the positive aspects of ageing. Stories of triumph, achievement and struggle, with themes like love, health care and employment, are encouraged through the competition.

Screenings of shortlisted and winning entries from 2017 and the forthcoming entries and winners from 2018 (announced by June) will screen all year round on the Yagan Square Digital Tower.

#### Perth City Playground Pass

Date: 9 - 13 July 2018 and 29 September – 12 October 2018  
 Venue: State Library of Western Australia (theatrette)  
 Anticipated attendance: 6,000 attendees  
 Ticket price: Free to attend

Curated 50 inch package of leading children's animation from around the world by Melbourne International Animation Festival. Mini Rev provides a free activity for families, and encourages visitation through both the July and October school holidays.

#### Christmas Virtual Busker

Date: 17 November – 24 December 2018  
 Venue: Corner of Forrest Place & Murray Street Mall (exterior Commonwealth Bank)  
 Anticipated attendance: 62,000 attendees  
 Ticket price: Free to attend

Expanding on the theme of the popular Virtual Busker presented in the City of Perth in 2017, Roly Skender will design a new large-scale moving image installation for inclusion in the City of Perth's 2018 Christmas Lights Trail. The Christmas Virtual Busker will feature for over 38 days during the 'Christmas in the City' campaign.

#### Animate Christmas

Date: 17 November – 24 December 2018  
 Venue: Yagan Square Digital Tower  
 Anticipated attendance: 7,600 attendees  
 Ticket price: Free to attend

Revelation will work directly with Content Programmer at Screenwest to bring 38 nights of a specially curated animation to the screen. A 50 minute showcase of new short international children's and family animations programmed along a Christmas theme will screen during November and December in the lead up to 'Christmas in the City'.

## **Sponsorship Benefits**

The City of Perth would be recognised as a Principal Partner, with recognition throughout the year including:

- Revelation website - news stories, static featured articles and drop down menu for Expanded Cinema;
- Comprehensive digital campaign to run throughout 2018/19 by Revelation partner Digital Loop;
- Revelation Festival 2018 Program - high-quality colour 100 page printed program to include full page City of Perth advertisement;
- Acknowledgement of partnership, plus logo with link via Revelation E-Newsletter;
- Partnership and Expanded Cinema promoted via social media posts on Revelation Facebook page;
- Radio via partnerships with ABC Radio and RTR FM;
- Partnership and Expanded Cinema promoted via national digital partner Filmink;
- Expanded Cinema Media release;
- Partnership and Expanded Cinema promoted via Screenwest social media outlets;
- Partnership and Expanded Cinema promoted via MRA social media outlets for Yagan Square and Perth Cultural Centre;
- Advertisements in targeted online platforms over the year; and
- Targeted radio interviews with ABC Radio, RTR FM, 6PR, Radio National and Curtin University.

### **Arts Sponsorship Assessment Score Card**

The application was assessed by a four-person assessment panel and scoring has been averaged for each outcome. The application was assessed using criteria based on the measurable outcomes for cultural engagement, developed by the Cultural Development Network.

<b><u>ESSENTIAL ASSESSMENT CRITERIA</u></b>	<b><u>SCORE out of 4</u></b>
Does the project demonstrate arts and cultural activity of a high calibre, with suitably experienced personnel?	3.00
Does the project deliver arts activity that represents Perth's unique cultural identity?	2.88
Does the project increase opportunities for the community to participate in cultural life and/or identify strategies to widen audience engagement?	2.88
Does the project foster meaningful collaborations across the local arts industry and/or community?	2.63
Does the project contribute to a positive sense of place within the city?	2.38
Does the project raise the profile and reputation of the City of Perth as a premier Capital City and arts industry leader?	2.25
Does the project provide professional development opportunities for local artists and/or cultural workers?	2.75
Does the project attract a broad audience, stimulate the local economy and provide opportunities for engagement with local businesses?	2.88
Does the project support the ongoing development, viability and sustainability of the organisation and the local arts industry?	2.38
Has the applicant demonstrated capacity to manage all aspects of the project?	2.88
Does the project contribute to a unique cultural tourism offering for local, national and international audiences?	1.50
Are the project plan and budget realistic and value for money?	2.00
Does the project demonstrate financial viability through evidence of support from other government agencies, businesses or community organisations?	2.13
<b><u>Sub total 32.54 out of 52</u></b>	
<b><u>OPTIONAL ASSESSMENT CRITERIA</u></b>	
<i>The below are non-essential criteria (optional) based on goals identified in the City of Perth Strategic Community Plan. Applicants who can demonstrate their project achieves any of these outcomes can receive additional assessment points for each of these criteria.</i>	
Does the project activate underutilised locations or locations prioritised for activation by the City in interesting and engaging ways?	2.38
Does the project celebrate Indigenous culture?	2.38
Does the project activate places along the riverfront?	0
<b><u>Sub total 4.75 Bonus Points</u></b>	
<b><u>TOTAL ASSESSMENT SCORE   37.29 out of 52 (72%)</u></b>	

**Assessment Panel Comments**

- The application has a major focus on the Yagan Square digital tower which is an MRA-managed space and is not a priority activation area for the City at this time;
- Many of the projects are reliant on incidental passer-by visitation and there were limited instances of proposed events being able to draw large attendances which could be specifically attributable to the event;
- The Assessment Panel recommended the sponsorship application was declined however noted that Revelation can be approached for specific art commissions and activations, to coincide with City campaigns. Revelation will be able to secure more of a presence in the City of Perth and attract audiences once the proposed screens at Raine Square and Carillon City are online in upcoming years; and
- Revelation will be encouraged to apply for future projects within the Arts Grants Program.

**Assessment Panel Recommendation**

The Assessment Panel recommended the sponsorship application is declined.

CONFIDENTIAL ATTACHMENT 13.3B, 13.3C, 13.3D AND 13.3E  
ITEM 13.3 – ARTS SPONSORSHIP 2018/19

FOR THE ORDINARY COUNCIL MEETING

26 JUNE 2018

DISTRIBUTED TO COMMISSIONERS UNDER SEPARATE COVER

## Agenda **Principal Partnership between Heritage Perth and City of Perth** Item 13.4

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### **Recommendation:**

#### ***That Council:***

1. ***APPROVES an extension of the Funding Agreement between the City of Perth and Heritage Perth Incorporated for a period of six months, noting that the existing Funding Agreement (Confidential Attachment 13.4A) expires on 30 June 2018, with the following conditions:***
  - 1.1 ***Heritage Perth Inc. will collaborate with City of Perth officers to complete a detailed evaluation of Heritage Perth's activities over the three years of the current funding agreement;***
  - 1.2 ***Heritage Perth Inc. will collaborate with City of Perth officers to complete a Heritage Strategy as per Council's resolution of 29 May 2018;***
  - 1.3 ***Salary and benefits for the position of Executive Officer will no longer form part of the agreement; and***
  - 1.4 ***Salary and benefits for the Executive Director will be extended in their current form for a further six months.***
2. ***AUTHORISES the Chief Executive Officer to:***
  - 2.1 ***finalise the details of the Funding Agreement as at (1) above; and***
  - 2.2 ***in accordance with Section 9.49A of the Local Government Act 1995, sign the revised Funding Agreement with Heritage Perth Incorporated on behalf of the City of Perth for a period of six months.***

FILE REFERENCE:	P1033446
REPORTING UNIT:	Arts, Culture and Heritage
RESPONSIBLE DIRECTORATE:	Economic Development and Activation
DATE:	20 June 2018
ATTACHMENT/S:	Confidential Attachment 13.4A – Heritage Perth Funding Agreement and Addendum Confidential Attachment 13.4B – Funding Request Letter <i>Confidential Attachments are distributed to Commissioners under separate cover</i>

### **Council Role:**

- |                                     |           |  |
|-------------------------------------|-----------|--|
| <input type="checkbox"/>            | Advocacy  | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>  |
| <input checked="" type="checkbox"/> | Executive | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i> |

- |                          |                |   |
|--------------------------|----------------|---|
| <input type="checkbox"/> | Legislative    | <i>Includes adopting local laws, town planning schemes and policies</i>   |
| <input type="checkbox"/> | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input type="checkbox"/> | Information    | <i>For the Council/Committee to note.</i>   |

### **Legislation / Strategic Plan / Policy:**

**Legislation** N/A

<b>Integrated Planning and Reporting Framework Implications</b>	<b>Strategic Community Plan</b> Goal 2 – An exceptionally well designed, functional and accessible city. Goal 6 – A city that celebrates its diverse cultural identity
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**Policy** N/A

### **Purpose and Background:**

#### **Purpose**

The purpose of this report is to:

- Respond to a formal request for funding (Confidential Attachment 13.4B) from Heritage Perth for a period of six months to aid in the transition of Heritage Perth Inc from an independent not for profit organisation into the City as a function of the administration;
- Clarify the resolution made by Council on 29 May 2018 regarding the Principal Partnership between the City of Perth and Heritage Perth to aid the transition as above.

#### **Background**

At its meeting held on **29 May 2018**, Council resolved the following:

*That Council:*

1. APPROVES the discontinuation of the City of Perth's principal partnership with Heritage Perth Incorporated, noting that the existing Funding Agreement (Confidential Attachment 13.8A) expires on 30 June 2018, with the following conditions:
  - 1.1 City of Perth administration will continue to deliver Heritage Weekend until a review of the program is undertaken involving all stakeholders;
  - 1.2 City of Perth administration will retain the Heritage Perth brand for its relevant heritage activities until a review of the brand is undertaken involving all stakeholders;

- 1.3 *City of Perth administration will retain one full time equivalent position to deliver recommendation points 1.1 and 1.2;*
  - 1.4 *Heritage Perth funding amounts budgeted in the 2018/19 City of Perth budget will be repurposed to deliver recommendation points 1.1, 1.2 and 1.3 (subject to Council approval of the budget);*
  - 1.5 *City of Perth administration will assist the Board of Heritage Perth in winding up the incorporated not for profit entity Heritage Perth as appropriate and required.*
2. *AUTHORISES the Chief Executive Officer to finalise the details of winding up the principal partnership and Funding Agreement as at recommendation point 1, including Clauses 9 and 18 of Confidential Attachment 13.8A;*
  3. *ESTABLISHES a City of Perth Heritage Advisory Committee with the terms of reference to: "Oversee the development, implementation and ongoing performance of a City of Perth Heritage Strategy and to advise Council on major heritage issues";*
  4. *CONDUCTS a workshop for all major City of Perth heritage stakeholder groups with the purpose of making recommendations back to Council on a functional and effective committee representation model and the key strategic focus areas that the heritage strategy should embrace; and*
  5. *ENDORSES the development of a City of a Perth Heritage Strategy over the next 12 months.*

### **Details:**

On 12 June 2018, the City of Perth received a formal request (Confidential Attachment 13.4B) to extend the funding agreement in its current form for a period of six months. This will enable Heritage Perth Weekend 2018 to be delivered. In addition, a detailed evaluation of Heritage Perth's activities over the three years of the current funding agreement and the heritage strategy proposed by the Council resolution of 29 May 2018 can be completed and reviewed. Informed decisions on the future of Heritage Perth and the overall heritage strategy in the City of Perth can then be made. If the heritage strategy is not completed within the six-month period this extension can be reassessed.

### **Financial Implications:**

There is currently an amount budgeted as a contribution to Heritage Perth in the 2018/19 budget (as detailed below), which will cover the transition period of 6 months or longer if required (up to 12 months).

ACCOUNT NO:	8H8770007901
BUDGET ITEM:	Heritage Perth
BUDGETED AMOUNT:	\$200,000

All figures quoted in this report are exclusive of GST.



**Comment:**

The request from Heritage Perth for a period of six months extension to aid in the transition of Heritage Perth Inc from an independent not for profit organisation into the City as a function of the Administration is supported.

CONFIDENTIAL ATTACHMENT 13.4A AND 13.4B  
ITEM 13.4 – PRINCIPAL PARTNERSHIP BETWEEN HERITAGE PERTH  
AND CITY OF PERTH

FOR THE ORDINARY COUNCIL MEETING

26 JUNE 2018

DISTRIBUTED TO COMMISSIONERS UNDER SEPARATE COVER

**Agenda**  
**Item 13.5**      **Delegated Authority Review 2018/19**

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**Recommendation:**

***That Council:***

1. ***REVIEWS the currently existing delegations made by Council to Committees, the Chief Executive Officer and officers in accordance with Sections 5.18 and 5.46(2) of the Local Government Act 1995 (Act); and***
2. ***ADOPTS BY ABSOLUTE MAJORITY the Delegated Authority Register 2018/19 (Attachment 13.5A).***

FILE REFERENCE:	P1023849
REPORTING UNIT:	Governance
RESPONSIBLE DIRECTORATE:	Office of the CEO
DATE:	11 June 2018
ATTACHMENT/S:	Attachment 13.5A – Delegated Authority Register 2018/2019

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input checked="" type="checkbox"/> | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | Legislative    | <i>Includes adopting local laws, town planning schemes and policies</i>   |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input type="checkbox"/>            | Information    | <i>For the Council/Committee to note.</i>   |

**Legislation / Strategic Plan / Policy:**

<b>Legislation</b>	Section 5.16, 5.17, 5.18, 5.43 and 5.46(2) of the <i>Local Government Act 1995</i> (and subsidiary legislation) <i>Bush Fires Act 1954</i> (and subsidiary legislation) <i>Building Act 2011</i> (and subsidiary legislation) <i>Cat Act 2011</i> (and subsidiary legislation) <i>Dog Act 1976</i> (and subsidiary legislation) <i>Food Act 2008</i> (and subsidiary legislation)
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*Health (Miscellaneous Provisions) Act 1911 (specifically the Health (Asbestos Regulations) 1992)*

*Liquor Control Act 1988*

*Planning and Development Act 2005 (and subsidiary legislation)*

*Public Health Act 2016*

## **Integrated Planning and Reporting Framework Implications**

### **Strategic Community Plan**

Goal 8 – A city that delivery for its community

## **Policy**

Policy No and Name:

Various policy implications form part of this report and are separately identified according to each instrument of delegation.

## **Purpose and Background:**

Sections 5.16 and 5.42 of the *Local Government Act 1995* (Act), prescribe that Council may delegate its powers or duties to a Committee of Council or the Chief Executive Officer (CEO). Sections 5.17 and 5.43 respectively, outline the limitations on such delegations.

The Governance Unit has undertaken a review of the City's existing delegations in consultation with all City of Perth Business Units, to ensure all proposals for amendments have been collated and presented in line with the below principles:

- Operational requirements and efficiencies; and
- Compliance and statutory decision-making requirements.

The outcome of this review is presented for Council to fulfil its obligation to review delegations at least once per financial year in accordance with sections 5.18 and 5.42 of the Act.

The proposals for new and amended delegations are within the proposed Delegated Authority Register 2018/2019 (Attachment 13.5A) with deletions shown by a ~~strike through~~ and new text show with **yellow highlight**.

Following the discontinuation of the Marketing, Sponsorship and International Engagement Committee and Finance Administration Committee in March 2018, functions delegated to the Committees have been reviewed and either deleted or incorporated into existing delegations from Council to the CEO.

The 2018/2019 delegated authority review was considered at the **29 May 2018** Ordinary Council Meeting. Council deferred the item to allow for a workshop between the Commissioners and senior staff to discuss former Committee delegations.

## **Details:**

A summary of proposed amendments is listed below:

## Delegations to the Chief Executive Officer (various legislation) – existing

Delegation	Proposed Amendment
1.2.9 Expressions of Interest and Tenders	<p><b>Function Delegated</b></p> <p>Authority to determine:</p> <ol style="list-style-type: none"> <li>to call tenders [F&amp;G Reg 11] or tender exemption [F&amp;G Reg 11(2)] in accordance with the City's Purchasing Policy requirements, where the total consideration under any resulting contract is in accordance with the Council Conditions on Delegation and the expense is included in the adopted Annual Budget.</li> <li>to call tenders for the disposal of impounded goods in accordance with section 3.58 [s.3.47].</li> <li>to invite tenders though not required to do so [F&amp;G Reg 13]</li> <li>in writing before tenders are called, the criteria for deciding which tender/s should be accepted tenders [F&amp;G Reg 14(2a)].</li> <li>to vary tender information after public notice of invitation to tender and before the close of tenders [F&amp;G Reg.14(5)].</li> <li>seek clarification from tenderers in relation to information contained in their tender submission [F&amp;G Reg.18(4a)].</li> <li>to accept or reject tenders [F&amp;G Reg18 (1), (2), (4) and (4a)].</li> <li>to decline any tender [F&amp;G Reg.18(5)].</li> <li>that a variation proposed is minor in context of the total goods and services sought through the invitation, and to make minor variations before entering into a contract [F&amp;G Reg 20, and 11 (2) (j)(k)].</li> <li>10a execution of extension options and variations to contract for the supply of goods or service that does not materially change the scope of the original contract beyond a variation [F&amp;G Reg 21a]</li> <li>to accept another tender where within 6-months of either accepting a tender a contract has not been entered into or the successful tenderer agrees to terminate the contract [F&amp;G Reg.18 (6) and (7)].</li> <li>when to seek Expressions of Interest and to invite Expressions of Interest to supply goods or services [F&amp;G Reg 21].</li> <li>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&amp;G Reg.23].</li> <li>the information that is to be disclosed to those interested in submitting a tender [F&amp;G Reg.14(4)(a)].</li> </ol> <p><b>Council's Conditions on Delegation</b></p> <p><del>Excludes functions delegated to Committees of Council – refer</del>  <b>Delegated Authorities:</b></p>

Delegation	Proposed Amendment
	<ul style="list-style-type: none"> <li>• <del>1.1.1 Finance and Administration Committee;</del></li> <li>• <del>1.1.2 Marketing, Sponsorship and International Engagement Committee.</del></li> </ul> <p>May only call tenders <b>or expressions of interest</b> where there is an adopted budget for the proposed procurement, with the exception being in the period immediately prior to the adoption of a new Annual Budget where the proposed procurement is required to fulfil a contract of the City, with an imminent expiry date or work that must commence within <b>two three months</b> on the proposed adoption date of the new Annual Budget and the value of the proposed contract has been included in the draft Annual Budget papers.</p> <p><b>May only accept a tender where the consideration under the proposed resulting contract is \$1,000,000 (exc GST) per annum or less and is covered in the annual budget.</b></p> <p><del>May only accept a tender where the consideration under the resulting contract is \$500,000 per annum of the proposed contract or less and the item is identified in the adopted Annual Budget.</del></p> <p>Accept any Tender exempt procurement process under Council Policy 9.7 to the value <del>here</del> there is an adopted budget for the proposed procurement.</p> <p>May only agree to variations <del>before</del> <b>of</b> a contract <del>is entered into</del> in accordance with Policy 9.8 - Contract Variations – Authority to Incur a Liability.</p> <p><b>Reason</b></p> <p>To clarify the delegation and improve operational efficiency.</p>
1.2.10 Disposing of Property	<p><b>Council's Conditions on Delegation</b></p> <ol style="list-style-type: none"> <li>1. This delegation may only be used where the disposal complies with the requirements of:             <ol style="list-style-type: none"> <li>a) Section 3.58 of the <i>Local Government Act 1995</i>; and</li> <li>b) Regulation 30 of the <i>Local Government (Functions and General) Regulations 1996</i>.</li> </ol> </li> <li>2. Authority for the Disposal of land and / or building assets is limited to matters specified in the Annual Budget or Corporate Business Plan and in any other case, requires a specific resolution of Council.</li> <li>3. The Chief Executive Officer is limited to determining disposals of property (<del>including land</del> <b>written down</b> assets) for any single project, or where not part of a project a single event, to an aggregated maximum <del>material</del> value of <b>\$1,500,000</b> <del>\$500,000</del>.</li> </ol>

Delegation	Proposed Amendment
	<p>4. The Chief Executive Officer is limited to determining disposals of property (freehold land asset), by lease to an aggregated maximum material value of \$50,000 per annum subject to no more than a variation of valuation of 10% to market rates.</p> <p>5. The Chief Executive Officer is limited to determining disposal of art to the value of \$500.</p> <p>6. The Chief Executive Officer may not dispose of land by sale or absolute transfer.</p> <p>7. Authority to determine the method of disposal:</p> <ul style="list-style-type: none"> <li>a. Where a public auction is determined as the method of disposal: <ul style="list-style-type: none"> <li>i. a reserve price has been set through independent valuation;</li> <li>ii. where the reserve price is not achieved at auction negotiation may be undertaken to achieve the sale of the property at up to a 10% variation on the set reserve price.</li> </ul> </li> <li>b. Where a public tender 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.</li> <li>c. Where a direct negotiation is determined [s.3.58(3)] as the method of disposal, authority to: <ul style="list-style-type: none"> <li>i. negotiate the sale of the property up to a 10% variance on the valuation; and</li> <li>ii. consider any public submissions received and determine if to proceed with the disposal, ensuring that the reasons for such a determination are recorded.</li> </ul> </li> </ul> <p>8. Where the material market value of the property is determined as being less than \$20,000 (Reg.30(3) excluded disposal) may be undertaken:</p> <ul style="list-style-type: none"> <li>i. without reference to Council resolution; and</li> <li>ii. in any case be undertaken to ensure that best value return is achieved for the City however, where the property is determined as having a Nil material market value, then the disposal must ensure the City achieves an environmentally responsible disposal.</li> </ul>

Delegation	Proposed Amendment
	<p><b>Reason</b></p> <p>Following consultation with Commissioners and the Manager Asset Management the disposal of high risk items (sale of land and art above \$500 in value) require a decision of Council.</p> <p>To improve operational efficiency, the limit on the disposal of low risk items has been raised.</p>
<p>1.2.13 Payments from Municipal or Trust Fund</p>	<p><b>Council's Conditions on Delegation</b></p> <p><del>Excludes functions delegated to Committees of Council – refer Delegated Authorities:</del></p> <ul style="list-style-type: none"> <li><del>• 1.1.1 Finance and Administration Committee;</del></li> <li><del>• 1.1.2 Marketing, Sponsorship and International Engagement Committee.</del></li> </ul> <p>Approval of civic functions in accordance with policy 10.12 is limited to up to \$5,000 per function, subject to sufficient appropriate budget. This condition is limited to a period of three months, pending a review of Policy 10.12.</p> <p><b>Reason</b></p> <p>A delegation to the Finance and Administration Committee included <i>'Approve or decline officer recommendations for receptions of up to \$5,000 in value referred to the Committee by the Lord Mayor.'</i> It is proposed that the delegation be transferred to the CEO to reduce the administrative burden of reports to Council regarding civic functions. Policy 10.12 will be reviewed within the next three months, should the review require an amendment to this delegation a report to Council will be prepared.</p>
<p>1.2.13A Payments from Municipal or Trust Fund – Artwork Acquisitions – Purchase of Artworks</p>	<p><b>Council's Conditions on Delegation</b></p> <p>Purchase works of art up to the value of \$30,000 <b>must be</b> in accordance with Council Policy 18.2 Cultural Collections and within the Annual Budget allocations.</p> <p><del>Where approval to purchase is required at short notice (i.e. auction), purchase artwork valued greater than \$30,000 and less than \$100,000 in accordance with Council Policy 18.2 Cultural Collections and Annual Budget allocations, subject to the prior agreement of a majority of members of the Finance and Administration Committee.</del></p> <p>Decisions to purchase works of art must evidence consideration of the recommendations of the City's Manager Arts, Culture and Heritage and / or Collections and Infrastructure Coordinator as appropriate.</p> <p><b>Reason</b></p>



Delegation	Proposed Amendment
	<p>As the Finance and Administration Committee has been discontinued as requests to purchase artworks greater than \$30,000 must be subject to a decision of Council.</p>
<p>2.9.1 Appoint Authorised Officers</p>	<p><b>Function Delegated</b></p> <ol style="list-style-type: none"> <li>1. Appoint a qualified person to be an environmental health officer [17].</li> <li>2. Designate environmental health officers (either as a person or as a class of persons) to be authorised officers for the purposes of the <i>Public Health Act 2016</i> or another specified Act or for the purposes of the specified provisions of this Act or another specified Act [24].</li> <li>3. Designate a qualified person (either as a person or as a class of persons) who is not an environmental health officer to be an authorised officer for the purposes of the <i>Public Health Act 2016</i> or another specified Act or for the purposes of the specified provisions of this Act or another specified Act [24].</li> </ol> <p><b>Reason</b></p> <p>To clarify the function delegated by confirming the delegation includes authorisation for the purposes of a relevant Act as a whole or just for specified provisions of a relevant Act.</p>
<p>2.5.1 City Planning Scheme No.2 Planning Approval</p>	<p><b>Function Delegated</b></p> <ol style="list-style-type: none"> <li>1. Authority to determine development applications for the commencement or continuation of any development or use of any land or building and apply discretion where provided. <del>Authority to determine an application for planning approval for the commencement or continuation of any development or use of any land or building where the application:</del> <ol style="list-style-type: none"> <li>a. <del>complies with all applicable standards and requirements of the Scheme, planning policies and precinct plans, including a change of use to a use classified under the Scheme as a preferred (P) use;</del></li> <li>b. <del>includes a change of use to a use classified under the Scheme as a contemplated (c) use or constitutes a non-complying application for the purposes of clause 36 of the Scheme and clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes – where the non-compliance is considered minor.</del></li> </ol> </li> </ol>

Delegation	Proposed Amendment
	<p>2. Authority to require or waive the requirement for an applicant to advertise a proposal.</p> <p>3. Authority to comment on applications referred to the Council by other authorities.</p> <p>4. Authority to determine the advertising content of a proposed sign at:</p> <ul style="list-style-type: none"> <li>a. 267 (Lot 10) St Georges Terrace, Perth (OCM 01/04/14).</li> <li>b. 81 (Lot 81) St Georges Terrace, Perth (OCM 01/04/14).</li> </ul> <p>5. Determine, in accordance with clause 77 of the Deemed Provisions, whether to approve, refuse, or approve with conditions an application by an owner to:</p> <ul style="list-style-type: none"> <li>a. to amend an approval so as to extend the period within which any development approved must be substantially commenced;</li> <li>b. to amend or delete any condition to which an approval is subject;</li> <li>c. to amend an aspect of the development approved which, if amended, would not substantially change the development approved; or</li> <li>d. to cancel an approval.</li> </ul> <p><b>Reason</b></p> <p>To simplify the delegation and improve operational efficiency.</p> <p><b>Council's Conditions on Delegation:</b></p> <p><del>In relation to Delegated Authority 1(b) above, approval may only be granted where no significant objections are received during the public submission period.</del></p> <p>In relation to Delegation Authority 1 above:</p> <ul style="list-style-type: none"> <li>1. The delegation of power may not be exercised where: <ul style="list-style-type: none"> <li>a) The application is a non-complying application for the purposes of clause 36 of the Scheme and clause 64 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i>, where the non-compliance is considered major or involves a request for bonus plot ratio other than in accordance with clause 28(6) of the Scheme;</li> <li>b) the application is for development that may have a detrimental impact on a place that is: <ul style="list-style-type: none"> <li>i. entered on the Heritage List or is located within a Heritage Area prepared in accordance with clauses 8 and 9 of the <i>Planning and</i></li> </ul> </li> </ul> </li> </ul>

Delegation	Proposed Amendment
	<p><i>Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes; or</i></p> <p>ii. entered in the Register of Heritage Places under the <i>Heritage of Western Australia Act 1990</i>, or is the subject of an order under Part 6 of the <i>Heritage of Western Australia Act 1990</i>;</p> <p>2. Where any objection(s) to an application has been received from a landowner/occupier as a result of public consultation, approval or conditional approval shall only be issued where, in the opinion of the Delegated Officer, the issue(s) raised in the submission(s):</p> <p>a) can be resolved through the placement of reasonable conditions on the approval; or</p> <p>b) does not relate to valid planning and development considerations associated with the proposal;</p> <p>In relation to Delegated Authority 3 above, comment may only be made on proposals that are considered minor in nature.</p> <p><del>Authority may not be exercised where the application is for planning approval where the development may have a detrimental impact on a place which entered on the Heritage List or Heritage Area under clauses 8 and 9 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i>.</del></p> <p>Authority may not be exercised where any elected member has requested that the application be referred to the Council for determination.</p> <p>Details of approvals issued under delegated authority are to be made available to elected members on a weekly basis.</p> <p><b>Reason</b></p> <p>To clarify Council's conditions on the delegation.</p>

### Delegations to the CEO - New

Delegation	Proposed Amendment
2.10.1 Appoint Authorised and Approved Persons – <i>Health (Asbestos) Regulations 1992</i>	<p><b>Function Delegated</b></p> <p>The authority to appoint in writing, persons or classes of persons to be authorised officers or approved officers for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2.</p>

