

Special Meeting of Council

AGENDA

Notice of Meeting

Councillors of the Tamala Park Regional Council are advised that a Special Meeting of Council will be held electronically on Thursday 29 September 2022 at 12:00pm.



CHRIS ADAMS
Chief Executive Officer

*Constituent Members:
Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park*

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MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Jane Cutler	
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Russ Fishwick Cr John Raftis
City of Perth	Cr Brent Fleeton	Cr Clyde Bevan
City of Stirling	Cr Tony Krsticevic Cr Suzanne Migdale (DEPUTY CHAIR) Cr Bianca Sandri (CHAIR) Cr Karlo Perkov	Cr David Lagan
Town of Victoria Park	Cr Bronwyn Ife	Cr Claire Anderson
City of Vincent	Cr Ashley Wallace	Cr Jonathan Hallett
City of Wanneroo	Cr Brett Treby Cr Glynis Parker	Cr Linda Aitken Cr Vinh Nguyen

PRELIMINARIES

1. OFFICIAL OPENING

On behalf of Councillors, we would like to acknowledge the traditional custodians of this land, the Wadjak people of the Nyoongar nation, on which this meeting is taking place and show our respect for Elders past, present and emerging.

2. APOLOGIES AND LEAVE OF ABSENCE

3. DISCLOSURE OF INTERESTS

4. PUBLIC STATEMENT/QUESTION TIME

5. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

6. PETITIONS

7. ADMINISTRATION REPORTS AS PRESENTED

7.1 STATEMENT OF FINANCIAL ACTIVITY FOR JULY 2022

Responsible Officer: Chief Executive Officer

Attachments: Statement of Financial Activity for 31 July 2022

Voting Requirements: Simple Majority

RECOMMENDATION

That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 31 July 2022.

PURPOSE

Submission of the Statement(s) of Financial Activity required under the *Local Government Act 1995*.

LOCAL GOVERNMENT ACT/REGULATION

- *Local Government Act 1995*: Sect 6.4(1): Financial Report Required
- *Local Government (Financial Management) Regulations 1996*: Regulation 34 Composition of Report
- *Local Government (Financial Management) Regulations 1996*: Regulation 34 (5) Material Variance Reports [10%]
- *Local Government (Audit) Regulations 1996*: Regulation 14 Compliance Audit Item

RISK MANAGEMENT IMPLICATIONS

Risk Ref: 8	Risk Rating:
TPRC Operations - Financial Management of TPRC	Low
Action:	
Preparation and reporting on monthly accounts for Council approval.	

The submission of the Statement(s) of Financial Activity is required under the *Local Government Act 1995* and necessary to ensure transparency and governance of financial activity.

BACKGROUND

It is a mandatory requirement that the Council receives, reviews and records in the Regional Council's public minutes a statement of financial activity showing annual budget estimates and the figures for budget estimates, income and expenditure and variances at the end of each month. The report is also to show the composition of assets and other relevant information.

COMMENT

The detailed Statements contained in the Appendices reflect the budget proposals and direction adopted by the Council.

Variances at 31 July 2022 exceeding 10% were experienced in relation to the following:

Interest Earnings	The positive variation is a result of timing of maturing investments.
Other Revenue	The negative variation relates to less funds invested in institutions paying commission rebates.
Employee Costs	The positive variation is a result of the extension of the temporary CEO's contract.
Interest	The negative variation is a result of lease recalculation requested by the auditor (TPRC office) and will continue until adjusted in the Mid-Year Budget Review.
Other	The positive variation relates to timing of payments.
Utilities	The positive variation relates to timing of payments.
Income Sale of Lots - Subdivision	The positive variance is a result of timing of settlements.
Land Production Costs	The positive variance relates to timing of payments.
GST Withheld Member Councils	The positive variation relates to timing of settlements.

The information in the appendices is summarised in the tables following.

Financial Snapshot as at 31 July 2022

	2022-23 Adopted BUDGET	2022-23 Budget YTD	2022-23 Actual YTD	Variance		Variance %
				Favourable	Unfavourable	
REVENUE	\$	\$	\$	\$	\$	%
Interest Earnings	890,426	74,202	216,236	142,034		191.42%
Other Revenue	22,939	1,912	1,159		(753)	-39.38%
	\$913,365	\$76,114	\$217,395	\$142,034	(\$753)	
LESS EXPENDITURE						
Depreciation	(43,510)	(3,626)	(3,626)			0.00%
Employee Costs	(737,937)	(61,495)	(39,329)	22,166		36.05%
Insurance	(21,952)	(10,974)	(9,978)	996		9.08%
Interest	(1,423)	(119)	(304)		(185)	-155.46%
Materials and Contracts	(380,310)	(31,693)	(30,705)	988		3.12%
Other	(171,255)	(854)	0	854		100.00%
Utilities	(6,829)	(569)	0	569		100.00%
Members Equity						
Income Sale of Lots - Subdivisions	60,156,539	772,571	3,427,792	2,655,221		343.69%
Land Production Costs	(61,064,081)	(3,078,495)	(1,755,896)	1,322,599		42.96%
GST Withheld Member Councils	(4,165,673)	(210,009)	(242,200)	(32,191)		-15.33%
Profit distribution/Contributions Returned	(20,485,534)	0	0			0.00%
	(\$26,921,965)	(\$2,625,263)	\$1,345,754	\$3,971,202	(\$185)	
Total Change in Equity	(\$26,008,600)	(\$2,549,149)	\$1,563,149	\$4,113,236	(\$938)	

Balance Sheet Summary as at 31 July 2022

	Actual 2021-22 \$	Actual 2022-23 \$	Variance \$	Variance %
Current assets				
Cash and cash equivalents	52,296,465	53,634,381	1,337,916	2.56%
Trade and other receivables	782,569	968,413	185,844	23.75%
Total current assets	53,079,034	54,602,794	1,523,760	2.9%
Non-current assets				
Inventories	1,600,000	1,600,000	0	0.00%
Right of use assets	149,716	146,887	-2,829	-1.89%
Property, plant and equipment	36,311	35,515	-796	-2.19%
Total non-current assets	1,786,027	1,782,402	-3,625	-0.20%
Total assets	54,865,061	56,385,196	1,520,135	2.77%
Current liabilities				
Trade and other payables	162,938	122,536	40,402	24.80%
Lease Liabilities	31,760	29,147	2,613	8.23%
Provisions	21,788	21,788	(0)	0.00%
Total current liabilities	216,485	173,471	43,014	19.9%
Non-current liabilities				
Lease Liabilities	119,156	119,156	0	0.00%
Provisions	13,527	13,527	0	0.00%
Total non-current liabilities	132,683	132,683	0	0.00%
Total liabilities	349,168	306,154	43,014	12.32%
Net assets	54,515,893	56,079,042	1,563,149	2.87%

Investment Summary as at 31 July 2022

Cash Accounts						
	Face Value (\$)	Current Yield	Institution	Credit Rating	Current Value (\$)	Deal No.
	5,029,385.48	1.3500%	Macquarie Bank	A+	5,029,385.48	541301
	5,029,385.48	1.3500%			5,029,385.48	

Term Deposits									
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)
Aug-22	1,000,000.00	0.4500%	Macquarie Bank	A+	1,000,000.00	Sep-21	1,003,969.86	541894	3,969.86
Sep-22	3,000,000.00	0.4400%	Westpac Group	AA-	3,000,000.00	Oct-21	3,010,089.86	542013	10,089.86
Oct-22	3,021,000.00	0.4000%	Westpac Group	AA-	3,021,000.00	Oct-21	3,030,634.09	541997	9,634.09
Oct-22	3,000,000.00	0.4100%	National Australia Bank	AA-	3,000,000.00	Oct-21	3,009,772.60	541995	9,772.60
Nov-22	2,000,000.00	1.0000%	AMP Bank	BBB	2,000,000.00	Feb-22	2,009,424.66	542330	9,424.66
Nov-22	3,000,000.00	1.0000%	AMP Bank	BBB	3,000,000.00	Feb-22	3,014,136.99	542331	14,136.99
Nov-22	1,000,000.00	0.9800%	Suncorp Bank	A+	1,000,000.00	Mar-22	1,003,758.90	542443	3,758.90
Dec-22	3,000,000.00	3.4000%	Suncorp Bank	A+	3,000,000.00	Jun-22	3,011,457.53	542877	11,457.53
Jan-23	1,000,000.00	0.8000%	Westpac Group	AA-	1,000,000.00	Jan-22	1,000,153.42	542266	153.42
Jan-23	1,000,000.00	0.8100%	Westpac Group	AA-	1,000,000.00	Jan-22	1,004,172.05	542269	4,172.05
Feb-23	1,000,000.00	1.0000%	Macquarie Bank	A+	1,000,000.00	Mar-22	1,004,109.59	542408	4,109.59
Feb-23	2,000,000.00	0.5200%	National Australia Bank	AA-	2,000,000.00	Aug-21	2,010,058.08	541745	10,058.08
Feb-23	1,000,000.00	0.9500%	Westpac Group	AA-	1,000,000.00	Feb-22	1,002,004.11	542340	2,004.11
Feb-23	1,000,000.00	0.9400%	Westpac Group	AA-	1,000,000.00	Feb-22	1,004,094.79	542373	4,094.79
Mar-23	3,000,000.00	1.0000%	National Australia Bank	AA-	3,000,000.00	Mar-22	3,012,000.00	542415	12,000.00
Mar-23	5,000,000.00	1.1100%	ANZ Banking Group	AA-	5,000,000.00	Mar-22	5,021,895.89	542425	21,895.89
May-23	1,000,000.00	3.0500%	ME Bank	BBB+	1,000,000.00	May-22	1,006,852.05	542757	6,852.05
May-23	2,000,000.00	3.0300%	Commonwealth Bank of Australia	AA-	2,000,000.00	May-22	2,013,448.22	542772	13,448.22
Jun-23	3,000,000.00	3.8600%	Commonwealth Bank of Australia	AA-	3,000,000.00	Jul-22	3,008,248.77	542933	8,248.77
	40,021,000.00	1.3785%			40,021,000.00		40,180,281.46		159,281.46

Fixed Rate Bonds									
Maturity Date	Face Value (\$)	Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)
Jun-23	3,000,000.00	0.7000%	NT T-Corp Bond (Jun23) 0.70%	Aa3	3,000,000.00	Apr-21	3,002,704.11	541265	2,704.11
	3,000,000.00				3,000,000.00		3,002,704.11		2,704.11

7.2 DELEGATION OF AUTHORITY REGISTER – SEPTEMBER 2022

Responsible Officer: Chief Executive Officer

Attachments:

1. TPRC Delegation of Authority Register (September 2022)
2. TPRC Delegation of Authority Register (August 2022)
3. TPRC Delegation of Authority Register (Explanatory Notes)

Voting Requirements: Absolute Majority

RECOMMENDATION

That the Council APPROVES the TPRC Delegation of Authority Register (September 2022).

PURPOSE

For the Council to approve a revised Delegation of Authority Register, which sets out the terms of reference and delegated authority arrangements for the Management Committee and the Chief Executive Officer (CEO).

LOCAL GOVERNMENT ACT/REGULATION

Local Government Act 1995

- Section 5.16(1) – *Under and subject to section 5.17, a local government may delegate to a committee any of its powers and duties other than this power of delegation.*
- Section 5.42(1) – *A local government may delegate to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.*
- Section 5.44(1) – *A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.*
- Section 5.46 –
 - *The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.*
 - *At least once every financial year, delegations made under this Division are to be reviewed by the delegator.*
 - *A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of power or the discharge of a duty.*

PREVIOUS MINUTES

- Council Meeting – 18 August 2022 (Item 8.6 Delegation Authority Register – August 2022)
- Council Meeting – 10 December 2020 (Item 8.7 Delegation Authority 2020)
- Council Meeting – 16 April 2020 (Item 9.1 Management Committee – Terms of Reference/Delegations)

RISK MANAGEMENT IMPLICATIONS

Risk Ref: 6	Risk Rating:
TPRC Operations – Internal Controls	Moderate
Action:	
Management policies and procedures reviewed annually and approved by the Council.	

This report relates to arrangements for the delegation of the Council's authority to the Management Committee and CEO.

BACKGROUND

At its meeting of 18 August 2022, the Council approved a revised Delegation Register (August 2022), which sets out various authorities delegated to the CEO and Management Committee.

An administrative error was made in the production of the agenda for the 18 August 2022 meeting. This saw a draft version of the register being appended to the agenda and subsequently approved by the Council, instead of a later, more refined version that was intended to be recommended for approval.

COMMENT

It is recommended that the Council approve the Delegation of Authority Register (September 2022) as contained in Appendix 7.2. This version contains a series of minor revisions to the approved register that are intended to optimise its utility for administrative use. Fundamental purposes of the revised register and the extent of authority it provides will remain unchanged.

CONCLUSION

The Delegation of Authority Register (September 2022) reflects the unique nature of the TPRC as a regional council overseeing the development of a landholding. The delegations provide the authority to officers to conduct the day-to-day operations of the Project, ensuring that the objectives outlined in the Establishment Agreement are met.

It is recommended that Council approves the Delegation of Authority Register (September 2022).

8. **ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**
9. **QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**
10. **URGENT BUSINESS APPROVED BY THE CHAIR**
11. **GENERAL BUSINESS**
12. **DECISION TO MOVE TO CONFIDENTIAL SESSION**

That the Council:

Move into Closed Session and exclude members of the press and public from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 5.23 of the *Local Government Act 1995*.

