

**DELEGATIONS AND AUTHORISATIONS  
ENACTED DURING THE COVID-19 PANDEMIC**

*Due to the State of Emergency and Public Health Emergency declared in Western Australia in relation to the COVID-19 Pandemic Council resolved on 7 April 2020 (CE01-04/20) to provide extended authorisations and delegations of authority to ensure that the City adequately manages its operations during the Pandemic.*

*Council resolved on the 2 June 2020 (CE02-06/20) to further extend some authorisations and delegations to ensure the City can adequately manage its operations during and through the recovery from the Pandemic*

*Council resolved on the 25 August 2020 (CE04-08/20) to further extend some authorisations and a delegation to ensure the City can adequately manage its operations during and through recovery from the Pandemic.*

*The CEO has exercised his authority in relation to:-*

**SERVICES AND SERVICE LEVELS – Authorisation to Chief Executive Officer**

For a period of 120 days commencing from 12pm on 8 April 2020 make any and all changes to services (including ceasing or providing new services) and service level as deemed necessary by the Chief Executive Officer.

*Council has extended this authorisation for a period of 120 days commencing from 12pm on the day immediately after the date this resolution is made (02 June 2020).*

*Council has extended this authorisation until the conclusion of the first Ordinary Council Meeting in 2021 (25 August 2020).*

<b>Details of Change</b>	<b>Affected Stakeholders</b>	<b>Date of Decision</b>
Alteration of Closure Times for Quinn's Beach Car Park:  <i>That the car park gates at Quinn's Beach be closed by 6pm daily and reopened at 5am for the duration of the Easter and school holidays.</i>	Community	9 April 2020
Reopening Wanneroo Libraries Following COVID-19 Closure  <i>That City of Wanneroo libraries hours be reduced from Monday 18 May, with all libraries open Monday to Friday 9am to 5.30pm. This will be reviewed two weeks from opening.</i>	Community	18 May 2020

<p>Reopening of Wanneroo Aquamotion Following COVID-19 Closure</p> <p><i>Wanneroo Aquamotion hours of operation be reduced effective from 19 May 2020 with a review on 29 May 2020.</i></p>	<p>Community</p>	<p>20 May 2020</p>
<p>Next Stage Reopening Wanneroo Libraries Following COVID-19 Closure</p> <p><i>That City of Wanneroo libraries hours be further changed from Monday 2 June with all libraries open Monday to Friday 9am to 5.30pm and Saturdays 9am to 1pm. This will be reviewed two weeks from opening.</i></p>	<p>Community</p>	<p>28 May 2020</p>
<p>Next stage reopening of City Youth Centres following COVID-19 closures</p> <p><i>That City of Wanneroo Youth Centre hours be further changed from Monday 8 June with regular review.</i></p>	<p>Community</p>	<p>16 June 2020</p>
<p>Reopening Wanneroo Libraries, Art Gallery and Museum Following COVID-19.</p> <p><i>That City of Wanneroo Cultural Development facilities will have the following opening hours effective from Monday 15 June 2020.</i></p>	<p>Community</p>	<p>16 June 2020</p>

Service Area	Opening Hours			
Libraries	Monday to Friday 9am – 1pm Saturday 9am -1pm			
Museum	Monday to Friday 10am to 4pm Saturday 10am to 1 pm			
Art Gallery	Thurs18 – Sat 20 June Thurs 25 - Sat 27 June Thurs 2 - Sat 4 July Thurs and Fri 10am – 4pm Sat 10am -1pm  School Holidays normal hours Mon – Fri 10am – 4pm Sat 10am – 1pm			
Heritage Houses	Remain Closed. To be reviewed at the end of winter.			
Alkimos	Opens on 15 June, providing the groups meet the requirements			
Heritage House Opening Hours		Community	15 September 2020	<p>“Cockman and Buckingham House heritage sites will be open on Sundays in 2021 during the months March, April, May and September, October, November and closed for the remaining Winter and Summer months.</p>

**DONATIONS, SPONSORSHIP AND WAIVER OF FEES AND CHARGES - Authorisation to Chief Executive Officer and Director Corporate Strategy and Performance**

For a period of 120 days commencing from 12pm on 8 April 2020 determine all applications received in respect of the City's Donations, Sponsorship and the Waivers of Fees and Charges Policy. CEO has sub-delegated to the Director Corporate Strategy and Performance.

**Council has extended this authorisation for a period of 120 days commencing from 12pm on the day immediately after the date this resolution is made (02 June 2020).**

<b>Details of Request</b>	<b>Affected Stakeholders</b>	<b>Date of Decision</b>
Approve a donation request in the sum of \$2,933.95 towards provision of increased and modified Peri-Natal Mental Health Services to City of Wanneroo families with families with infants under 2 and pregnant women during the COVID-19 Pandemic for a period July to November 2020.	Edith Cowan University	18 May 2020
Not approve a request for a donation of \$5,000 to cover the shortfall between employment of full-time staff and the job-keeper payments during closure of the club due to the COVID-19 Pandemic.	Quinns Rocks Sports Club Inc	18 May 2020
Approve a request for a donation in the sum of \$5,000 towards set up of a food distribution centre in the City of Wanneroo for people in need during the COVID-19 Pandemic.	St Vincent de Paul Society	18 May 2020
Approve a request for a donation in the sum of \$872.00 towards the cost of public liability insurance.	East Keys Collective	26 May 2020
Not approve a request for a donation of \$2,500 in matched funding.	East Keys Collective	26 May 2020
Approve a request for a donation in the sum of \$4,872.00 for a provision of funds to meet additional costs associated with a food distribution program for vulnerable residents during the COVID-19 pandemic.	Rainbow Community Services	2 June 2020
Approve a request for a donation in the sum of \$4,928.00 for a provision of funds to meet additional costs associated with a food distribution program for vulnerable residents during the COVID-19 pandemic.	Reality Enterprises Inc (The Pantry)	2 June 2020
Approve a request to modify the project scope and budget from \$5,000 to \$2,804 which reflects a model of delivery that will continue to support families in Wanneroo who are facing financial hardship during the COVID-19 pandemic recovery period of June to November 2020.	St Vincent de Paul Society	19 June 2020