	<p><b>Reason</b></p> <p>Provides authority to appoint persons to be authorised officers or approved officers for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2 following amendments to the <i>Health (Asbestos) Regulations 1992</i> in 2017.</p>
2.8.3 <i>Dog Act 1976</i> – Appoint Authorised Officers	<p><b>Function Delegated</b></p> <ol style="list-style-type: none"> <li>1. Appoint a person to be an authorised officer for the purposes of the <i>Dog Act 1976</i> [29(1), 11]</li> <li>2. Appoint a person to be a registration officer for the purposes of the <i>Dog Act 1976</i> [29(1), 11(3)].</li> </ol> <p><b>Reason</b></p> <p>Provides authority to appoint persons as authorised officers and registration officer for the purposes of <i>Dog Act 1976</i>. This delegation was omitted from previous delegated authority review due to administrative oversight.</p>

#### Delegations to the CEO and Officers – Amendment to officers’ power delegated to

Delegation	Proposed Amendment
2.2.1 Prohibition Orders ( <i>Food Act 2008</i> )	<p><b>Power Delegated To</b></p> <p>Chief Executive Officer  <del>Director Planning and Development</del>          Director Community and Commercial Services          Manager Health and Activity Approvals  <del>Activity Approvals – Coordinator Health</del>          Coordinator Environmental Health</p> <p><b>Reason</b></p> <p>During the 2017/2018 Financial Year, the Health and Activity Approvals Unit moved from the Planning and Development Directorate to the Community and Commercial Services Directorate. The delegation has been amended to reflect the organisational structure change.</p> <p>The position title Activity Approvals - Coordinator Health has changed to Coordinator Environmental Health.</p>
2.2.3 Registration of Food Business ( <i>Food Act 2008</i> )	<p><b>Power Delegated To</b></p> <p>Chief Executive Officer  <del>Director Planning and Development</del>          Director Community and Commercial Services          Manager Health and Activity Approvals</p>

	<p><del>Activity Approvals – Coordinator Health</del>  <b>Coordinator Environmental Health</b>  Environmental Health Officer  <b>Senior Environmental Health Officer</b></p> <p><b>Reason</b></p> <p>During the 2017/2018 Financial Year, the Health and Activity Approvals Unit moved from the Planning and Development Act to the Community and Commercial Services Directorate. The delegation has been amended to reflect the organisational structure change.</p> <p>The position title Activity Approvals - Coordinator Health has changed to Coordinator Environmental Health.</p> <p>The Senior Environmental Health Officer has been added to improve operational efficiency.</p>
2.2.4 Appoint Authorised Officers ( <i>Food Act 2008</i> )	<p><b>Power Delegated To</b></p> <p>Chief Executive Officer  <del>Director Planning and Development</del>  <b>Director Community and Commercial Services</b>  Manager Health and Activity Approvals  <del>Activity Approvals – Coordinator Health</del>  <b>Coordinator Environmental Health</b></p> <p><b>Reason</b></p> <p>During the 2017/2018 Financial Year, the Health and Activity Approvals Unit moved from the Planning and Development Act to the Community and Commercial Services Directorate. The delegation has been amended to reflect the organisational structure change.</p> <p>The position title Activity Approvals - Coordinator Health has changed to Coordinator Environmental Health.</p>
2.2.5 Prosecutions ( <i>Food Act 2008</i> )	<p><b>Power Delegated To</b></p> <p>Chief Executive Officer  <del>Director Planning and Development</del>  <b>Director Community and Commercial Services</b>  Manager Health and Activity Approvals  <del>Activity Approvals – Coordinator Health</del>  <b>Coordinator Environmental Health</b>  Environmental Health Officer  <b>Senior Environmental Health Officer</b></p> <p><b>Reason</b></p> <p>During the 2017/2018 Financial Year, the Health and Activity Approvals Unit moved from the Planning and Development Act to the Community and Commercial Services Directorate. The</p>

	<p>delegation has been amended to reflect the organisational structure change.</p> <p>The position title Activity Approvals - Coordinator Health has changed to Coordinator Environmental Health.</p> <p>The Senior Environmental Health Officer has been added to improve operational efficiency.</p>
2.3.6 Inspection and Copies of Building Records ( <i>Building Act 2011</i> )	<p><b>Power Delegated To</b></p> <p>Manager Development Approvals  <b>Applications Team Leader</b>  Principal Building Surveyor  <del>Senior Building Surveyor</del></p> <p><b>Reason</b></p> <p>Internal restructure within the Development Approvals Unit.</p>

### **Financial Implications:**

There are no financial implications related to this report.

### **Comments:**

Following Council's statutory review and adoption of the 2018/19 Delegated Authority Register, Governance will finalise review of the CEO sub-delegations.



# Delegated Authority Register 2018/19

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**Note 1:** *All values exclude GST.*

**Note 2:** *The Function Delegated is provided as a reference only. Delegates shall only act in full understanding of the delegated statutory power, inclusive of conditions.*

**Note 3:** *All documents are kept in accordance with the Local Government Act 1995; the Local Government (Administration) Regulations 1996, other relevant legislation and the City of Perth's record keeping policies and procedures.*



# Delegated Authority Register 2018/19

## 1. Statutory Delegations – Local Government Act 1995

### 1.1. Delegations to Committees of Council

1.1.1. Finance and Administration Committee		
Function Delegated:	<div>1. <del>Approve or decline officer recommendations for receptions of up to \$5,000 in value referred to the Committee by the Lord Mayor [FM Reg.12 (1) (b)].</del></div> <div>2. <del>Authority to approve or decline recommendations to purchase works of art valued at over \$30,000 and less than \$100,000 and the deaccession of art [FM Reg.12(1)(b) and s.3.58(2) and (3)].</del></div>	
Statutory Power Delegated:	<div><del>Local Government Act 1995:</del></div> <div><div><div><div></div></div><div>Section 3.58(2) and (3) Disposing of property</div></div></div> <div><del>Local Government (Financial Management) Regulations 1996:-</del></div> <div><div><div><div></div></div><div>Regulation 12(1)(b) Payments from municipal fund or trust fund, restrictions on making</div></div></div>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<div><del>Local Government Act 1995:</del></div> <div><div><div><div></div></div><div>Section 5.16 Delegation of some powers and duties to certain committees</div></div></div> <div><div><div><div></div></div><div>Section 5.17 Limits on delegation of powers and duties to certain committees</div></div></div>	
Power Delegated to:	Finance and Administration Committee	
Council’s Conditions on Delegation:	<div>1. <del>Sufficient funds being allocated in the Council’s budget.</del></div> <div>2. <del>In determining to approve or decline a recommendation to purchase works of art, consideration will be given to the assessment undertaken in accordance with Policy 18.2 – Cultural Collections of the value, benefit or otherwise of the purchase.</del></div>	
Statutory Power to Sub-delegate:	Nil.	
Compliance Links:	<div><del>Local Government Act 1995:</del></div> <div><div><div><div></div></div><div>Section 6.2 Local government to prepare annual budget</div></div></div> <div><div><div><div></div></div><div>Section 6.8 Expenditure from municipal fund not included in annual budget</div></div></div> <div><del>Policy 10.12 – Provision of Hospitality</del></div> <div><del>Policy 18.2 – Cultural Collections</del></div>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13
2	Annual Review	24/06/14 270/14
3	Annual Review / Amended	09/06/15 OCM Trim 99056/15



## Delegated Authority Register 2018/19

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4	Annual Review / Amended	<del>28/06/16 OCM Trim 109222/16</del>
5	Annual Review / Amended	<del>01/08/17 OCM Trim 196152/17</del>



# Delegated Authority Register 2018/19

<b>1.1.2. Marketing, Sponsorship and International Engagement Committee</b>	
<b>Function Delegated:</b>	<ol style="list-style-type: none"> <li>Oversee all aspects of the management of the Australia Day Celebrations including: <ul style="list-style-type: none"> <li>Determine an appropriate name;</li> <li>Determine location of selling points and negotiate exclusive selling rights for catering, amusements and merchandise;</li> <li>Engage appropriate consultants;</li> <li>Negotiate advertising and promotion campaign;</li> <li>Negotiate rights to broadcast the event [s.3.57 and F&amp;G Reg18(2) and (4)].</li> </ul> </li> <li>Approve or decline officer recommendations for donations, grants or sponsorships of up to \$15,000 [FM Reg.12(1)(b)].</li> <li>Approve or decline requests to waive fees for the hire of the City's exhibition screens with a value in excess of \$5,000 [s.6.12].</li> </ol>
<b>Statutory Power Delegated:</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>Section 3.57 Tenders for providing goods or services</li> <li>Section 6.12 Power to defer, grant discounts, waive or write off debts</li> </ul> <p><i>Local Government (Financial Management) Regulations 1996:</i></p> <ul style="list-style-type: none"> <li>Regulation 12(1)(b) Payments from municipal fund or trust fund, restrictions on making</li> </ul> <p><i>Local Government (Functions and General) Regulations 1996:</i></p>
<b>Power Originally Assigned to:</b>	The Local Government
<b>Statutory Power of Delegation:</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>Section 5.16 Delegation of some powers and duties to certain committees</li> <li>Section 5.17 Limits on delegation of powers and duties to certain committees</li> </ul>
<b>Power Delegated to:</b>	Marketing, Sponsorship and International Engagement Committee.
<b>Council's Conditions on Delegation:</b>	<p>Negotiation of Australia Day advertising and promotions campaign and rights to broadcast the event, being undertaken in accordance with Section 3.57 of the <i>Local Government Act 1995</i> and Council Policy 9.7 Purchasing. Appropriate funds being allocated in the Council's budget.</p> <p>Approval of sponsorship, grants and donations to be in accordance with Council Policies.</p>
<b>Statutory Power to Sub-delegate:</b>	Nil.
<b>Compliance Links:</b>	<p><i>Local Government Act 1995</i></p> <ul style="list-style-type: none"> <li>Section 6.2 Local government to prepare annual budget</li> <li>Section 6.8 Expenditure from municipal fund not included in annual budget</li> </ul>



# Delegated Authority Register 2018/19

Council Policy 9.7 Purchasing Council Policy 18.8 — Provision of Sponsorships and Donations CMS Procedure PR0720 Exhibition Screen Hire		
<b>Version Control</b>		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13
2	Annual Review	24/06/14 270/14
3	Annual Review	09/06/15 OCM Trim 99056/15
7	Annual Review / Amended	28/06/16 OCM Trim 109222/16
7	Amended	13/12/16 OCM SCH 38 TRIM 230806/16
8	Annual Review / Amended	01/08/17 OCM Trim 196152/17



# Delegated Authority Register 2018/19

1.1.3. Audit and Risk Committee		
Function Delegated:	The authority to meet with the City’s Auditor at least once every year [s.7.12A(2)].	
Statutory Power Delegated:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 7.12A(2) Duties of local government with respect to audits</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.16 Delegation of some powers and duties to certain committees</li><li>Section 5.17 Limits on delegation of powers and duties to certain committees</li><li>Section 7.1B Delegation of some powers and duties to audit committees</li></ul>	
Power Delegated to:	Audit and Risk Committee.	
Council’s Conditions on Delegation:	Nil. Sub-delegation is prohibited by s.7.1B.	
Compliance Links:	Department of Local Government Guideline No.9 Audit in Local Government	
Version Control		
Version	Decision Reference	Date Delegated
1	232/10	11/05/2010
1	Annual Review	294/12 26/06/12
1	Annual Review	25/06/13 319/13
1	Annual Review	24/06/14 270/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Annual Review	01/08/17 OCM Trim 196152/17



# Delegated Authority Register 2018/19

## 1.2. Delegations to the CEO

1.2.1. Appoint Authorised Persons		
Function Delegated	Authority to appoint persons or classes of persons as authorised persons for the purpose of fulfilling prescribed functions within the Local Government Act 1995.	
Statutory Power Delegated:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 3.24 Authorising persons under this subdivision (Part 3, Division 3, Subdivision 2 – Certain provisions about land)</li><li>Section 9.10 Appointment of authorised persons</li></ul>	
Power Originally Assigned to:	The Local Government.	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<i>Local Government Act 1995</i> <i>Local Government (Functions and General) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 32A Excluded authorisations (Act s. 9.2)</li></ul> City of Perth Local Laws	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/10
1	Annual Review	29/12 26/06/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17
4	CEO amendment	21/09/17 CEO Trim 237249/17
5	CEO Sub-delegation amended	09/04/18 CM 90076/18





# Delegated Authority Register 2018/19

1.2.2. Additional powers when notice is given to the owner or occupier of Land Under Section 3.25		
<b>Function Delegated:</b>	Authority to do anything necessary to achieve the purpose for which a notice has been given. [s.3.26(2)]  Authority to recover costs associated with achieving the purpose for which a notice has been given.[s.3.26(3)]	
<b>Statutory Power Delegated:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 3.26 Additional powers when notices given.</li></ul>	
<b>Power Originally Assigned to:</b>	The Local Government	
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
<b>Power Delegated to:</b>	Chief Executive Officer	
<b>Council’s Conditions on Delegation:</b>	Nil.	
<b>Statutory Power to Sub-delegate:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
<b>Compliance Links:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 3.25 Notices requiring certain things to be done by owner or occupier of land</li><li>Schedule 3.1 Powers under notices to owners or occupiers of land</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14
2	Annual Review / Amended	CEO Trim 234521/14
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
4	CEO Annual Review/Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.3. Particular Things Local Governments Can Do on Land that is Not Local Government Property		
Function Delegated:	Authority to do any of the things prescribed in Schedule 3.2 of the <i>Local Government Act 1995</i> . [s.3.27]	
Statutory Power Delegated:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 3.27 Particular things local governments can do on land that is not local government property</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 3.25 Notices requiring certain things to be done by owner or occupier of land</li><li>Schedule 3.2 Particular things local governments can do on land even though it is not local government property</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	294/12 26/06/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.4. Powers of Entry		
Function Delegated:	Authority to: 1. enter on to land to perform any function of the local government under the Act. [refers s.3.28] 2. give a notice of entry. [s.3.32] 3. seek and execute an entry under warrant. [s.3.33] 4. execute entry in an emergency. [s.3.34] 5. give notice and effect entry by opening a fence. [s.3.36]	
Statutory Power Delegated:	Local Government Act 1995: <ul style="list-style-type: none"><li>• Section 3.32 Notice of entry</li><li>• Section 3.33 Entry under Warrant</li><li>• Section 3.34 Entry in an emergency</li><li>• Section 3.36 Opening fences</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>• Section 5.42 Delegation of some powers or duties to the CEO</li><li>• Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>• Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	Local Government Act 1995 <ul style="list-style-type: none"><li>• Part 3, Division 3, Subdivision 3, Section 3.31</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
4	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.5. Disposing of Confiscated or Uncollected Goods		
Function Delegated:	<div>1. Sell or otherwise dispose of confiscated or uncollected goods in accordance with Section 3.58 of the <i>Local Government Act 1995</i> [s.3.47].</div> <div>2. Authority to recover expenses incurred for removing and impounding and in disposing of confiscated or uncollected goods [s.3.48].</div>	
Statutory Power Delegated:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 3.47 Confiscated or uncollected goods, disposal of</li><li>Section 3.48 Impounding expenses, recovery of</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Part 3, Division 3, Subdivision 3</li><li>Section 3.58 Disposing of Property</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.6. Disposal of Sick or Injured Animals		
Function Delegated:	Authority to destroy and dispose of an animal that is determined to be too sick or injured to treat [s.3.47A(1)].	
Statutory Power Delegated:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 3.47A(1) Sick or injured animals, disposal of</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	Local Government Act 1995: <ul style="list-style-type: none"><li>Part 3, Division 3, Subdivision 3</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17
4	CEO Sub-Delegation Amendment	09/04/18 CEO CM 90076/18



# Delegated Authority Register 2018/19

1.2.7. Close Thoroughfares to Vehicles		
Function Delegated:	Determine to: <div><div>1.</div><div>Close a thoroughfare (wholly or partially) to vehicles or particular classes of vehicles [s.3.50(1), (1a) and (2)].</div><div>2.</div><div>Give public notice, and provide to the Commissioner of Main Roads and consider submissions relevant to road closures for proposed closures of thoroughfares for a period exceeding 4- weeks [s.3.50(4)].</div><div>3.</div><div>Where level or alignment of a thoroughfare is fixed or altered or where draining water from a thoroughfare to private land, notify affected owners and consider any submissions made [s3.51].</div></div>	
Statutory Power Delegated:	<i>Local Government Act 1995:</i> <div><div>•</div><div>Section 3.50 Closing certain thoroughfares to vehicles</div><div>•</div><div>Section 3.50A Partial closure of thoroughfare for repairs or maintenance</div><div>•</div><div>Section 3.51 Affected owners to be notified of certain proposals</div></div>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <div><div>•</div><div>Section 5.42 Delegation of some powers or duties to the CEO</div><div>•</div><div>Section 5.43 Limitations on delegations to the CEO</div></div>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <div><div>•</div><div>Section 5.44 CEO may delegate some powers and duties to other employees</div></div>	
Compliance Links:	<i>Local Government Act 1995:</i> <div><div>•</div><div>Part 3, Division 3, Subdivision 5</div></div>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
4	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17
5	CEO Sub-Delegation Amended	09/04/18 CM 90076/18



# Delegated Authority Register 2018/19

1.2.8. Reserves under Control of Local Government		
Function Delegated:	Authority to do anything for the purposes of controlling and managing land that is vest in or under the management of the City [s.3.54(1)].	
Statutory Power Delegated:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 3.54 Reserves under control of a local government</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council's Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	Local Government Act 1995 <ul style="list-style-type: none"><li>Section 3.53 Control of certain unvested facilities</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.9. Expressions of Interest and Tenders	
<b>Function Delegated:</b>	<p>Authority to determine:</p> <ol style="list-style-type: none"><li>1. to call tenders [F&amp;G Reg 11] or tender exemption [F&amp;G Reg 11(2)] in accordance with the City's Purchasing Policy requirements, where the total consideration under any resulting contract is in accordance with the Council Conditions on Delegation and the expense is included in the adopted Annual Budget.</li><li>2. to call tenders for the disposal of impounded goods in accordance with section 3.58 [s.3.47].</li><li>3. to invite tenders though not required to do so [F&amp;G Reg 13]</li><li>4. in writing, before tenders are called, the criteria, for deciding which tender/s should be accepted tenders [F&amp;G Reg 14(2a)].</li><li>5. to vary tender information after public notice of invitation to tender and before the close of tenders [F&amp;G Reg.14(5)].</li><li>6. seek clarification from tenderers in relation to information contained in their tender submission [F&amp;G Reg.18(4a)].</li><li>7. to accept or reject tenders [F&amp;G Reg18 (1), (2), (4) and (4a)].</li><li>8. to decline any tender [F&amp;G Reg.18(5)].</li><li>9. that a variation proposed is minor in context of the total goods and services sought through the invitation, and to make minor variations before entering into a contract [F&amp;G Reg 20, and 11 (2) (j)(k)].</li><li>10a execution of extension options and variations to contract for the supply of goods or service that does not materially change the scope of the original contract beyond a variation [F&amp;G Reg 21a]</li><li>10. to accept another tender where within 6-months of either accepting a tender a contract has not been entered into or the successful tenderer agrees to terminate the contract [F&amp;G Reg.18 (6) and (7)].</li><li>11. when to seek Expressions of Interest and to invite Expressions of Interest to supply goods or services [F&amp;G Reg 21].</li><li>12. 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&amp;G Reg.23].</li><li>13. the information that is to be disclosed to those interested in submitting a tender [F&amp;G Reg.14(4)(a)].</li></ol>
<b>Statutory Power Delegated:</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"><li>• Section 3.57 Tenders for providing goods or services</li><li>• Section 3.47 Confiscated or uncollected goods, disposal of</li></ul> <p><i>Local Government (Functions and General) Regulations 1996:</i></p> <ul style="list-style-type: none"><li>• Regulation 11 When tenders have to be publicly invited</li><li>• Regulation 13 Requirements when local government invites tenders</li></ul>





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	<p>though not required to do so</p> <ul style="list-style-type: none"> <li>• Regulation 14(2a) and (5) Publicly inviting tenders, requirements for</li> <li>• Regulation 18(2), (4), (4a), (5), (6) and (7) Rejecting and accepting tenders</li> <li>• Regulation 20 Variation of requirements before entry into contract</li> <li>• Regulation 21 Limiting who can tender, procedure for</li> <li>• Regulation 23 Rejecting and accepting expressions of interest to be acceptable tenderer</li> </ul>
<b>Power Originally Assigned to:</b>	The Local Government
<b>Statutory Power of Delegation:</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>• Section 5.42 Delegation of some powers or duties to the CEO</li> <li>• Section 5.43 Limitations on delegations to the CEO</li> </ul>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<p><del>Excludes functions delegated to Committees of Council – refer Delegated Authorities:</del></p> <ul style="list-style-type: none"> <li><del>• 1.1.1 Finance and Administration Committee;</del></li> <li><del>• 1.1.2 Marketing, Sponsorship and International Engagement Committee.</del></li> </ul> <p>May only call tenders <b>or expressions of interest</b> where there is an adopted budget for the proposed procurement, with the exception being in the period immediately prior to the adoption of a new Annual Budget where the proposed procurement is required to fulfil a contract of the City, with an imminent expiry date or work that must commence within <del>two</del> <b>three months</b> of the proposed adoption date of the new Annual Budget and the value of the proposed contract has been included in the draft Annual Budget papers.</p> <p><b>May only accept a tender where the consideration under the proposed resulting contract is \$1,000,000 (exc GST) per annum or less and is covered in the annual budget.</b></p> <p><del>May only accept a tender where the consideration under the resulting contract is \$500,000 per annum of the proposed contract or less and the item is identified in the adopted Annual Budget.</del></p> <p>Accept any Tender exempt procurement process under Council Policy 9.7 to the value <del>here</del> where there is an adopted budget for the proposed procurement.</p> <p>May only agree to variations <del>before</del> <b>of</b> a contract <del>is entered into</del> in accordance with Policy 9.8 - Contract Variations – Authority to Incur a Liability.</p>
<b>Statutory Power to Sub-delegate:</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>• Section 5.44 CEO may delegate some powers and duties to other employees</li> </ul>
<b>Compliance Links:</b>	<p><i>Local Government (Functions and General) Regulations 1996:</i></p> <ul style="list-style-type: none"> <li>• Part 4, Division 2</li> </ul>



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<p><i>Local Government (Functions and General) Regulations 1996:</i></p> <ul style="list-style-type: none"> <li>Regulation 31 Anti-avoidance provision for Act s. 3.58</li> </ul> <p>Council Policy 9.7 – Purchasing  Council Policy 9.8 - Contract Variations – Authority to Incur a Liability  Council Policy 12.1 - Council Vehicles - Lord Mayor and Employees  Council Policy 9.5 - Sponsorship</p>		
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Amended	04/06/12 282/13
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14
3	Annual Review / Amended	CEO Trim 234521/14
4	Annual Review	09/06/15 OCM Trim 99056/15
4	Amend / Review	CEO Trim 114331/15
5	Annual Review / Amended	28/06/16 OCM Trim 109222/16
6	Annual Review / Amended	01/08/17 OCM Trim 196152/17
7	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17
8	CEO Amend / Review	12/12/17 CEO CM 350759/17



# Delegated Authority Register 2018/19

1.2.10. Disposing of Property	
<b>Function Delegated:</b>	<ol style="list-style-type: none"> <li>Authority to dispose of property to:               <ol style="list-style-type: none"> <li>the highest bidder at public auction [s.3.58(2)(a)]; or</li> <li>the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender [s.3.58(2)(b)].</li> </ol> </li> <li>Authority to dispose of property by direct negotiation only in accordance with section 3.58(3) of the Act [s3.58(3)].</li> </ol>
<b>Statutory Power Delegated:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> <li>Section 3.58(2) and (3) Disposing of property</li> </ul>
<b>Power Originally Assigned to:</b>	The Local Government
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> <li>Section 5.42 Delegation of some powers or duties to the CEO</li> <li>Section 5.43 Limitations on delegations to the CEO</li> </ul>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<ol style="list-style-type: none"> <li>This delegation may only be used where the disposal complies with the requirements of:               <ol style="list-style-type: none"> <li>Section 3.58 of the <i>Local Government Act 1995</i>; and</li> <li>Regulation 30 of the <i>Local Government (Functions and General) Regulations 1996</i>.</li> </ol> </li> <li>Authority for the Disposal of land and / or building assets is limited to matters specified in the Annual Budget or Corporate Business Plan and in any other case, requires a specific resolution of Council.</li> <li>The Chief Executive Officer is limited to determining disposals of property (including land <b>written down</b> assets) for any single project, or where not part of a project a single event, to an aggregated maximum <del>material</del> value of <b>\$1,500,000</b> <del>\$500,000</del>.</li> <li>The Chief Executive Officer is limited to determining disposals of property (freehold land asset), by lease to an aggregated maximum <del>material</del> value of \$50,000 per annum subject to no more than a variation of valuation of 10% to market rates.</li> <li>The Chief Executive Officer is limited to determining disposal of art to the value of \$500.</li> <li>The Chief Executive Officer may not dispose of land by sale or absolute transfer.</li> </ol>



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	<p>7. Authority to determine the method of disposal:</p> <p>a. Where a public auction is determined as the method of disposal:</p> <ol style="list-style-type: none"> <li>a reserve price has been set through independent valuation;</li> <li>where the reserve price is not achieved at auction negotiation may be undertaken to achieve the sale of the property at up to a 10% variation on the set reserve price.</li> </ol> <p>b. Where a public tender 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.</p> <p>c. Where a direct negotiation is determined [s.3.58(3)] as the method of disposal, authority to:</p> <ol style="list-style-type: none"> <li>negotiate the sale of the property up to a 10% variance on the valuation; and</li> <li>consider any public submissions received and determine if to proceed with the disposal, ensuring that the reasons for such a determination are recorded.</li> </ol> <p>8. Where the material market value of the property is determined as being less than \$20,000 (Reg.30(3) excluded disposal) may be undertaken:</p> <ol style="list-style-type: none"> <li>without reference to Council resolution; and</li> <li>in any case be undertaken to ensure that best value return is achieved for the City however, where the property is determined as having a Nil material market value, then the disposal must ensure the City achieves an environmentally responsible disposal.</li> </ol>
<b>Statutory Power to Sub-delegate:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> <li>Section 5.44 CEO may delegate some powers and duties to other employees</li> </ul>
<b>Compliance Links:</b>	<i>Local Government (Functions and General) Regulations 1996:</i> <ul style="list-style-type: none"> <li>Regulation 30 Dispositions of property excluded from Act s.3.58</li> </ul>
<b>Version Control</b>	
<b>Version</b>	<b>Decision Reference</b>
1	88/10
1	Annual Review
2	Annual Review / Amended
3	Annual Review / Amended
4	Annual Review
4	Amend / Review
4	Annual Review
4	CEO Annual Review
5	CEO Sub-delegation amendment
	<b>Date Delegated</b>
	16/02/2010
	294/12 26/06/12
	25/06/13 319/13 CEO Trim 77838/13
	24/06/14 270/14 CEO Trim 234521/14
	09/06/15 OCM Trim 99056/15
	CEO Trim 114331/15
	01/08/17 OCM Trim 196152/17
	16/08/17 CEO Trim 204825/17
	09/04/18 CM 90076/18



## Delegated Authority Register 2018/19

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# Delegated Authority Register 2018/19