12.1 SALE OF LOT 341 RATHMINES STREET – TENDER 03/2022

- c) *a contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c));*
- e) *a matter that if disclosed, would reveal –*
 - i) *Information that has a commercial value to a person; or*
 - ii) *Information about the business, professional, commercial or financial affairs of a person where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).*

13. FORMAL CLOSURE OF MEETING

Appendix 7.1

TAMALA PARK REGIONAL COUNCIL
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 July 2022

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 JULY 2022**

NATURE OR TYPE DESCRIPTIONS

REVENUE

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates, reimbursements etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

All costs associated with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets. Excluding Land.

INTEREST EXPENSES

Interest and other costs of finance paid, including costs of finance for loan debentures, overdraft accommodation and refinancing expenses.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022**

BY NATURE OR TYPE

	Ref Note	Adopted Budget (a)	YTD Budget (b)	YTD Actual (c)	Variance \$ (c) - (b)	Variance % ((c) - (b))/(b)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	2(c)	52,899,172	52,899,172	52,894,309	(4,863)	(0.01%)	
Revenue from operating activities							
Interest earnings		890,426	74,202	216,236	142,034	191.42%	▲
Other revenue		22,939	1,912	1,159	(753)	(39.38%)	
		913,365	76,114	217,395	141,281	185.62%	
Expenditure from operating activities							
Employee costs		(737,937)	(61,495)	(39,329)	22,166	36.05%	▲
Materials and contracts		(380,310)	(31,693)	(30,705)	988	3.12%	
Utility charges		(6,829)	(569)	0	569	100.00%	
Depreciation on non-current assets		(43,510)	(3,626)	(3,626)	0	0.00%	
Interest expenses		(1,423)	(119)	(304)	(185)	(155.46%)	
Insurance expenses		(21,952)	(10,974)	(9,978)	996	9.08%	
Other expenditure		(171,255)	(854)	0	854	100.00%	
		(1,363,216)	(109,330)	(83,942)	25,388	(23.22%)	
Non-cash amounts excluded from operating activities	2(a)	43,510	3,626	(5,996,374)	(6,000,000)	(165471.59%)	▼
Amount attributable to operating activities		(406,341)	(29,590)	(5,862,921)	(5,833,331)	19713.86%	
Investing activities							
Payments for property, plant and equipment and infrastructure	7	(5,000)	0	0	0	0.00%	
Amount attributable to investing activities		(5,000)	0	0	0	0.00%	
Financing Activities							
Payments of member contributions	1	(61,064,081)	(3,078,495)	(1,755,896)	1,322,599	42.96%	▲
Proceeds from member contributions	1	60,156,539	772,571	3,427,792	2,655,221	(343.69%)	
Payments of GST withheld	1	(4,165,673)	(210,009)	(242,200)	(32,191)	(15.33%)	▼
Payments for principal portion of lease liabilities	8	(33,577)	(2,798)	(2,613)	185	6.61%	
Payments return of contribution	1	(20,000,000)	0	0	0	0.00%	
Payments return of equity	1	(485,534)	0	0	0	0.00%	
Amount attributable to financing activities		(25,592,326)	(2,518,731)	1,427,083	3,945,814	(156.66%)	
Closing funding surplus / (deficit)	2(c)	26,895,505	50,350,851	48,458,471	(1,892,380)	3.76%	

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Budget and YTD Actual data as per the adopted materiality threshold.

Refer to Note 10 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

BASIS OF PREPARATION

The financial report has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying Regulations.

The *Local Government Act 1995* and accompanying Regulations take precedence over Australian Accounting Standards where they are inconsistent.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Regional Council to measure any vested improvements at zero cost.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the financial report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Regional Council controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

All monies held in the Trust Fund are excluded from the financial statements.

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities not readily apparent from other sources. Actual results may differ from these estimates.

The balances, transactions and disclosures impacted by accounting estimates are as follows:

- estimation of fair values of certain financial assets
- estimation of fair values of fixed assets shown at fair value
- impairment of financial assets

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

PREPARATION TIMING AND REVIEW

Date prepared: All known transactions up to 30 August 2022

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022

NOTE 1
CONTRIBUTED EQUITY

Movement in Financing Activities as Represented by:

	Development	Return of	Return of	Rates	Payments of	GST	Total
Land Sales	Expenses	Contribution	Equity	Equivalent	Lease	Withheld	Movement
Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Liabilities	Year to Date	Year to Date
31 July 2022	31 July 2022	31 July 2022	31 July 2022	31 July 2022	31 July 2022	31 July 2022	31 July 2022
\$	\$	\$	\$	\$		\$	\$
Town of Victoria Park	285,649	(146,325)	0	0	(218)	(20,183)	118,923
City of Perth	285,649	(146,325)	0	0	(218)	(20,183)	118,923
Town of Cambridge	285,649	(146,325)	0	0	(218)	(20,183)	118,923
City of Joondalup	571,299	(292,649)	0	0	(436)	(40,367)	237,848
City of Wanneroo	571,299	(292,649)	0	0	(436)	(40,367)	237,848
Town of Vincent	285,649	(146,325)	0	0	(218)	(20,183)	118,923
City of Stirling	1,142,598	(585,298)	0	0	(871)	(80,733)	475,696
Total	3,427,792	(1,755,896)	0	0	0	(2,613)	(242,200)

Land Sales	Development	Return of	Return of	Rates	Payments of	GST	Total
Adopted	Expenses	Contribution	Equity	Equivalent	Lease	Withheld	Movement
Adopted	Adopted	Adopted	Adopted	Adopted	Liabilities	Adopted	Adopted
Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget
\$	\$	\$	\$	\$	\$	\$	\$
5,013,045	(5,088,673)	(1,666,667)	(40,461)	0	(2,798)	(347,139)	(2,132,694)
5,013,045	(5,088,673)	(1,666,667)	(40,461)	0	(2,798)	(347,139)	(2,132,694)
5,013,045	(5,088,673)	(1,666,667)	(40,461)	0	(2,798)	(347,139)	(2,132,694)
10,026,090	(10,177,347)	(3,333,333)	(80,922)	0	(5,596)	(694,279)	(4,265,388)
10,026,090	(10,177,347)	(3,333,333)	(80,922)	0	(5,596)	(694,279)	(4,265,388)
5,013,045	(5,088,673)	(1,666,667)	(40,461)	0	(2,798)	(347,139)	(2,132,694)
20,052,180	(20,354,694)	(6,666,667)	(161,845)	0	(11,192)	(1,388,558)	(8,530,775)
60,156,539	(61,064,081)	(20,000,000)	(485,534)	0	(33,577)	(4,165,673)	(25,592,326)

Movement in Total Equity Represented by:

	Closing Balance 30 June 2022	Movement in		Year to Date 31 July 2022
		Contributed Equity	Net Result	
	\$			\$
Town of Victoria Park	4,509,818	118,923	11,121	4,639,862
City of Perth	4,509,818	118,923	11,121	4,639,862
Town of Cambridge	4,509,818	118,923	11,121	4,639,862
City of Joondalup	9,019,634	237,848	22,242	9,279,724
City of Wanneroo	9,019,634	237,848	22,242	9,279,724
Town of Vincent	4,509,818	118,923	11,121	4,639,862
City of Stirling	18,042,083	475,696	44,484	18,562,263
Total	54,120,623	1,427,083	133,453	55,681,159

Total Movement in Equity **1,560,536**

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32*.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Movement in financial assets at amortised cost (non current)		0	0	(6,000,000)
Add: Depreciation on assets		43,510	3,626	3,626
Total non-cash items excluded from operating activities		43,510	3,626	(5,996,374)

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation 32* to agree to the surplus/(deficit) after imposition of general rates.

		Adopted Budget Opening 30 June 2022	Last Year Closing 30 June 2022	Year to Date 31 July 2022
Adjustments to net current assets				
Add: Lease liabilities	8	33,577	31,760	29,147
Total adjustments to net current assets		33,577	31,760	29,147

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	3	26,648,937	10,227,737	10,613,381
Financial assets at amortised cost	3	0	42,228,303	37,021,000
Receivables	4	350,000	595,395	918,878
Other current assets	5	10,000	27,600	34,600
Less: Current liabilities				
Payables	6	(91,644)	(162,938)	(107,600)
Lease liabilities	8	(33,577)	(31,760)	(29,147)
Provisions	9	(21,788)	(21,788)	(21,788)
Less: Total adjustments to net current assets	2(b)	33,577	31,760	29,147
Closing funding surplus / (deficit)		26,895,505	52,894,309	48,458,471

CURRENT AND NON-CURRENT CLASSIFICATION

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted	Total Cash and Financial Assets	Institution	Interest Rate	Maturity Date
		\$	\$			
Current cash and current financial assets						
Municipal bank	Cash and cash equivalents	142,749	142,749	Westpac	Nil	Nil
Settlement Proceeds	Cash and cash equivalents	5,441,246	5,441,246	Westpac	0.34%	Nil
Cash Management	Cash and cash equivalents	1	1	Macquarie	0.25%	Nil
Accelerator	Cash and cash equivalents	5,029,385	5,029,385	Macquarie	1.85%	Nil
Term Deposit 9747	Financial assets at amortised cost	1,000,000	1,000,000	Macquarie	0.45%	Aug-22
Term Deposit 2250	Financial assets at amortised cost	3,000,000	3,000,000	Westpac	0.44%	Sep-22
Term Deposit 0647	Financial assets at amortised cost	3,021,000	3,021,000	Westpac	0.40%	Oct-22
Term Deposit 5247	Financial assets at amortised cost	3,000,000	3,000,000	NAB	0.41%	Oct-22
Term Deposit 0025	Financial assets at amortised cost	3,000,000	3,000,000	AMP	1.00%	Nov-22
Term Deposit 1248	Financial assets at amortised cost	2,000,000	2,000,000	AMP	1.00%	Nov-22
Term Deposit 3119	Financial assets at amortised cost	1,000,000	1,000,000	Suncorp	0.98%	Nov-22
Term Deposit 3841	Financial assets at amortised cost	3,000,000	3,000,000	Suncorp	3.40%	Dec-22
Term Deposit 2662	Financial assets at amortised cost	1,000,000	1,000,000	Westpac	0.80%	Jan-23
Term Deposit 5593	Financial assets at amortised cost	1,000,000	1,000,000	Westpac	0.81%	Jan-23
Term Deposit 3473	Financial assets at amortised cost	2,000,000	2,000,000	NAB	0.52%	Feb-23
Term Deposit 0230	Financial assets at amortised cost	1,000,000	1,000,000	Westpac	0.95%	Feb-23
Term Deposit 8414	Financial assets at amortised cost	1,000,000	1,000,000	Westpac	0.94%	Feb-23
Term Deposit 6355	Financial assets at amortised cost	1,000,000	1,000,000	Macquarie	1.00%	Feb-23
Term Deposit	Financial assets at amortised cost	5,000,000	5,000,000	ANZ	1.10%	Mar-23
Term Deposit 9683	Financial assets at amortised cost	3,000,000	3,000,000	NAB	1.00%	Mar-23
Term Deposit 2738	Financial assets at amortised cost	1,000,000	1,000,000	ME Bank	3.05%	May-23
Term Deposit 2511	Financial assets at amortised cost	2,000,000	2,000,000	CBA	3.03%	May-23
		37,021,000	37,021,000			
Non current financial assets						
		0				
Term Deposit AA1102A	Financial assets at amortised cost	3,000,000	3,000,000	NT Bonds	0.70%	Jun-23
Term Deposit 5118	Financial assets at amortised cost	3,000,000	3,000,000	CBA	3.86%	Jun-23
		6,000,000	6,000,000			
Total		43,021,000	43,021,000			
Comprising						
Cash and cash equivalents		10,613,381	10,613,381			
Financial assets at amortised cost - current		37,021,000	37,021,000			
Financial assets at amortised cost - non current		6,000,000	6,000,000			
		53,634,381	53,634,381			

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	422,369	131,678	12,346	0	566,393
Percentage	0.0%	74.6%	23.2%	2.2%	0%	
Balance per trial balance						
Sundry receivable						566,393
Accrued interest						352,485
Total receivables general outstanding						918,878

Amounts shown above include GST (where applicable)

KEY INFORMATION

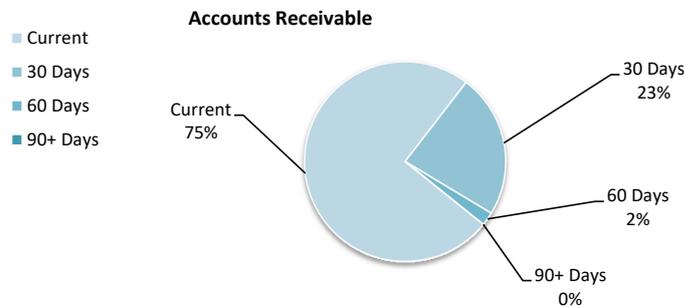
Trade and other receivables include amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectable amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Classification and subsequent measurement

Receivables which are generally due for settlement within 30 days and are classified as current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the Regional Council measures them subsequently at amortised cost using the effective interest rate method.



