



2026-2027

DELEGATION REGISTER
CITY OF GREATER GERALDTON
EXTRACT

1. 1. 25 Grant Concessions, Waive or Write Off Debts

Delegator: <i>Power / Duty assigned in legislation to:</i>	Local Government
Express Power to Delegate: <i>Power that enables a delegation to be made</i>	<i>Local Government Act 1995:</i> s.5.42 Delegation of some powers or duties to the CEO s.5.43 Limitations on delegations to the CEO
Express Power or Duty Delegated:	<i>Local Government Act 1995:</i> s.6.12 Power to defer, grant discounts, waive or write off debts.
Delegate:	Chief Executive Officer
Function: <i>This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.</i>	- Waive a debt which is owed to the City of Greater Geraldton [s.6.12 (1)(b)]. - Grant concessions in relation to money which is owed to the City of Greater Geraldton [s.6.12 (1)(b)]. <i>(Subsection (1)(b) does not apply to an amount of money owing in respect of rates and service charges)</i> - Write off any amount of money which is owed to the City of Greater Geraldton [s.6.12(1)(c)]. <i>Regulations may prescribe circumstances in which a Local Government is not to exercise a power under subsection (1) or regulate the exercise of that power.</i>
Council Conditions on this Delegation:	- Writing off Debts (up to \$20,000) - Debts will only be considered for write off when all reasonable attempts at recovery has been made. - Debt Write-off Criteria - Unrecoverable Debt - Debtor deceased with no estate - Company deregistered or insolvent - Bankruptcy proceedings completed - Uneconomical Recovery - Recovery costs exceed likely recovery - Further legal action would not represent value for money - Administrative Circumstances - Small balance write-offs - System errors - Duplicate charges - Debt subject to a legal judgement or court order - Public Interest Considerations - Exceptional hardship - Council-approved community outcomes

	1.2.5. Rates Specific • There is a shortfall in proceeds of sale from the action of taking possession for non-payment of rates in excess of 3 years • A property is transferred to the City as a result of taking possession for non-payment of rates in excess of 3 years. 2. Fee Waivers or Concessions – Non-Animal Related Fees 2.1. Requests for fee waivers or concessions will be made in writing addressing the following Eligibility Criteria: 2.1.1. Applicants must be either: • A community or sporting organisation • A not-for-profit organisation AND 2.1.2. Operate within the local government area 2.1.3. Support the outcomes articulated in the Strategic Community Plan 2.1.4. Provide a benefit to the City of Greater Geraldton community 2.2. Waivers and concessions will not be provided for: 2.2.1. Activities funded through a City agreement or Community Funding Program 2.2.2. An organisation that has a lease or license with the City, unless the lease or license provides for a waiver or concession 2.2.3. Retrospective applications 2.2.4. Commercial ventures and profit-making events 2.2.5. Government agencies 2.2.6. Registered political parties 2.2.7. Council members and staff 2.2.8. Utility reimbursements 2.2.9. Bonds for the use of City facilities. 3. Fee Waivers or Concessions – Animal Related Fees 3.1. Requests for fee waivers or concessions will be made in writing: 3.1.1. By an individual community member within the local government area 3.1.2. Demonstrating financial hardship 3.1.3. Demonstrating a willingness to comply with legislative requirements regarding animal management. 3.2. Waivers and concessions may be provided for: 3.2.1. Animal welfare reasons
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	3.2.2. The applicant's wellbeing, or 3.2.3. A community benefit.
Express Power to Sub-Delegate:	Local Government Act 1995: s.5.44 CEO may delegate some powers and duties to other employees

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1 Table of Amendments / Reviews

Version	Item	Date	Signed by CEO	Reference
1	First Version	30 June 2026		Ordinary Meeting of Council – CS309
2	Amendment to Delegation 1.1.25	25 August 2026		Ordinary Meeting of Council

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