1.2.11. Electors’ General Meeting		
Function Delegated:	Authority to determine the day, date and time of the annual Electors’ General Meeting [s.5.27(2)].	
Statutory Power Delegated:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.27(2) Electors’ general meetings</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	Local Government Act 1995: <ul style="list-style-type: none"><li>Part 5, Division 2, Subdivision 4 – Electors’ meetings</li></ul>	
CEO’s Sub-delegation to:	Nil.	
CEO’s Conditions on Sub-delegation:	Nil.	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.12. Senior Employees		
Function Delegated:	Authority to advertise the position of a senior employee if the position becomes vacant [s.5.37(3)].	
Statutory Power Delegated:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.37(3) Senior employees</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<i>Local Government (Administration) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 18A Vacancy in position of CEO or senior employee to be advertised (Act s. 5.36(4) and 5.37(3))</li><li>Regulation 18B Contracts of CEOs and senior employees, content of (Act s. 5.39(3)(c))</li></ul> Council Policy 12.6 – Staff – Local Government Employees – Senior Employees	
CEO’s Sub-delegation to:	Nil.	
CEO’s Conditions on Sub-delegation:	Nil.	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.13. Payments from Municipal or Trust Fund		
Function Delegated:	Authority to make payments from the municipal or trust fund [FM Reg.12(1)(a)].	
Statutory Power Delegated:	Local Government (Financial Management) Regulations 1996: <ul style="list-style-type: none"><li>Regulation 12(1)(a) Payments from municipal fund or trust fund, restrictions on making</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	<div><del>Excludes functions delegated to Committees of Council – refer Delegated Authorities:</del><ul style="list-style-type: none"><li><del>1.1.1 Finance and Administration Committee;</del></li><li><del>1.1.2 Marketing, Sponsorship and International Engagement Committee.</del></li></ul></div> <div>Approval of civic functions in accordance with Policy 10.12 is limited to up to \$5,000 per function, subject to sufficient appropriate budget. This condition is limited to a period of three months, pending a review of Policy 10.12.</div>	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<div>Local Government (Financial Management) Regulations 1996:<ul style="list-style-type: none"><li>Regulation 5 CEO’s duties as to financial management</li><li>Regulation 11 Payments, procedures for making etc.</li></ul></div> <div>Policy 10.12 – Provision of Hospitality</div>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	294/12 26/06/12
2	TRIM 123459/12	04/10/12
3	TRIM: 137658/12	05/11/12
4	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
4	Annual Review	24/06/14 270/14
5	Annual Review / Amended	CEO Trim 234521/14
6	Annual Review	09/06/15 OCM Trim 99056/15
6	Amend / Review	CEO Trim 114331/15
6	Annual Review	01/08/17 OCM Trim 196152/17
6	CEO Annual Review	16/08/17 CEO Trim 204825/17





# Delegated Authority Register 2018/19

1.2.13. Artwork Acquisitions		
A. Purchase Artworks		
Function Delegated:	Authority to determine and purchase works of art for the City’s collections [FM Reg.12(1)(a)].	
Statutory Power Delegated:	Local Government (Financial Management) Regulations 1996: <ul style="list-style-type: none"><li>Regulation 12(1)(a) Payments from municipal fund or trust fund, restrictions on making</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	<p>Purchase works of art up to the value of \$30,000 <b>must be</b> in accordance with Council Policy 18.2 Cultural Collections and within the Annual Budget allocations.</p> <p><del>Where approval to purchase is required at short notice (i.e. auction), purchase artwork valued greater than \$30,000 and less than \$100,000 in accordance with Council Policy 18.2 Cultural Collections and Annual Budget allocations, subject to the prior agreement of a majority of members of the Finance and Administration Committee.</del></p> <p>Decisions to purchase works of art must evidence consideration of the recommendations of the City’s Manager Arts, Culture and Heritage and / or Collections and Infrastructure Coordinator as appropriate.</p>	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	Local Government (Financial Management) Regulations 1996: <ul style="list-style-type: none"><li>Regulation 5 CEO’s duties as to financial management</li><li>Regulation 11 Payments, procedures for making etc.</li></ul> Delegation 1.1.1 Finance and Administration Committee	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
3	Annual Review / Amended	CEO Trim 111873/16
4	Annual Review / Amended	01/08/17 OCM Trim 196152/17
5	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

## 1.2.13. Determine Grants, Sponsorship and Donation Allocations

### B. Determine allocation

<b>Function Delegated:</b>	Authority to determine allocation [FM Reg.12(1)(a)] of the City’s: 1. Grants up to the value of \$5,000, in accordance with Council Policy 18.13 Sponsorship and Grants; 2. Sponsorships up to a value of \$5,000, in accordance with Council Policy 18.13 Sponsorship and Grants; and 3. Donation up to a value of \$1,000 in accordance with Council Policy 18.4 Donations.	
<b>Statutory Power Delegated:</b>	<i>Local Government (Financial Management) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 12(1)(a) Payments from municipal fund or trust fund, restrictions on making</li></ul>	
<b>Power Originally Assigned to:</b>	The Local Government	
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
<b>Power Delegated to:</b>	Chief Executive Officer	
<b>Council’s Conditions on Delegation:</b>	Decisions must be in accordance with the requirements of relevant Council Policies <b>and</b> be within Annual Budget allocations. <del>and</del>  Records evidencing assessment against criteria must be retained.	
<b>Statutory Power to Sub-delegate:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
<b>Compliance Links:</b>	<i>Local Government (Financial Management) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 5 CEO’s duties as to financial management</li><li>Regulation 11 Payments, procedures for making etc.</li></ul> Council Policy 18.13 – Sponsorship and Grants Council Policy 18.14 – Donations	
<b>Version Control</b>		
<b>Version</b>	<b>Decision Reference</b>	<b>Date Delegated</b>
1	New Delegation	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review / Amended	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
4	Annual Review / Amended	CEO Trim 111873/16
5	Amended	CEO Trim 126067/16
6	Amended	13/12/16 OCM SCH 39 TRIM 230806/16
7	Annual Review / Amended	01/08/17 OCM Trim 196152/17
8	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

## 1.2.13. Determine Application for Payment of Legal Representation Costs

### C. Authority to Determine

<b>Function Delegated:</b>	Authority to determine an application for payment of legal representation costs [FM Reg. 12(1)(a)]	
<b>Statutory Power Delegated:</b>	<i>Local Government (Financial Management) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 12(1)(a) Payments from municipal fund, restrictions on making</li></ul>	
<b>Power Originally Assigned to:</b>	Local Government	
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
<b>Power Delegated to:</b>	Chief Executive Officer	
<b>Council’s Conditions on Delegation:</b>	<p>The determination of the application must only occur:</p> <p>a) In circumstances where a delay until the next Council Meeting would be detrimental to the rights of the applicant;</p> <p>b) In accordance with Council Policy 10.16 – Legal Representation for Members and Employees; and</p> <p>c) For an amount not exceeding \$5,000.</p> <p>The determination must be reported to Council at the next Ordinary Council Meeting.</p>	
<b>Statutory Power to Sub-delegate:</b>	Nil	
<b>Compliance Links:</b>	<i>Local Government (Financial Management) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 5 – CEO’s duties as to financial management</li><li>Regulation 11 – Payments, procedures for making etc.</li></ul>	
<b>Version Control</b>		
<b>Version</b>	<b>Decision Reference</b>	<b>Date Delegated</b>
1	New Delegation	13/12/16 OCM SCH 52 TRIM 230806/16
1	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.14. Power to Defer, Grant Concessions, Waive or Write Off Debts		
Function Delegated:	<div>1. Waive or grant a concession in relation to any amount of money which is owed to the City.</div> <div>2. Write off any amount of money which is owed to the City.</div> <div>Note: Section 6.12(2) of the Local Government Act 1995 does not allow money owed to the City in respect of rates and services charges to be waived or for a concession in relation to such money to be granted.</div>	
Statutory Power Delegated:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 6.12 Power to defer, grant discounts, waive or write off debts</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	<div>All necessary measures have been taken to recover the debt.</div> <div>The debt remained unpaid for a period of 90 days after its due date for payment.</div>	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 6.12 Power to defer, grant discounts, waive or write off debts</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	CEO sub-delegation Amended	04/12/12 152809/12
3	Amended	282/13 - 04/06/13
3	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
3	Annual Review	24/06/14 270/14
4	Annual Review / Amended	CEO Trim 234521/14
5	CEO sub-delegation Amended	ELG 30/06/2014 234542/14
6	Annual Review	09/06/15 OCM Trim 99056/15
6	Amend / Review	CEO Trim 114331/15
7	Annual Review / Amended	CEO Trim 111873/16
7	Annual Review	01/08/17 OCM Trim 196152/17
8	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17
9	CEO Sub-Delegation Amended	09/04/18 CM 90076/18



# Delegated Authority Register 2018/19

## 1.2.15. Power to Invest and Manage Investments

<b>Function Delegated:</b>	<p>1. The authority to invest money held in the municipal or trust fund that is not, for the time being, required for any other purpose [S.6.14(1)].</p> <p>a. Including, where, as result of amendment to legislation or the ability arises to invest to the advantage of the City contrary to the provisions of Council Policy 9.3 Management of Investments.</p> <p>2. The authority to establish and document internal control procedures to be followed by employees to ensure control over investments, enabling the identification of the nature and location of all investments and the transactions related to each investment [FM Reg.19].</p>
<b>Statutory Power Delegated:</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>Section 6.14(1) Power to invest</li> </ul> <p><i>Local Government (Financial Management) Regulations 1996:</i></p> <ul style="list-style-type: none"> <li>Regulation 19 Investments, control procedures for</li> </ul>
<b>Power Originally Assigned to:</b>	The Local Government
<b>Statutory Power of Delegation:</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>Section 5.42 Delegation of some powers or duties to the CEO</li> <li>Section 5.43 Limitations on delegations to the CEO</li> </ul>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<p>Investments must be in accordance with Council Policy 9.3 Management of Investments.</p> <p>Procedures must be documented and reviewed to the Chief Executive Officer's satisfaction within each two-year period.</p>
<b>Statutory Power to Sub-delegate:</b>	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> <li>Section 5.44 CEO may delegate some powers and duties to other employees</li> </ul>
<b>Compliance Links:</b>	<p><i>Trustees Act 1962</i></p> <ul style="list-style-type: none"> <li>Part III Investments</li> </ul>

### Version Control

Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14
3	Annual Review / Amended	CEO Trim 234521/14
4	Annual Review	09/06/15 OCM Trim 99056/15
4	Amend / Review	CEO Trim 114331/15
4	Annual Review	01/08/17 OCM Trim 196152/17
5	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17
6	CEO Amend	13/09/17 CEO Trim 231179/17



# Delegated Authority Register 2018/19

1.2.16. Agreement as to Payment of Rates and Service Charges		
Function Delegated:	Authority to make an agreement with a person for the payment of rates or service charges [s.6.49].	
Statutory Power Delegated:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 6.49 Agreement as to payment of rates and service charges</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Agreements must be in accordance with the requirements of Council Policy 9.9 Overdue Rates	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<div>Local Government Act 1995:<ul style="list-style-type: none"><li>Part 6, Division 6, Sub-division 4 Payment of rates and service charges</li></ul></div> <div>Local Government (Financial Management) Regulations 1996:<ul style="list-style-type: none"><li>Part 5 Rates and Service Charges</li></ul></div> <div>Council Policy 9.9 Overdue Rates</div>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
2	Annual Review	26/06/12 294/12
3	CEO	27/03/13 35892/13
4	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
5	Annual Review	24/06/14 270/14 CEO Trim 234521/14
6	Annual Review	09/06/15 OCM Trim 99056/15
7	Amend / Review	CEO Trim 114331/15
7	Annual Review	01/08/17 OCM Trim 196152/17
8	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17
9	CEO Review Amend	13/09/17 CEO Trim 231179/17



# Delegated Authority Register 2018/19

1.2.17. Determine the Date that Rates or Service Charges are Due or Payable		
Function Delegated:	Authority to determine the date on which rates or service charges become due and payable [s.6.50(1)].	
Statutory Power Delegated:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 6.50(1) Rates or service charges due and payable</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council's Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Part 6, Division 6, Sub-division 4 Payment of rates and service charges</li></ul> <i>Local Government (Financial Management) Regulations 1996:</i> <ul style="list-style-type: none"><li>Part 5 Rates and Service Charges</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review	16/08/17 CEO Trim 204825/17





# Delegated Authority Register 2018/19

1.2.18. Local Government May Require Lessee to Pay Rent		
<b>Function Delegated:</b>	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 local government [s.2.6.60(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 the notice [s6.60(4)].	
<b>Statutory Power Delegated:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>• Section 6.60(2) Local government may require lessee to pay rent</li><li>• Section 6.60(4) Local government may recover the amount of the rate or service charge as a debt if rent not paid</li></ul>	
<b>Power Originally Assigned to:</b>	The Local Government	
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995:</i> Section 5.42 Delegation of some powers or duties to the CEO Section 5.43 Limitations on delegations to the CEO	
<b>Power Delegated to:</b>	Chief Executive Officer	
<b>Council’s Conditions on Delegation:</b>	Nil.	
<b>Statutory Power to Sub-delegate:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>• Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
<b>Compliance Links:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>• Part 6, Division 6, Sub-division 4 Payment of rates and service charges</li></ul> <i>Local Government (Financial Management) Regulations 1996:</i> <ul style="list-style-type: none"><li>• Part 5 Rates and Service Charges</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17
4	CEO Review Amend	13/09/17 CEO Trim 231179/17





# Delegated Authority Register 2018/19

1.2.19. Actions Against Land Where Rates or Service Charges Unpaid		
Function Delegated:	Authority to take possession of land and hold the land as against a person having an estate or interest in the land where any rates or service charges in respect of the rateable land have been unpaid for at least three years [s.6.64(1)].  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)].	
Statutory Power Delegated:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 6.64(1) and (3) Actions to be taken</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	Local Government Act 1995: <ul style="list-style-type: none"><li>Part 6, Division 6, Sub-division 4 Payment of rates and service charges</li></ul> Local Government (Financial Management) Regulations 1996: <ul style="list-style-type: none"><li>Part 5 Rates and Service Charges</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.20. Objection and Review – Objection to Rate Record		
Function Delegated:	Authority to extend the time for a person to make an objection to a rate record [s.6.76(4)].  Authority to consider an objection to a rate record and either allow it or disallow it wholly or in part [s6.76(5)].	
Statutory Power Delegated:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 6.76(4) and (5) Grounds of objection</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	Local Government Act 1995: <ul style="list-style-type: none"><li>Part 6, Division 6, Sub-division 4 Payment of rates and service charges</li></ul> Local Government (Financial Management) Regulations 1996: <ul style="list-style-type: none"><li>Part 5 Rates and Service Charges</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.21. General Review of Imposition of Rate or Service Charge		
Function Delegated:	Authority to refer to the State Administrative Tribunal a question of general interest as to whether a rate or service charge was imposed in accordance with the Act [s.6.82(1)].	
Statutory Power Delegated:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 6.82(1) General review of imposition of rate or service charge</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council's Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Part 6, Division 6, Sub-division 4 Payment of rates and service charges</li></ul> <i>Local Government (Financial Management) Regulations 1996:</i> <ul style="list-style-type: none"><li>Part 5 Rates and Service Charges</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.22. Dangerous Excavations in or Near Public Thoroughfares		
<b>Function Delegated:</b>	Authority to fill in or fence an excavation, or request the owner or occupier to fill in or fence an excavation, on land that adjoins a thoroughfare if it is considered to be dangerous [ULP Reg.11(1)].  Grant permission, and impose conditions as thought fit, to make or make and leave an excavation of specified dimensions and in a specified way in a specified part of a public thoroughfare or on a specified part of land adjoining a public thoroughfare [ULP Reg.11(4), (6), (7) and (8)].	
<b>Statutory Power Delegated:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 11(1), (4), (6), and (7) Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6</li></ul>	
<b>Power Originally Assigned to:</b>	Local Government	
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
<b>Power Delegated to:</b>	Chief Executive Officer	
<b>Council’s Conditions on Delegation:</b>	Nil.	
<b>Statutory Power to Sub-delegate:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
<b>Compliance Links:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 3.37 Contraventions that can lead to impounding</li></ul> <i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 11 Dangerous excavation in or near public thoroughfare – Sch.9.1 cl.6</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
4	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.23. Crossing from Public Thoroughfare to Private Land or Private Thoroughfare		
Function Delegated:	Authority to approve the construction of a crossing giving access from a thoroughfare to private land or a private thoroughfare serving the land [ULP Reg.12(1)].	
Statutory Power Delegated:	<i>Local Government (Uniform Provisions) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 12(1) Crossing from public thoroughfare to private land or private thoroughfare — Sch. 9.1 cl. 7(2)</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 14(2) Role of Commissioner of Main Roads in some cases — Sch. 9.1 cl. 7(2)</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.24. Requirement to Construct or Repair Crossing		
Function Delegated:	Authority to issue a notice requiring an owner or occupier to construct, repair <del>or remove</del> a crossing from a public thoroughfare to private land or a private thoroughfare serving that land [ULP Reg.13(1)].	
Statutory Power Delegated:	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 13(1) and (2) Requirement to construct or repair crossing — Sch. 9.1 cl. 7(3)</li></ul>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	Nil	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Amend / Review	CEO Trim 114331/15
2	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.25. Private Works on, over or under Public Places		
<b>Function Delegated:</b>	Authority to grant permission to construct anything on, over, or under a public thoroughfare or other public place that is local government property, subject to any conditions.  Authority to grant permission and impose conditions, to construct a specified thing on, over, or under a specified public thoroughfare or public place that is local government property [ULP Reg.17(3) and (5)].	
<b>Statutory Power Delegated:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 17 (3) and (5) Private works on, over, or under public places — Sch. 9.1 cl. 8</li></ul>	
<b>Power Originally Assigned to:</b>	The Local Government	
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42 Delegation of some powers or duties to the CEO</li><li>Section 5.43 Limitations on delegations to the CEO</li></ul>	
<b>Power Delegated to:</b>	Chief Executive Officer	
<b>Council’s Conditions on Delegation:</b>	Approval is to be granted subject to a bond for work being performed and the payment of costs for trench resurfacing as required.  Owners and occupiers of adjoining properties are to be advised of the works.  In the case of major infrastructure works, where there may be objections for owners or occupiers of adjoining properties, the matter is to be referred to Council for determination.  This Delegation applies to, but is not limited to, the following: <ul style="list-style-type: none"><li>ground anchors;</li><li>verandas and awnings;</li><li>pilings; and</li><li>signs.</li></ul>	
<b>Statutory Power to Sub-delegate:</b>	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
<b>Compliance Links:</b>	<i>Local Government (Uniform Local Provisions) Regulations 1996:</i> <ul style="list-style-type: none"><li>Regulation 17 Private works on, over, or under public places Sch. 9.1cl. 8</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review / Amended	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
4	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.26. Sole Supplier of Goods and Services		
Function Delegated:	Authority to determine that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier [F&G Reg.11(2)(f)].	
Statutory Power Delegated:	Local Government (Functions and General) Regulations 1996: Regulation 11(2)(f) When tenders have to be publicly invited	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>• Section 5.42 Delegation of some powers or duties to the CEO</li><li>• Section 5.43 Limitations on delegations to the CEO</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	The Chief Executive Officer being satisfied that: <ul style="list-style-type: none"><li>(a) adequate market research has been undertaken to verify that no alternative supplier of the goods or services is available; and</li><li>(b) sufficient investigation into the use of potential substitute goods or services has been undertaken.</li></ul>	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>• Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>• Section 3.57 Tenders for providing goods or services</li></ul> <i>Local Government (Functions and General) Regulations 1996:</i> <ul style="list-style-type: none"><li>• Part 4, Division 2 Tenders for providing goods or services (s. 3.57)</li><li>•</li></ul> Council Policy 9.7 – Purchasing	
Version Control		
Version	Decision Reference	Date Delegated
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
4	CEO Annual Review/ Amended	16/08/17 CEO Trim 204825/17





# Delegated Authority Register 2018/19

1.2.27. Rate Exemptions		
Function Delegated:	Authority to determine applications for rate exemptions that accord with the Local Government Act 1995 and Council Policy 9.13 –Not Rateable Properties (Rate Exemptions) and Partial Exemptions.	
Statutory Power Delegated:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 6.26 - Rateable land.</li></ul>	
Power Originally Assigned to:	Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995</i> <ul style="list-style-type: none"><li>Section 5.44. Delegation by local government</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	The exempt properties are to be reviewed on a triennial or in some case an annual basis for continued eligibility	
Statutory Power to Sub-delegate:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	<i>Local Government Act 1995</i> <ul style="list-style-type: none"><li>City of Perth Council Policy 9.13 - Not Rateable Properties (Rate Exemptions) and Partial Rate Exemptions.</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	OCM 18/02/14
2	CEO Sub-Delegation	TRIM 80283/14
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

1.2.28. Heritage Rate Concessions		
Function Delegated:	Authority to determine applications for Heritage Rate Concessions only that accord with the Local Government Act 1995 and Council Policy CP 9.2 – Heritage Rate Concessions (LGA s.6.47)	
Statutory Power Delegated:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 6.47 - Concessions.</li></ul>	
Power Originally Assigned to:	Local Government	
Statutory Power of Delegation:	Local Government Act 1995 <ul style="list-style-type: none"><li>Section 5.44. Delegation by local government</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	For clarity: <ol style="list-style-type: none"><li>The Delegation is limited to only determining Heritage Rate Concessions. A Waiver of Rates must be determined by Council.</li><li>Where an application has merit and does not accord with Council Policy CP 9.2 - Heritage Rate Concession, the application must be referred to Council for decision.</li></ol>	
Statutory Power to Sub-delegate:	Local Government Act 1995: <ul style="list-style-type: none"><li>Section 5.44 CEO may delegate some powers and duties to other employees</li></ul>	
Compliance Links:	Local Government Act 1995 City of Perth Council Policy CP 9.2 – Heritage Rate Concessions	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	OCM 09/06/2015
2	CEO Sub-delegation	TRIM 96414/15
3	Annual Review	09/06/15 OCM Trim 99056/15
3	Amend / Review	CEO Trim 114331/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

## 2. Statutory Delegations – Other Legislation

### 2.1. Bush Fires Act 1954

2.1.1. Powers, Duties and Functions of a Local Government		
Function Delegated:	All powers, duties and functions of the local government under the <i>Bush Fires Act 1954</i> .	
Statutory Power Delegated:	<i>Bush Fires Act 1954</i>	
Power Originally Assigned to:	The Local Government	
Statutory Power of Delegation:	<i>Bush Fires Act 1954</i> : <ul style="list-style-type: none"><li>Section 48 Delegation by local governments</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council's Conditions on Delegation:	Authority excludes powers and duties that: <ol style="list-style-type: none"><li>Are prescribed in the Act with a requirement for a resolution of the local government; or</li><li>Are prescribed by the Act for performance by designated offices.</li></ol>	
Statutory Power to Sub-delegate:	Nil.	
Compliance Links:	<i>Bush Fires Act 1954</i> <i>Bush Fires Regulations 1954</i> <i>Bush Fires (Infringement) Regulations 1978</i>	
Version Control		
Version	Decision Reference	Date Delegated
1	88/10	16/02/2010
1	Annual Review	26/06/12 294/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM Trim 99056/15
2	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

## 2.2. Food Act 2008

2.2.1. Prohibition Orders		
Function Delegated:	Determine to: 1. Serve a Prohibition Order on the proprietor of a food business in accordance with s65 of the <i>Food Act 2008</i> [s65]. 2. Give a Certificate of Clearance, where inspection demonstrates compliance with a Prohibition Order and any Improvement Notices [s66]. 3. 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 [s67(4)].	
Statutory Power Delegated:	<i>Food Act 2008:</i> <ul style="list-style-type: none"><li>• Section 65(1) Prohibition Order</li><li>• Section 66 Certificate of Clearance</li><li>• Section 67(4) Request for Re-Inspection</li></ul>	
Power Originally Assigned to:	Enforcement Agency (The Local Government)	
Statutory Power of Delegation:	<i>Food Act 2008</i> <ul style="list-style-type: none"><li>• Section 118(2)(b) Local government (enforcement agency) may delegate a function conferred on it</li><li>• Section 118 (3) Delegation subject to conditions [s119] and guidelines adopted [s120]</li><li>• Section 118(4) Sub-delegation only permissible if expressly provided in regulations</li></ul>	
Power Delegated to:	Chief Executive Officer <del>Director Planning and Development</del> Director Community and Commercial Services Manager Health and Activity Approvals <del>Activity Approvals – Coordinator Health</del> Coordinator Environmental Health	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Nil. The <i>Food Regulations 2009</i> do not provide for sub-delegation.	
Compliance Links:	<i>Food Act 2008</i> <i>Food Regulations 2009</i> Department of Health: Food Act 2008 Regulatory Guideline No.1: Introduction of Regulatory Food Safety Auditing in WA Department of Health: Food Unit Fact Sheet 8: Guide to Regulatory Guideline No.1 Department of Health: WA Priority Classification System Department of Health: Food Act 2008 Verification of Food Safety Program Guideline	
Version Control		
Version	Decision Reference	Date Delegated
1	354/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14



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3	Annual Review	09/06/15 OCM 99056/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

2.2.2. Determine Compensation		
Function Delegated:	Determine to refuse or pay on an application for compensation from a person on whom a prohibition notice has been served, who has suffered loss as a result of the making of the order; and considers that there were insufficient grounds for making the order [s.70(2) and (3)].	
Statutory Power Delegated:	Food Act 2008: <ul style="list-style-type: none"><li>Section 70 (2) and (3) Compensation</li></ul>	
Power Originally Assigned to:	Enforcement Agency (The Local Government)	
Statutory Power of Delegation:	Food Act 2008 <ul style="list-style-type: none"><li>Section 118(2)(b) Local government (enforcement agency) may delegate a function conferred on it</li><li>Section 118 (3) Delegation subject to conditions [s119] and guidelines adopted [s120]</li><li>Section 118(4)Sub-delegation only permissible if expressly provided in regulations</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	The level of compensation to be paid in respect of any single claim is not to exceed \$5,000.	
Statutory Power to Sub-delegate:	Nil. The Food Regulations 2009 do not provide for sub-delegation.	
Compliance Links:	Food Act 2008 Food Regulations 2009 Department of Health: Food Act 2008 Regulatory Guideline No.1: Introduction of Regulatory Food Safety Auditing in WA Department of Health: Food Unit Fact Sheet 8: Guide to Regulatory Guideline No.1 Department of Health: WA Priority Classification System Department of Health: Food Act 2008 Verification of Food Safety Program Guideline	
Version Control		
Version	Decision Reference	Date Delegated
1	354/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM 99056/15
3	Annual Review	01/08/17 OCM Trim 196152/17
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# Delegated Authority Register 2018/19

2.2.3. Registration of Food Businesses		
Function Delegated:	Determine: 1. Applications for registration of a food business in respect of any premises for the purposes of Part 9 of the <i>Food Act 2008</i> and issue a certificate of registration [s110(1)]. 2. After considering an application, to grant (with or without conditions) or refuse the application [s110(5)]. 3. To vary the conditions or cancel the registration of a food business in respect of any premises under Part 9 of the <i>Food Act 2008</i> [s112(1)].	
Statutory Power Delegated:	<i>Food Act 2008</i> <ul style="list-style-type: none"><li>• Section.110(1) and (5) Registration of food business</li><li>• Section.112 Variation of conditions or cancellation of registration of food businesses.</li></ul>	
Power Originally Assigned to:	Enforcement Agency (Local Government)	
Statutory Power of Delegation:	<i>Food Act 2008</i> <ul style="list-style-type: none"><li>• Section 118(2)(b) Local government (enforcement agency) may delegate a function conferred on it</li><li>• Section 118 (3) Delegation subject to conditions [s119] and guidelines adopted [s120]</li><li>• Section 118(4) Sub-delegation only permissible if expressly provided in regulations</li></ul>	
Power Delegated to:	Chief Executive Officer <del>Director Planning and Development</del> Director Community and Commercial Services Manager Health and Activity Approvals <del>Activity Approvals – Coordinator Health</del> Coordinator Environmental Health Environmental Health Officer Senior Environmental Health Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Nil. The <i>Food Regulations 2009</i> do not provide for sub-delegation.	
Compliance Links:	<i>Food Act 2008</i> <i>Food Regulations 2009</i> Department of Health: Food Act 2008 Regulatory Guideline No.1: Introduction of Regulatory Food Safety Auditing in WA Department of Health: Food Unit Fact Sheet 8: Guide to Regulatory Guideline No.1 Department of Health: WA Priority Classification System Department of Health: Food Act 2008 Verification of Food Safety Program Guideline	
Version Control		
Version	Decision Reference	Date Delegated
1	354/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13



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2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM 99056/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17