	Opening Balance 1 July 2022	Asset Increase	Asset Reduction	Closing Balance 31 July 2022
Other current assets	\$	\$	\$	\$
Funds held by Settlement agent in Trust	27,600	7,000	0	34,600
Total other current assets	27,600	7,000	0	34,600

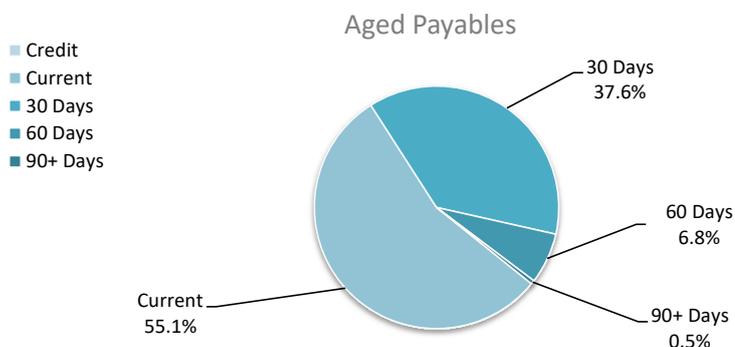
Amounts shown above include GST (where applicable)

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	32,208	21,984	3,966	285	58,443
Percentage	0%	55.1%	37.6%	6.8%	0.5%	
Balance per trial balance						
Sundry creditors						58,443
Accrued salaries and wages						1,644
ATO liabilities						8,617
Credit card						1,604
Accrued expenses						37,292
Total payables general outstanding						107,600

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Regional Council prior to the end of the period that are unpaid and arise when the Regional Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022**

**INVESTING ACTIVITIES
NOTE 7
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Furniture and equipment	5,000	0	0	0
Payments for Capital Acquisitions	5,000	0	0	0

SIGNIFICANT ACCOUNTING POLICIES

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

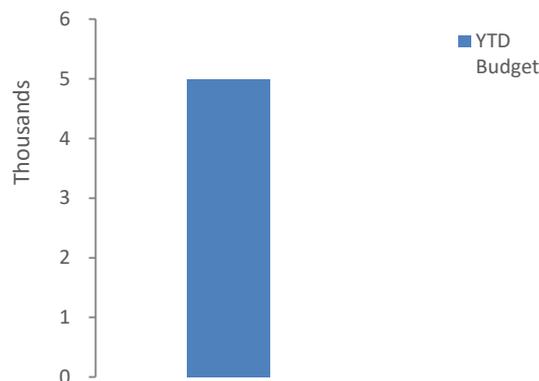
Initial recognition and measurement for assets held at cost

Plant and equipment including furniture and equipment is recognised at cost on acquisition in accordance with *Financial Management Regulation 17A*. Where acquired at no cost the asset is initially recognise at fair value. Assets held at cost are depreciated and assessed for impairment annually.

Initial recognition and measurement between mandatory revaluation dates for assets held at fair value

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Regional Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Payments for Capital Acquisitions



**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022**

FINANCING ACTIVITIES

NOTE 8

LEASE LIABILITIES

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2022	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	\$
Other property and services										
2/369 Scarborough Beach Road, Innaloo	STIRLI/210937	87,082	0	0	(2,613)	(33,577)	84,469	53,505	(304)	(1,423)
Total		87,082	0	0	(2,613)	(33,577)	84,469	53,505	(304)	(1,423)
Current lease liabilities		31,760					29,147			
Non-current lease liabilities		119,156					119,156			
		150,916					148,303			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Regional Council assesses if the contract contains or is a lease. A contract is or contains a lease, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Regional Council uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

	Note	Opening Balance 1 July 2022	Liability transferred from/(to) non current	Liability Increase	Liability Reduction	Closing Balance 31 July 2022
		\$		\$	\$	\$
Other current liabilities						
Employee Related Provisions						
Annual leave		21,788	0	0	0	21,788
Total Employee Related Provisions		21,788	0	0	0	21,788
Total other current liabilities		21,788	0	0	0	21,788
Amounts shown above include GST (where applicable)						

KEY INFORMATION

Provisions

Provisions are recognised when the Regional Council has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee Related Provisions

Short-term employee benefits

Provision is made for the Regional Council's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Regional Council's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the calculation of net current assets.

Other long-term employee benefits

The Regional Council's obligations for employees' annual leave and long service leave entitlements are recognised as employee related provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Regional Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Regional Council does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 JULY 2022**

**NOTE 10
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2022-23 year is \$5,000 or 10.00% whichever is the greater.

Nature or type	Var. \$	Var. %	Explanation of positive variances		Explanation of negative variances	
			Timing	Permanent	Timing	Permanent
	\$	%				
Revenue from operating activities						
Interest earnings	142,034	191.42%	▲			
Expenditure from operating activities						
Employee costs	22,166	36.05%	▲			
Non-cash amounts excluded from operating activities	(6,000,000)	(165471.59%)	▼			
Financing activities						
Payments of member contributions	1,322,599	42.96%	▲			

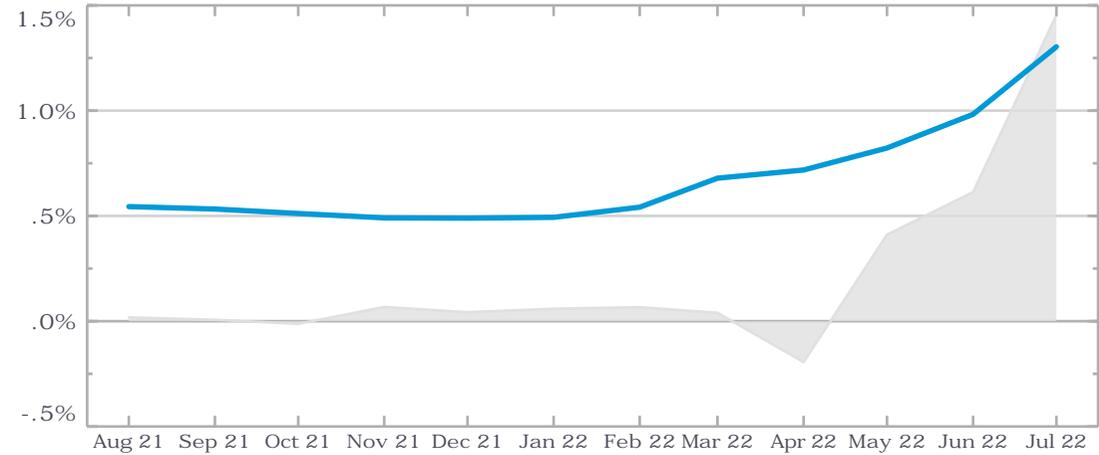


Investment Summary Report
July 2022

Investment Holdings

By Product	Face Value (\$)	Current Value (\$)	Current Yield (%)
Bonds	3,000,000.00	3,002,704.11	0.7000
Cash	5,029,385.48	5,029,385.48	1.3500
Term Deposit	40,021,000.00	40,180,281.46	1.3785
	48,050,385.48	48,212,371.05	1.3331

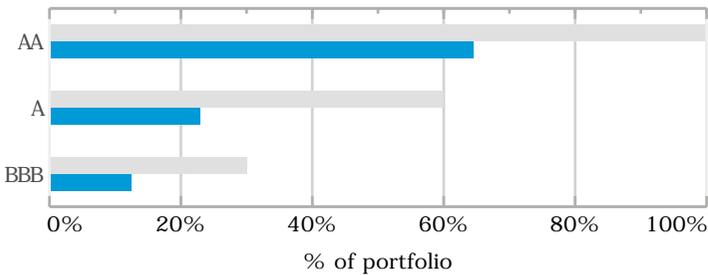
Investment Performance



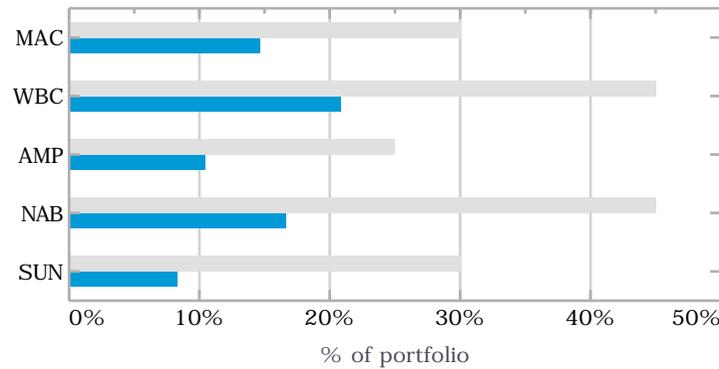
■ Portfolio Annualised Return ■ AusBond BB Index Annualised Return

Investment Policy Compliance

Total Credit Exposure



Highest Individual Exposures vs Policy



Term to Maturities

Maturity Profile	Face Value (\$)	Policy Max
Between 0 and 1 Year	48,050,385	100%
	48,050,385	

■ Portfolio Exposure ■ Investment Policy Limit

Cash Accounts											
	Face Value (\$)	Current Yield	Institution	Credit Rating		Current Value (\$)	Deal No.				Reference
	5,029,385.48	1.3500%	Macquarie Bank	A+		5,029,385.48	541301				
	5,029,385.48	1.3500%				5,029,385.48					

Term Deposits											
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
Aug-22	1,000,000.00	0.4500%	Macquarie Bank	A+	1,000,000.00	Sep-21	1,003,969.86	541894	3,969.86	At Maturity	656
Sep-22	3,000,000.00	0.4400%	Westpac Group	AA-	3,000,000.00	Oct-21	3,010,089.86	542013	10,089.86	At Maturity	660
Oct-22	3,021,000.00	0.4000%	Westpac Group	AA-	3,021,000.00	Oct-21	3,030,634.09	541997	9,634.09	At Maturity	658
Oct-22	3,000,000.00	0.4100%	National Australia Bank	AA-	3,000,000.00	Oct-21	3,009,772.60	541995	9,772.60	At Maturity	659
Nov-22	2,000,000.00	1.0000%	AMP Bank	BBB	2,000,000.00	Feb-22	2,009,424.66	542330	9,424.66	At Maturity	644
Nov-22	3,000,000.00	1.0000%	AMP Bank	BBB	3,000,000.00	Feb-22	3,014,136.99	542331	14,136.99	At Maturity	645
Nov-22	1,000,000.00	0.9800%	Suncorp Bank	A+	1,000,000.00	Mar-22	1,003,758.90	542443	3,758.90	At Maturity	672
Dec-22	3,000,000.00	3.4000%	Suncorp Bank	A+	3,000,000.00	Jun-22	3,011,457.53	542877	11,457.53	At Maturity	678
Jan-23	1,000,000.00	0.8000%	Westpac Group	AA-	1,000,000.00	Jan-22	1,000,153.42	542266	153.42	Quarterly	661
Jan-23	1,000,000.00	0.8100%	Westpac Group	AA-	1,000,000.00	Jan-22	1,004,172.05	542269	4,172.05	At Maturity	662
Feb-23	1,000,000.00	1.0000%	Macquarie Bank	A+	1,000,000.00	Mar-22	1,004,109.59	542408	4,109.59	At Maturity	668
Feb-23	2,000,000.00	0.5200%	National Australia Bank	AA-	2,000,000.00	Aug-21	2,010,058.08	541745	10,058.08	Annually	655
Feb-23	1,000,000.00	0.9500%	Westpac Group	AA-	1,000,000.00	Feb-22	1,002,004.11	542340	2,004.11	Quarterly	663
Feb-23	1,000,000.00	0.9400%	Westpac Group	AA-	1,000,000.00	Feb-22	1,004,094.79	542373	4,094.79	At Maturity	664
Mar-23	3,000,000.00	1.0000%	National Australia Bank	AA-	3,000,000.00	Mar-22	3,012,000.00	542415	12,000.00	At Maturity	669
Mar-23	5,000,000.00	1.1100%	ANZ Banking Group	AA-	5,000,000.00	Mar-22	5,021,895.89	542425	21,895.89	At Maturity	671
May-23	1,000,000.00	3.0500%	ME Bank	BBB+	1,000,000.00	May-22	1,006,852.05	542757	6,852.05	At Maturity	675
May-23	2,000,000.00	3.0300%	Commonwealth Bank of Australia	AA-	2,000,000.00	May-22	2,013,448.22	542772	13,448.22	At Maturity	677
Jun-23	3,000,000.00	3.8600%	Commonwealth Bank of Australia	AA-	3,000,000.00	Jul-22	3,008,248.77	542933	8,248.77	At Maturity	679
	40,021,000.00	1.3785%			40,021,000.00		40,180,281.46		159,281.46		