Approve a request for a donation in the sum of \$5,000 towards provision of \$100.00 per client for food relief (Foodbank), Woolworths voucher and/or bill payment depending on client need during COVID-19 Pandemic for the period July to August on the basis that: <ul style="list-style-type: none"> <li>Government benefits and moratoriums are scheduled to cease from mid-July 2020 onwards.</li> <li>The funds are specifically distributed to City of Wanneroo residents, with statistical data for the support period gathered for inclusion in the acquittal report.</li> </ul>	The Spiers Centre	1/07/2020
Not approve a request for a donation in the sum of \$5,000.	The Patricia Giles Centre	1/07/2020
Approve a request for a donation in the sum of \$460.00 for specified expense items during the COVID-19 Pandemic for the period July to September 2020.	Quinns Baptist Community Care Inc	1/07/2020
<b>AGREEMENTS – Authorisation to Chief Executive Officer</b>		
To consider and renew all agreements that are due to expire within 90 days following the 7 April 2020 Ordinary Council Meeting subject to Subject to Reg. 11 of the <i>Local Government (Functions and General) Regulations 1996</i>		
<b>Details of Agreement</b>	<b>Stakeholders</b>	<b>Date of Decision</b>
To consider the renewal of five contracts which are expiring due to end of the original contract term and where available options to extend have already been exercised.	Various	5 May 2020
Approval of the Midge Management Strategy Partnership Agreement 2020.	City of Wanneroo	14 May 2020
<b>RENT ABATEMENT – Authorisation to Chief Executive Officer</b>		
For a period of 90 days commencing from 12pm on 8 April 2020 to consider and approve (or reject) abatements of lease fees (including rent) to lessees of City premises, on terms approved by the CEO		
<b>Details of Agreement</b>	<b>Stakeholders</b>	<b>Date of Decision</b>
Approval of Rent Abatement	Wanneroo Business Association	1 July 2020
Approval of Rent Abatement	Jindalee Beach Kiosk	3 July 2020
Approval of Rent Abatement	Badminton Association of WA	3 July 2020
Approval of Rent Abatement	WA Sporting Car Club	3 July 2020

Approval of Rent Abatement	Hennaberrys for Hair	3 July 2020
Approval of Rent Abatement	Portofinos	3 July 2020
Approval of Rent Abatement	Manumalo	3 July 2020
Approval of Rent Abatement	Tiger Kart Club	3 July 2020
Approval of Rent Abatement	Epic Catering	3 July 2020
Approval of Rent Abatement	The Salon	3 July 2020
Approval of Rent Abatement	Wanneroo Districts Netball Association	7 July 2020

**FINANCIAL HARDSHIP – Collection of Rates and Service Charges Policy: Authorisation for the Chief Executive Officer to authorise the Director Corporate Strategy and Performance, Chief Operating Officer and Manager Finance**

Council has extended this authorisation for a period of 120 days commencing from 12pm on the day immediately after the date this resolution is made (02 June 2020).

Council further extended this authorisation until the conclusion of the first Ordinary Council Meeting in 2021.

For a period of 120 days commencing from 12pm on 8 April 2020 determine all requests in respect of the City's Financial Hardship – Collection of Rates and Service Charges Policy according to the Policy criteria.

<b><i>Details of Agreement</i></b>	<b><i>Address of Customer (Suburb Only)</i></b>	<b><i>Date of Decision</i></b>
Financial Hardship Application approved	Wangara	10 August 2020
Financial Hardship Application approved	Landsdale	19 August 2020
Financial Hardship Application approved	Mindarie	19 August 2020
Financial Hardship Application approved	Koondoola	26 August 2020
Financial Hardship Application approved	Ridgewood	4 September 2020
Financial Hardship Application approved	Marangaroo	8 September 2020
Financial Hardship Application approved	Yanchep	8 September 2020

**DELEGATIONS:**

**1.1.14 – CHOICE OF MOST ADVANTAGEOUS TENDER – DELEGATED TO THE CHIEF EXECUTIVE OFFICER**

To consider the most advantageous tender to accept by means of a written evaluation of the extent of which each tender satisfies the criteria and has not been rejected in accordance with Regulations 18(1), 18(2) or 18(3) of the Local Government (Function and General) Regulations 1996. Subject to a provision in the adopted Annual Budget

<b><i>Details of Tender</i></b>	<b><i>Address of Tenderer (Suburb Only)</i></b>	<b><i>Date of Decision</i></b>
Supply and Lay Bituminous Surfacing and Associated Civil Works	Wangara	7 May 2020
Provision of Garden Organics (GP) Processing - Declined	N/A	11 May 2020
Audit Services for the East Wanneroo Developer Contribution Arrangements and Development Contribution Plans	South Perth	11 May 2020
Provision of plumbing services.	Wangara	28 May 2020