# Delegated Authority Register 2018/19

2.2.4. Appoint Authorised Officers		
Function Delegated:	<div>1. Appoint a person to be an authorised officer for the purposes of the Food Act 2008 [s122(1)].</div> <div>2. Appoint a person to be a Designated Officer for the purposes of the Food Act 2008. [s126(13)].</div>	
Statutory Power Delegated:	<i>Food Act 2008:</i> <ul style="list-style-type: none"><li>Section 122(1) Appointment of authorised officers</li><li>Section 126(13) Infringement Notices</li></ul>	
Power Originally Assigned to:	Local Government	
Statutory Power of Delegation:	<i>Food Act 2008</i> – Section 118(2)(b)	
Power Delegated to:	<div>Chief Executive Officer</div> <div><del>Director Planning and Development</del></div> <div>Director Community and Commercial Services</div> <div>Manager Health and Activity Approvals</div> <div><del>Activity Approvals – Coordinator Health</del></div> <div>Coordinator Environmental Health</div>	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Nil. The <i>Food Regulations 2009</i> do not provide for sub-delegation.	
Compliance Links:	<div><i>Food Act 2008</i><ul style="list-style-type: none"><li>Section 122(3) required the Enforcement Agency to maintain a list of authorised officers appointed by the agency.</li><li>Section 123(1) requires the Enforcement Agency to provide each authorised officer with a certificate of authority as an authorised officer.</li></ul></div> <div><i>Food Regulations 2009</i><div>Dept of Health: Guideline on the Appointment of Authorised Officers as Meat Inspectors</div><div>Dept of Health: Guideline on the Appointment of Authorised Officers</div><div>Dept of Health: Guideline on the Appointment of Authorised Officers - Designated Officers only (section 126)</div><div>Dept of Health: Guideline on the Appointment of Authorised Officers – Appointment of persons to assist with the discharge of duties of an authorised officer.</div></div>	
Version Control		
Version	Decision Reference	Date Delegated
1	354/10	16/02/2010
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM 99056/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

2.2.5. Prosecutions		
Function Delegated:	Institute proceedings for an offence under the <i>Food Act 2008</i> [125].	
Statutory Power Delegated:	<i>Food Act 2008:</i> <ul style="list-style-type: none"><li>Section.125 Institution of proceedings</li></ul>	
Power Originally Assigned to:	Enforcement Agency (Local Government)	
Statutory Power of Delegation:	<i>Food Act 2008</i> <ul style="list-style-type: none"><li>s118(2)(b) Local government (enforcement agency) may delegate a function conferred on it</li><li>s118 (3) Delegation subject to conditions [s119] and guidelines adopted [s120]</li><li>s118(4)Sub-delegation only permissible if expressly provided in regulations</li></ul>	
Power Delegated to:	Chief Executive Officer <del>Director Planning and Development</del> Director Community and Commercial Services Manager Health and Activity Approvals <del>Activity Approvals – Coordinator Health</del> Coordinator Environmental Health Environmental Health Officer Senior Environmental Health Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Nil. The <i>Food Regulations 2009</i> do not provide for sub-delegation.	
Compliance Links:	<i>Food Act 2008</i> <i>Food Regulations 2009</i> <ul style="list-style-type: none"><li>Food Regulation: Department of Health Compliance and Enforcement Policy</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM 99056/15
2	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

## 2.3. Building Act 2011

2.3.1. Grant of Building Permit		
Function Delegated:	Authority to: 1. grant a building permit [s.20(1)]. 2. refuse a building permit [s.20(2)]. 3. impose, vary or revoke conditions on a demolition permit [s.27(1) and (3)]; 4. determine approved alternative building solution to meet performance requirement in the Building Code relating to fire detection and early warning [Reg.55]. 5. determine approval / refusal of battery powered smoke alarm and determine application form [Reg.61].	
Statutory Power Delegated:	<i>Building Act 2011:</i> <ul style="list-style-type: none"><li>Section 20 Grant of Building Permit</li><li>Section 27 (1) and (3) Impose Conditions on Permit</li></ul> <i>Building Regulations 2012</i> <ul style="list-style-type: none"><li>Regulation 55 (Smoke Alarms) Terms used</li><li>Regulation 61 Local Government approval of battery powered smoke alarms.</li></ul>	
Power Originally Assigned to:	Permit Authority (Local Government in accordance with s.6(3))	
Statutory Power of Delegation:	<i>Building Act 2011:</i> <ul style="list-style-type: none"><li>Section 127 Delegation: special permit authorities and local governments</li></ul>	
Power Delegated to:	Manager Development Approvals Principal Building Surveyor Senior Building Surveyor	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Building Act 2011:</i> <ul style="list-style-type: none"><li>Section 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</li></ul>	
Compliance Links:	<i>Building Act 2011:</i> <ul style="list-style-type: none"><li>Section 22 Further Grounds for Not Granting an Application</li></ul> <i>Building Services (Registration Act) 2011:</i> <ul style="list-style-type: none"><li>Section 7</li></ul> <i>Home Building Contracts Act 1999</i> <ul style="list-style-type: none"><li>Part 3A, Division 2</li></ul> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <ul style="list-style-type: none"><li>Part 7, Division 2</li></ul> <i>Building and Construction Industry Training Levy Act 1990</i> <i>Heritage of Western Australia Act 1990</i>	
Version Control		
Version	Decision Reference	Date Delegated
1	719/11	06/12/2012
1	Annual Review	294/12 26/06/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review / Amended	09/06/2015 OCM Trim 99056/15



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3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17



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2.3.2. Grant of Demolition Permit		
Function Delegated:	Authority to: 1. grant a demolition permit [s.21(1)]. 2. refuse a demolition permit [s.21(2)]. 3. impose, vary or revoke conditions on a demolition permit [s.27(1) and (3)].	
Statutory Power Delegated:	Building Act 2011: <ul style="list-style-type: none"><li>Section 21 Grant of Demolition Permit</li><li>Section 27 (1) and (3) Impose Conditions on Permit</li></ul>	
Power Originally Assigned to:	Permit Authority (Local Government in accordance with s.6(3))	
Statutory Power of Delegation:	Building Act 2011: <ul style="list-style-type: none"><li>Section 127 Delegation: special permit authorities and local governments</li></ul>	
Power Delegated to:	Manager Development Approvals Principal Building Surveyor Senior Building Surveyor	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate	Building Act 2011: Section 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)	
Compliance Links	Building Act 2011: <ul style="list-style-type: none"><li>Section 22 Further Grounds for Not Granting an Application</li></ul> Building Services (Complaint Resolution and Administration) Act 2011 <ul style="list-style-type: none"><li>Part 7, Division 2</li></ul> Building and Construction Industry Training Levy Act 1990 Heritage of Western Australia Act 1990	
Version Control		
Version	Decision Reference	Date Delegated
1	719/11	06/12/2012
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM 99056/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

2.3.3. Grant Occupancy Permit or Building Approval Certificate		
Function Delegated:	Authority to: <div><div>1.</div><div>require an applicant to provide any document or information required in order to determine an application [s.55].</div><div>2.</div><div>grant or modify an occupancy permit or building approval certificate [s58].</div><div>3.</div><div>impose, add, vary or revoke conditions on an occupancy permit or building approval certificate [s.62(1) and (3)].</div><div>4.</div><div>extend the period in which an occupancy permit or modification, or building approval certificate has effect [s.65(4)].</div></div>	
Statutory Power Delegated:	<i>Building Act 2011:</i> <div><div>•</div><div>Section 55 Further Information</div><div>•</div><div>Section 58 Grant of Occupancy Permit, Building Approval Certificate</div><div>•</div><div>Section 62(1) and (3) Conditions Imposed by Permit Authority</div><div>•</div><div>Section 65(4) Extension of Period of Duration</div></div>	
Power Originally Assigned to:	Permit Authority (Local Government in accordance with s.6(3))	
Statutory Power of Delegation:	<i>Building Act 2011:</i> <div><div>•</div><div>Section 127 Delegation: special permit authorities and local governments</div></div>	
Power Delegated to:	Manager Development Approvals Principal Building Surveyor Senior Building Surveyor	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Building Act 2011:</i> <div><div>•</div><div>Section 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</div></div>	
Compliance Links:	<i>Building Services (Registration Act) 2011 – Section 11</i> <i>Building Services (Complaint Resolution and Administration) Act 2011</i> <div><div>•</div><div>Part 7, Division 2</div></div> <i>Building and Construction Industry Training Levy Act 1990</i>	
Version Control		
Version	Decision Reference	Date Delegated
1	719/11	06/12/2012
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM 99056/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17



## Delegated Authority Register 2018/19

2.3.4. Designate Authorised Persons		
Function Delegated:	Authority to designate an employee as an authorised person [s.96(3)].	
Statutory Power Delegated:	<i>Building Act 2011:</i> <ul style="list-style-type: none"><li>Section 96(3) Authorised Persons</li></ul>	
Power Originally Assigned to:	Permit Authority (Local Government in accordance with s.6(3))	
Statutory Power of Delegation:	<i>Building Act 2011:</i> <ul style="list-style-type: none"><li>Section 127 Delegation: special permit authorities and local governments</li></ul>	
Power Delegated to:	Chief Executive Officer Director Planning and Development	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Building Act 2011:</i> <ul style="list-style-type: none"><li>Section 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</li></ul>	
Compliance Links:	<i>Building Act 2011</i>	
Version Control		
Version	Decision Reference	Date Delegated
1	719/11	06/12/2012
1	Annual Review	294/12 26/06/12
1	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
2	Annual Review	09/06/15 OCM 99056/15
2	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

2.3.5. Building Orders	
<b>Function Delegated:</b>	<p>Authority to:</p> <ol style="list-style-type: none"> <li>make Building Orders [s.110] in relation to: <ol style="list-style-type: none"> <li>Building work,</li> <li>Demolition Work,</li> <li>An existing building or incidental structure.</li> </ol> </li> <li>Give notice of a proposed building order and consider submissions received in response and determine actions [s.111(1)(c)]</li> <li>revoke a Building Order [s.117].</li> <li>if there is non-compliance with a building order, cause an authorised person to: <ol style="list-style-type: none"> <li>take any action specified in the order; or</li> <li>commence or complete any work specified in the order; or</li> <li>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)].</li> </ol> </li> <li>take court action to recover as a debt, reasonable costs and expenses incurred in doing anything in regard to non-compliance with a building order [s.118(3)].</li> <li>initiate a prosecution pursuant to section 133(1) for noncompliance with a Building Order made pursuant to section 110 of the Building Act 2011.</li> </ol>
<b>Statutory Power Delegated:</b>	<p><i>Building Act 2011</i></p> <ul style="list-style-type: none"> <li>Section 110(1) A Permit Authority (Local Government) may make a Building Order</li> <li>Section 111(1) Notice of proposed building order other than building order (emergency)</li> <li>Section 117(1) and (2) A Permit Authority (Local Government) may revoke a Building Order or notify that it remains in effect</li> <li>Section 118(2) and (3) Permit authority may give effect to building order if non-compliance</li> <li>Section 133(1) A Permit Authority (Local Government) may commence a prosecution for an offence against this Act</li> </ul>
<b>Power Originally Assigned to:</b>	Permit Authority (Local Government in accordance with s.6(3))
<b>Statutory Power of Delegation:</b>	<p><i>Building Act 2011:</i></p> <ul style="list-style-type: none"> <li>Section 127 Delegation: special permit authorities and local governments</li> </ul>
<b>Power Delegated to:</b>	<p>Director Planning and Development  Manager Development Approvals  Principal Building Surveyor  Senior Development Compliance Officer</p>





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<b>Council's Conditions on Delegation:</b>	Nil.
<b>Statutory Power to Sub-delegate:</b>	<i>Building Act 2011:</i> Section 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)
<b>Compliance Links:</b>	<i>Building Act 2011:</i> <ul style="list-style-type: none"> <li>• Section 111 Notice of proposed building order other than building order (emergency)</li> <li>• Section 112 Content of building order</li> <li>• Section 113 Limitation on effect of building order Section 114 Service of building order</li> <li>• Part 9 Review</li> </ul>
<b>Version Control</b>	
<b>Version</b>	<b>Decision Reference</b>
1	719/11
1	Annual Review
2	Annual Review / Amended
2	Annual Review
3	Annual Review / Amendment
3	Annual Review
4	CEO Annual Review / Amended
	<b>Date Delegated</b>
	06/12/2012
	26/06/12 294/12
	25/06/13 319/13 CEO Trim 77838/13
	24/06/14 270/14 CEO Trim 234521/14
	09/06/15 OCM Trim 99056/15
	01/08/17 OCM Trim 196152/17
	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

2.3.6. Inspection and Copies of Building Records		
Function Delegated:	Authority to determine an application from an interest person to inspect and copy a building record [s.131(2)].	
Statutory Power Delegated:	<i>Building Act 2011:</i> <ul style="list-style-type: none"><li>Section 131(2) Inspection, Copies of Building Records</li></ul>	
Power Originally Assigned to:	Permit Authority (Local Government in accordance with s.6(3))	
Statutory Power of Delegation:	<i>Building Act 2011:</i> <ul style="list-style-type: none"><li>Section 127 Delegation: special permit authorities and local governments</li></ul>	
Power Delegated to:	Manager Development Approvals Applications Team Leader Principal Building Surveyor <del>Senior Building Surveyor</del>	
Council's Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<i>Building Act 2011:</i> <ul style="list-style-type: none"><li>Section 127(6A) Delegation: special permit authorities and local governments (powers of sub-delegation limited to CEO)</li></ul>	
Compliance Links:	<i>Building Act 2011</i>	
Version Control		
Version	Decision Reference	Date Delegated
1	719/11	06/12/2012
1	Annual Review	26/06/12 294/12
2	Annual Review / Amended	25/06/13 319/13 CEO Trim 77838/13
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM 99056/15
3	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

## 2.4. Planning and Development Act 2005

2.4.1. Illegal Development		
Function Delegated:	<div>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;</div> <div>2. Give a written direction to the owner or any other person who undertook an unauthorised development:<div>(a) to remove, pull down, take up, or alter the development; and</div><div>(b) to restore the land as nearly as practicable to its condition immediately before the development started, to the satisfaction of the responsible authority.</div></div> <div>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.</div>	
Statutory Power Delegated:	<i>Planning and Development Act 2005:</i> <ul style="list-style-type: none"><li>Section 214(2), (3) and (5)</li></ul>	
Power Originally Assigned to:	Local Government	
Statutory Power of Delegation:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"><li>Section 5.42</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub- delegate:	Nil.	
Compliance Links:	Part 13 of the <i>Planning and Development Act 2005</i>	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	527/12 30/10/12
1	Annual Review	25/06/13 319/13 CEO Trim 77838/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
1	Annual Review	01/08/17 OCM Trim 196152/17
1	CEO Annual Review	16/08/17 CEO Trim 204825/17



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## 2.5. City Planning Scheme

2.5.1. City Planning Scheme No. 2- Planning Approval	
Function Delegated:	<p>1. Authority to determine development applications for the commencement or continuation of any development or use of any land or building and apply discretion where provided.</p> <p><del>Authority to determine an application for planning approval for the commencement or continuation of any development or use of any land or building where the application:</del></p> <p><del>(a) complies with all applicable standards and requirements of the Scheme, planning policies and precinct plans, including a change of use to a use classified under the Scheme as a preferred (P) use;</del></p> <p><del>(b) includes a change of use to a use classified under the Scheme as a contemplated (c) use or constitutes a non-complying application for the purposes of clause 36 of the Scheme and clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015 Schedule 2 Deemed Provisions for Local Planning Schemes — where the non-compliance is considered minor.</del></p> <p>2. Authority to require or waive the requirement for an applicant to advertise a proposal.</p> <p>3. Authority to comment on applications referred to the Council by other authorities.</p> <p>4. Authority to determine the advertising content of a proposed sign at:</p> <ol style="list-style-type: none"> <li>267 (Lot 10) St Georges Terrace, Perth (OCM 01/04/14).</li> <li>81 (Lot 81) St Georges Terrace, Perth (OCM 01/04/14).</li> </ol> <p>5. Determine, in accordance with clause 77 of the Deemed Provisions, whether to approve, refuse, or approve with conditions an application by an owner to:</p> <ol style="list-style-type: none"> <li>to amend an approval so as to extend the period within which any development approved must be substantially commenced;</li> <li>to amend or delete any condition to which an approval is subject;</li> <li>to amend an aspect of the development approved which, if amended, would not substantially change the development approved; or</li> <li>to cancel an approval.</li> </ol>
Statutory Power Delegated:	<p>City Planning Scheme No.2</p> <ul style="list-style-type: none"> <li>- CPS2 clauses 32,33, 36 and 37; and</li> <li>- Clauses 64 1(f) and 64 (1A &amp; 1B) of the supplemental Provisions to the Deemed Provisions.</li> </ul> <p>The relevant clauses of the <i>Planning and Development (Local Planning</i></p>



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	<i>Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes” – including clauses, 64, 67, 68, 72 and 77.</i>
<b>Power Originally Assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	The relevant clauses of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i> – including clauses 81 to 84.
<b>Power Delegated to:</b>	Chief Executive Officer Director Planning and Development Manager Development Approvals
<b>Council’s Conditions on Delegation:</b>	<p><del>In relation to Delegated Authority 1(b) above, approval may only be granted where no significant objections are received during the public submission period.</del></p> <p>In relation to Delegated Authority 1 above:</p> <ol style="list-style-type: none"> <li>1. The delegation of power may not be exercised where: <ol style="list-style-type: none"> <li>a) The application is a non-complying application for the purposes of clause 36 of the Scheme and clause 64 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i>, where the non-compliance is considered major or involves a request for bonus plot ratio other than in accordance with clause 28(6) of the Scheme; or</li> <li>b) the application is for development that may have a detrimental impact on a place that is: <ol style="list-style-type: none"> <li>i. entered on the Heritage List or is located within a Heritage Area prepared in accordance with clauses 8 and 9 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i>; or</li> <li>ii. entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990, or is the subject of an order under Part 6 of the <i>Heritage of Western Australia Act 1990</i>;</li> </ol> </li> </ol> </li> <li>2. Where any objection(s) to an application has been received from a landowner/occupier as a result of public consultation, approval or conditional approval shall only be issued where, in the opinion of the Delegated Officer, the issue(s) raised in the submission(s):</li> </ol>



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	<div>a) can be resolved through the placement of reasonable conditions on the approval; or</div> <div>b) does not relate to valid planning and development considerations associated with the proposal;</div> <p>In relation to Delegated Authority 3 above, comment may only be made on proposals that are considered minor in nature.</p> <p><del>Authority may not be exercised where the application is for planning approval where the development may have a detrimental impact on a place which entered on the Heritage List or Heritage Area under clauses 8 and 9 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i>.</del></p> <p>Authority may not be exercised where any elected member has requested that the application be referred to the Council for determination.</p> <p>Details of approvals issued under delegated authority are to be made available to elected members on a weekly basis.</p>	
Statutory Power to Sub-delegate:	The relevant clauses of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i> ” – including clause 83.	
Compliance Links:	<div>City Planning Scheme No. 2 and subordinate Schemes:</div> <div><div>• TPS 11 City of Perth Town Planning Scheme No. 11 (Wesley Trust)</div><div>• TPS 13 City of Perth Town Planning Scheme No. 13 (SGIO)</div><div>• TPS 14 City of Perth Town Planning Scheme No. 14 (Withernsea)</div><div>• TPS 16 City of Perth Town Planning Scheme No. 16 (AMP)</div><div>• TPS 21 City of Perth Town Planning Scheme No. 21 (FAI Site)</div><div>• TPS 23 City of Perth Town Planning Scheme No. 23 (Paragon)</div><div>• TPS 24 City of Perth Town Planning Scheme No. 24 (131-137 Adelaide Terrace)</div><div>• LPS 26 City of Perth Local Planning Scheme No. 26 (East Perth Redevelopment Area)</div></div> <div>Planning and Development Act 2005 Planning and Development Regulations 2009</div> <div>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</div>	
Version Control		
Version	Decision Reference	Date Delegated
1		88/10 - 16/02/2010
1	Annual Review	294/12 - 26/06/12
1	Annual Review	319/13 - 25/06/13 CEO Trim 77838/13
2	New DA.4(a)= sign content	01/04/14
2	Annual Review	24/06/14 270/14 CEO Trim 234521/14
3	Annual Review	09/06/15 OCM 99056/15
4	New legislation – The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes	24/11/15 OCM 509/15
5	Annual Review / Amended	01/08/17 OCM Trim 196152/17
5	CEO Annual Review	16/08/17 CEO Trim 204825/17



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2.5.1. City Planning Scheme No. 2 – Planning Approval	
A. City of Subiaco Town Planning Scheme No. 4 . Planning Approval	
<b>Function Delegated:</b>	Authority to determine an application for planning approval for the commencement or continuation of any development or use of any land or building.
<b>Statutory Power Delegated:</b>	<p>The relevant clauses of 'Town Planning Scheme No. 4' including but not limited to Part 4: Development Approval.</p> <p>The relevant sections/clauses of 'The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes' including but not limited to Part 7: Requirement for Development Approval, Part 8: Applications for Development Approval, and Part 9: Procedure for dealing with applications for Development Approval.</p>
<b>Power Originally Assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<p>Clause 80 of 'Town Planning Scheme No. 4 '</p> <p>The relevant clauses of 'The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes' – including clauses 81 to 84.</p>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<p>The delegation of power does not apply in the following circumstances:</p> <ul style="list-style-type: none"><li>a) applications for unauthorised development (retrospective applications), where an officers recommendation is to undertake prosecution proceedings in relation to a matter connected with the unauthorised development for which approval has been sought.</li><li>b) the application is for planning approval where the development may have a detrimental impact on a place that is:<ul style="list-style-type: none"><li>(i) entered in the Register of Heritage Places under the Heritage of Western Australia Act 1990, or</li><li>(ii) the subject of an order under the Heritage of Western Australia Act 1990, Part 6, or</li><li>(iii) subject to a declaration under clause 55 of the Scheme that it is significant and worthy of preservation, or included on a Heritage List prepared in accordance of clause 8 of 'The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes'; or</li><li>(iv) located within an Heritage Area designated under clause 59 of the Scheme or clause 9 of 'The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2</li></ul></li></ul>



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	<p>Deemed Provisions for Local Planning Schemes’; or the subject of a heritage agreement entered into under clause 56 of the Scheme or Clause 10 of ‘The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes’.</p> <p>c) where 5 or more objections are received on valid planning grounds.</p> <p>d) delegation may not be exercised where any elected member has requested that the application be referred to the Council for determination.</p> <p>(i) Details of approval issued under delegated authority are to be made available to elected members on a weekly basis.</p>	
<b>Statutory Power to Sub-delegate:</b>	Clause 83 of ‘The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes’.	
<b>Compliance Links:</b>	City of Subiaco – ‘Town Planning Scheme No.4’; ‘Planning and Development Act 2005’; ‘Planning and Development Regulations 2009’; ‘The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes’; and ‘Local Government (Constitution) Regulations 1998’	
<b>Version Control</b>		
Version	Decision Reference	Date Delegated
1	New Delegation	28/06/16 OCM Trim 109222/16 and CEO Trim 111873/16
1	Annual Review	01/08/17 OCM Trim 196152/17
1	CEO Annual Review	16/08/17 CEO Trim 204825/17





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2.5.2. City Planning Scheme No.2 – Appoint Authorised Officers		
Function Delegated:	Authority to appoint Authorised Officers for the purposes of entering any building or land to determine whether the provisions of this Scheme have been or are being observed in accordance with relevant clauses of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions</i> – including clause 79.	
Statutory Power Delegated:	City Planning Scheme No.2: <ul style="list-style-type: none"><li>• Clause 63 Authorised Entry</li></ul> The relevant clauses of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i> – including clause 79.	
Power Originally Assigned to:	Council (Local Government)	
Statutory Power of Delegation:	The relevant clauses of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i> – including clauses 81 to 84.	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	The relevant clauses of the <i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i> including clause 83.	
Compliance Links:	<i>Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes</i>	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	09/06/2015 OCM 99056/15
2	New legislation – The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes	24/11/15 OCM 509/15
3	Annual Review / Amended	01/08/17 OCM Trim 196152/17
3	CEO Annual Review	16/08/17 CEO Trim 204825/17
4	CEO Amendment	21/09/17 CEO Trim 237249/17



# Delegated Authority Register 2018/19

## 2.5.2. City Planning Scheme No.2 – Appoint Authorised Officers

### A. City of Subiaco Town Planning Scheme No. 4 - Appoint Authorised Officers

<b>Function Delegated:</b>	Authority to appoint Authorised Officers for the purposes of entering any building or land to determine whether the provisions of this Scheme have been or are being observed.	
<b>Statutory Power Delegated:</b>	Clause 79 of <i>‘The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes’</i> .	
<b>Power Originally Assigned to:</b>	Chief Executive Officer	
<b>Statutory Power of Delegation:</b>	Clause 80 of ‘Town Planning Scheme No. 4’  The relevant clauses of <i>‘The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes’ – including clauses 81 to 84.</i>	
<b>Power Delegated to:</b>	Nil	
<b>Council’s Conditions on Delegation:</b>	Nil.	
<b>Statutory Power to Sub-delegate:</b>	Clause 83 of <i>‘The Planning and Development (Local Planning Schemes) Regulations 2015 – Schedule 2 Deemed Provisions for Local Planning Schemes’</i> .	
<b>Compliance Links:</b>		
<b>Version Control</b>		
Version	Decision Reference	Date Delegated
1	New Delegation	28/06/16 OCM Trim 109222/16
1	Annual Review	01/08/17 OCM Trim 196152/17
1	CEO Annual Review	16/08/17 CEO Trim 204825/17
2	CEO Amendment	21/09/17 CEO Trim 237249/17



# Delegated Authority Register 2018/19

## 2.6. Cat Act 2011

2.6.1. Cat Act – Registrations		
Function Delegated:	<div><div>1.</div><div>Grant or refuse to grant the registration of the cat [s.9(1)(a)].</div><div>2.</div><div>Renew or refuse to renew the registration of the cat [s9(1)(b)].</div><div>3.</div><div>Require an applicant to provide any additional document or information required to determine the application [s9(5)].</div><div>4.</div><div>Refuse to consider an application, where the applicant has not complied with a request for information [s9(6)].</div><div>5.</div><div>Cancel the registration of a cat [s10.]</div><div>6.</div><div>Give notice of decisions [s13.]</div></div>	
Statutory Power Delegated:	<div>Cat Act 2011<ul style="list-style-type: none"><li>Section 9. Registration</li><li>Section 10. Cancellation of registration</li><li>Section 13. Notice to be given of certain decisions made under this Subdivision.</li></ul></div>	
Power Originally Assigned to:	Local Government	
Statutory Power of Delegation:	<div>Cat Act 2011<ul style="list-style-type: none"><li>Section 44. Delegation by local government</li></ul></div>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<div>Cat Act 2011<ul style="list-style-type: none"><li>Section 45. Delegation by CEO of local government</li></ul></div>	
Compliance Links:	<div>Cat Act 2011</div> <div>Part 2 Division 1 – Registration and tagging</div>	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	28/06/16 OCM Trim 109222/16
1	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review / Amended	16/08/17 CEO Trim 204825/17
3	CEO Sub-delegation amended	09/04/18 CM 90076/18



# Delegated Authority Register 2018/19

2.6.2. Cat Act - Breeder Approvals		
Function Delegated:	<div><div>1.</div><div>Grant or refuse to grant an approval for the person to breed cats [s.37(1)(a)].</div></div> <div><div>2.</div><div>Renew or refuse to renew an approval for the person to breed cats [s.37(1)(b)].</div></div> <div><div>3.</div><div>Require an applicant to provide any document or information required to determine the application [s.37(3)].</div></div> <div><div>4.</div><div>Refuse to consider an application, where the applicant has not complied with a request for information [s.37(4)].</div></div> <div><div>5.</div><div>Cancel an approval to breed cats [s.38].</div></div> <div><div>6.</div><div>Give notice of decisions [s.40].</div></div>	
Statutory Power Delegated:	<div>Cat Act 2011</div> <div><div><div>•</div><div>Section 37. Approval to breed cats</div></div><div><div>•</div><div>Section 38. Cancellation of approval to breed cats.</div></div><div><div>•</div><div>Section 40. Notice to be given of certain decisions made under this Subdivision.</div></div></div>	
Power Originally Assigned to:	Local Government	
Statutory Power of Delegation:	<div>Cat Act 2011</div> <div><div><div>•</div><div>Section 44. Delegation by local government</div></div></div>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	<div>Cat Act 2011</div> <div><div><div>•</div><div>Section 45. Delegation by CEO of local government</div></div></div>	
Compliance Links:	<div>Cat Act 2011</div> <div><div><div>•</div><div>Part 3 Division 4 Breeding of cats</div></div></div>	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	OCM 10/12/13 CEO Trim 154059/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
1	Annual Review	01/08/17 OCM Trim 196152/17
2	CEO Annual Review / Amended	16/08/17 CEO Trim 204825/17
3	CEO Sub-delegation Amended	09/04/18 CM 90076/18