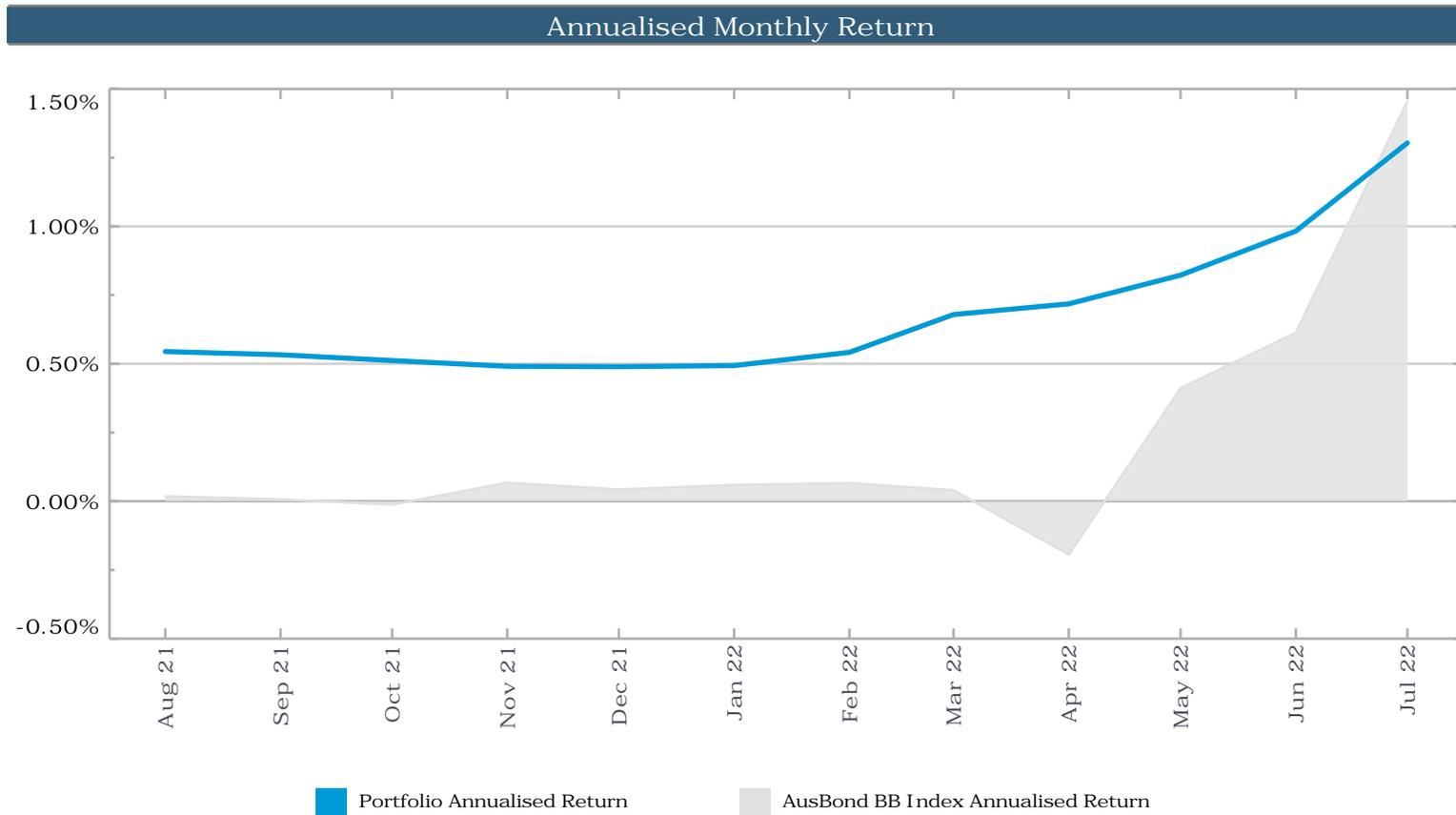
Fixed Rate Bonds

Maturity Date	Face Value (\$)	Coupon	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Purchase Yield	Reference
Jun-23	3,000,000.00	0.7000%	NT T-Corp Bond (Jun23) 0.70%	Aa3	3,000,000.00	Apr-21	3,002,704.11	541265	2,704.11	0.7000%	
	3,000,000.00				3,000,000.00		3,002,704.11		2,704.11	0.7000%	

Tamala Park Regional Council
Accrued Interest Report - July 2022

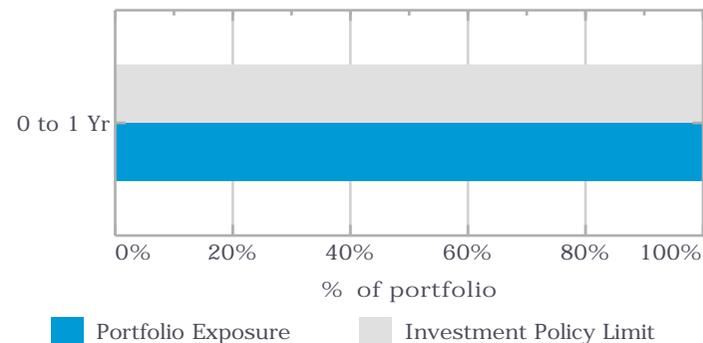
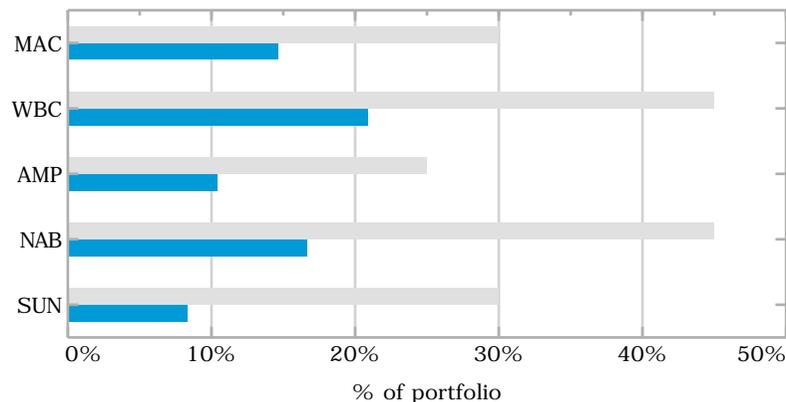
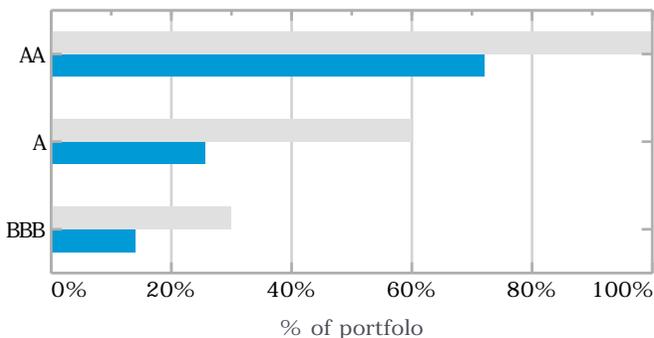
Accrued Interest Report									
Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
<u>Bonds</u>									
NT T-Corp Bond (Jun23) 0.70%	541265	642		Apr-21	Jun-23	0.00	31	1,783.56	.70%
Bonds Total						0.00		1,783.56	.70%
<u>Cash</u>									
Macquarie Bank	541301	Accelerator				4,763.02	31	4,763.02	1.35%
Cash Total						4,763.02		4,763.02	1.35%
<u>Term Deposit</u>									
AMP Bank	541726	653		Aug-21	Jul-22	13,885.28	4	168.31	.75%
Macquarie Bank	541894	656		Sep-21	Aug-22	0.00	31	382.19	.45%
Westpac Group	542013	660		Oct-21	Sep-22	0.00	31	1,121.09	.44%
National Australia Bank	541995	659		Oct-21	Oct-22	0.00	31	1,044.65	.41%
Westpac Group	541997	658		Oct-21	Oct-22	0.00	31	1,026.31	.40%
AMP Bank	542330	644		Feb-22	Nov-22	0.00	31	1,698.63	1.00%
AMP Bank	542331	645		Feb-22	Nov-22	0.00	31	2,547.95	1.00%
Suncorp Bank	542443	672		Mar-22	Nov-22	0.00	31	832.32	.98%
Suncorp Bank	542877	678		Jun-22	Dec-22	0.00	31	8,663.01	3.40%
Westpac Group	542266	661		Jan-22	Jan-23	1,972.60	31	679.44	.80%
Westpac Group	542269	662		Jan-22	Jan-23	0.00	31	687.94	.81%
Macquarie Bank	542408	668		Mar-22	Feb-23	0.00	31	849.32	1.00%
National Australia Bank	541745	655		Aug-21	Feb-23	0.00	31	883.29	.52%
Westpac Group	542340	663		Feb-22	Feb-23	0.00	31	806.85	.95%

Accrued Interest Report									
Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
Westpac Group	542340	663		Feb-22	Feb-23	0.00	31	806.85	.95%
Westpac Group	542373	664		Feb-22	Feb-23	0.00	31	798.35	.94%
National Australia Bank	542415	669		Mar-22	Mar-23	0.00	31	2,547.95	1.00%
ANZ Banking Group	542425	671		Mar-22	Mar-23	0.00	31	4,713.70	1.11%
ME Bank	542757	675		May-22	May-23	0.00	31	2,590.41	3.05%
Commonwealth Bank of Australia	542772	677		May-22	May-23	0.00	31	5,146.85	3.03%
Commonwealth Bank of Australia	542933	679		Jul-22	Jun-23	0.00	26	8,248.77	3.86%
Term Deposit Total						15,857.88		45,437.33	1.34%
						20,620.90		51,983.91	<u>1.30%</u>



Historical Performance Summary			
	Portfolio	AusBond BB Index	Outperformance
Jul 2022	1.30%	1.45%	-0.15%
Last 3 Months	1.04%	0.83%	0.21%
Last 6 Months	0.85%	0.40%	0.44%
Financial Year to Date	1.30%	1.45%	-0.15%
Last 12 months	0.68%	0.22%	0.46%

Total Credit Exposure Individual Institutional Exposures Term to Maturities



Credit Rating Group	Face Value (\$)	Policy Max
AA	31,021,000	100%
A	11,029,385	60%
BBB	6,000,000	30%
	48,050,385	

a = compliant
r = non-compliant

	Portfolio Exposure	Investment Policy Limit	
Macquarie Bank (A+)	15%	30%	a
Westpac Group (AA-)	21%	45%	a
AMP Bank (BBB)	10%	25%	a
National Australia Bank (AA-)	17%	45%	a
Suncorp Bank (A+)	8%	30%	a
Commonwealth Bank of Australia (AA-)	10%	45%	a
ANZ Group (AA-)	10%	45%	a
NT T-Corp (Aa3)	6%	45%	a
Bank of Queensland (BBB+)	2%	25%	a

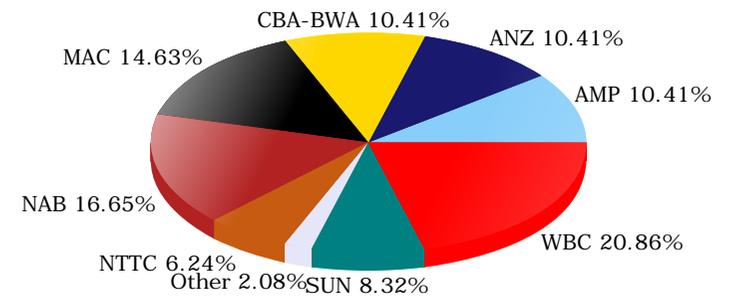
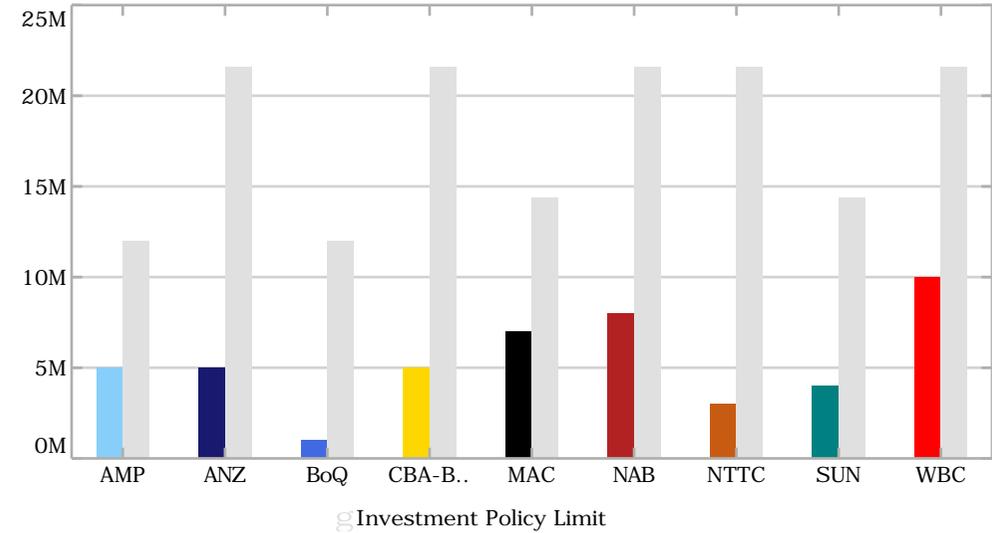
	Face Value (\$)	Policy Max	
Between 0 and 1 Year	48,050,385	100%	a
	48,050,385		

Detailed Maturity Profile	Face Value (\$)	
00. Cash + Managed Funds	5,029,385	10%
01. Less Than 30 Days	1,000,000	2%
02. Between 30 Days and 60 Days	3,000,000	6%
03. Between 60 Days and 90 Days	6,021,000	13%
04. Between 90 Days and 180 Days	11,000,000	23%
05. Between 180 Days and 365 Days	22,000,000	46%
	48,050,385	

