

DELEGATION OF AUTHORITY

DEFER, GRANT CONCESSIONS, WAIVE OR WRITE OFF DEBTS

Function to be performed:	Refer Table A
Delegator:	Council of the City of Mandurah
Delegate:	Chief Executive Officer
Sub-delegation to:	Refer Table A
Express Power to Delegate/Sub-Delegate:	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers and duties to CEO s.5.44 CEO may delegate powers and duties to employees
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.12 Power to defer, grant discounts, waive or write off debts
Conditions and Exceptions:	For the suspension of interest on rates, for a term of a maximum of 12 months and in accordance with Council policies and work procedures. Refer to Table A for sub-delegation conditions and exceptions.
Duration of delegation:	Until next annual review
Origin of Delegation:	Minute G.18/6/19, 25 June 2019
Delegation last reviewed:	G.14/2/20, 25 February 2020

TABLE A

Function to be performed:	Sub-delegation to:	Sub-delegation Conditions and Exceptions:
Abandoned Vehicles Waive fee relating to the towing and/or seizing and/or daily poundage.	<ul style="list-style-type: none"> - Executive Manager Development & Compliance - Coordinator Ranger Services 	In circumstances of proven financial hardship
		Extenuating circumstances
Food Premises Waive, reduce or refund Annual Assessment Fee	<ul style="list-style-type: none"> - Executive Manager Development & Compliance - Principal EHO 	Non-profit or Charitable Organisations
Impounded Animals Waive or reduce impound/surrender/daily fee/charge	<ul style="list-style-type: none"> - Executive Manager Development & Compliance - Coordinator Ranger Services 	In circumstances of proven financial hardship
		Welfare of the animal
		Police / Emergency Service/ Bailiff / Property Owner request as a result of inquiry /accident / serious incident
Impounded/Seized Trolleys and Signs Includes Wheeled Recreational Devices. Waive or reduce Impound or Daily fee/charge	<ul style="list-style-type: none"> - Senior Ranger 	In circumstances of proven financial hardship
Sports Flood Lighting Reduce Hire Fee	<ul style="list-style-type: none"> - Executive Manager Strategy Recreation and Events - Manager Sports, Recreation and Events 	To clubs/groups who provide financial contributions to costs of construction
		Subject to the Terms and Conditions of the Operating Agreement.
Community Halls, Pavilions and Public Open Space. Waive or reduce hire fee.	<ul style="list-style-type: none"> - Executive Manager Strategy Recreation and Events - Manager Sports, Recreation and Events - Manager Community Development - Manager Arts, Culture and Environment 	Community Benefit
		In-kind support or contribution
		Extraordinary circumstances
Planning and Building Service and Application Fees Waive, increase, reduce or refund application fee	<ul style="list-style-type: none"> - Director Sustainable Communities - Executive Manager Development & Compliance - Manager Planning and Land Service - Coordinator Building and Development Compliance 	Non-profit or Charitable Organisations
		For any requests seeking building or planning assessment or advice
		Based on cost recovery for the service that is to be provided
		Based on the proposal not intended to be a money making venture for the benefit of the organisation
Various Write-off of Debts including suspension of interest on rates	<ul style="list-style-type: none"> - Director Corporate Services - Manager Financial Services 	Sub-delegate discretion up to: \$10,000 for Director Corporate Services \$5,000 for Manager Financial Services