# Delegated Authority Register 2018/19

2.6.3. Cat Act – Appoint Authorised Persons		
Function Delegated:	1. Appoint Persons or classes of persons to be authorised for the purposes of performing particular functions under this Act [s.48(1)]. 2. Determine conditions on any authorisation [s.48(3)]. 3. Cancel or vary an authorisation [s.48(4)].	
Statutory Power Delegated:	Cat Act 2011 <ul style="list-style-type: none"><li>Section 48. Authorised Persons</li></ul>	
Power Originally Assigned to:	Local Government	
Statutory Power of Delegation:	Cat Act 2011 <ul style="list-style-type: none"><li>Section 44. Delegation by local government</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Nil.	
Statutory Power to Sub-delegate:	Cat Act 2011 <ul style="list-style-type: none"><li>Section 45. Delegation by CEO of local government</li></ul>	
Compliance Links:	Cat Act 2011 <ul style="list-style-type: none"><li>Part 4, Division 3</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	OCM 10/12/13 CEO Trim 154059/13
1	Annual Review	24/06/14 270/14 CEO Trim 234521/14
1	Annual Review	01/08/17 OCM Trim 196152/17
1	CEO Annual Review	16/08/17 CEO Trim 204825/17
2	CEO amendment	21/09/17 CEO Trim 237249/17



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### 2.6.4. Cat Act - Waive or discount registration fees

<b>Function Delegated</b>	1. Waive or discount prescribed fees in relation to registration of cats [Schedule 3 - cl. 1 (4)]
<b>Statutory Power Delegated:</b>	<i>Cat Regulations 2011</i> <ul style="list-style-type: none"><li>Schedule 3 – clause 1: Fees payable</li></ul>
<b>Power Originally Assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Cat Act 2011</i> <ul style="list-style-type: none"><li>Section 44. Delegation by local government</li></ul>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	Nil
<b>Statutory Power to Sub-delegate:</b>	<i>Cat Act 2011</i> <ul style="list-style-type: none"><li>Section 45. Delegation by CEO of local government</li></ul>
<b>Compliance Links:</b>	<i>Cat Act 2011</i> <i>Cat Regulations 2012</i>

#### Version Control

Version	Decision Reference	Date Delegated
1	New Delegation	01/08/17 OCM Trim 196152/17
1	CEO Annual Review	16/08/17 CEO Trim 204825/17



# Delegated Authority Register 2018/19

## 2.7. Liquor Control Act 1988

2.7.1. Liquor Control Act – Liquor Licencing		
<b>Function Delegated:</b>	1. Approve or refuse to grant a certificate that premises comply with the laws [s.39] 2. Approve or refuse to grant a certificate that premises comply with planning laws [s.40]  These certificates will accompany an application to the liquor licensing authority that is responsible for determining applications for Liquor Licensing.	
<b>Statutory Power Delegated:</b>	<i>Liquor Control Act 1988</i> <ul style="list-style-type: none"><li>• Section 39 Certificate of local government as to whether premises comply with laws</li><li>• Section 40 Certificate of planning authority as to whether use of premises complies with planning laws</li></ul>	
<b>Power Originally Assigned to:</b>	Local Government	
<b>Statutory Power of Delegation:</b>	<i>Local Government Act 1995</i> <ul style="list-style-type: none"><li>• s5.42 Delegation of some power or duties to CEO</li><li>• s5.43 Limitations on delegations to CEO</li></ul>	
<b>Power Delegated to:</b>	Chief Executive Officer	
<b>Council’s Conditions on Delegation:</b>	Nil.	
<b>Statutory Power to Sub-delegate:</b>	<i>Local Government Act 1995</i> <ul style="list-style-type: none"><li>• S5.44 CEO may delegate power and duties to other employees.</li></ul>	
<b>Compliance Links:</b>	<i>Liquor Control Act 1988</i> <ul style="list-style-type: none"><li>• Part 3, Division 2</li></ul>	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	28/06/16 OCM Trim 109222/16
2	Staff Title changes consequential amendments	10/02/2017
2	Annual Review	01/08/17 OCM Trim 196152/17
3	CEO Annual Review / Amended	16/08/17 CEO Trim 204825/17



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2.7.2. Liquor Control Act – Extended Trading Permit		
Function Delegated:	<div><div><div>1.</div><div>Approved or otherwise through consultation the issue of an extended trading permit [s60 (4) (h) (ia)], [s61] and [s61A]</div></div><div><div>2.</div><div>Approved or otherwise through consultations the issue of an extended trading permit for extended areas [s61]</div></div><div><div>3.</div><div>Approved or otherwise through consultation the issue of an extended trading permit for the sale of wine or beer [s61A]</div></div></div> <div>The City's advice will accompany an application to the liquor licensing authority that is responsible for determining applications for an extended trading permit.</div>	
Statutory Power Delegated:	<div>Liquor Control Act 1988<ul style="list-style-type: none"><li>Section 60 Extended trading permit, purposes, effect and conditions of</li><li>Section 61 Extended trading permit for extended areas (s.60(4)(h)) pre-requisites for grant of</li><li>Section 61a Extended trading permit for the sale of wine or beer (s.60(4)(ia))</li></ul></div>	
Power Originally Assigned to:	Local Government	
Statutory Power of Delegation:	<div>Local Government Act 1995<ul style="list-style-type: none"><li>s5.42 Delegation of some power or duties to CEO</li><li>s5.43 Limitations on delegations to CEO</li></ul></div>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	Decisions must be in accordance with the requirements of Council Policy 14.4 – Extended Trading Permits	
Statutory Power to Sub-delegate:	<div>Local Government Act 1995<ul style="list-style-type: none"><li>S5.44 CEO may delegate power and duties to other employees.</li></ul></div>	
Compliance Links:	<div>Liquor Control Act 1988<ul style="list-style-type: none"><li>Part 3, Division 4</li></ul></div> <div>Council Policy 14.4 – Extended Trading Permits</div>	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	28/06/16 OCM Trim 109222/16
1	Annual Review	01/08/17 OCM Trim 196152/17
1	CEO Annual Review	16/08/17 CEO Trim 204825/17





# Delegated Authority Register 2018/19

## 2.8. Dog Act 1976

2.8.1. Dog Act - Registrations		
Function Delegated	1. Direct a registration officer to refuse to effect or renew a registration of a dog or cancel an existing registration [s 16]. 2. Determine that a dog cannot be registered where no application has been made [s 17A]. 3. Determine, for the purposes of assessing whether a dog can be registered or remain registered, that a dog is not, or will not be, appropriately confined [s 16, s17A]. 4. Determine , for the purposes of assessing whether a dog can be registered or remain registered, that a dog is destructive, unduly mischievous, or to be suffering from an infectious or contagious disease [s 16, 17A].	
Statutory Power Delegated:	Dog Act 1976 <ul style="list-style-type: none"><li>s16. Registration procedure</li><li>s17A. If no application for registration made</li></ul>	
Power Originally Assigned to:	Local Government	
Statutory Power of Delegation:	Dog Act 1976 <ul style="list-style-type: none"><li>s10AA Delegation of local government powers and duties</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	The Chief Executive Officer may delegate the above powers.	
Statutory Power to Sub-delegate:	Dog Act 1976 <ul style="list-style-type: none"><li>s10AA(3) – The delegation may expressly authorise the delegate to further delegate the power or duty.</li></ul>	
Compliance Links:	Dog Act 1976 s17 – Notices of refusal to register inform the owner of the right under section 17(1) to apply to the state Administrative Tribunal for a review of the decision.	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	01/08/17 OCM Trim 196152/17
1	CEO Annual Review	16/08/17 CEO Trim 204825/17



## Delegated Authority Register 2018/19

### 2.8.2. Dog Act 1976 – Waive Registration Fees

<b>Function Delegated</b>	1. To discount or waive a registration fee for any individual dog or any class of dogs within its district excluding a dangerous dog [s 15(4A), s15 (4B)].
<b>Statutory Power Delegated:</b>	<i>Dog Act 1976</i> <ul style="list-style-type: none"> <li>s15(4A) Registration periods and fees</li> </ul>
<b>Power Originally Assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<i>Dog Act 1976</i> <ul style="list-style-type: none"> <li>s10AA Delegation of local government powers and duties</li> </ul>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	The Chief Executive Officer may delegate the above powers.
<b>Statutory Power to Sub-delegate:</b>	<i>Dog Act 1976</i> <ul style="list-style-type: none"> <li>s10AA(3) – The delegation may expressly authorise the delegate to further delegate the power or duty.</li> </ul>
<b>Compliance Links:</b>	<i>Dog Act 1976</i> <i>Dog Local Law 2011 (CONSOLIDATED – Dog Amendment Local Law 2013)</i>

Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	01/08/17 OCM Trim 196152/17
1	CEO Annual Review	16/08/17 CEO Trim 204825/17



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2.8.3. Dog Act 1976 – Appoint Authorised Officers		
Function Delegated	1. Appoint a person to be an authorised officer for the purposes of the <i>Dog Act 1976</i> [29(1), 11]  2. Appoint a person to be a registration officer for the purposes of the <i>Dog Act 1976</i> [29(1), 11(3)].	
Statutory Power Delegated:	<i>Dog Act 1976</i> <ul style="list-style-type: none"><li>29(1) Power to seize dogs</li><li>11 Staff and services</li></ul>	
Power Originally Assigned to:	Local Government	
Statutory Power of Delegation:	<i>Dog Act 1976</i> <ul style="list-style-type: none"><li>s10AA Delegation of local government powers and duties</li></ul>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	The Chief Executive Officer may delegate the power to appoint an authorised officer.	
Statutory Power to Sub-delegate:	<i>Dog Act 1976</i> <ul style="list-style-type: none"><li>s10AA(3) – The delegation may expressly authorise the delegate to further delegate the power or duty.</li></ul>	
Compliance Links:	<i>Dog Act 1976</i> s 11(3) – a person appointed as an authorised officer under this delegation must be provided with a certificate of authorisation and must furnish it when requested in the process of exercising any authority under the Act.  <i>Dog Regulations 2013</i> s 35(6) – a person authorised to issue an infringement cannot withdraw an infringement  <i>Dog Regulations 2013</i> – Schedule 1, Form 1 – the certificate of authorisation must be in the prescribed form) subject to section 31 of the <i>Public Health Act 2016</i> ).	
Version Control		
Version	Decision Reference	Date Delegated
0	New Delegation	



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## 2.9. Public Health Act 2016

2.9.1 Appoint Authorised Officers	
<b>Function Delegated</b>	<p>1. Appoint a qualified person to be an environmental health officer [17]</p> <p>2. Designate environmental health officers (either as a person or as a class of persons) to be authorised officers for the purposes of the <i>Public Health Act 2016</i> or another specified Act or for the purposes of the specified provisions of this Act or another specified Act [24]</p> <p>3. Designate a qualified person (either as a person or as a class of persons) who is not an environmental health officer to be an authorised officer for the purposes of the <i>Public Health Act 2016</i> or another specified Act or for the purposes of the specified provisions of this Act or another specified Act [24]</p>
<b>Statutory Power Delegated:</b>	<p><i>Public Health Act 2016</i></p> <ul style="list-style-type: none"><li>• 24 - Designation of authorised officers</li><li>• 17 - Appointment of environmental health officers</li></ul>
<b>Power Originally Assigned to:</b>	Local Government
<b>Statutory Power of Delegation:</b>	<p><i>Public Health Act 2016</i></p> <ul style="list-style-type: none"><li>• s21. Enforcement agency may delegate</li></ul>
<b>Power Delegated to:</b>	Chief Executive Officer
<b>Council's Conditions on Delegation:</b>	<p>The appointer of authorised officers who are not environmental health officers must be satisfied they are suitably qualified for the powers and duties they are authorised for and have regard to any guidelines issues by the Department under s 29(1)</p> <p>A person cannot be appointed as an Environmental Health Officer unless they meet the qualifications determined and published by the Department under s 18.</p>
<b>Statutory Power to Sub-delegate:</b>	Nil
<b>Record Keeping Requirements:</b>	<p>Records of authorisations to be retained in TRIM Container: P1027271 CORPORATE MANAGEMENT - AUTHORISATIONS - Register</p> <p>A list of Authorised Officers and Environmental Health Officers is to be maintained</p>
<b>Compliance Links:</b>	<p><i>Public Health Act 2016:</i></p> <ul style="list-style-type: none"><li>• s 30. Certificates of authority</li><li>• s 18. Chief Health Officer to approve qualifications and experience required by environmental health officers</li></ul>



## Delegated Authority Register 2018/19

	<ul style="list-style-type: none"><li>• s 25. Certain authorised officers required to have qualifications and experience</li><li>• s 29. Chief Health Officer may issue guidelines about qualifications and experience of authorised officers</li><li>• s 27. Lists of authorised officers to be maintained</li></ul>	
<b>Version Control</b>		
<b>Version</b>	<b>Decision Reference</b>	<b>Date Delegated</b>
1	New Delegation	11/04/17 OCM Trim 77934/17



# Delegated Authority Register 2018/19

## 2.10. Health (Miscellaneous Provisions) Act 1911

2.10.1 Appoint Authorised and Approved Persons – <i>Health (Asbestos) Regulations 1992</i>		
Function Delegated	The authority to appoint in writing, persons or classes of persons to be authorised officers or approved officers for the purposes of the <i>Criminal Procedure Act 2004</i> Part 2.	
Statutory Power Delegated:	<i>Health (Asbestos) Regulations 1992</i> <ul style="list-style-type: none"><li>Regulation 15D(5) Infringement Notices</li></ul>	
Power Originally Assigned to:	The Local Government.	
Statutory Power of Delegation:	<i>Health (Asbestos) Regulations 1992</i> <ul style="list-style-type: none"><li>Regulation 15D(7) Infringement Notices</li></ul> <p><i>A local government may delegate a power or duty conferred or imposed on it by this regulation to the chief executive officer of the local government.</i></p>	
Power Delegated to:	Chief Executive Officer	
Council’s Conditions on Delegation:	An officer authorised to issue an infringement (‘authorised officer’) may not be appointed to withdraw an infringement (‘approved officer’).	
Statutory Power to Sub-delegate:	Nil	
Compliance Links:	<i>Health (Asbestos) Regulations 1992</i> <p>Authorised officers must be issued with card or certificate that advised they are authorised to issue infringements for officers specified under Schedule 1 of these Regulations.</p> <i>Criminal Procedure Act 2004</i> Part 2	
Version Control		
Version	Decision Reference	Date Delegated
1	New Delegation	



## Delegated Authority Register 2018/19

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### 3. Statutory Delegations to Local Government from External Agencies

#### 3.1 Environmental Protection Act 1986

##### 3.1.1 Noise Control – Serve Environmental Protection Notices [s65(1)]

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.



## Delegated Authority Register 2018/19

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### 3.1.2 Noise Control – Keeping of Log Books, Noise Control Notices, Calibration and Approval of Non Complying Events [Reg.16]

Government Gazette No.232, 20 December 2013

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.





## Delegated Authority Register 2018/19

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### 3.1.3 Noise Control – Noise Management Plans – Construction Sites [Reg.13]

Government Gazette No.71 – 16 May 2014

EV405\*

#### **ENVIRONMENTAL PROTECTION ACT 1986**

DELEGATION NO. 119I, 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

Approved by— Hon ALBERT JACOBS JP MLA, Minister for Environment: Heritage



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### 3.2 Planning and Development Act 2005

#### 3.2.1 Western Australia Planning Commission – Referral Arrangements

Government Gazette No. 65 – 9 May 2014 (pages 1410 - 1412)

**PL403\***

#### **PLANNING AND DEVELOPMENT ACT 2005**

##### **RESOLUTION**

RES 2014/01 RESOLUTION UNDER CLAUSE 32 OF THE MRS

#### **Resolution made under clause 32 of the Metropolitan Region Scheme regarding development control powers of the Western Australian Planning Commission**

On 25 March 2014, pursuant to clause 32 of the Metropolitan Region Scheme (MRS), the Western Australian Planning Commission (WAPC) resolved—

A TO REVOKE its resolution made under clause 32 of the MRS as detailed in the notice entitled “RES 2011/01 Resolution under Clause 32 of the MRS” published in the *Government Gazette* of 1 November 2011 (pages 4612-4614);

B TO REQUIRE all local governments within the MRS area to refer applications for development of the classes and in the locations specified in clauses 1 to 4 of the Schedule 1 to the WAPC for determination;

C TO REQUIRE the local governments specified in clauses 5 to 10 of Schedule 1 to refer applications for development of the classes and in the locations specified in clauses 5 to 10 of Schedule 1 to the WAPC for determination;

D TO CONFIRM that words used in the schedule to this resolution have the meanings given to them in the *Planning and Development Act 2005* (Act) and the MRS. In the case of any inconsistency, the Act prevails;

E TO DECLARE that the resolution takes effect when notice of the resolution is published in the *Government Gazette*.

TIM HILLYARD, Secretary, Western Australian Planning Commission.

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## SCHEDULE 1

### REFERRAL ARRANGEMENTS FOR LOCAL GOVERNMENTS IN THE AREA COVERED BY THE MRS

#### 1. Development of State or Regional Significance

All applications made under clause 28 of the MRS for approval to commence and carry out development that the WAPC, by notice in writing in each case, advises the local government are of State or regional importance or in the public interest.

#### 2. Development in the Rural Zone

The following classes of applications made under clause 28 of the MRS for approval to commence and carry out development on land in the Rural zone in the MRS—

- (a) Extractive industry—all applications; and
- (b) Any other use which in the opinion of the local government or the WAPC may not be consistent with the Rural zone

#### 3. Poultry Farms

Applications made under clause 28 of the MRS for approval to commence and carry out development of new poultry farms or any extension or addition in excess of 100 square meters to the improvements of an existing poultry farm in the Rural, Urban or Urban Deferred zones in the MRS.

#### 4. Development in Activity Centres

Applications made under clause 28 of the MRS for approval to commence and carry out development relating to a building or extension/s to an existing building for shop-retail purposes —

- (a) where the local government or the WAPC considers that the development proposed may be of State or regional significance;
- (b) where the development proposed is major development which the local government considers is appropriately located in an activity centre of a higher level of the Activity Centre Hierarchy that the activity centre in which it is proposed to be located;
- (c) where the development proposed is major development which the WAPC (after consulting the relevant local government) considers is appropriately located in an activity centre of a higher level of the Activity Centre Hierarchy that the activity centre in which it is proposed to be located;
- (d) for Strategic metropolitan centre or Secondary centre developments where the development proposed is major development;
- (e) for District centre developments, where the development is major development and where approval of the proposal would result in the shop/retail floorspace exceeding 20 000m<sup>2</sup> of shop/retail floorspace (net lettable area); or
- (f) where the development proposed is wholly or partly located in zoned land in specialised centres;

except where the application complies with an activity centre structure plan or equivalent plan or strategy for the activity centre endorsed by the WAPC.



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For the purpose of this resolution—

*“activity centre”* means the categories of activity centres set out in Table 2 and Table 3 of State Planning Policy 4.2, namely—

- Capital City;
- Strategic metropolitan centres;
- Secondary centres;
- District centres; and
- Neighbourhood centres.

*“activity centre structure plan”* means a structure plan prepared as required under 6.4 of State Planning Policy 4.2;

*“major development”* means development as defined in appendix 1 of State Planning Policy 4.2, namely—

- Development of any building where the building is used or proposed to be used for *shop-retail* purposes and where the shop-retail net lettable area of the proposed building is more than 10000m<sup>2</sup>; or
- Development of any extension/s to an existing building where the extension/s is used or proposed to be used for *shop-retail* purposes and where the shop-retail net lettable area of the extension/s is more than 5000m<sup>2</sup>.

*“net lettable area”* is defined in Appendix 1 of State Planning Policy 4.2;

*“shop-retail”* means the land use activities included in “Planning land use category 5: Shop/retail” as defined by the WAPC’s Perth Land Use and Employment Survey (as amended from time-to-time);

*“specialised centres”* means the centres identified in clause 5.1.1 of State Planning Policy 4.2, which focus on regionally significant economic or institutional activities that generate many work and visitor trips, which therefore require a high level of transport accessibility;

*“State Planning Policy 4.2”* means State Planning Policy No.4.2—Activity Centres for Perth and Peel, published in the *Government Gazette* on 31 August 2010.

### 5. Stirling and Glendalough Station Precincts

The City of Stirling, in the areas defined in WAPC plan No. 4.1495/1, is to refer for determination by the WAPC the following classes of applications under clause 28 of the MRS for approval to commence and carry out development on land—

- (i) All applications that include non-residential uses and/or development; and  
All application for 5 or more residential dwellings.

### 6. Kwinana Industrial Area

The City of Kwinana is to refer for determination by the WAPC all applications made under clause 28 of the MRS for all classes of development for the area shown on WAPC plan No. 4.1489/1, except where development is estimated by the applicant to be less than \$250,000 in respect of which the council may decide at its discretion to submit or not to the WAPC.

### 7. North Coogee Industrial Area

The City of Cockburn is to refer for determination by the WAPC all application made under clause 28 of the MRS for all classes of development for the area shown on WAPC plan No. 4.1472/1.



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### 8. Parliament House Precinct 6

The City of Perth is to refer for determination by the WAPC all applications for approval to commence and carry out development within—

- (a) The area depicted as the Inner Precinct on WAPC plan 3.2096; and
- (b) The area depicted as the Outer Precinct on WAPC plan 3.2096, where the development proposed will exceed the specified height limits, previously determined by the WAPC.

### 9. Lots 6, 8 and 9 Scarborough Beach Road, Osborne Park

The City of Stirling is to refer for determination by the WAPC those applications made under Clause 28 of the MRS for the area shown on WAPC plan 4.1544.

### 10. Leach Highway and Stock Road – Leach Highway to South Street

The Cities of Fremantle and Melville are to refer for determination by the WAPC those applications made under Clause 28 of the MRS for the area shown on WAPC plan 1.7068.



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### 3.2.2 Western Australia Planning Commission – Development Applications

Government Gazette No.83 – 10 June 2014 (pages 1810 - 1816)

**PL402\***

#### **PLANNING AND DEVELOPMENT ACT 2005**

##### **INSTRUMENT OF DELEGATION**

DEL 2011/02 Powers of Local Governments (MRS)

Notice of delegation to local governments, and certain officers, of certain powers and functions of the Western Australian Planning Commission relating to the Metropolitan Region Scheme

#### **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 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 27 May 2014, 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 Part IV of the Metropolitan Region Scheme (MRS), of applications for approval to commence and carry out development specified in clauses 1 and 2, within their respective districts, subject to the exceptions and conditions set out in clauses 1 to 5 and Schedule 1;

B. TO DELEGATE to the Director General of the Department of Transport, and the person or persons from time to time holding or acting in that office, its functions in respect of the determination, in accordance with Part IV of the Metropolitan Region Scheme (MRS), of applications for approval to commence and carry out development specified in clause 2A, subject to the exceptions and conditions set out in clauses 3A;

C. TO REVOKE its delegation of powers and functions to local governments as detailed in the notice entitled “DEL 2011/02 Powers of local governments (MRS)” published in the *Government Gazette* of 23 December 2011 (pages 5462-5467) to give effect to this delegation.

TIM HILLYARD, Secretary, Western Australian Planning Commission.

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## PLANNING AND DEVELOPMENT ACT 2005

### Instrument of Delegation

#### 1. Development on zoned land

Applications for development on land zoned under the MRS except—

- (i) where the land is subject to a resolution under Clause 32 of the MRS; or
- (ii) where the land is subject to the declaration of a planning control area under Section 112 of the *Planning and Development Act 2005*; or
- (iii) where that land is partly within the development control area described in section 10 of the Swan and Canning Rivers Management Act 2006 or is outside the development control area but abuts waters within the development control area; or
- (iv) where the local government is of the opinion that the application should be determined by the WAPC on the grounds that the proposal is of State or regional importance or is in the public interest, or
- (v) in respect of public works undertaken by public authorities.

#### 2. Development on regional road reservations

Applications for development, on land reserved under the MRS for the purpose of a regional road, but excluding any application relating to large format digital signage.

- a. Applications for development in relation to large format digital signage, on land reserved under the MRS for the purpose of a regional road.
- b. Referral Requirements for development on land on or abutting a Primary Regional Roads and Other Regional Roads reservation

Development applications that are on land that abut or that are fully or partly reserved as Primary Regional Roads (PRR) or Other Regional Roads (ORR) in the MRS shall be referred to the relevant local government and/or public authority, where required, for comment and recommendation, and in this regard the following shall apply

- (i) the local government or public authority shall provide its comment and recommendation, if any, within 30 days of receipt of the application;
- (ii) If no comment or recommendation is received within that 30 day period, the delegate may determine the application in the absence of any comment and recommendation; and
- (iii) the delegate is not bound to follow any recommendation received.

#### 3. Referral Requirements for development on land on or abutting a Primary Regional Roads and Other Regional Roads reservation

Development applications that are on land that abut or that are fully or partly reserved as Primary Regional Roads (PRR) or Other Regional Roads (ORR) in the MRS shall be referred to the relevant Public Authority, where required, for comment and recommendation, before being determined by the local government as outlined in Tables 1 and 2. The road categories 1, 2 and 3 are as shown on plans SP 693 (PRR) and SP 694 (ORR).