Individual Institutional Exposures

	Current Exposures	Policy Limit	Capacity
AMP Bank (BBB)	5,000,000 10%	12,012,596 25%	7,012,596
ANZ Group (AA-)	5,000,000 10%	21,622,673 45%	16,622,673
Bank of Queensland (BBB+)	1,000,000 2%	12,012,596 25%	11,012,596
Commonwealth Bank of Australia (AA-)	5,000,000 10%	21,622,673 45%	16,622,673
Macquarie Bank (A+)	7,029,385 15%	14,415,116 30%	7,385,731
National Australia Bank (AA-)	8,000,000 17%	21,622,673 45%	13,622,673
NT T-Corp (Aa3)	3,000,000 6%	21,622,673 45%	18,622,673
Suncorp Bank (A+)	4,000,000 8%	14,415,116 30%	10,415,116
Westpac Group (AA-)	10,021,000 21%	21,622,673 45%	11,601,673
	48,050,385		

Individual Institutional Exposure Charts

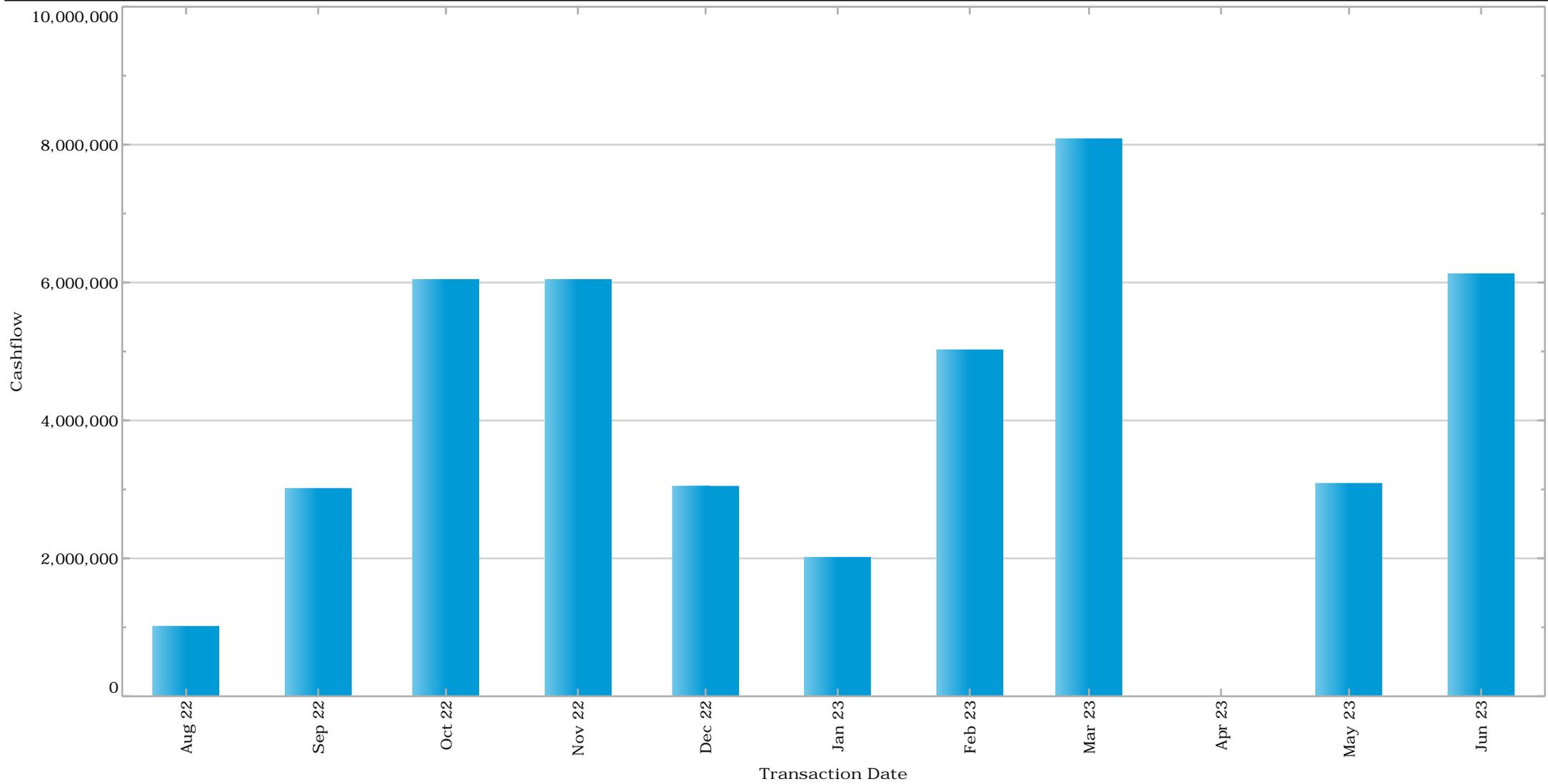


Current Month Cashflows

<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Received</u>
Jul-22	541726	AMP Bank	Term Deposits	Maturity Face Value - Received	2,047,728.09
		AMP Bank	Term Deposits	Interest - Received	13,885.28
				<u>Deal Total</u>	<u>2,061,613.37</u>
				Day Total	2,061,613.37
Jul-22	542933	Commonwealth Bank of Australia	Term Deposits	Settlement Face Value - Paid	-3,000,000.00
				<u>Deal Total</u>	<u>-3,000,000.00</u>
				Day Total	-3,000,000.00
Jul-22	542266	Westpac Group	Term Deposits	Interest - Received	1,972.60
				<u>Deal Total</u>	<u>1,972.60</u>
				Day Total	1,972.60
				<u>Net Cash Movement for Period</u>	<u>-936,414.03</u>

Next Month Cashflows

<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Due</u>
Aug-22	541745	National Australia Bank	Term Deposit	Interest - Received	10,456.99
				<u>Deal Total</u>	<u>10,456.99</u>
	541894	Macquarie Bank	Term Deposit	Interest - Received	4,142.47
		Macquarie Bank	Term Deposit	Maturity Face Value - Received	1,000,000.00
				<u>Deal Total</u>	<u>1,004,142.47</u>
	542340	Westpac Group	Term Deposit	Interest - Received	2,368.49
				<u>Deal Total</u>	<u>2,368.49</u>
				Day Total	1,016,967.95
				<u>Net Cash Movement for Period</u>	<u>1,016,967.95</u>



Appendix 7.2



DELEGATION REGISTER

September 2022

DELEGATION OF AUTHORITY
REGISTER
September 2022

Review

Reviewed By	Date Approved	Resolution Number
Council	10 December 2020	Item 8.7
Chief Executive Officer		

Amendments

Delegation	Date Approved	Resolution Number	Amendment/s
Various	18 August 2022	Item 8.6	<p>Amalgamation of Management Committee Terms of Reference and Delegated Authority arrangements with Chief Executive Officer Delegated Authority arrangements into a single register.</p> <p>Various changes to extent of delegated authority arrangements.</p> <p>Revised document format.</p>

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1. DECISION TO DELEGATE

In considering whether to delegate a power or duty a local government must have consideration of the intended benefit arising from this delegation. Powers or duties should only be delegated in instances where this delegation would create an efficiency in the operations of that local government. Where the duties to be performed by the delegate are not subject to the discretion of the individual, then “acting through” arrangements may better achieve the desired efficiency.

2. GENERAL

A local government may delegate authority to exercise any of its statutory functions to Committees or the Chief Executive Officer. Any decision to delegate must be made by absolute majority. The local government is not permitted to delegate its powers to delegate. A CEO can delegate the exercise of any of their powers or duties to employees (other than the power to delegate).

Without limiting the effect of sections 58 and 59 of the *Interpretation Act 1984*, a delegation made under the *Local Government Act 1995* has effect for the period of time specified in the delegation or where no period is specified, indefinitely.

A decision to amend or revoke a delegation to a Committee or the CEO by a local government must be made by an absolute majority.

3. DELEGATIONS TO THE CEO

Delegations of authority from Council to the CEO must be in writing and can be general or specific. The limits on delegation of authority to the CEO are:

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government;
- (c) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (d) any of the local government’s powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (e) borrowing money on behalf of the local government;
- (f) hearing or determining an objection of a kind referred to in section 9.5;
- (g) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

4. DELEGATION BY THE CEO TO EMPLOYEES

Delegations of authority from the CEO to employees:

- (a) must be in writing;
- (b) can be general or specific; and
- (c) are subject to any conditions Council may have imposed.

5. DELEGATION TO COMMITTEES

Delegations of authority to exercise the statutory powers of Council may be made to committees (as detailed in sections 5.16 and 5.17 of the *Local Government Act*).

Section 5.17 provides limitations on what powers and duties a local government can delegate to its committees. Section 5.17(1) limits the powers and duties which can be delegated to committees, according to the types of members which constitute the committees, for example:

- Council members only;
- Council members and employees only;
- Council members, employees and other persons; or
- Employees and other persons only.

Section 5.17(2) prohibits absolutely the delegation of any powers or duties to committees comprised of only persons other than Council members or employees.

The Council has approved the establishment of a Management Committee in accordance with section 5.8 of the Act.

The objectives of the Management Committee are:

- To assist Council with the implementation of the Catalina Project.
- To monitor the Catalina Project for compliance with approved Budget and Program.
- To assist in achieving Council's objectives for the Catalina Project.

The Committee will consist of a minimum of five members.

The local government shall provide secretarial and administrative support to the Committee.

The Committee shall generally meet on a bi-monthly basis, alternative to Council meeting dates.

Additional meetings shall be convened at the discretion of the presiding person.

The Committee is a formally appointed Committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its term of reference in order to facilitate informed decision-making by Council.

The Council has delegated to the Committee, pursuant to sections 5.16 and 5.17 of the Act, the delegation of some powers and duties, as detailed in 7.3 below.

The Council has adopted the following as the Terms of References of the Committee:

1. Monitor Project Performance against the approved Project strategies, plans or concepts.
2. Monitor Project performance against the approved Project Budget and provide a report and recommendations to Council with respect to variances and proposed variation to the approved Project Budget.
3. Monitor Project Performance against the approved Project Annual Plan and report on any variations to the approved Project Annual Plan to Council.
4. Monitor the performance of the Development Manager against agreed KPIs and report Development Manager performance against them to Council.
5. Monitor performance of approved marketing and sales programmes for the Project and report progress to Council.
6. Make recommendations to Council with respect to the Project Annual Plan, Project Budget and Project Milestones.
7. Make recommendations to Council with respect to the Mid-Year Review of the Project Annual Plan, Project Budget and Project Milestones
8. Provide guidance, advice and assistance to Council with respect to advancing the Catalina Project.

Reports, recommendations and any decisions made under Delegated Authority by the Committee shall be presented to the next ordinary meeting of the Council.

6. REGISTER OF, AND RECORDS RELEVANT TO DELEGATIONS

The CEO must keep a register of all delegations made to the CEO and employees. The register records the power or duty delegated, the delegate's position, any conditions imposed on the delegation and where the power to delegate is derived from.

The register of delegations must be reviewed at least once every financial year.

A person who is delegated a power or duty is to keep records of the following in relation to the exercise of the power or discharge of the duty:

- (a) how the power was exercised, or duty discharged;
- (b) when the power was exercised, or duty discharged; and
- (c) the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or discharge of the duty.

This provision does not necessarily require the keeping of a register and other efficient record keeping practices would be sufficient. However, it is recommended that such systems provide for accessible accountability of the performance of these tasks.

7. DELEGATIONS

7.1 *Local Government Act 1995*

7.1.1 EMERGENCY RESPONSE

Function to be performed:	Authority to engage and deploy equipment in an emergency.
Conditions:	Delegated authority may only be used where there is imminent or substantial risk to public safety or property.
Statutory Reference:	<i>Local Government Act 1995</i> , s3.34
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Manager Project Coordination
Conditions on s5.44 delegates:	Delegated authority may only be used where there is imminent or substantial risk to public safety or property.
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	3 August 2006

7.1.2 PURCHASE ORDERS

Function to be performed:	<p>Authority to place and/or approve purchase orders:</p> <ul style="list-style-type: none"> • With formally contracted suppliers in accordance with the Procurement Policy and <i>Local Government Act 1995</i>. • Non-contracted and non-accredited suppliers in accordance with the Procurement Policy and <i>Local Government Act 1995</i>.
Conditions:	<p>The delegation is subject to:</p> <ul style="list-style-type: none"> • Budget provision or budget allowance policy; • Procurement Policy.
Statutory Reference:	<p><i>Local Government Act 1995</i>, s6.10 <i>Local Government (Financial Management) Regulations 1996</i>, r12(1)(a)</p>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Manager Project Coordination Executive Assistant
Conditions on s5.44 delegates:	As above
Relevant Local Law, Policy or Management Practice:	TPRC Procurement Policy
Initial Council adoption:	3 August 2006

7.1.3 TENDERS, EXPRESSIONS OF INTEREST AND OTHER PROCUREMENT PROCESSES

<p>Function to be performed:</p>	<p>Authority to undertake a procurement process:</p> <ul style="list-style-type: none"> • Publicly invite tenders before entering into a contract for the supply of goods and services if the consideration under the contract is or is expected to be, worth in excess of \$250,000. • Determine the criteria and weightings for evaluating a response to a procurement process. • Vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation. • Assess tender responses by means of a written evaluation of the extent to which each respondent satisfies the criteria. • Recommend which tender respondent best maximises outcomes for TPRC. • Request quotations and procure goods and services if the consideration under the contract is or is expected to be less than \$250,000. • Engage with prequalified suppliers under the WALGA Preferred Supplier Program or State Government Common Use Agreement.
<p>Conditions:</p>	<ul style="list-style-type: none"> • Tenders can only be invited for those goods and services identified in the approved or amended annual budget. • Acceptance of the most advantageous tender is subject to Section 3.57(1) of the <i>Local Government Act 1995</i>, and Regulation 11(1) of the <i>Local Government (Functions and General) Regulations 1996</i>. • Part 4, Division 2 of the <i>Local Government (Functions and General) Regulations 1996</i> must be followed. • Subject to the requirements and conditions of TPRC's Procurement Policy.

DELEGATION OF AUTHORITY
REGISTER
September 2022

Statutory Reference:	<i>Local Government Act 1995, s3.57</i> <i>Local Government (Functions and General) Regulations 1996, Part 4, Division 2</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	TPRC Procurement Policy
Initial Council adoption:	3 August 2006

7.1.4 AUTHORITY TO CANCEL UNPRESENTED STALE CHEQUES

Function to be performed:	Authority to cancel unpresented stale cheques to the value of \$20,000.
Conditions:	An alternative method of payment for the amount owing must be explored prior to the cheque being cancelled.
Statutory Reference:	r11, <i>Local Government (Financial Management) Regulations 1996</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	Nil
Relevant Local Law, Policy or Management Practice:	TPRC Financial Management Policy
Initial Council adoption:	11 February 2010

7.1.5 EXTENSION OF CONTRACTS

Function to be performed:	Authority to approve an extension to a contract awarded through a tender or expression of interest process.
Conditions:	<p>Subject to:</p> <ul style="list-style-type: none"> • The tender specifying the provisions of the option term; • The contract providing for the extension; and • The extension being on the same terms and conditions as the last year of the original term but does allow for price increases in line with the contract provisions (if any) for the price.
Statutory Reference:	r11, <i>Local Government (Function and General) Regulations 1996</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	TPRC Procurement Policy
Initial Council adoption:	24 June 2010

7.1.6 PAYMENTS FROM THE MUNICIPAL FUND OR TRUST FUND

Function to be performed:	Authority to make payments and transfers from the municipal fund or the trust fund.
Conditions:	<ul style="list-style-type: none"> • Subject to the requirements of Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>. • Each payment from the municipal fund or the trust fund is to be listed and reported to Council on a monthly basis at the next Ordinary Meeting of Council.
Statutory Reference:	r12(1), <i>Local Government (Financial Management) Regulations 1996</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	TPRC Payment of Accounts Policy TPRC Payment of Distributions Policy
Initial Council adoption:	3 August 2006

7.1.7 INVESTMENT OF FUNDS AND THEIR PROCEDURES

Function to be performed:	Authority to invest surplus funds within the limits of the Investment Policy.
Conditions:	That the delegated person adheres to the provisions of the Investment Policy.
Statutory Reference:	s6.14, <i>Local Government Act 1995</i> r19, <i>Local Government (Financial Management) Regulations 1996</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	TPRC Investment Policy
Initial Council adoption:	24 June 2010

7.1.8 VARIATIONS TO CONTRACTS FOR GOODS AND SERVICES

Function to be performed:	Vary a contract with the successful tenderer for the supply of goods and services in accordance with Regulation 12A of the <i>Local Government (Function and General) Regulations 1996</i> .
Conditions:	<ul style="list-style-type: none"> • The variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; or • The variation is a renewal or extension of the term of the contract as described in regulation 11(2)(j).
Statutory Reference:	r21A, <i>Local Government (Functions and General) Regulations 1996</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil.
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	TPRC Procurement Policy
Initial Council adoption:	24 June 2010

7.1.9 DISPOSAL OF PROPERTY, LAND AND BUILDINGS (PUBLIC AUCTION, PUBLIC TENDER OR PRIVATE TREATY)

Function to be performed:	Authority to set the sale price, advertise, consider submissions and manage the disposal of all property and lots by private treaty under Section 3.58(3) of the <i>Local Government Act 1995</i> .
Conditions:	Subject to the value being less than \$1,000,000.
Statutory Reference:	s3.58, <i>Local Government Act 1995</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	<p>Authority to determine the sale price for single residential lots subject to the average of lot pricing for a stage being higher than the approved Project Cashflow. Where there is a difference between the average of lot pricing supplied by the Development Manager and the independent valuer, then the higher of the lot pricing will be determined as the sale price.</p> <p>In the event that the determined average of lot pricing is less than the lot pricing for a stage in the Project Cashflow the CEO shall refer the matter back to Council before exercising this delegation.</p>
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	13 December 2012

7.1.10 SALES CONTRACT FINANCE AND SETTLEMENT EXTENSIONS AND CANCELLATIONS

Function to be performed:	Authority to determine finance and settlement extensions and contract cancellations for the sale of lots.
Conditions:	Nil
Statutory Reference:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> • s3.58 Disposing of Property • s3.59 Commercial enterprises by local governments
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	N/A
Initial Council adoption:	19 December 2013

7.1.11 DISPLAY VILLAGE LOTS TENDERS

Function to be performed:	Authority to grant approval to proceed with a Display Village Lots Tender and to allocate lots to builders in accordance with the procedure outlined in the associated Tender criteria.
Conditions:	Nil
Statutory Reference:	<i>Local Government Act 1995:</i> <ul style="list-style-type: none"> • s3.58 Disposing of Property • s3.59 Commercial enterprises by local governments
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	N/A
Initial Council adoption:	19 December 2013

7.2 GENERAL

7.2.1 CONDITIONS OF APPROVAL AND SERVICING INFRASTRUCTURE AGREEMENTS

Function to be performed:	Authority to approve and negotiate conditions of approval and servicing infrastructure agreements relating to subdivision, development, landscaping applications and servicing plans for the Tamala Park Project and requirements and scheme costs under the City of Wanneroo Town Planning Scheme.
Conditions:	Subject to Budget provision and consistent with TPRC objectives and, as appropriate, approved TPRC policies and strategies.
Statutory Reference:	Nil
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	18 August 2011

7.2.2 VARIATION OF THE SALE PRICE OF A SALES CONTRACT

Function to be performed:	Authority to vary the sale price of sales contracts for lots.
Conditions:	<p>Subject to:</p> <ul style="list-style-type: none"> • A recommendation from the Development Manager supporting the variation; • The variation not being greater than 10% of the original contract price; • Use of the delegation be reported to Council.
Statutory Reference:	Nil
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	10 December 2020

7.2.3 SPONSORSHIP

Function to be performed:	Authority to approve sponsorship requests to a maximum of \$2,000.
Conditions:	Subject to determination of requests in accordance with TPRC Sponsorship Policy.
Statutory Reference:	Nil
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	18 August 2011

7.2.4 BULK EARTHWORKS, CIVIL, INFRASTRUCTURE AND LANDSCAPE WORKS

Function to be performed:	Authority to grant approval to bulk earthworks, civil, infrastructure and landscape works.
Conditions:	Subject to rates being in accordance with Council approved rates for the associated works and there being a budget allocation.
Statutory Reference:	Nil
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	18 August 2011

7.3 DELEGATIONS TO COMMITTEES

7.3.1 MODIFICATIONS TO CIVIL ENGINEERING OF STAGES

Function to be performed:	Approval of modifications to the civil engineering of stages, subject to Clause 4(a), Regional Purpose, Establishment Agreement Tamala Park Regional Council 2006.
Conditions:	Subject to any modifications being consistent with TPRC Objectives, Strategies, Policies, approved Annual Plan and Budget.
Statutory Reference:	s3.64 and s3.65, <i>Local Government Act 1995</i>
s5.16 Delegation to:	Management Committee
Relevant Local Law, Policy or Management Practice:	Establishment Agreement TPRC Procurement Policy
Initial Council adoption:	16 April 2020

7.3.2 MODIFICATIONS OF STAGES OF THE SUBDIVISION

Function to be performed:	Approval for modifications of stages of the subdivision including the number of lots, lot sizes and configuration, mix and locations, subject to Clause 4(a), Regional Purpose, Establishment Agreement Tamala Park Regional Council 2006.
Conditions:	Subject to any modifications being consistent with TPRC Objectives, Strategies, Policies, approved Annual Plan and Budget.
Statutory Reference:	s3.64 and s3.65, <i>Local Government Act 1995</i>
s5.16 Delegation to:	Management Committee
Relevant Local Law, Policy or Management Practice:	Establishment Agreement TPRC Procurement Policy
Initial Council adoption:	16 April 2020

7.3.3 SALES PROCEDURES

Function to be performed:	Approval to change sales procedures, subject to the requirements of Section 3.58 of the <i>Local Government Act 1995</i> .
Conditions:	Subject to any Marketing Strategies and Programmes being consistent with TPRC Objectives, Strategies, Policies, approved Annual Plan and Budget.
Statutory Reference:	s3.58, <i>Local Government Act 1995</i>
s5.16 Delegation to:	Management Committee
Relevant Local Law, Policy or Management Practice:	Establishment Agreement TPRC Procurement Policy
Initial Council adoption:	16 April 2020

7.3.4 APPOINTMENT OF PROJECT CONSULTANTS AND CONTRACTORS

Function to be performed:	The appointment of project consultants and contractors and to enter into a contract with a value more than \$250,000 and less than \$3,000,000, subject to Regulation 11(1) of the <i>Local Government (Functions and General) Regulations 1996</i> and s3.57(1) of the <i>Local Government Act 1995</i> .
Conditions:	<ul style="list-style-type: none"> • Tenders can only be invited for those goods and services identified in the approved or amended annual budget. • Acceptance of the most advantageous tender is subject to Section 3.57(1) of the <i>Local Government Act 1995</i>, and Regulation 11(1) of the <i>Local Government (Functions and General) Regulations 1996</i>. • Part 4, Division 2 of the <i>Local Government (Functions and General) Regulations 1996</i> must be followed. • Subject to the requirements and conditions of TPRC's Procurement Policy.
Statutory Reference:	<i>Local Government Act 1995, s3.57</i> <i>Local Government (Functions and General) Regulations 1996, Part 4, Division 2</i>
s5.16 Delegation to:	Management Committee
Relevant Local Law, Policy or Management Practice:	TPRC Procurement Policy
Initial Council adoption:	16 April 2020

7.3.5 MARKETING STRATEGIES

Function to be performed:	Approval of Marketing Strategies and Programmes, subject to clause 4(a), Regional Purpose, Establishment Agreement, Tamala Park Regional Council 2006.
Conditions:	Subject to any Marketing Strategies or Programmes being consistent with TPRC Objectives, Strategies, Policies, approved Annual Plan and Budget.
Statutory Reference:	Nil
s5.16 Delegation to:	Management Committee
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	16 April 2020



DELEGATION REGISTER

August 2022

DELEGATION OF AUTHORITY REGISTER

August 2022

Review

Reviewed By	Date Approved	Resolution Number
Council	10 December 2020	Item 8.7
Chief Executive Officer		

Amendments

Delegation	Date Approved	Resolution Number	Amendment
Various	TBA	Admin Approval	
Various	7 April 2021	Admin Approval	The below delegations were removed due to these being a function of the role of CEO and delegation not being required: <ol style="list-style-type: none"> 1. Press statements and Media Comments; 2. Press statements on policy; 5. Authority to grant employees leave; 6. Authority to appoint new employees; 22. Authority to make payments to Elected members.
Various	7 April 2021	Admin Approval	Inclusion of delegations from Council to Management Committee. Prior Council approval 16 April 2020. Administration change for consolidation into the one document.
Various	10 December 2020	Item 8.7	<ol style="list-style-type: none"> 7. Increase of value from \$150,000 to \$250,000 26. Increase of value from \$150,000 to \$250,000 36. Increase of value from \$150,000 to \$250,000

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1. DECISION TO DELEGATE

In considering whether to delegate a power or duty a local government must have consideration of the intended benefit arising from this delegation. Powers or duties should only be delegated in instances where this delegation would create an efficiency in the operations of that local government. Where the duties to be performed by the delegate are not subject to the discretion of the individual, then “acting through” arrangements may better achieve the desired efficiency.

2. GENERAL

A local government may delegate authority to exercise any of its statutory functions to Committees or the Chief Executive Officer. Any decision to delegate must be made by absolute majority. The local government is not permitted to delegate its powers to delegate. A CEO can delegate the exercise of any of their powers or duties to employees (other than the power to delegate).

Without limiting the effect of sections 58 and 59 of the *Interpretation Act 1984*, a delegation made under the *Local Government Act 1995* has effect for the period of time specified in the delegation or where no period is specified, indefinitely.

A decision to amend or revoke a delegation to a Committee or the CEO by a local government must be made by an absolute majority.

3. DELEGATIONS TO THE CEO

Delegations of authority from Council to the CEO must be in writing and can be general or specific. The limits on delegation of authority to the CEO are:

- (a) any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- (b) accepting a tender which exceeds an amount determined by the local government;
- (c) acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- (d) any of the local government’s powers under section 5.98, 5.98A, 5.99, 5.99A or 5.100;
- (e) borrowing money on behalf of the local government;
- (f) hearing or determining an objection of a kind referred to in section 9.5;
- (g) the power under section 9.49A(4) to authorise a person to sign documents on behalf of the local government;
- (h) any power or duty that requires the approval of the Minister or the Governor;
- (i) such other powers or duties as may be prescribed.