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**Table 1—Referrals for Primary Regional Roads (Red)**

PRIMARY REGIONAL ROADS (PRR)—Red		
Column 1 Primary Regional Road (PRR-Red)	Column 2 Referral of development application to Public Authority required for Category 1 and 2	Column 3 Referral of development application to Public Authority not required for Category 1 and 2.
<b>Category 1</b> <i>No vehicle access permitted.</i> <b>Public Authority</b> Main Roads WA	<b>1.A development application which has one or more of the following characteristics—</b> (a) includes any earthworks, change in design levels and drainage that encroaches or impacts upon the regional road reservation.	<b>1. In the case of a Category 1 or 2 road, a development application which the local government resolves to refuse under the MRS for reasons relating to the regional road reservation.</b> <b>2. In the case of a Category 2 road,</b>
PRIMARY REGIONAL ROADS (PRR)—Red		
Column 1 Primary Regional Road (PRR-Red)	Column 2 Referral of development application to Public Authority required for Category 1 and 2	Column 3 Referral of development application to Public Authority not required for Category 1 and 2.
	(b) has the potential for a significant increase in traffic using any access, either directly or indirectly, onto the regional road reservation; or (c) involves direct access between the subject land and the regional road reservation. <b>2. All other applications except those listed as non-referral for Category 1 in Column 3.</b>	a development application of four or fewer dwellings, where the application proposes (or a condition is imposed to require) all of the following outcomes— (a) No development, including car parking, earthworks or drainage, encroaching or impacting upon the regional road reservation excepting an existing crossover or temporary landscaping and where the level of the reserved portion is constructed at the existing or planned road kerb level; (b) The access arrangements are consistent with the agreed access strategy (Refer to Note 3). (c) The rationalisation of the existing crossovers to reduce the number of crossovers to one; (d) No additional, relocated or new access between the development site and the regional road reservation; (e) The development being designed so that all vehicles can enter and exit in a forward gear; and
<b>Category 2</b> <i>Limited vehicle access permissible</i> <b>Public Authority</b> Main Roads WA	<b>3. A development application which has one or more of the following characteristics—</b> (a) proposes earthworks, change in design levels, drainage or car parking, that would encroach or impact upon the regional road reservation; (b) has the potential for a significant increase in traffic using any access, either directly or indirectly, onto the regional road reservation; (c) involves additional, relocated or new access between the subject	





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	<p>land and the regional road reservation;</p> <p>(d) proposes retention of an existing access between the subject land and the regional road reservation, where there is an alternative access to a local road or laneway; or</p> <p>(e) involves the construction of entrance ramps.</p> <p><b>4. All other applications except those listed as non-referral for Category 2 in Column 3.</b></p>	<p>(f) Development being designed to comply with all appropriate policy and standards related to noise.</p> <p><b>3. A development application which has one or more of the following characteristics—</b></p> <p>(a) proposes the erection of a boundary fence that does not encroach into the road reservation, provided that the fence has adequate sight truncations to any access to the regional road;</p> <p>(b) proposes temporary or replacement signage (of no greater dimensions) relating to the use of the development building or structure and which is outside the reservation area; or</p> <p>(c) proposes a change of use with no structural modifications or additions to an authorised development and the new use does not require any additional car parking bays under the local planning scheme, provided that all of the existing development, including car parking, is situated outside of the reservation area.</p>
<b>PRIMARY REGIONAL ROADS (PRR)—Red</b>		
<b>Column 1</b> Primary Regional Road (PRR-Red)	<b>Column 2</b> Referral of development application to Public Authority required for Category 1 and 2	<b>Column 3</b> Referral of development application to Public Authority not required for Category 1 and 2.
<b>Category 3</b> <b>Public Authority</b> Main Roads WA	<b>5. All development applications except those listed as non-referral for Category 3 in Column 3.</b>	<p><b>4. In the case of a Category 3 road, a development application that the local government resolves to refuse under the MRS for reasons relating to the regional road reservation.</b></p> <p><b>5. A development application which has one or more of the following characteristics—</b></p> <p>(a) proposes temporary or replacement signage (of no greater dimensions) relating to the use of the existing development, provided it is attached to the existing building or structure</p>



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		<p>and it is outside the reservation area or any road reservation requirement plan formally adopted by the WAPC; or</p> <p>(b) proposes a change of use with no structural modifications or additions to an authorised development, and the new use does not require any additional car parking bays under the local planning scheme, provided that all of the existing development, including car parking, is situated outside the reservation area or any road reservation requirement plan formally adopted by the WAPC.</p>
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**Table 2—Referrals for Other Regional Roads (Blue)**

<b>OTHER REGIONAL ROADS (ORR)—Blue</b>		
<b>Column 1</b> Other Regional Road (ORR-Dark Blue)	<b>Column 2</b> Referral of development application to Public Authority required for Category 1 and 2	<b>Column 3</b> Referral of development application to Public Authority not required for Category 1 and 2.
<b>Category 1</b> <i>No vehicle access permitted.</i> <b>Public Authority</b> Department of Planning	<b>1. A development application that has the potential to increase traffic flows by more than 100 veh/hr in peak period requiring Transport Assessment (refer to the Transport Assessment Guidelines Volume 1, Table 1—see note 6).</b>	<b>1. All other applications except those listed as referral on Column 2, Category 1 and 2.</b>
<b>Category 2</b> <i>Limited vehicle access permissible</i> <b>Public Authority</b> Department of Planning	<b>2. A development application which has all of the following characteristics—</b> <ul style="list-style-type: none"> <li>(a) the lot is affected by a regional road reservation</li> <li>(b) all or part of the proposed development is within the regional road reservation.</li> <li>(c) has a construction value greater than \$10,000</li> </ul> <b>3. A development application which has all of the following characteristics—</b> <ul style="list-style-type: none"> <li>(a) the lot is affected by a regional road reservation</li> <li>(b) none of the proposed development is within the regional road reservation.</li> <li>(c) has a construction value greater than \$100,000</li> </ul>	
<b>Category 3</b> <b>Public Authority</b> Department of Planning	<b>4. All development applications except those listed as non-referral for Category 3 in Column 3.</b>	<b>2. In the case of a Category 3 road, a development application that the local government resolves to refuse under the MRS for reasons relating to the regional road reservation.</b> <b>3. A development application which</b>



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OTHER REGIONAL ROADS (ORR)—Blue		
		<p><b>has one or more of the following characteristics—</b></p> <p>(a) proposes temporary or replacement signage (of no greater dimensions) relating to the use of the existing development, provided it is attached to the existing building or structure and it is outside the reservation area or any road reservation requirement plan formally adopted by the WAPC; or</p> <p>(b) proposes a change of use with no structural modifications or additions to an authorised development, and the new use does not require any additional car parking bays under the local planning scheme, provided that all of the existing development, including car parking, is situated outside the reservation area or any road reservation requirement plan formally adopted by the WAPC.</p>

### Notes -

1. PRR are shown coloured 'Red' and ORR shown coloured 'Dark Blue' in the MRS.
2. Plans SP 693 (PRR) and SP 694 (ORR) show regional road categories in the MRS and are amended from time to time. The latest versions are available on the Planning WA website at <http://www.planning.wa.gov.au/1212.asp>
3. Plan SP 693 also shows additional roads under the control of Main Roads WA that are not currently reserved in the MRS and sections of road where access strategies have been agreed.
4. In determining applications under this delegation, local governments shall have regard to WAPC Policy DC 5.1. Regional Roads (Vehicular Access), SPP 5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning and any other relevant policies/advice of the relevant public authority.
5. For enquiries and assistance regarding—
  - (a) PRR Category 1, 2 and 3 call Main Roads WA on 138 138;
  - (b) ORR Category 1, 2 and 3, call Department of Planning—Infrastructure Planning and Coordination on (08) 6551 9000;
  - (c) the categories referred to in Tables 1 and 2, see the section headed "Interpretations.
6. Local Governments shall ensure that transport information is provided in accordance with the WAPC



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Transport Assessment Guidelines for Developments, (available at:  
<http://www.planning.wa.gov.au/publications/1197.asp>)

7. Tables 1 and 2 indicate the relevant public authority for referrals by local authorities. The relevant public authority will liaise with other authorities as required, eg. DoP, DoT, MRWA or PTA, prior to responding to local government to ensure that integrated transport planning outcomes are not adversely affected by development proposals.

#### **4. Referral requirements for development on land abutting the Swan River Trust Development Control Area**

Applications for development on land that is outside the development control area but abutting land that is in the development control area, or which in the opinion of the local government are likely to affect waters in the development control area, shall be referred to the Swan River Trust for comment and recommendation before being determined by the local government.

#### **5. Referral requirements for development on land abutting other reservations**

Applications for development on land abutting land reserved in the MRS for purposes other than regional roads or Parks and Recreation (where the reservation corresponds with the Swan River Trust development control area and is covered by Clause 4 of this notice) shall be referred to the public authority responsible for that reserved land for comment and recommendation before being determined by the local government.

In the case of land reserved for the purpose of Parks and Recreation, which is not vested or owned by another public authority, the applications shall be referred to the Department of Planning before being determined by the local government.



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## Schedule 1

For the purpose of this Instrument of Delegation—

- (a) Where an application is referred by the local government to a public authority for comment and recommendation, the public authority shall provide comment and recommendation, if any, within 30 days of receipt of the application. If no comment or recommendation is received within that 30 day period the local government may determine the application on the available information.
- (b) Where the recommendation provided by the public authority specified in the delegation notice is not acceptable to the local government the application, together with the recommendations provided by all public authorities consulted and the reasons why the recommendation is not acceptable to the local government, shall be referred immediately to the WAPC for determination.
- (c) The powers delegated to a member or officer of a local government 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.

## Interpretations

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

“access” means both entry and exit from either a road or abutting development by a vehicle.

“development” has the same meaning given to it in and for the purposes of the *Planning and Development Act 2005*.

“local government” means a local government within the area covered by the MRS.

“local road” means a road other than a private road or a road subject of reservation under Part II of the MRS.

“not acceptable” means that the local government wishes to determine the application, as a delegate of the WAPC, in a manner that is inconsistent with the recommendation received from the public authority to which the local government was required to consult under this Notice of Delegation.

“regional road” means any road designated under the Scheme as follows—

- (a) land coloured red in the Scheme Map—Primary Regional Roads; and
- (b) land coloured dark blue in the Scheme Map—Other Regional Roads. “reserved land” means land

reserved under Part II of the MRS.

“road reservation” means land reserved for the purposes of a regional road.

“category 1 road” applies where regional roads—

- (a) are constructed or planned to a fully controlled and grade separated freeway standard; or
- (b) are constructed or planned to an access controlled arterial standard, (i.e. a primary or district distributor road with widely-spaced signalised intersections or roundabouts, and few, if any, direct access points to individual sites or local streets).

“category 2 road” applies where regional roads—

- (a) are constructed or planned to a partially access controlled arterial standard, (i.e. a primary or district distributor road with direct connections to local streets and driveways to larger sites, but with some restriction of direct frontage access to individual properties); or
- (b) have direct frontage access to abutting properties due to the historic development of the road and properties.

“category 3 road” applies where regional road reservation is not accurately defined or is under review.



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### 3.2.3 Western Australia Planning Commission – Section 25 of Strata Titles Act 1985

Government Gazette No.98 – 9 June 2009 (Pages 1936-1937)

PI409\*

**PLANNING AND DEVELOPMENT ACT 2005**  
**INSTRUMENT OF DELEGATION**  
**DEL 2009/03 POWERS OF LOCAL GOVERNMENTS**

Delegation to local governments of certain powers and functions of the Western Australian Planning Commission relating to the issuing of certificates of approval under section 25 of 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 26 May 2009, 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 25 of the Strata Titles Act 1985 as set out in clause 1 of Schedule, within their respective districts, subject to the conditions set out in clause 2 of Schedule 1.

TONY EVANS,  
Western Australian Planning Commission.



# Delegated Authority Register 2018/19

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## SCHEDULE 1

### 1. Applications made under section 25 of the Strata Titles Act 1985

Power to determine applications for the issuing of a certificate of approval under section 25 of the Strata Titles Act 1985 for a plan of subdivision, re-subdivision or consolidation, except those applications that -

- (a) propose the creation of a vacant lot;
- (b) propose vacant air stratas in multi-tiered strata scheme developments;
- (c) in the opinion of the WAPC as notified to the 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. Reporting requirements

A local government that exercises the power referred to in clause 1 is to provide WAPC with data on all applications determined under this Instrument of Delegation at the conclusion of each financial year in the format prescribed by the WAPC.





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### 3.3 Main Roads Western Australia

#### 3.3.1 Control Certain Roadside Advertisements of Highways and Main Road

Refer OCM 24/04/12 – Item Reference 182/12



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### 3.3.2 MRWA – Traffic Management Signs (Temporary related to Maintenance and Road Works) TRIM 77239/13

**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 the **CITY OF PERTH** ("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](http://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.



City of Perth

# Delegated Authority Register 2018/19

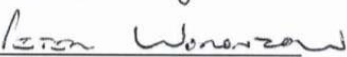
Dated: 15.2.2005

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

The **CITY OF PERTH** agrees to observe, perform and be bound by the above conditions.


THE COMMON SEAL OF THE

**CITY OF PERTH**

WAS AFFIXED PURSUANT TO A RESOLUTION  
OF THE COUNCIL IN THE PRESENCE OF

  
Dr Peter Natrass  
The Right Hon the Lord Mayor of City of Perth

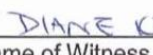
Dated: 7/12/04

  
Frank Edwards  
Chief Executive Officer

Dated: 3/12/04

  
Signature of Witness

Dated: 3/12/04

  
Name of Witness



## Delegated Authority Register 2018/19

### 3.3.3 MRWA – Traffic Management for Events

TRIM 77239/13

**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 **CITY OF PERTH** (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](http://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*.



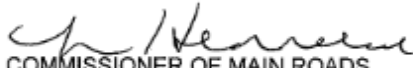
City of Perth

# Delegated Authority Register 2018/19

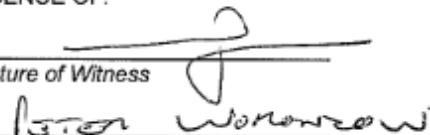
Dated: 1/9/08

THE COMMON SEAL OF THE  
COMMISSIONER OF MAIN ROADS

WAS AFFIXED BY

  
COMMISSIONER OF MAIN ROADSFOR THE TIME BEING IN THE  
PRESENCE OF:

Signature of Witness


  
Name of Witness (please print)

## ACKNOWLEDGMENT BY AUTHORISED BODY

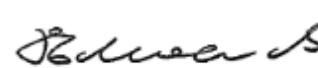
The CITY OF PERTH agrees to unconditionally observe, perform and be bound by the above conditions.

THE COMMON SEAL OF THE


CITY OF PERTH

WAS AFFIXED PURSUANT TO A  
RESOLUTION OF THE COUNCIL  
IN THE PRESENCE OF  
Ms Lisa Scaffidi  
The Right Hon the Lord Mayor of City of Perth

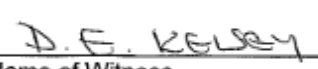
Dated: 5/2/08

  
Frank Edwards  
Chief Executive Officer

Dated: 5/2/08

  
Signature of Witness

Dated: 5/2/08

  
Name of Witness



# Delegated Authority Register 2017/2018

## 3.4 Table of Amendments/Reviews

Item	Decision Reference
Created	April 2007 (TRIM 102409/07)
Review Approved	5 June 2007 (Minute 372/07)
Amended	21 August 2007 (TRIM 98419/07)
Amended	19 February 2008 (Minute 83/08)
Amended	28 April 2008 (TRIM 48490/08)
Review Approved	3 June 2008 (Minute 309/08)
Amended	16 September 2008 (Minute 843/08)
Amended	16 February 2009 (TRIM 16099/09)
Review Approved	10 March 2009 (Minute 142/09)
Amended	14 July 2009 (Minute 405/09)
Review Approved	16 February 2010 (Minute 88/10)
Amended	11 May 2010 (Minute 232/10)
Amended	22 June 2010 (Minute 315/10)
Amended	13 July 2010 (Minute 354/10)
Review Approved	7 June 2011 (Minute 265/11)
Amended	6 December 2011 (Minute 719/11)
Amended and Review Approved	26 June 2012 (Minute 294/12)
1.23 Amended	04/10/12 (TRIM:123459/12)
New Delegation	30 October 2012 (Minute 527/12)
1.23 Amended	05/11/12 (TRIM: 137658/12)
1.16 Amended	04/12/12 (TRIM:152809/12)
1.16 Amended (CEO Sub-delegation)	27/03/13 (35892/13)
Annual Review	OCM 25/06/13 319/13 TRIM: 67905/13 and CEO 77838/13
1.2.7 Amended	CEO 114417/13
2.6.1, 2.6.2 and 2.6.3 New Delegations	OCM 10/12/13 and CEO 154059/13
1.3.1 New CEO Delegation	7660/14
1.2.27 New Delegation	OCM 18/02/14
3.1.3 Replaced	as per GG 232 20/12/13
1.2.27 CEO Sub-delegation	TRIM 80283/14
2.5.1 (4)(a) New – sign content approval 267 St Georges Tce	OCM 01/04/14
2.5.1(4)(b) New sign content approval 81 St Georges Tce	OCM 22/04/14
Annual Review / Amendments	OCM 24/06/14 270/14
Annual Review / Amendments	CEO Trim 234521/14
1.3.3 new CEO delegation	CEO 292481/14
1.2.14 CEO sub-delegation Amended	ELG 30/06/2014 TRIM 234542/14
Annual Review / Amendments	OCM 09/6/14
Annual Review/Amendments	OCM 28/06/16 and CEO 111873/16
New Delegation	13/12/16 OCM SCH 52 TRIM 230806/16; 13/12/16 OCM SCH 38 TRIM 230806/16; 13/12/16 OCM SCH 39 TRIM 230806/16
Administrative amendments to Staff titles - Various	10/02/17
2.9.1 New Delegation	11/04/17 OCM Trim 77934/17
Annual Review/Amendments – 2017.	01/08/17 OCM Trim 196152/17
New Delegations 2.6.4, 2.8.1, 2.8.2	01/08/17 OCM Trim 196152/17
CEO Review / Amendments	16/08/17 CEO Trim 204825/17
CEO Amendments to 1.3.1 – Add position	04/09/17 CEO CM 221372/17
CEO Amendment to DA 1.2.15, 1.2.16, 1.2.18	13/09/17 CEO CM 231179/17
CEO Amendments to 12.2.1, 2.6.3, 2.5.2, 2.5.2A	21/09/17 CEO CM 237249/17
1.2.9 CEO Amendment	12/12/17 CEO CM 350759/17

## Delegated Authority Register 2017/2018

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Item	Decision Reference
CEO Amendments to 1.2.6, 1.2.7, 2.6.1, 2.6.2, 1.2.1, 1.2.10, 1.2.14, 1.2.7,	9 April 2018 (CM 90076/18)

**Agenda  
Item 13.6**

**Nomination of Commissioners to the Mindarie Regional Council**

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**Recommendation:**

***That Council:***

- 1. *NOMINATES one Commissioner as the City of Perth's representative to the Mindarie Regional Council for the period 1 July 2018 to 30 June 2019; and***
- 2. *NOMINATES one Commissioner as the City of Perth's deputy representative to the Mindarie Regional Council for the period 1 July 2018 to 30 June 2019.***

FILE REFERENCE: P1030366  
 REPORTING UNIT: Governance  
 RESPONSIBLE DIRECTORATE: Office of the CEO  
 DATE: 15 June 2018  
 ATTACHMENT/S: N/A

**Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input checked="" type="checkbox"/> | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input type="checkbox"/>            | Legislative    | <i>Includes adopting local laws, town planning schemes and policies</i>   |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input type="checkbox"/>            | Information    | <i>For the Council/Committee to note.</i>   |

**Legislation / Strategic Plan / Policy:**

<b>Legislation</b>	<i>Local Government Act 1960, Section 708 Local Government Act 1995, Schedule 9.3, Clause 10</i>
<b>Integrated Planning and Reporting Framework Implications</b>	<b>Strategic Community Plan</b> Goal 8 - A city that delivers for its community



**Policy**

Policy No and Name: 10.2 – Delegates on Boards, Authorities and Committees

**Purpose and Background:**

At the Special Council Meeting held on **15 March 2018**, Council nominated Commissioner Lumsden as the City's representative to the Mindarie Regional Council (MRC). Commissioner Hammond was appointed as the City's deputy.

The MRC constitution was made under the *Local Government Act 1960*, under which all regional councillor appointments expire on 30 June each year. The City's Administration have liaised with the MRC regarding the recent appointment of Commissioner Lumsden to the MRC, however, the MRC have reiterated that all representative appointments expire on 30 June 2018.

The *Local Government Act 1960* does not allow for the appointment of an ongoing deputy member, however, Council has previously appointed a deputy to reduce ongoing communication regarding deputy membership. If Council nominates a deputy representative, the Commissioner will need to be appointed by Council each time they are required to attend a MRC meeting.

The City's Administration have been advised that plans to review the MRC Constitution are on hold, pending the appointment of a Chief Executive Officer.

**Details:**

The MRC was formed in 1981 and formally constituted in 1987. The purpose of the MRC is to provide effective and cost-efficient waste disposal consistent with safeguarding all environmental elements for the benefit of the constituent local governments and their residents. The constituent local governments are the Cities of Joondalup, Wanneroo, Perth, Stirling and Vincent and the Town's of Victoria Park and Cambridge.

The MRC meets bi-monthly, generally on the fourth Thursday of the month at 6pm, with the venue rotated between the member Local Governments.

MRC members receive \$10,300 per annum and ICT allowance of \$1,000. Deputy representatives receive \$140 per meeting.

**Financial Implications:**

There are no financial implications related to this report.

**Comments:**

To ensure the City is appropriately represented on the MRC it is recommended that a Commissioners be nominated as delegates to the MRC from 1 July 2018.

**Agenda  
Item 13.7**

**Tender 137-17/18 – Design, Refurbishment and Supply of  
Christmas Decorations**

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**Recommendation:**

***That Council ACCEPTS the most suitable submissions, being those submitted by the following, to supply the services and decorations specified and in accordance with the rates indicated in Attachment 13.7A – Comparative Schedule of Rates:***

- 1. Mark One Visual Promotions Pty Ltd;**
  - 1.1 St Georges Terrace – refurbishment of Angels – Option 1;**
  - 1.2 Lake Street – refurbishment of Trees - Option 1;**
  - 1.3 City of Perth Library – Option 1;**
  - 1.4 William Street – Option 1; and**
  - 1.5 King Street Protective Covers.**
- 2. Visual Inspirations Australia Pty Ltd;**
  - 2.1 Howard Street, Sherwood Court and The Esplanade (north side) – Option 1;**
  - 2.2 Claisebrook Cove - Option 1;**
  - 2.3 Council House Giant Kangaroos – Option 2; and**
  - 2.4 King Street – Option 3.**

FILE REFERENCE:	P1036230
REPORTING UNIT:	Street Presentation and Maintenance
RESPONSIBLE DIRECTORATE:	Construction and Maintenance
DATE:	8 June 2018
ATTACHMENT/S:	Confidential Attachment 13.7A – Comparative Schedule of Rates Attachment 13.7B – Design Options Confidential Attachment 13.7C – Qualitative Selection Criteria Evaluation Matrix <i>Confidential Attachments are distributed to Commissioners under separate cover</i>

**Council Role:**

- |                                     |             |  |
|-------------------------------------|-------------|--|
| <input type="checkbox"/>            | Advocacy    | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>  |
| <input checked="" type="checkbox"/> | Executive   | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i> |
| <input type="checkbox"/>            | Legislative | <i>Includes adopting local laws, town planning schemes and policies</i>  |

- ☐ **Quasi-Judicial** *When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (eg under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.*
- ☐ **Information** *For the Council/Committee to note.*

### **Legislation / Strategic Plan / Policy:**

**Legislation** Part 4 of the Local Government (Functions and General) Regulations 1996

**Integrated Planning and Reporting Framework Implications**

#### **Strategic Community Plan**

Strategic Community Plan 2029

Goal 1 A city for people

Goal 5 A prosperous city

Goal 8 A city that delivers for its community

#### **Policy**

Policy No and Name: 9.7 – Purchasing Policy

### **Purpose and Background:**

Tender 137-17/18 – Design, Refurbishment and Supply of Christmas Decorations was advertised in the West Australian on Wednesday, 9 May 2018. Tenders closed at 2.00pm on Thursday, 31 May 2018, with the following tenders received:

- Visual Inspirations Australia Pty Ltd
- The Factory (Australia) Pty Ltd
- Mark One Visual Promotions Pty Ltd

The City required up to three suitably qualified companies to design and supply suites of street light mounted illuminated Christmas decorations for specific sites and to refurbish two suites of existing decorations. Tenderers could provide up to three concept design options for each suite.

### **Details:**

Tenderers were required to address the selection criteria in the specification in detail to demonstrate both their experience and ability to provide the required services and to submit a Form of Tender that included a Schedule of Rates (Confidential Attachment 13.7A).

The criteria were:

- Demonstrated Capacity and Experience;
- Performance and Quality Control;

- Concept Designs;
- Safety Management; and
- Price.

The three submissions were assessed and ranked according to the criteria with particular emphasis on capacity and experience, and performance and quality control. Each submission was assessed individually and ranked in order of merit against the qualitative criteria. All submissions provided adequate to excellent responses and were all considered capable of providing the required services.

Each design option for the locations were then evaluated based upon suitability, aesthetics and function and the top ranked designs nominated. Cost was then considered and the designs presenting best value while also providing a unique and pleasant Christmas display were selected.

### **Financial Implications:**

ACCOUNT NO:	To be advised
BUDGET ITEM:	Christmas Decorations 2018
BUDGETED AMOUNT:	\$592,000
AMOUNT SPENT TO DATE:	\$0
PROPOSED COST:	\$525,259
BALANCE REMAINING:	\$66,741
ANNUAL MAINTENANCE:	\$5,000
ESTIMATED WHOLE LIFE COST:	\$560,000

The balance of \$66,741 will be utilised making other capital improvements to decoration infrastructure.

All figures quoted in this report are exclusive of GST.

### **Comments:**

Each submission provided a number of design options suitable for Christmas displays in the city. The Tender Specifications required options for eight decoration suites for either refurbishment or replacement. Following full evaluation of the options and the pricing offered it is recommended the City purchase from the suppliers noted for the following locations:

1. Mark One Visual Promotions Pty Ltd
  - 1.1 St Georges Terrace – refurbishment of Angels – Option 1;
  - 1.2 Lake Street – refurbishment of Trees - Option 1;
  - 1.3 City of Perth Library – Option 1;
  - 1.4 William Street – Option 1 – design and colours to be confirmed; and
  - 1.5 King Street Protective Covers.
2. Visual Inspirations Australia Pty Ltd
  - 2.1 Howard Street, Sherwood Court and The Esplanade (north side) – Option 1;
  - 2.2 Claisebrook Cove - Option 1 – 27 pieces;
  - 2.3 Council House Giant Kangaroos – Option 2 - 7 pieces; and
  - 2.4 King Street – Option 3.

CONFIDENTIAL ATTACHMENT 13.7A  
ITEM 13.7 – TENDER 137-17/18 – DESIGN, REFURBISHMENT AND  
SUPPLY OF CHRISTMAS DECORATIONS

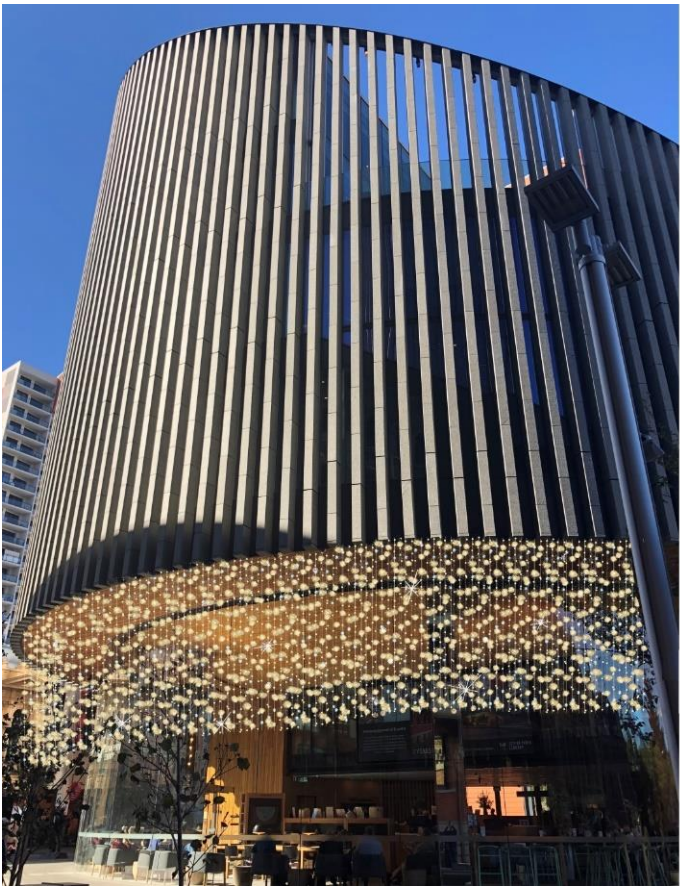
FOR THE ORDINARY COUNCIL MEETING

26 JUNE 2018

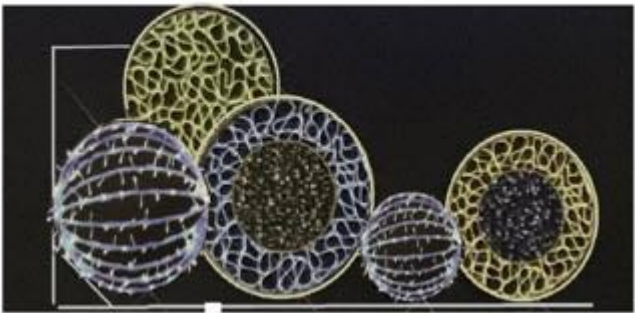
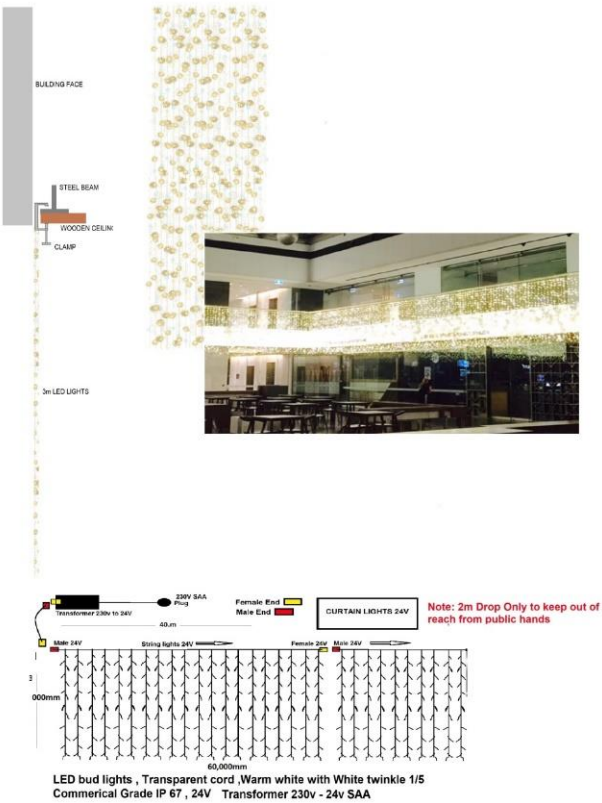
DISTRIBUTED TO COMMISSIONERS UNDER SEPARATE COVER