4. DELEGATION BY THE CEO TO EMPLOYEES

Delegations of authority from the CEO to employees:

- (a) must be in writing;
- (b) can be general or specific; and
- (c) are subject to any conditions Council may have imposed.

5. DELEGATION TO COMMITTEES

Delegations of authority to exercise the statutory powers of Council may be made to committees (as detailed in sections 5.16 and 5.17 of the *Local Government Act*).

Section 5.17 provides limitations on what powers and duties a local government can delegate to its committees. Section 5.17(1) limits the powers and duties which can be delegated to committees, according to the types of members which constitute the committees, for example:

- Council members only;
- Council members and employees only;
- Council members, employees and other persons; or
- Employees and other persons only.

Section 5.17(2) prohibits absolutely the delegation of any powers or duties to committees comprised of only persons other than Council members or employees.

The Council has approved the establishment of a Management Committee in accordance with section 5.8 of the Act.

The objectives of the Management Committee are:

- To assist Council with the implementation of the Catalina Project.
- To monitor the Catalina Project for compliance with approved Budget and Program.
- To assist in achieving Council's objectives for the Catalina Project.

The Committee will consist of a minimum of five members.

The local government shall provide secretarial and administrative support to the Committee.

The Committee shall generally meet on a bi-monthly basis, alternative to Council meeting dates.

Additional meetings shall be convened at the discretion of the presiding person.

The Committee is a formally appointed Committee of Council and is responsible to that body. The Committee does not have executive powers or authority to implement actions in areas over which the CEO has legislative responsibility. The Committee does not have any management functions and cannot involve itself in management processes or procedures.

The Committee is to report to Council and provide appropriate advice and recommendations on matters relevant to its term of reference in order to facilitate informed decision-making by Council.

The Council has delegated to the Committee, pursuant to sections 5.16 and 5.17 of the Act, the delegation of some powers and duties, as detailed in 7.3 below.

The Council has adopted the following as the Terms of References of the Committee:

1. Monitor Project Performance against the approved Project strategies, plans or concepts.
2. Monitor Project performance against the approved Project Budget and provide a report and recommendations to Council with respect to variances and proposed variation to the approved Project Budget.
3. Monitor Project Performance against the approved Project Annual Plan and report on any variations to the approved Project Annual Plan to Council.
4. Monitor the performance of the Development Manager against agreed KPIs and report Development Manager performance against them to Council.
5. Monitor performance of approved marketing and sales programmes for the Project and report progress to Council.
6. Make recommendations to Council with respect to the Project Annual Plan, Project Budget and Project Milestones.
7. Make recommendations to Council with respect to the Mid-Year Review of the Project Annual Plan, Project Budget and Project Milestones
8. Provide guidance, advice and assistance to Council with respect to advancing the Catalina Project.

Reports, recommendations and any decisions made under Delegated Authority by the Committee shall be presented to the next ordinary meeting of the Council.

6. REGISTER OF, AND RECORDS RELEVANT TO DELEGATIONS

The CEO must keep a register of all delegations made to the CEO and employees. The register records the power or duty delegated, the delegate's position, any conditions imposed on the delegation and where the power to delegate is derived from.

The register of delegations must be reviewed at least once every financial year.

A person who is delegated a power or duty is to keep records of the following in relation to the exercise of the power or discharge of the duty:

- (a) how the power was exercised, or duty discharged;
- (b) when the power was exercised, or duty discharged; and
- (c) the persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or discharge of the duty.

This provision does not necessarily require the keeping of a register and other efficient record keeping practices would be sufficient. However, it is recommended that such systems provide for accessible accountability of the performance of these tasks.

7. DELEGATIONS

7.1 *Local Government Act 1995*

7.1.1 EMERGENCY RESPONSE

Function to be performed:	Authority to engage and deploy equipment in an emergency.
Conditions:	Delegated authority may only be used where there is imminent or substantial risk to public safety or property.
Statutory Reference:	<i>Local Government Act 1995</i> , s3.34
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Manager Project Coordination
Conditions on s5.44 delegates:	Delegated authority may only be used where there is imminent or substantial risk to public safety or property.
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	3 August 2006

7.1.2 PURCHASE ORDERS

Function to be performed:	<p>Authority to place and/or approve purchase orders:</p> <ul style="list-style-type: none"> • With formally contracted suppliers in accordance with the Procurement Policy and <i>Local Government Act 1995</i>. • Non-contracted and non-accredited suppliers in accordance with the Procurement Policy and <i>Local Government Act 1995</i>.
Conditions:	<p>The delegation is subject to:</p> <ul style="list-style-type: none"> • Budget provision or budget allowance policy; • Procurement Policy.
Statutory Reference:	<p><i>Local Government Act 1995</i>, s6.10 <i>Local Government (Financial Management) Regulations 1996</i>, r12(1)(a)</p>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Manager Project Coordination Executive Assistant
Conditions on s5.44 delegates:	As above
Relevant Local Law, Policy or Management Practice:	TPRC Procurement Policy
Initial Council adoption:	3 August 2006

7.1.3 TENDERS, EXPRESSIONS OF INTEREST AND OTHER PROCUREMENT PROCESSES

<p>Function to be performed:</p>	<p>Authority to undertake a procurement process:</p> <ul style="list-style-type: none"> • Publicly invite tenders before entering into a contract for the supply of goods and services if the consideration under the contract is or is expected to be, worth in excess of \$250,000. • Determine in writing the criteria and weightings for evaluating a response to a procurement process. • Authority to vary tender information after public notice of invitation to tender and before the close of tenders, taking reasonable steps to ensure each person who has sought copies of the tender information is provided notice of the variation. • Call for expressions of interest if the consideration under the contract is or is expected to be between \$50,000 and \$250,000. • Engage with prequalified suppliers under the WALGA Preferred Supplier Program or State Government Common Use Agreement. • Assess responses by means of a written evaluation of the extent to which each respondent satisfies the criteria. • Recommend which respondent best maximises outcomes for TPRC. • Procurement of goods and services if the consideration under the contract is or is expected to be less than \$50,000.
<p>Conditions:</p>	<ul style="list-style-type: none"> • Tenders can only be invited for those goods and services identified in the approved or amended annual budget. • Acceptance of the most advantageous tender is subject to Section 3.57(1) of the <i>Local Government Act 1995</i>, and Regulation 11(1) of the <i>Local Government (Functions and General) Regulations 1996</i>. • Part 4, Division 2 of the <i>Local Government (Functions and General) Regulations 1996</i> must be followed. • Subject to the requirements and conditions of TPRC's Procurement Policy.

DELEGATION OF AUTHORITY
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Statutory Reference:	<i>Local Government Act 1995, s3.57</i> <i>Local Government (Functions and General) Regulations 1996, Part 4, Division 2</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	TPRC Procurement Policy
Initial Council adoption:	3 August 2006

7.1.4 AUTHORITY TO CANCEL UNPRESENTED STALE CHEQUES

Function to be performed:	Authority to cancel unpresented stale cheques to the value of \$20,000.
Conditions:	An alternative method of payment for the amount owing must be explored prior to the cheque being cancelled.
Statutory Reference:	r11, <i>Local Government (Financial Management) Regulations 1996</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	Nil
Relevant Local Law, Policy or Management Practice:	TPRC Financial Management Policy
Initial Council adoption:	11 February 2010

7.1.5 EXTENSION OF CONTRACTS

Function to be performed:	Authority to approve an extension to a contract awarded through a tender or expression of interest process.
Conditions:	<p>Subject to:</p> <ul style="list-style-type: none"> • The tender specifying the provisions of the option term; • The contract providing for the extension; and • The extension being on the same terms and conditions as the last year of the original term but does allow for price increases in line with the contract provisions (if any) for the price.
Statutory Reference:	r11, <i>Local Government (Function and General) Regulations 1996</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	TPRC Procurement Policy
Initial Council adoption:	24 June 2010

7.1.6 PAYMENTS FROM THE MUNICIPAL FUND OR TRUST FUND

Function to be performed:	Authority to make payments and transfers from the municipal fund or the trust fund.
Conditions:	<ul style="list-style-type: none"> • Subject to the requirements of Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i>. • Each payment from the municipal fund or the trust fund is to be listed and reported to Council on a monthly basis at the next Ordinary Meeting of Council.
Statutory Reference:	r12(1), <i>Local Government (Financial Management) Regulations 1996</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	TPRC Payment of Accounts Policy TPRC Payment of Distributions Policy
Initial Council adoption:	3 August 2006

7.1.7 INVESTMENT OF FUNDS AND THEIR PROCEDURES

Function to be performed:	Authority to invest surplus funds within the limits of the Investment Policy.
Conditions:	That the delegated person adheres to the provisions of the Investment Policy.
Statutory Reference:	s6.14, <i>Local Government Act 1995</i> r19, <i>Local Government (Financial Management) Regulations 1996</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	TPRC Investment Policy
Initial Council adoption:	24 June 2010

7.1.8 VARIATIONS TO CONTRACTS FOR GOODS AND SERVICES

Function to be performed:	Vary a contract with the successful tenderer for the supply of goods and services in accordance with Regulation 12A of the <i>Local Government (Function and General) Regulations 1996</i> .
Conditions:	<ul style="list-style-type: none"> • The variation is necessary in order for the goods or services to be supplied and does not change the scope of the contract; or • The variation is a renewal or extension of the term of the contract as described in regulation 11(2)(j).
Statutory Reference:	r21A, <i>Local Government (Functions and General) Regulations 1996</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil.
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	TPRC Procurement Policy
Initial Council adoption:	24 June 2010

7.1.9 DISPOSAL OF PROPERTY, LAND AND BUILDINGS (PUBLIC AUCTION, PUBLIC TENDER OR PRIVATE TREATY)

Function to be performed:	Authority to advertise, consider submissions, and manage the disposal of lots by private treaty under Section 3.58(3) of the <i>Local Government Act 1995</i> .
Conditions:	Subject to the value being less than \$1,000,000.
Statutory Reference:	s3.58, <i>Local Government Act 1995</i>
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	13 December 2012

7.1.10 SALES CONTRACT FINANCE AND SETTLEMENT EXTENSIONS AND CANCELLATIONS

Function to be performed:	Authority to determine finance and settlement extensions and contract cancellations for the sale of lots.
Conditions:	Nil
Statutory Reference:	<p><i>Local Government Act 1995:</i></p> <ul style="list-style-type: none"> • s3.58 Disposing of Property • s3.59 Commercial enterprises by local governments
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	N/A
Initial Council adoption:	19 December 2013

7.2 GENERAL

7.2.1 CONDITIONS OF APPROVAL AND SERVICING INFRASTRUCTURE AGREEMENTS

Function to be performed:	Authority to approve and negotiate conditions of approval and servicing infrastructure agreements relating to subdivision, development, landscaping applications and servicing plans for the Tamala Park Project and requirements and scheme costs under the City of Wanneroo Town Planning Scheme.
Conditions:	Subject to Budget provision and consistent with TPRC objectives and, as appropriate, approved TPRC policies and strategies.
Statutory Reference:	Nil
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Manager Project Coordination
Conditions on s5.44 delegates:	Subject to Budget provision and consistent with TPRC objectives and, as appropriate, approved TPRC policies and strategies.
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	18 August 2011

7.2.2 VARIATION OF THE SALE PRICE OF A SALES CONTRACT

Function to be performed:	Authority to vary the sale price of sales contracts for lots.
Conditions:	<p>Subject to:</p> <ul style="list-style-type: none"> • A recommendation from the Development Manager supporting the variation; • The variation not being greater than 10% of the original contract price; • Use of the delegation be reported to Council.
Statutory Reference:	Nil
s5.42 Delegation to:	Chief Executive Officer
s5.44 Delegation to:	Nil
Conditions on s5.44 delegates:	N/A
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	10 December 2020

7.3 DELEGATIONS TO COMMITTEES

7.3.1 MODIFICATIONS TO THE CIVIL ENGINEERING OF STAGES

Function to be performed:	Approval of modifications to the civil engineering of stages, subject to Clause 4(a), Regional Purpose, Establishment Agreement Tamala Park Regional Council 2006.
Conditions:	Subject to any modifications being consistent with TPRC Objectives, Strategies, Policies, approved Annual Plan and Budget.
Statutory Reference:	s3.64 and s3.65, <i>Local Government Act 1995</i>
s5.16 Delegation to:	Management Committee
Relevant Local Law, Policy or Management Practice:	Establishment Agreement TPRC Procurement Policy
Initial Council adoption:	16 April 2020

7.3.2 MODIFICATIONS OF STAGES OF THE SUBDIVISION

Function to be performed:	Approval for modifications of stages of the subdivision including the number of lots, lot sizes and configuration, mix and locations, subject to Clause 4(a), Regional Purpose, Establishment Agreement Tamala Park Regional Council 2006.
Conditions:	Subject to any modifications being consistent with TPRC Objectives, Strategies, Policies, approved Annual Plan and Budget.
Statutory Reference:	s3.64 and s3.65, <i>Local Government Act 1995</i>
s5.16 Delegation to:	Management Committee
Relevant Local Law, Policy or Management Practice:	Establishment Agreement TPRC Procurement Policy
Initial Council adoption:	16 April 2020