TENDER 137-17/18 – DESIGN, REFURBISHMENT AND SUPPLY OF CHRISTMAS DECORATIONS

DECORATION OPTIONS

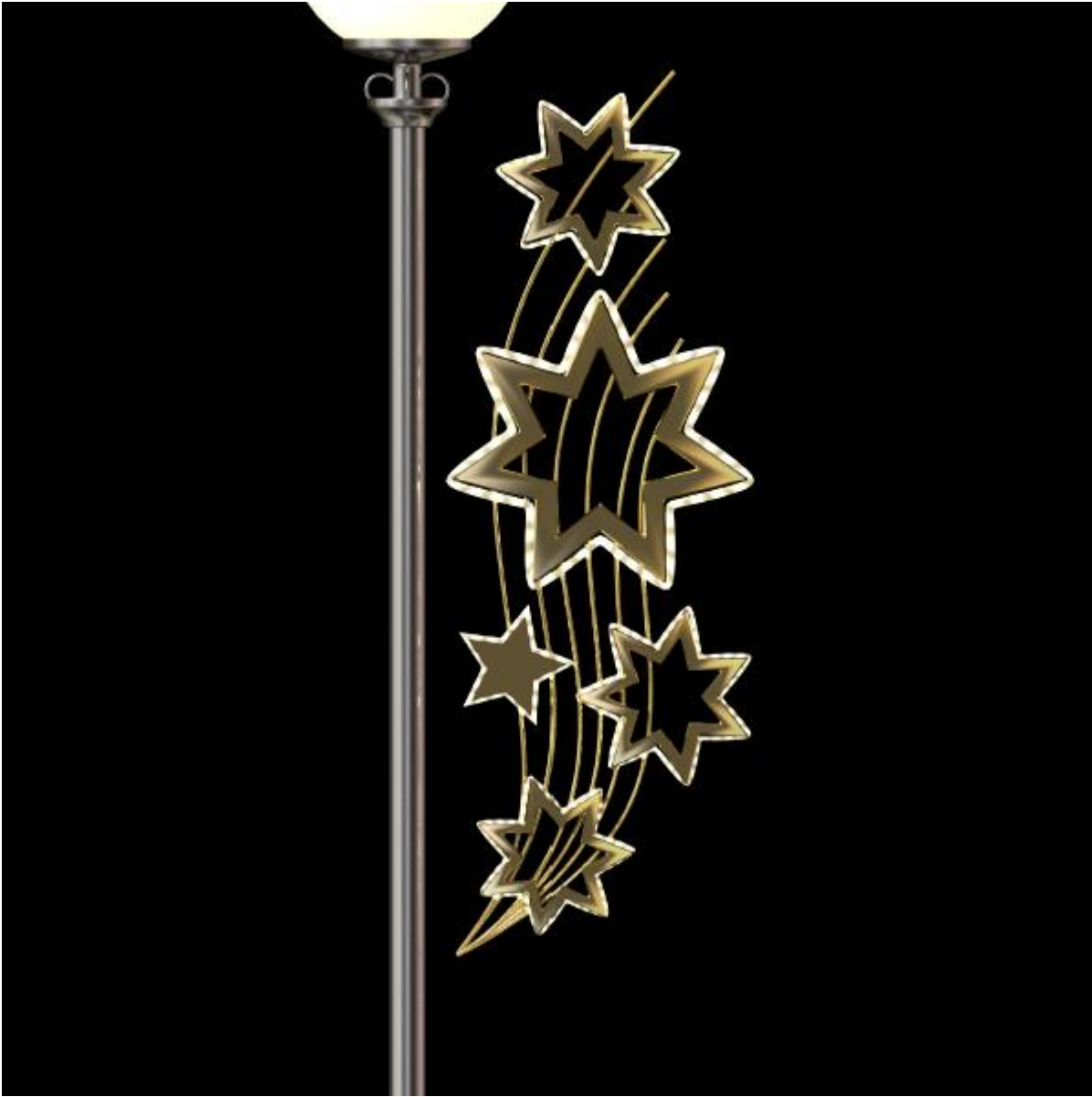


City of Perth Library

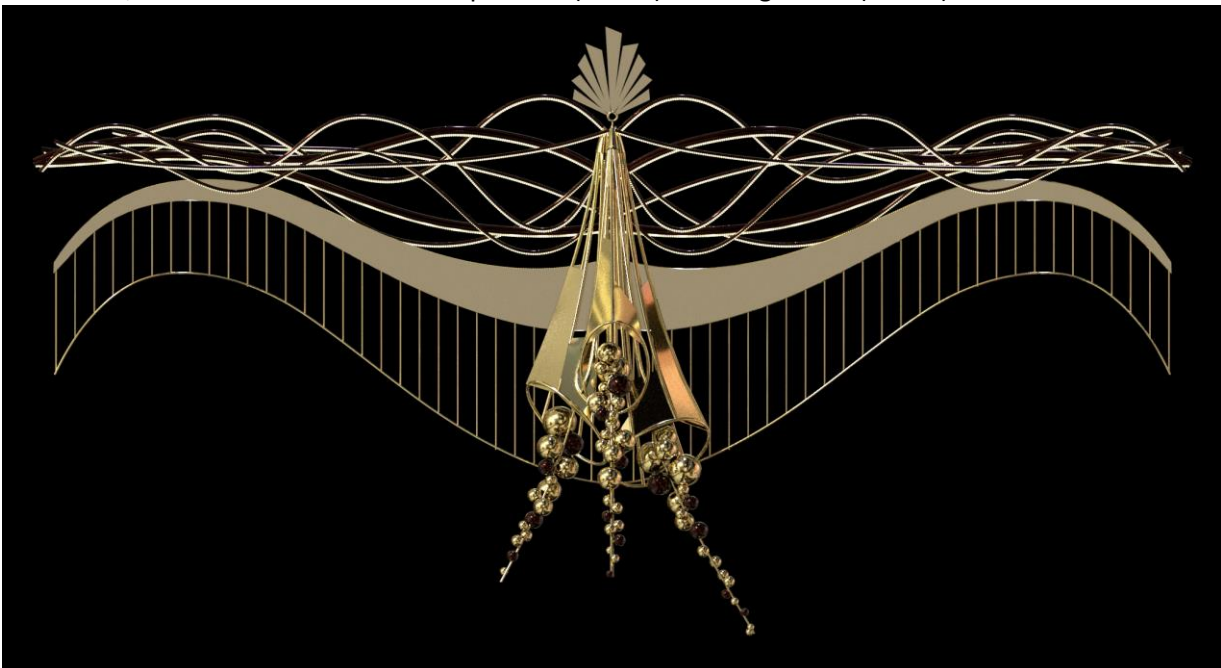


ITEM NO. GRF 490	SIZE: H: 2500 X 1000mm POWER : 60W VOTAGE : 230V N.W.: 12KG	CIRCLE DISC FRAME 1 x 80cm 2 x 60cm Rope LED lighting 35m Acrylic PVC Colours LED Twinkle lights 160 Buds 3D SPHERE BALLS LED Bud Twinkle lights 150 buds
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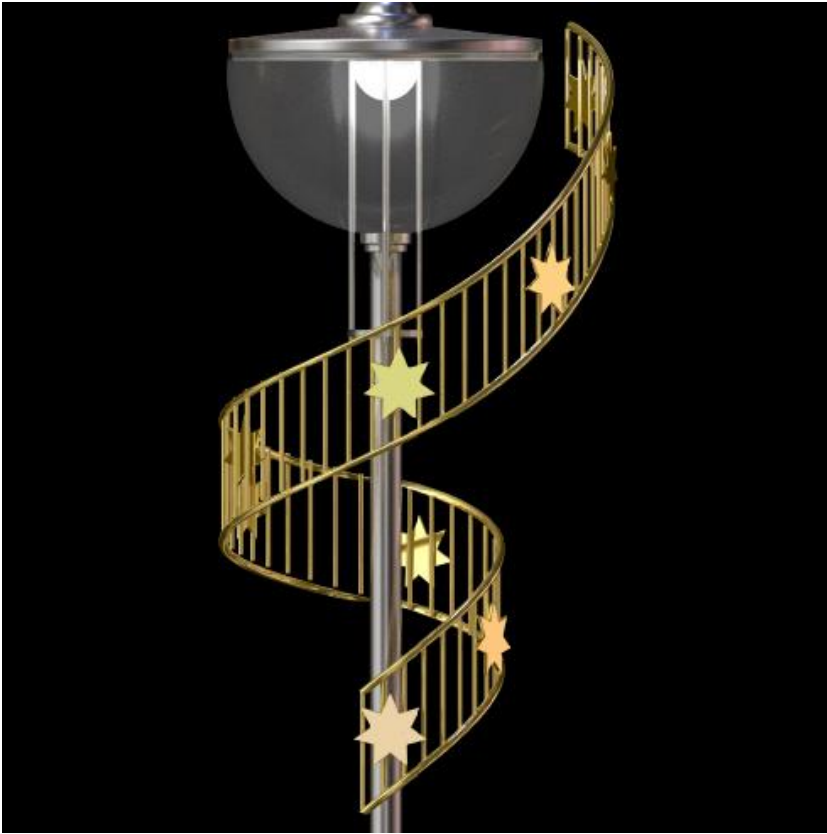
William Street



Howard St, Sherwood Court and The Esplanade (above) and King Street (below).

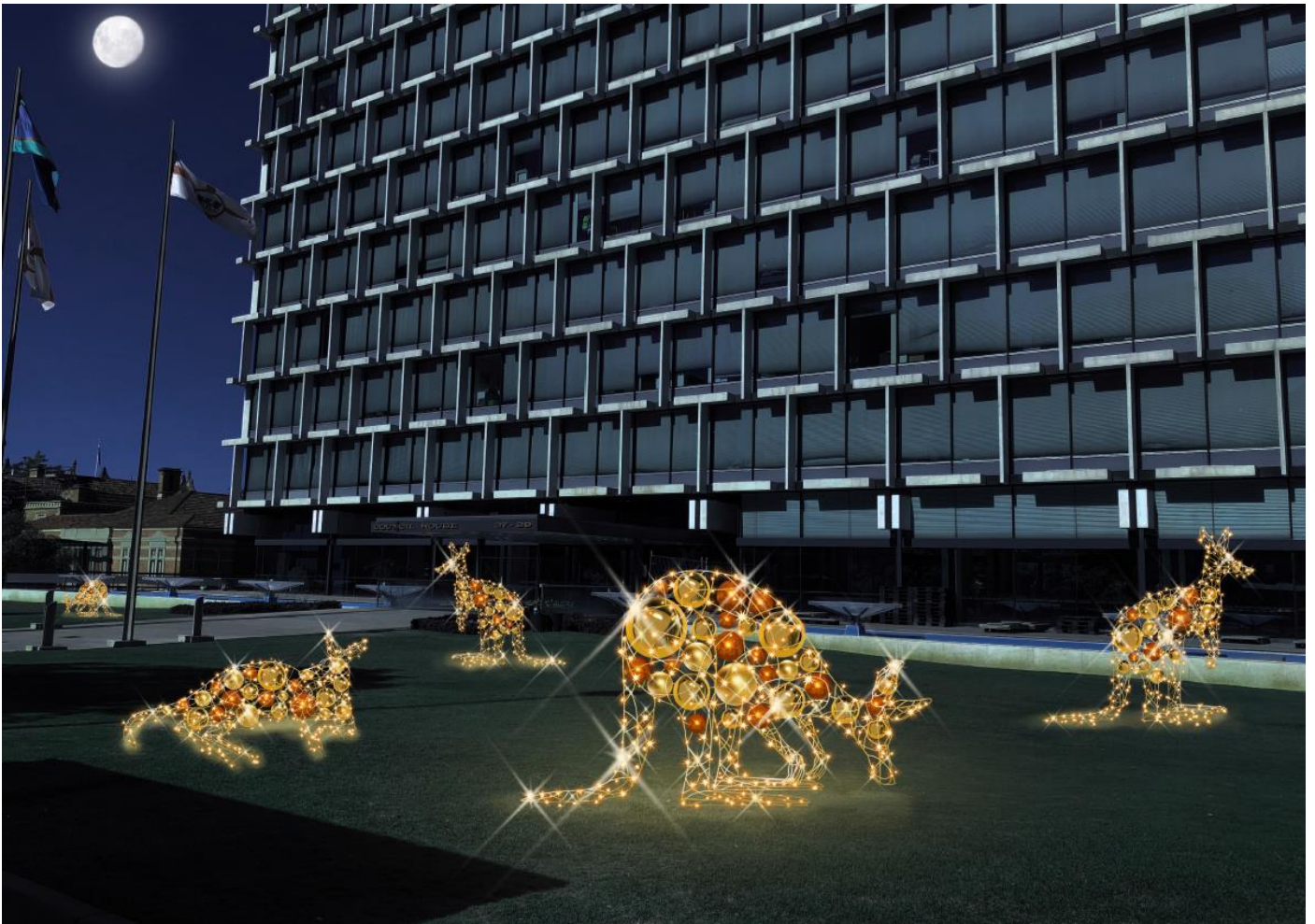






Claisebrook Cove





Council House Kangaroos



CONFIDENTIAL ATTACHMENT 13.7C  
ITEM 13.7 – TENDER 137-17/18 – DESIGN, REFURBISHMENT AND  
SUPPLY OF CHRISTMAS DECORATIONS

FOR THE ORDINARY COUNCIL MEETING

26 JUNE 2018

DISTRIBUTED TO COMMISSIONERS UNDER SEPARATE COVER

## Agenda Item 13.8 Financial Statements and Financial Activity Statement for the Period Ended 30 April 2018

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### **Recommendation:**

***That Council RECEIVES the Financial Statements and the Financial Activity Statement for the period ended 30 April 2018, as detailed in Attachment 13.8A of this Report.***

FILE REFERENCE:	P1014149-25
REPORTING UNIT:	Finance
RESPONSIBLE DIRECTORATE:	Corporate Services
DATE:	6 June 2018
ATTACHMENT/S:	Attachment 13.8A – Financial Statements and Financial Activity Statement for the period ended 30 April 2018

### **Council Role:**

- |                                     |                |   |
|-------------------------------------|----------------|---|
| <input type="checkbox"/>            | Advocacy       | <i>When the Council advocates on its own behalf or on behalf of its community to another level of government/body/agency.</i>   |
| <input type="checkbox"/>            | Executive      | <i>The substantial direction setting and oversight role of the Council e.g. adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.</i>  |
| <input checked="" type="checkbox"/> | Legislative    | <i>Includes adopting local laws, town planning schemes and policies</i>   |
| <input type="checkbox"/>            | Quasi-Judicial | <i>When the Council determines an application/matter that directly affects a person's right and interests. The judicial character arises from the obligation to abide by the principles of natural justice. Examples of Quasi-Judicial authority include town planning applications, building licences, applications for other permits/licences (e.g. under Health Act, Dog Act or Local Laws) and other decisions that may be appealable to the State Administrative Tribunal.</i> |
| <input type="checkbox"/>            | Information    | <i>For the Council/Committee to note.</i>   |

### **Legislation / Strategic Plan / Policy:**

<b>Legislation</b>	Section 6.4(1) and (2) of the <i>Local Government Act 1995</i> Regulation 34(1) of the <i>Local Government (Financial Management) Regulations 1996</i>
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<b>Integrated Planning and Reporting Framework Implications</b>	<b>Strategic Community Plan</b> Goal 7 – An open and engaged city
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**Financial Implications:**

There are no direct financial implications arising from this report.

**Details:**

The Financial Activity Statement is presented together with a commentary on variances from the revised budget.

**Comments:**

The Financial Activity Statement commentary compares the actual results for the 10 months to 30 April 2018.

**FINANCIAL ACTIVITY STATEMENT FOR THE TEN MONTHS TO  
30 APRIL 2018**

**REPORT OF VARIANCES TO BUDGET**

**This report compares the actual performance for the ten months to 30 April 2018 to the 2017/18 Budget adopted by Council on 28 June 2017 and amended by Council on 29 August 2017, 21 November 2017 and 15 March 2018.**

**Operating Revenue**

- Parking revenue year to date was \$61.8 million. As part of the mid-year budget review process a further \$859,000 parking revenue was projected to be received for the financial year. This favourable trend has continued resulting in the April year to date results being \$730,000 above the revised budget. The variance mainly consisted of \$56,000 for Open Air Car Parks, \$126,000 for Kerbside parking, \$566,000 for Undercover Car Parks and (\$30,000) for events.
- Fines and Costs were higher than the revised budget by 0.8% or \$59,000 predominantly due to parking fines.
- Investment Income and Interest was slightly below the revised budget by (\$9,000).
- Rubbish collection was \$8.8 million year to date, which was (\$215,000) below the revised budget.
- Recurrent Grants were (\$656,000) below the revised budget. This was due to the accounting treatment of the Smarter Cities grant and is offset by a positive variance in capital grants.
- Contributions, Donations and Reimbursements were (\$93,000) below the revised budget, mainly due to lower than anticipated contribution for the Cathedral Square administration.
- Other income was \$799,000 above the revised budget. The variance included \$422,000 in higher than anticipated revenue for building licence fees and \$103,000 for outdoor eating area licence fees.

**Operating Expenditure**

- Employee costs for the year to date were \$61.5 million being 1.8% or \$1.2 million below the revised budget. Vacant positions throughout the City were the main reasons for this underspend.
- Materials and Contracts were \$2.3 million below the revised budget. This category was reduced by \$416,000 as part of the budget review process. To date the main areas of underspend were: contractors \$454,000, consultancy \$679,000, other professional fees \$489,000 and property maintenance \$604,000. These underspends were partly offset with higher

**FINANCIAL ACTIVITY STATEMENT FOR THE TEN MONTHS TO  
30 APRIL 2018**

**REPORT OF VARIANCES TO BUDGET**

than anticipated spend on contract labour (\$330,000) and equipment hire (\$334,000) mainly for the Skyworks project.

- Utilities were lower than the revised budget by \$200,000 due to lower than budgeted power consumption, even after it has been adjusted by \$180,000 in the mid-year review.
- Depreciation and Amortisation was over the revised budget by (\$700,000) at the end of April. The full impact of revaluations on depreciation is difficult to quantify. During the mid-year review depreciation for the year was estimated to increase by \$408,000, however recent depreciation on buildings have been even higher than anticipated resulting in the unfavourable variance.
- Loss on disposal of assets was over the revised budget by (\$266,000). A significant reduction in loss on disposal of assets of \$937,000 was actioned in the review based on the first six months results. However, the trend in the last four months has resulted in a less favourable results year to date; although still more favourable than the original adopted budget.
- Other expenditure was under the revised budget by \$923,000. With \$306,000 relating to slower than anticipated spend on donations and sponsorship and Winter in the City budget of \$246,000 yet to incur costs; these are expected to be timing variances only.

**Investing Activities**

- Capital grants were \$810,000 above the revised budget, mainly due to the receipt of the Smarter Cities Grant, which was budgeted as part of the Recurrent Grants section in operating revenue.
- Capital expenditure for the year was reduced by \$18.5 million to \$51.6 million as part of the budget review process approved in March 2018. Capital spend year to date at the end of April was \$30.2 million being 58% of the full year revised capital budget for 2017/18, and \$10.5 million lower than the revised budget. Due to the lead times for tendering of contracts it is expected that capital expenditure is considerable higher in the latter months of the financial year.
- \$4.2 million spent for the month includes the following:
  - Sharepoint implementation project \$143,000
  - Council House new emergency generator \$110,000
  - CCTV network expansion \$288,000
  - Various Roads, Footpaths projects \$552,000
  - Various Fleet and Plant replacements \$564,000
  - Irwin St (St Georges Terrace to Murray Street) \$1.4 million

**FINANCIAL ACTIVITY STATEMENT FOR THE TEN MONTHS TO  
30 APRIL 2018**

**REPORT OF VARIANCES TO BUDGET**

- East Perth Walkability enhancement plan \$150,000

**Financing Activities**

- Transfers to Reserves were \$3.2 million below the revised budget which can be linked to the lower than anticipated capital spend.
- Transfers from Reserves were below the revised budget by (\$3.6 million), mainly due to lower than anticipated year to date spend on capital projects.

**Amounts sourced from Rates**

- Rates revenue raised was \$131,000 above the revised budget. This is the net position of interims raised offset with rates refunds and back rates resulting in the overall result being slightly above budget.



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**CITY OF PERTH**

**FINANCIAL ACTIVITY STATEMENT for the year ended 30 April 2018**

	Revised Budget 2017/18 \$	Actual YTD 30-Apr-18 \$	Budget YTD 30-Apr-18 \$	Variance YTD 30-Apr-18 \$
<b>Proceeds from Operating Activities</b>				
<b>Operating Revenue</b>				
Parking Fees	72,666,479	61,786,045	61,055,882	730,163
Fines and Costs	8,771,181	7,335,417	7,276,744	58,674
Investment Income and Interest	5,056,640	4,359,575	4,368,988	(9,412)
Community Service Fees	1,591,718	1,244,510	1,311,585	(67,075)
Rubbish Collection	9,093,378	8,758,161	8,973,160	(214,999)
Rentals and Hire Charges	5,030,884	4,198,034	4,159,986	38,048
Recurrent Grants	2,046,230	1,194,276	1,849,856	(655,580)
Contributions, Donations and Reimbursements	653,905	441,710	535,162	(93,452)
Other Income	5,461,769	5,386,753	4,587,424	799,329
Distribution from TPRC	200,000	0	0	0
	<b>110,572,183</b>	<b>94,704,482</b>	<b>94,118,786</b>	<b>585,695</b>
<b>Less: Operating Expenditure</b>				
Employee Costs	75,703,006	61,530,909	62,682,257	1,151,348
Materials and Contracts	50,467,245	39,151,716	41,456,709	2,304,992
Utilities	3,284,097	2,503,582	2,703,820	200,239
Insurance Expenditure	829,385	692,659	686,184	(6,475)
Depreciation and Amortisation	33,942,165	28,641,007	27,940,582	(700,425)
Interest Expenses	1,383,119	1,177,459	1,177,952	492
Loss on Disposal of Assets	726,908	783,860	517,684	(266,176)
Expense Provisions	1,012,767	924,304	857,328	(66,976)
Other Expenditure	25,778,197	20,821,590	21,745,018	923,428
	<b>193,126,889</b>	<b>156,227,086</b>	<b>159,767,534</b>	<b>3,540,448</b>
Add back Depreciation	(33,942,165)	(28,641,007)	(27,940,582)	700,425
(Loss) / Profit on Disposals	(726,908)	(783,860)	(517,684)	266,176
	<b>158,457,815</b>	<b>126,802,219</b>	<b>131,309,268</b>	<b>4,507,049</b>
<b>Net Surplus/(Deficit) from Operations</b>	<b>(47,885,632)</b>	<b>(32,097,737)</b>	<b>(37,190,481)</b>	<b>5,092,744</b>
Capital Grants	2,757,934	1,835,914	1,026,310	809,604
Capital Expenditure	(51,645,004)	(30,191,803)	(40,670,683)	10,478,880
Proceeds from Disposal of Assets/Investments	801,800	490,607	667,801	(177,194)
<b>Sub-total Investing Activities</b>	<b>(48,085,269)</b>	<b>(27,865,282)</b>	<b>(38,976,572)</b>	<b>11,111,290</b>
Repayment of Borrowings	(6,423,186)	(6,423,187)	(6,423,187)	0
Transfers to Reserves	(33,929,087)	(5,100,204)	(8,258,746)	3,158,542
Transfer from Reserves	28,550,983	24,157,887	27,779,448	(3,621,562)
<b>Sub-total Financing Activities</b>	<b>(11,801,290)</b>	<b>12,634,495</b>	<b>13,097,515</b>	<b>(463,020)</b>
Add: Opening Funds	35,104,931	35,104,931	35,104,931	0
<b>Net Surplus/(Deficit) before Rates</b>	<b>(72,667,261)</b>	<b>(12,223,594)</b>	<b>(27,964,609)</b>	<b>15,741,015</b>
Amount Sourced from Rates	89,224,045	89,412,454	89,281,694	130,760
<b>Closing Funds</b>	<b>16,556,784</b>	<b>77,188,860</b>	<b>61,317,085</b>	<b>15,871,774</b>



# CITY OF PERTH

## CURRENT POSITION AS AT THE END OF THE PERIOD 30 APRIL 2018

Description	Revised Budget 2017/18	Actual YTD 30-Apr-18	Budget YTD 30-Apr-18	Variance YTD 30-Apr-18
<b>Current Assets</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Cash and Cash Equivalents	8,048,446	7,230,793	5,168,529	2,062,264
Deposits and Prepayments	606,590	4,814,808	2,955,756	1,859,052
Money Market Investments - Municipal Funds	9,825,862	71,080,177	66,972,159	4,108,018
Money Market Investments - Restricted Funds	96,532,156	68,880,018	67,992,017	888,002
Trade and Other Receivables	12,142,475	11,491,599	8,444,479	3,047,120
Inventories	1,108,777	928,300	818,003	110,297
<b>Total Current Assets</b>	<b>128,264,307</b>	<b>164,425,695</b>	<b>152,350,943</b>	<b>12,074,752</b>
<b>Current Liabilities</b>				
Trade and Other Payables	14,800,004	18,264,779	22,608,624	(4,343,845)
Employee Entitlements	12,586,314	10,130,709	10,806,652	(675,943)
Provisions	645,875	92,038	433,216	(341,178)
Borrowings	7,487,847	6,821,343	6,821,343	0
<b>Total Current Liabilities</b>	<b>35,520,040</b>	<b>35,308,869</b>	<b>40,669,835</b>	<b>(5,360,966)</b>
<b>Working Capital Position Brought Forward</b>	<b>92,744,267</b>	<b>129,116,826</b>	<b>111,681,107</b>	<b>17,435,719</b>
Deduct Restricted Cash Holdings	(96,532,156)	(68,880,018)	(67,992,017)	(888,002)
Add Current Liabilities not expected to clear	12,586,314	10,130,709	10,806,652	(675,943)
Add Current Borrowings	7,487,847	6,821,343	6,821,343	0
<b>Current Funds Position Brought Forward</b>	<b>16,556,784</b>	<b>77,188,860</b>	<b>61,317,085</b>	<b>15,871,774</b>

<b>Net Cash on Hand</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
Cash On Hand	8,048,446	7,230,793	5,168,529	2,062,264
Money Market Investments	106,358,018	139,960,195	134,964,176	4,996,020
Overdraft	0	0	0	0
<b>Funds on Hand</b>	<b>114,406,465</b>	<b>147,190,988</b>	<b>140,132,705</b>	<b>7,058,283</b>
<b>Analysis of Funds on Hand</b>				
Reserves	96,532,156	68,880,018	67,992,017	888,002
Provisions	13,232,189	10,222,747	11,239,868	(1,017,121)
General Funds	4,371,608	68,088,223	60,900,820	7,187,403
<b>Funds on Hand</b>	<b>114,406,465</b>	<b>147,190,988</b>	<b>140,132,705</b>	<b>7,058,283</b>

## EXPLANATORY NOTES – FINANCIAL ACTIVITY STATEMENT

### BACKGROUND

- Regulation 34 of the Local Government (Financial Management) Regulations 1996 was amended effective from 1 July 2005.
- The amendment prescribes a monthly Financial Activity Statement (FAS) reporting the sources and application of funds, as set out in the Rate Setting Statement which is included in the Annual Budget.

### PURPOSE

- The FAS reports the actual financial performance of the City in relation to its adopted budget, which has been structured on financial viability and sustainability principles.
- The FAS is intended to act as a guide to Council of the impact of financial activities and the reasons for major variances to the annual budget estimates.

### PRESENTATION

- Regulation 34 prescribes the minimum detail to be included in the FAS. These are listed below.
  - Annual Budget estimates, and approved revisions to these, are to be included for comparison purposes.
  - Actual amounts of income and expenditure to the end of the month of the FAS.
  - Material variances between the comparable amounts and commentary on reasons for these.
  - The net current assets at the end of the month to which the FAS relates.
- An explanation of the composition of the net current assets at the end of the month to which the FAS relates; less committed and restricted assets.
- Councils are given the option of adopting a format which is considered most appropriate to their needs. These options are listed below.
  - According to nature and type classification,
  - by program, or
  - by business unit.
- It is recommended that while the information presented by cost objects (programs and activities) or by cost centres (business units) are useful for expense allocation and cost centre accountability purposes, they are less informative and difficult to comprehend in matters of disclosure and less effective in cost management and control.
- The FAS has therefore been presented in the format using nature and type classification as the most meaningful disclosure to the Council and public.

### FORMAT

- The FAS is formatted to align with the Rate Setting Statement.
- The first part deals with operating income and expenditure, excluding rate revenue.
- The next classification is the amount spent on capital expenditure and debt repayments.
- The classification 'Financing Activities' provides a statement of sources of funds other than from operating or rates revenue, which are usually associated with capital expenditure.
- Attached to the FAS is a statement of 'Net Current Assets' for the budget and actual expenditure to the end of the month to which the FAS relates.
- Opening and closing funds represent the balance of 'Net Current Assets', not including any funds which are committed or restricted.
- "Committed assets" means revenue unspent but set aside under the annual budget for a specific purpose.
- "Restricted assets" means those assets the uses of which are restricted, wholly or partially, by regulations or other externally imposed requirements", e.g. reserves set aside for specific purposes.
- To avoid duplication in calculating 'Closing Funds on hand', certain balances, such as provisions and borrowings, are also deducted.
- The total Closing Funds on hand are to be taken into account when calculating the amount to be raised by rates each year.
- The classification "Net Cash on Hand" represents the balances of funds held in cash or invested and the analysis into those funds reserved, carried forward or remaining unspent at the end of the month to which the FAS relates.



# **CITY of PERTH**

## **Financial Report**

**For the 10 months ended 30 April 2018**

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*Statement of Comprehensive Income for the 10 months ended 30 April 2018*  
(By Program)

	Note	Budget 2017/2018	Revised Budget YTD	Actual YTD 30/04/2018	YTD Variance	
<b>OPERATING REVENUE</b>		\$	\$	\$	\$	%
General Purpose Funding Rates		90,264,232	90,542,195	90,392,200	(149,995)	-0.2%
General Purpose Funding Other		5,049,952	4,064,927	4,207,201	142,274	3.5%
Law, Order, Public Safety		53,534	76,484	89,751	13,267	17.3%
Health		788,100	992,017	1,097,669	105,652	10.7%
Education and Welfare		1,810,125	1,582,824	1,527,723	(55,101)	-3.5%
Housing		1,078,000	804,687	775,183	(29,504)	-3.7%
Community Amenities		11,754,116	10,998,668	10,887,455	(111,213)	-1.0%
Recreation and Culture		1,488,764	1,462,350	1,575,991	113,641	7.8%
Transport		83,229,274	70,196,166	71,060,402	864,236	1.2%
Economic Services		727,275	2,054,408	1,773,222	(281,186)	-13.7%
Other Property and Services		773,930	625,754	730,142	104,388	16.7%
Total Operating Income		197,017,302	183,400,480	184,116,939	716,459	0.4%
<b>OPERATING EXPENDITURE</b>						
Governance		7,904,924	7,188,670	7,642,476	(453,806)	-6.3%
General Purpose Funding		2,109,852	1,968,356	1,861,044	107,312	5.5%
Law, Order, Public Safety		5,674,719	4,970,023	4,890,166	79,857	1.6%
Health		1,744,520	1,422,322	1,242,760	179,562	12.6%
Education and Welfare		3,738,514	3,232,771	3,100,836	131,935	4.1%
Housing		636,116	526,458	559,845	(33,387)	-6.3%
Community Amenities		30,761,301	23,359,826	21,650,140	1,709,686	7.3%
Recreation and Culture		31,838,820	26,261,370	26,293,693	(32,323)	-0.1%
Transport		81,611,822	66,559,301	66,024,449	534,852	0.8%
Economic Services		16,435,044	15,882,897	14,980,705	902,192	5.7%
Other Property and Services		9,017,671	7,877,856	7,197,130	680,726	8.6%
Total Operating Expenditure		191,473,303	159,249,850	155,443,244	3,806,606	2.4%
<b>NET FROM OPERATIONS</b>		5,543,999	24,150,630	28,673,695	4,523,065	18.7%
<b>GRANTS/CONTRIBUTIONS</b>						
For the Development of Assets						
- General Purpose Funding		100,000	58,705	111,954	53,249	90.7%
- Law, Order, Public Safety		-	42,639	42,639	0	0.0%
- Recreation and Culture		150,000	238,940	208,972	-	0.0%
- Transport		1,025,000	686,027	736,421	50,394	7.3%
- Economic Services		-	-	657,247	657,247	0.0%
Total Grants/Contributions		1,275,000	1,026,310	1,757,233	730,923	71.2%
<b>DISPOSAL/WRITE OFF OF ASSETS</b>						
Gain/(Loss) on Disposal of Assets	2	(1,664,126)	(517,684)	(783,863)	(266,179)	51.4%
<b>Change in net assets resulting from operations before significant items</b>		5,154,873	24,659,256	29,647,065	4,987,809	20.2%
<b>SIGNIFICANT ITEMS</b>						
Distribution from TPRC		200,000	-	-	-	0.0%
Initial Recognition of Assets from Subiaco		-	-	12,664	12,664	0.0%
Initial Recognition of Assets		-	-	13,868	13,868	0.0%
Contributed Assets Perth City Link		-	-	52,148	52,148	0.0%
<b>Change in net assets resulting from operations after significant items</b>		5,354,873	24,659,256	29,725,745	5,066,489	20.5%

**CITY OF PERTH  
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**Statement of Comprehensive Income for the 10 months ended 30 April 2018**

**(By Nature or Type)**

	<i>Note</i>	<b>Budget 2017/2018</b>	<b>Revised Budget YTD</b>	<b>Actual YTD 30/04/2018</b>	<b>YTD Variance</b>	
<b>OPERATING REVENUE</b>		<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>	<b>%</b>
Rates		89,256,330	89,281,694	89,412,454	130,760	0.1%
Grants and Contributions for Non Capital Purposes		1,785,738	1,849,856	1,194,276	(655,580)	-35.4%
Donations and Reimbursements		421,783	535,162	441,710	(93,452)	-17.5%
Fees and Charges		99,524,414	86,253,007	87,203,284	950,277	1.1%
Interest and Investment Income		4,619,401	4,368,988	4,359,575	(9,413)	-0.2%
Other Revenue		1,409,636	1,111,775	1,505,640	393,865	35.4%
<b>Total Revenue from Operating Activities</b>		<b>197,017,302</b>	<b>183,400,480</b>	<b>184,116,939</b>	<b>716,459</b>	<b>0.4%</b>
<b>OPERATING EXPENDITURE</b>						
Employee Costs		74,752,665	62,682,257	61,530,909	1,151,348	1.8%
Materials and Contracts		50,713,391	41,456,709	39,151,716	2,304,993	5.6%
Utilities		3,464,509	2,703,820	2,503,582	200,238	7.4%
Depreciation and Amortisation		33,534,089	27,940,582	28,641,025	(700,443)	-2.5%
Interest		1,380,827	1,177,952	1,177,459	493	0.0%
Insurance		920,937	686,184	692,659	(6,475)	-0.9%
Expenses Provision		915,726	857,328	924,304	(66,976)	-7.8%
Other Expenses from Ordinary Activities		25,791,159	21,745,018	20,821,590	923,428	4.2%
<b>Total Expenses from Ordinary Activities</b>		<b>191,473,303</b>	<b>159,249,850</b>	<b>155,443,244</b>	<b>3,806,607</b>	<b>2.4%</b>
<b>Change in Net Assets from Ordinary Activities before Capital Amounts</b>		<b>5,543,999</b>	<b>24,150,630</b>	<b>28,673,695</b>	<b>4,523,066</b>	<b>18.7%</b>
<b>GRANTS/CONTRIBUTIONS</b>						
Grants and Contributions- Capital		1,275,000	1,026,310	1,757,233	730,923	71.2%
<b>NET OPERATING SURPLUS</b>		<b>6,818,999</b>	<b>25,176,940</b>	<b>30,430,928</b>	<b>5,253,989</b>	<b>20.9%</b>
<b>DISPOSAL/WRITE OFF OF ASSETS</b>	<b>2</b>	<b>(1,664,126)</b>	<b>(517,684)</b>	<b>(783,863)</b>	<b>(266,179)</b>	<b>51.4%</b>
<b>SIGNIFICANT ITEMS</b>						
Distribution from TPRC		200,000	-	-	-	0.0%
Initial Recognition of Assets from Subiaco		-	-	12,664	12,664	0.0%
Initial Recognition of Assets		-	-	13,868	13,868	0.0%
Contributed Assets Perth City Link		-	-	52,148	52,148	0.0%
<b>Change in net assets resulting from operations after capital amounts and significant items</b>		<b>5,354,873</b>	<b>24,659,256</b>	<b>29,725,745</b>	<b>5,066,490</b>	<b>20.5%</b>

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*Statement of Financial Position as at 30 April 2018*

	Note	30/04/2018	30/06/2017
<b>CURRENT ASSETS</b>		\$	\$
Cash and Cash Equivalents	11	7,230,793	16,126,364
Deposits/Prepayments	4	4,814,808	1,835,306
Investments	3, 11	139,960,195	112,454,335
Trade and Other Receivables	5	10,606,026	10,276,048
Rates Receivable	1	885,573	323,913
Inventories		928,300	918,639
<b>TOTAL CURRENT ASSETS</b>		<b>164,425,695</b>	<b>141,934,605</b>
<b>NON CURRENT ASSETS</b>			
Investments	3	6,886,410	6,339,449
Trade and Other Receivables	5	52,220	46,356
Property, Plant and Equipment	8	724,895,043	738,190,386
Infrastructure	8	511,309,023	517,437,142
Capital Work in Progress	8	45,924,182	28,810,918
<b>TOTAL NON CURRENT ASSETS</b>		<b>1,289,066,878</b>	<b>1,290,824,251</b>
<b>TOTAL ASSETS</b>		<b>1,453,492,573</b>	<b>1,432,758,856</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	6	18,264,779	20,929,628
Employee Benefits	7	10,130,709	9,917,287
Provisions	7	92,038	534,300
Loan Liability	9	6,821,343	6,423,187
<b>TOTAL CURRENT LIABILITIES</b>		<b>35,308,869</b>	<b>37,804,402</b>
<b>NON CURRENT LIABILITIES</b>			
Employee Benefits	7	1,616,251	1,616,251
Provisions	7	4,974,157	4,649,307
Loan Liability	9	16,310,399	23,131,742
<b>TOTAL NON CURRENT LIABILITIES</b>		<b>22,900,807</b>	<b>29,397,300</b>
<b>TOTAL LIABILITIES</b>		<b>58,209,676</b>	<b>67,201,702</b>
<b>NET ASSETS</b>		<b>\$1,395,282,897</b>	<b>\$1,365,557,154</b>
<b>EQUITY</b>			
Accumulated Surplus		711,200,095	659,485,259
Asset Revaluation Reserve	10	612,719,403	612,865,897
Reserves	10	71,363,399	93,205,998
<b>TOTAL EQUITY</b>		<b>\$1,395,282,897</b>	<b>\$1,365,557,154</b>

**CITY OF PERTH  
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*Statement of Changes in Equity for the 10 months ended 30 April 2018*

	Accumulated Surplus	Asset Revaluation Reserve	Cash Backed Reserves	Total Equity
	\$	\$	\$	\$
<b>Balance at 1 July 2016</b>	623,860,830	560,035,698	88,228,247	1,272,124,775
Change in net assets resulting from operations	93,432,380	-	-	93,432,380
Transfer to Cash Backed Reserves	(26,090,751)	-	26,090,751	-
Transfers to Asset Revaluation Reserve	(53,920,101)	53,920,101	-	-
Transfers from Asset Revaluation Reserve	1,089,903	(1,089,903)	-	-
Transfer from Cash Backed Reserves	21,113,000	-	(21,113,001)	-
<b>Balance at 30 June 2017</b>	<b>\$659,485,259</b>	<b>\$612,865,897</b>	<b>\$93,205,998</b>	<b>\$1,365,557,154</b>
	\$	\$	\$	\$
<b>Balance at 1 July 2017</b>	659,485,259	612,865,897	93,205,998	1,365,557,154
Change in net assets resulting from operations	29,725,745	-	-	29,725,745
Transfer to Cash Backed Reserves	(2,315,288)	-	2,315,288	-
Transfers to Asset Revaluation Reserve	(214,619)	214,619	-	-
Transfers from Asset Revaluation Reserve	361,114	(361,114)	-	-
Transfer from Cash Backed Reserves	24,157,887	-	(24,157,887)	-
<b>Balance at the end of the reporting period</b>	<b>\$711,200,099</b>	<b>\$612,719,402</b>	<b>\$71,363,398</b>	<b>\$1,395,282,898</b>

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**Statement of Cash Flows for the 10 months ended 30 April 2018**

		Budget 2017/2018	YTD Actual 30/04/2018	YTD Variation
	Note	\$	\$	\$ %
<b>Cash Flows from Operating Activities</b>				
<b>Receipts</b>				
Rates		89,228,696	88,816,280	(412,416) -0.5%
Fees and Charges		99,465,787	87,308,691	(12,157,096) -12.2%
Interest		4,619,401	3,808,965	(810,436) -17.5%
Other		1,209,636	2,402,612	1,192,976 98.6%
		194,523,520	182,336,548	(12,186,972) -6.3%
<b>Payments</b>				
Employee Costs		(73,748,183)	(61,791,202)	11,956,981 16.2%
Materials and Contracts		(49,982,742)	(42,614,628)	7,368,114 14.7%
Interest		(1,380,827)	(1,224,156)	156,671 11.3%
Other		(31,092,331)	(24,468,134)	6,624,197 21.3%
		(156,204,083)	(130,098,120)	26,105,963 16.7%
Net Cash Flows from Operating Activities	12	38,319,437	52,238,428	13,918,992 -36.3%
<b>Cash Flows from Investing Activities</b>				
<b>Receipts</b>				
Distribution from TPRC		200,000	-	(200,000) -100.0%
Proceeds from Disposal of Assets		801,800	1,037,568	235,768 29.4%
Proceeds from Disposal of Investments(Non Current)		-	(546,961)	(546,961) 0.0%
<b>Payments</b>				
Purchase Land and Buildings		(11,652,500)	-	11,652,500 -100.0%
Purchase Infrastructure Assets		(20,986,426)	(173,607)	20,812,819 -99.2%
Purchase Plant and Mobile Equipment		(15,100,443)	(2,415,175)	12,685,268 84.0%
Purchase Office Furniture and Equipment		(12,634,963)	(102,180)	12,532,783 -99.2%
Work in Progress		-	(27,500,841)	(27,500,841) 0.0%
		(60,374,332)	(30,191,803)	30,182,529 50.0%
Net Cash Flows from Investing Activities		(59,372,532)	(29,701,196)	29,671,336 50.0%
<b>Cash Flows from Financing Activities</b>				
Repayment of Borrowings		(6,423,186)	(6,423,187)	(2) 0.0%
		(6,423,186)	(6,423,187)	(2) 0.0%
<b>Cash Flows from Government and Other Parties</b>				
<b>Receipts from Appropriations/Grants</b>				
Recurrent		2,596,843	739,014	(1,857,829) -71.5%
Capital		1,275,000	1,757,233	482,233 37.8%
		3,871,843	2,496,247	(1,375,596) -35.5%
Net Increase (Decrease) in Cash Held		(23,604,437)	18,610,292	42,214,729 -178.8%
Cash at 1 July 2017		119,829,671	128,580,699	8,751,028 7.3%
Cash at 30 April 2018	11	96,225,234	147,190,988	50,965,754 53.0%



## MUNICIPAL

## Notes to the Balance Sheet for the 10 months ended 30 April 2018

## 1 Rates Receivable

	Actual YTD 30/04/2018	2016/17 YTD 30/04/2017
	\$	\$
Outstanding Amount at 30 June 2017	323,913	190,816
Rates Levied for the Year	89,511,132	88,133,773
Late Payment Penalties	130,110	152,442
Ex Gratia Rates	7,377	17,741
Rates Administration Fee	360,793	334,229
Back Rates	(106,055)	171,117
Bins Levy	115,705	85,952
	90,695,167	89,453,848
Amount Received during the Period	89,809,594	88,577,509
Outstanding Amount at 30 April 2018	\$885,573	\$876,339

## 2 Gain/(Loss) on Disposal/Write off of Assets

	Annual Budget	Actual YTD 30/04/2018
<b>Infrastructure</b>		
Proceeds on Disposal	-	-
Less: Carrying amount of assets written off	1,786,615	781,201
(Loss) on Write Off	(1,786,615)	(781,201)
<b>Plant and Mobile Equipment</b>		
Proceeds on Disposal	801,800	1,025,296
Less: Carrying amount of assets sold/written off	679,311	980,174
Profit on Disposal/Write Off	122,489	45,122
<b>Furniture and Equipment</b>		
Proceeds on Disposal	-	12,272
Less: Carrying amount of assets sold /written off	-	60,056
Profit/(Loss) on Disposal/Write Off	-	(47,784)
<b>Gain/(Loss) on Disposal/Write off of Assets</b>	<b>(\$1,664,126)</b>	<b>(\$783,863)</b>

## 3 Investments

Current	30/04/2018	30/06/2017
Short Term Cash Investments *	\$	\$
Call Funds	7,359,497	6,237,197
Bank/Term Deposits	127,500,000	101,500,000
Managed Funds	5,100,698	4,717,138
Total Current Investments	\$139,960,195	\$112,454,335

\* Short Term Cash Investments as stated in Note 11.

Non Current Investments	30/04/2018	30/06/2017
	\$	\$
Mortgage Backed Securities (MBS)	2,483,380	2,589,685
	2,483,380	2,589,685
Equity in Local Government House	10,000	10,000
Equity in Mindarie Regional Council	450,285	444,132
Equity in Tamala Park Regional Council	3,942,745	3,295,632
	\$6,886,410	\$6,339,449

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## Notes to the Balance Sheet for the 10 months ended 30 April 2018

## 4 Deposits/Prepayments

	30/04/2018	30/06/2017
	\$	\$
Prepaid Insurance	355,879	-
Prepaid Parking Bay Licence Fees	2,945,488	111,877
Other	1,513,441	1,723,429
	<b>\$4,814,808</b>	<b>\$1,835,306</b>

## 5 Trade And Other Receivables

	30/04/2018	30/06/2017
<b>Current</b>	\$	\$
Emergency Services Levy (ESL)	181,260	79,576
Accrued Interest and Investment Income	1,256,127	705,517
Accrued Income	2,368,737	3,173,250
Modified Penalties/Fines and Costs	8,038,517	7,859,984
Debtors - General		
Australian Taxation Office - GST Refundable	246,774	278,362
Other Debtors	2,329,273	1,850,146
	14,420,688	13,946,835
Less: Provision for Doubtful Debts	(3,814,662)	(3,670,787)
	<b>\$10,606,026</b>	<b>\$10,276,048</b>
<b>Non Current</b>		
Pensioners' Rates Deferred	52,220	46,356
	<b>\$52,220</b>	<b>\$46,356</b>

## 6 Trade And Other Payables

	30/04/2018	30/06/2017
<b>Current</b>	\$	\$
Trade Creditors	6,887,259	11,749,668
Emergency Services Levy	2,276,886	-
Interest Payable on Loans	109,750	156,447
Accrued Expenses - Operating	4,436,203	3,764,543
Accrued Expenses - Capital	681,021	2,650,096
Advances Received for Recoverable Works	117,423	73,846
Income Received / Raised in Advance	857,628	733,089
Other Creditors	2,898,609	1,801,939
	<b>\$18,264,779</b>	<b>\$20,929,628</b>

## MUNICIPAL

Notes to the Balance Sheet for the 10 months ended 30 April 2018

## 7 Employee Benefits

	30/04/2018	30/06/2017
<b>Current</b>	<b>\$</b>	<b>\$</b>
<b>Leave Entitlements</b>		
Annual Leave	4,264,281	4,287,802
Self Funded Leave	150,031	155,276
Long Service Leave	5,619,057	5,350,808
Recognition of Employees- Presentations	97,340	123,401
	<b>\$10,130,709</b>	<b>\$9,917,287</b>
<b>Non Current</b>		
Annual Leave	383,359	383,359
Long Service Leave	1,232,892	1,232,892
	<b>\$1,616,251</b>	<b>\$1,616,251</b>

## Provisions

	30/04/2018	30/06/2017
<b>Current</b>	<b>\$</b>	<b>\$</b>
<b>Workers Compensation</b>		
	92,038	534,300
	<b>\$92,038</b>	<b>\$534,300</b>
<b>Non Current</b>		
Provision for Equipment Replacement PCEC	4,974,157	4,649,307
	<b>\$4,974,157</b>	<b>\$4,649,307</b>

## 8 Property, Plant and Equipment and Work in Progress

	30/04/2018	30/06/2017
	<b>\$</b>	<b>\$</b>
Land and Air Rights - at cost/fair value	419,968,891	419,968,891
Less: Accumulated Depreciation	(8,113,779)	(7,561,377)
	<b>411,855,112</b>	<b>412,407,514</b>
Buildings - at fair value	413,053,999	413,053,999
Less: Accumulated Depreciation	(187,018,967)	(179,045,884)
	<b>226,035,032</b>	<b>234,008,115</b>
Improvements - at fair value	45,619,000	45,619,000
Less: Accumulated Depreciation	(1,538,136)	(773,529)
	<b>44,080,864</b>	<b>44,845,471</b>
Infrastructure Assets - at cost/fair value	829,525,234	823,353,969
Less: Accumulated Depreciation	(318,216,211)	(305,916,827)
	<b>511,309,023</b>	<b>517,437,142</b>
Plant and Mobile Equipment - at cost/fair value	49,894,609	50,009,822
Less: Accumulated Depreciation	(33,542,546)	(31,873,703)
	<b>16,352,063</b>	<b>18,136,119</b>
Office Furniture and Equipment - at cost/fair value	46,502,372	46,358,543
Less: Accumulated Depreciation	(20,725,671)	(18,360,647)
	<b>25,776,701</b>	<b>27,997,896</b>
Agricultural - at cost	795,271	795,271
Less: Accumulated Depreciation	-	-
	<b>795,271</b>	<b>795,271</b>
Property, Plant and Equipment	<b>1,236,204,066</b>	<b>1,255,627,528</b>
Work in Progress - at cost	45,924,182	28,810,918
	<b>45,924,182</b>	<b>28,810,918</b>
Total Property, Plant and Equipment and Work in Progress	<b>\$1,282,128,248</b>	<b>\$1,284,438,446</b>

## MUNICIPAL

## Notes to the Balance Sheet for the 10 months ended 30 April 2018

## 8 Property, Plant and Equipment and Work in Progress - Movement at Cost

	Balance 30/06/2017	Acquisitions Actual YTD 30/04/2018	Transfers Actual YTD 30/04/2018	Initial Recognition of Assets Actual YTD 30/04/2018	Disposals/ Write off/ Actual YTD 30/04/2018	Revaluation Actual YTD 30/04/2018	Balance 30/04/2018
	\$	\$	\$	\$	\$		\$
Land and Air Rights	419,968,891	-	-	-	-	-	419,968,891
Buildings	413,053,999	-	-	-	-	-	413,053,999
Improvements	45,619,000	-	-	-	-	-	45,619,000
Infrastructure Assets	823,353,969	173,607	7,951,170	368,434	(2,321,946)	-	829,525,234
Plant and Mobile Equipment	50,009,822	2,415,175	180,854	-	(2,711,242)	-	49,894,609
Office Furniture and Equipment	46,358,543	102,180	137,327	-	(95,678)	-	46,502,372
Agricultural	795,271	-	-	-	-	-	795,271
Work in Progress	28,810,918	25,531,766	(8,418,502)	-	-	-	45,924,182
	<b>\$1,827,970,413</b>	<b>\$28,222,728</b>	<b>(149,151)</b>	<b>368,434</b>	<b>(5,128,866)</b>	<b>-</b>	<b>\$1,851,283,558</b>

## 9 Loan Liability

	30/04/2018	30/06/2017
<b>Current</b>	\$	\$
Loans - Western Australian Treasury Corporation	6,821,343	6,423,187
<b>Non Current</b>		
Loans - Western Australian Treasury Corporation	16,310,399	23,131,742

## 10 Reserve Funds

Purpose of Reserve Fund	Balance 30/06/2017	Transfer from Accumulated Surplus	Transfer to Accumulated Surplus	Balance 30/04/2018
	\$	\$	\$	\$
Refuse Disposal and Treatment	3,638,248	95,561	(38,305)	3,695,504
Concert Hall - Refurbishment and Maint.	6,431,852	153,810	(2,142,363)	4,443,299
Asset Enhancement	28,849,413	725,681	(3,548,175)	26,026,919
Street Furniture Replacement	420,867	10,570	(120,000)	311,437
Parking Levy	17,680,824	10,065	(17,543,470)	147,419
Art Acquisition	399,511	9,443	(72,147)	336,807
Heritage Incentive	628,769	16,598	-	645,367
Parking Facilities Development	22,353,779	584,956	(693,427)	22,245,308
Employee Entitlements	1,823,030	48,125	-	1,871,155
David Jones Bridge	314,684	8,307	-	322,991
Bonus Plot Ratio	634,650	16,753	-	651,403
PCEC Fixed Plant Replacement	4,649,307	324,850	-	4,974,157
Enterprise and Initiative	4,974,072	299,823	-	5,273,895
Public Art	406,992	10,746	-	417,738
	93,205,998	2,315,288	(24,157,887)	71,363,399
* Asset Revaluation	612,865,897	214,619	(361,114)	612,719,402
	<b>\$706,071,894</b>	<b>\$2,529,907</b>	<b>(\$24,519,001)</b>	<b>\$684,082,801</b>

\* The Asset Revaluation Reserve is a non cash backed reserve and cannot be used ,except for adjustments to fixed assets on their revaluation, disposal or write off

## MUNICIPAL

Notes to the Balance Sheet for the 10 months ended 30 April 2018

## 11 Cash Reconciliation

	30/04/2018	30/06/2017
	\$	\$
Cash and Cash Equivalents	7,230,793	16,126,364
Short Term Cash Investments	139,960,195	112,454,335
	<b>\$147,190,988</b>	<b>\$128,580,699</b>

## 12 Reconciliation of Net Cash Provided By Operating Activities to Operating Surplus

	30/04/2018	30/06/2017
	\$	\$
Change in Net Assets Resulting from Operations	29,647,065	5,838,060
Adjustment for items not involving the movement of Funds:		
Depreciation	28,641,025	34,855,597
Doubtful Debts	143,875	247,007
Non Capitalised Work in Progress	149,151	1,671,436
(Gain)/Loss on Disposal/Write off/Contribution of Assets	783,863	6,801,061
	59,364,979	49,413,161
Revenues Provided By :		
Government Grants	(2,496,247)	(4,638,186)
Contribution from Other Parties	-	-
	(2,496,247)	(4,638,186)
Change in Operating Assets and Liabilities		
<b>Add Back</b>		
Decrease in Inventories	-	97,584
Decrease in Trade and Other Receivables	-	1,262,728
Decrease in Deferred Debtors	-	-
Decrease in Accrued Income	804,513	-
Increase in Income Received /Raised in Advance	168,116	-
Increase in Accrued Expenses	671,660	1,471,437
Increase in Provisions	96,010	-
Increase in Trade and Other Payables	-	1,130,093
<b>Deduct</b>		
Decrease in Trade and Other Payables	(1,488,853)	-
Decrease in Income Received /Raised in Advance	-	(241,730)
Decrease in Accrued Interest Payable	(46,697)	(43,401)
Increases in Deferred Debtors	(5,864)	(13,922)
Decrease in Provisions	-	(746,042)
Increase in Inventories	(9,661)	-
Increase in Trade and Other Receivables	(1,289,416)	-
Increase in Prepayments	(2,979,502)	(588,323)
Increase in Accrued Income	-	(1,727,573)
Increase in Accrued Interest and Investment Income	(550,610)	(168,848)
	(4,630,304)	432,003
Net Cash Provided by Operating Activities	<b>\$52,238,431</b>	<b>\$45,206,978</b>

## MUNICIPAL

## Notes to the Balance Sheet for the 10 months ended 30 April 2018

## 13 Ratios

	30/04/2018	30/06/2017
<b>1 Current Ratio</b>		
<u>Current Assets</u> minus Restricted Assets		
<u>Current Liabilities</u> minus Liabilities associated with Restricted Assets	2.71	1.33
<b>2 Debt Ratio</b>		
<u>Total Liabilities</u>		
Total Assets	4.00%	4.69%
<b>3 Debt Service Ratio</b>		
<u>Debt Service Cost</u>		
Available Operating Revenue	4.13%	4.25%
<b>4 Rate Coverage Ratio</b>		
<u>Net Rate Revenue</u>		
Operating Revenue	49.09%	44.36%
<b>5 Outstanding Rates Ratio</b>		
<u>Rates Outstanding</u>		
Rates Collectable	0.98%	0.36%
<b>6 Untied Cash to Unpaid Creditors Ratio</b>		
<u>Untied Cash</u>		
Unpaid Trade Creditors	11.37	3.15
<b>7 Gross Debt to Revenue Ratio</b>		
<u>Gross Debt</u>		
Total Revenue	12.56%	14.70%
<b>8 Gross Debt to Economically Realisable Assets Ratio</b>		
<u>Gross Debt</u>		
Economically Realisable Assets	2.46%	3.23%

Restricted Assets includes reserve funds and tied contributions not utilised at 30.04.2018