7.3.3 SALES PROCEDURES

Function to be performed:	Approval to change sales procedures, subject to the requirements of Section 3.58 of the <i>Local Government Act 1995</i> .
Conditions:	Subject to any Marketing Strategies and Programmes being consistent with TPRC Objectives, Strategies, Policies, approved Annual Plan and Budget.
Statutory Reference:	s3.58, <i>Local Government Act 1995</i>
s5.16 Delegation to:	Management Committee
Relevant Local Law, Policy or Management Practice:	Establishment Agreement TPRC Procurement Policy
Initial Council adoption:	16 April 2020

7.3.4 APPOINTMENT OF PROJECT CONSULTANTS AND CONTRACTORS

Function to be performed:	The appointment of project consultants and contractors and to enter into a contract with a value more than \$250,000 and less than \$3,000,000, subject to Regulation 11(1) of the <i>Local Government (Functions and General) Regulations 1996</i> and s3.57(1) of the <i>Local Government Act 1995</i> .
Conditions:	<ul style="list-style-type: none"> • Tenders can only be invited for those goods and services identified in the approved or amended annual budget. • Acceptance of the most advantageous tender is subject to Section 3.57(1) of the <i>Local Government Act 1995</i>, and Regulation 11(1) of the <i>Local Government (Functions and General) Regulations 1996</i>. • Part 4, Division 2 of the <i>Local Government (Functions and General) Regulations 1996</i> must be followed. • Subject to the requirements and conditions of TPRC's Procurement Policy.
Statutory Reference:	<i>Local Government Act 1995, s3.57</i> <i>Local Government (Functions and General) Regulations 1996, Part 4, Division 2</i>
s5.16 Delegation to:	Management Committee
Relevant Local Law, Policy or Management Practice:	TPRC Procurement Policy
Initial Council adoption:	16 April 2020

7.3.5 MARKETING STRATEGIES

Function to be performed:	Approval of Marketing Strategies and Programmes, subject to clause 4(a), Regional Purpose, Establishment Agreement, Tamala Park Regional Council 2006.
Conditions:	Subject to any Marketing Strategies or Programmes being consistent with TPRC Objectives, Strategies, Policies, approved Annual Plan and Budget.
Statutory Reference:	Nil
s5.16 Delegation to:	Management Committee
Relevant Local Law, Policy or Management Practice:	Nil
Initial Council adoption:	16 April 2020

REVIEW OF DELEGATION REGISTER – EXPLANATORY NOTES

DELEGATION 1 – AUTHORITY TO ISSUE PRESS AND MEDIA STATEMENTS ON BEHALF OF COUNCIL

DECISION: Delete.

REASON: Function provided for in s5.41(f) of the *Local Government Act 1995*.

DELEGATION 2 – AUTHORITY TO ISSUES PRESS AND MEDIA STATEMENTS ON BEHALF OF COUNCIL RELATING TO POLICY

DECISION: Delete.

REASON: Function provided for in s5.41(f) of the *Local Government Act 1995*.

DELEGATION 3 – CONTRACT SIGNING (COMMON SEAL)

DECISION: Delete.

REASON: Function provided for in s9.49A of the *Local Government Act 1995*.

DELEGATION 4 – EMERGENCY RESPONSE

DECISION: Retain (see 7.1.1).

DELEGATION 5 – LEAVE AUTHORITY

DECISION: Delete.

REASON: Function provided for in s5.41(g) of the *Local Government Act 1995*.

DELEGATION 6 – AUTHORITY TO APPOINT EMPLOYEES

DECISION: Delete.

REASON: Function provided for in s5.41(g) of the *Local Government Act 1995*.

DELEGATION 7 – AUTHORITY TO APPOINT CONSULTANTS

DECISION: Delete.

REASON: Function falls under delegation relating to “Tenders, Expressions of Interest and other Procurement Processes” (see 7.1.3). Deleting this delegation from the register removes unnecessary duplication and provides further clarity that the appointment of consultants should follow the same process as the awarding of any other contract for goods or services, guided by TPRC’s Procurement Policy.

DELEGATION 8 – PURCHASE ORDERS

DECISION: Retain (see 7.1.2).

DELEGATION 9 – STATUTORY NOMINATIONS

DECISION: Delete

REASON: Function provided for in Division 1, Clause 1, Schedule 2.3 of *Local Government Act 1995*.

DELEGATION 10 – SUBDIVISION AND DEVELOPMENT APPLICATIONS

DECISION: Delete.

REASON: The CEO’s Power of Attorney permits the CEO to submit subdivision and development applications. Council would not usually consider these routine applications and submit applications in the absence of a delegation. This delegation was included in the register due to a historical anomaly in the Power of Attorney document which delegated power to the individual, not the position. This anomaly has been corrected in the most recent Power of Attorney documents signed by the CEO and the delegation is therefore no longer required.

DELEGATION 11 – COMPUTER AND TELECOMMUNICATIONS CONTRACT

DECISION: Delete.

REASON: Function provided for in s5.41(d) of the *Local Government Act 1995*.

DELEGATION 12 – AUTHORISATION FOR ADMINISTRATIVE CHANGES TO THE POLICY MANUAL

DECISION: Delete.

REASON: Administrative changes should be made during the regular review of the policy manual. After review the manual should go to Council for approval as per the normal process.

DELEGATION 13 – TENDER ADVERTISEMENT

DECISION: Retain in amended format.

REASON: This delegation has been incorporated into a delegation entitled “Tenders, Expressions of Interest and other Procurement Processes” (see 7.1.3). This prevents duplication of delegations and administrative processes. The advertising for tenders falls within TPRCs procurement processes and is guided by TPRC’s Procurement Policy.

DELEGATION 14 – TENDERS FOR THE DISPOSAL OF COUNCIL PROPERTY

DECISION: Delete.

REASON: This delegation is a duplication of the functions delegated under the new delegation (7.1.9) “Disposal of Property, Land and Buildings (Public Auction, Public Tender Or Private Treaty)”.

DELEGATION 15 – PROCUREMENT OF GOODS AND SERVICES

DECISION: Delete.

REASON: This delegation is a duplication of the functions under delegation 7.1.3 “Tenders, Expressions of Interest and other Procurement Processes”.

DELEGATION 16 – GRANT APPLICATIONS

DECISION: Delete.

REASON: Function provided for in s5.41(d) of the *Local Government Act 1995*.

DELEGATION 17 – TEMPORARY SIGNAGE

DECISION: Delete.

REASON: No requirement for the use of this delegation is envisioned.

DELEGATION 18 – CONFERENCE ATTENDANCE

DECISION: Delete.

REASON: Function provided for in s5.41(d) of the *Local Government Act 1995*.

DELEGATION 19 – CERTIFYING DOCUMENTS

DECISION: Delete.

REASON: Function provided for in s5.41(d) of the *Local Government Act 1995*.

DELEGATION 20 – AUTHORITY TO WRITE OFF UNPRESENTATED STALE CHEQUES

DECISION: Retain. Words “write off” replaced with “cancel”. (see 7.1.4)

DELEGATION 21 – EXTENSION OF CONTRACTS

DECISION: Retain (see 7.1.5).

DELEGATION 22 – ELECTED MEMBER PAYMENTS

DECISION: Delete.

REASON: Function provided for in s5.41(g) of the *Local Government Act 1995*.

DELEGATION 23 – PAYMENTS FROM THE MUNICIPAL FUND OR TRUST FUND

DECISION: Retain (see 7.1.6).

DELEGATION 24 – INVESTMENT OF FUNDS AND THEIR PROCEDURES

DECISION: Retain (see 7.1.7).

DELEGATION 25 – INVITATION OF TENDERS

DECISION: Delete.

REASON: Covered by new delegation (7.1.3) “Tenders, Expressions of Interest and other Procurement Processes”.

DELEGATION 26 – ACCEPTANCE AND DECLINE OF TENDERS

DECISION: Delete.

REASON: Covered by new delegation (7.1.3) “Tenders, Expressions of Interest and other Procurement Processes”.

DELEGATION 27 – VARIATIONS TO CONTRACTS FOR GOODS AND SERVICES

DECISION: Retain (see 7.1.8).

DELEGATION 28 – SPONSORSHIP REQUESTS

DECISION: Retain (see 7.2.3).

DELEGATION 29 – DECOMMISSIONED COMPUTERS

DECISION: Delete.

REASON: Covered by new delegation 7.1.9 “Disposal of Property, Land and Buildings (Public Auction, Public Tender Or Private Treaty)”.

DELEGATION 30 – INTERSTATE MEETINGS AND CONFERENCES

DECISION: Delete.

REASON: Function provided for in s5.41(g) of the *Local Government Act 1995*.

DELEGATION 31 - APPROVAL AND SUBMISSION OF CONSTRUCTION, CIVIL, DEVELOPMENT, LANDSCAPING AND SERVICING PLANS

DECISION: Delete.

REASON: The CEO's Power of Attorney permits the CEO to submit these types of plans. Council would not usually consider these plans and submit them in the absence of a delegation. This delegation was included in the register due to a historical anomaly in the Power of Attorney document which delegated power to the individual, not the position. This anomaly has been corrected in the most recent Power of Attorney documents signed by the CEO and the delegation is therefore no longer required.

DELEGATION 32 - CONDITIONS OF APPROVAL AND SERVICING INFRASTRUCTURE AGREEMENTS

DECISION: Delete.

REASON: For the same reasons as delegation 31.

DELEGATION 33 – SIGNAGE, MARKETING AND ADVERTISING

DECISION: Delete.

REASON: Function provided for in s5.41(d) of the *Local Government Act 1995*.

DELEGATION 34 - LOCAL STRUCTURE PLAN AMENDMENTS

DECISION: Delete.

REASON: For the same reasons as delegation 31.

DELEGATION 35 – VARIATIONS TO CONTRACTS FOR GOODS AND SERVICES

DECISION: Delete.

REASON: Duplication of new delegation 7.1.8.

DELEGATION 36 – ENTER INTO A CONTRACT FOR THE SUPPLY OF GOODS AND SERVICES

DECISION: Delete.

REASON: Duplication of new delegation 7.1.3.

DELEGATION 37 – PRIVATE TREATY

DECISION: Delete.

REASON: This function is covered by new delegation 7.1.9 and is therefore redundant.

DELEGATION 38 – CONSIDERATION OF SUBMISSIONS

DECISION: Delete.

REASON: This function is covered by new delegation 7.1.9 and is therefore redundant.

DELEGATION 39 – CONSIDERATION OF SALE PRICE OF SINGLE RESIDENTIAL LOTS

DECISION: Delete.

REASON: This function is covered by new delegation 7.1.9 and is therefore redundant.

DELEGATION 40 - ADMINISTER THE PROVISIONS OF A SALES CONTRACT

DECISION: Delete.

REASON: This function is covered by new delegation 7.1.9 and is therefore redundant.

DELEGATION 41 - SALES CONTRACT FINANCE AND SETTLEMENT EXTENSIONS AND CANCELLATIONS

DECISION: Retain.

DELEGATION 42 – DISPLAY VILLAGE LOTS TENDER

DECISION: Retain (see 7.1.11).

DELEGATION 43 – AUTHORITY TO ESTABLISH TIME/DATE FOR THE SALES RELEASES

DECISION: Delete.

REASON: This function falls within the CEO's Power of Attorney. It is also largely an administrative function and therefore delegation is not required.

DELEGATION 44 – BULK EARTHWORKS, CIVIL, INFRASTRUCTURE AND LANDSCAPE WORKS

DECISION: Retain. See 7.2.4

DELEGATION 45 – LOT ALLOCATION TO DISPLAY VILLAGE HOME BUILDERS

DECISION: Retain (incorporated in new delegation 7.1.11).

DELEGATION 46 – PROVISION OF SALES CONTRACTS AND DISPOSE OF BUILDERS DISPLAY VILLAGE LOTS IN CATALINA BEACH DISPLAY VILLAGE

DECISION: Delete.

REASON: Function has already been performed, delegation no longer required.

DELEGATION 47 – SALE OF CATALINA CENTRAL SALES OFFICE

DECISION: Delete.

REASON: Function has already been performed, delegation no longer required.

DELEGATION 48 – VARIATION OF THE CONTRACT SALE PRICE

DECISION: Retain (see 7.1.2).

DELEGATIONS TO MANAGEMENT COMMITTEE

DELEGATION 1 – KEY PERFORMANCE INDICATORS

DECISION: Delete.

REASON: KPIs around the performance of the Development Manager have been considered by Council in practice in recent times. Deleting this delegation will reflect current practice, however it is open to Council to decide to retain this delegation.

DELEGATION 2 – MODIFICATIONS TO CIVIL ENGINEERING OF STAGES

DECISION: Retain (see 7.3.1)

DELEGATION 3 – LOT SALES SCHEDULES

DECISION: Delete.

REASON: This is an item which has been put before Council for consideration in recent times. Deleting this delegation will reflect current practice, however it is open to Council to decide to retain this delegation.

DELEGATION 4 – APPOINTMENT OF PROJECT CONSULTANTS AND CONTRACTORS

DECISION: Retain (see 7.3.4).

DELEGATION 5 – MODIFICATIONS OF STAGES OF THE SUBDIVISION

DECISION: Retain (7.3.2)

DELEGATION 6 – SUBDIVISION APPLICATIONS

DECISION: Delete.

REASON: Covered by CEO Power of Attorney.

DELEGATION 7 – MARKETING STRATEGIES

DECISION: Retain (see 7.3.5).

DELEGATION 2.8 – SALES PROCEDURES

DECISION: Retain (see 7.3.3).