



Sub-delegations under the Instrument of Delegation under the Unclaimed Goods Act 1987

6 September 2016

INSTRUMENT OF SUBDELEGATION

On the 22nd day of April 2014 the City of Holdfast Bay("the Council") delegated certain powers and functions under the following Acts:

- INSTRUMENT OF DELEGATION UNDER THE UNCLAIMED GOODS ACT 1987

to the person holding the position of Chief Executive Officer (the "Head Delegation") subject to the terms and conditions specified in the relevant resolution(s) or in the Schedule of Conditions (if any) in the Head Delegation.

The powers and functions so delegated are set out in the Attachments to Report No: 106/14

In exercise of the powers under Section 101 of the Local Government Act 1999 I, as Chief Executive Officer hereby:

- revoke all previous sub-delegations to the positions indicated below;
- sub-delegate such of those powers and functions identified in the Head Delegation as are specified below to the person holding the positions specified below, on the terms and conditions specified below.

The sub-delegated powers and functions may be exercised individually by each sub-delegate in respect of any particular matter where the sub-delegate is required or proposing to act in the course of their duties.

Signature

Ian Walker

ACTING CHIEF EXECUTIVE OFFICER

Date

CONDITIONS OF SUBDELEGATIONS MADE BY THE CHIEF EXECUTIVE OFFICER

Conditions applying to all sub delegations

Nil

Other Conditions

Nil

POWERS AND FUNCTIONS SUBDELEGATED IN THIS INSTRUMENT

- **Instruments**
- INSTRUMENT OF DELEGATION UNDER THE UNCLAIMED GOODS ACT 1987

- **Delegation Sources**
- Unclaimed Goods Act 1987

- **Titles**
- General Manager City Assets and Services: General Manager City Assets and Services - Steve Hodge
- Manager Regulatory Services: Manager Regulatory Services - Ken O'Neill

• INSTRUMENT OF DELEGATION UNDER THE UNCLAIMED GOODS ACT 1987

Unclaimed Goods Act 1987				
#	Item Delegated	Conditions and Limitations	Delegate	Date
81560	<p>1. Unclaimed Goods</p> <p>1.1 The power pursuant to Section 5(1)(b) of the Unclaimed Goods Act 1987 (the Act) where the Council is in possession of goods belonging to another (the bailor) in pursuance of an agreement or understanding under which the Council was to deliver the goods to the bailor, to make reasonable attempts to deliver the goods in accordance with the agreement or understanding.</p>		Manager Regulatory Services, General Manager City Assets and Services	
81561	<p>1. Unclaimed Goods</p> <p>1.2 The power pursuant to Section 5(1)(c) of the Act where the Council is in possession of goods belonging to the bailor and there is no agreement or understanding governing the collection or delivery of the goods, to request the bailor in accordance with Section 5(2) of the Act, to collect the goods.</p>		Manager Regulatory Services, General Manager City Assets and Services	
81562	<p>1. Unclaimed Goods</p> <p>1.3 The duty pursuant to Section 5(2) of the Act in making a request for the purposes of Section 5(1)(c) of the Act, to ensure the request -</p> <p>1.3.1 states the address at which the goods are available for collection; and</p> <p>1.3.2 contains a brief description of the goods; and</p>		Manager Regulatory Services, General Manager City Assets and Services	

Unclaimed Goods Act 1987				
	<p>1.3.3 states the times at which, or the hours between which, the goods will be available for collection at that address; and</p> <p>1.3.4 is made -</p> <p>1.3.4.1 by post addressed to the last known address of the bailor; or</p> <p>1.3.4.2 if the identity or whereabouts of the bailor is unknown - by notice in the prescribed form published in a newspaper circulating generally throughout the State.</p>			
81563	<p>1. Unclaimed Goods</p> <p>1.4 The duty pursuant to Section 5(3) of the Act to ensure a request made for the purposes of Section 5(1)(c) of the Act allows the bailor a reasonable opportunity to collect the goods to which it relates.</p>		<p>Manager Regulatory Services, General Manager City Assets and Services</p>	
81564	<p>2. Sale or Disposal of Unclaimed Goods</p> <p>2.1 The power pursuant to Section 6(1) of the Act and the power subject to Section 6 of the Act, where the Council is a bailee of unclaimed goods, to, after the expiration of three months from the relevant date -</p> <p>2.1.1 sell the goods; or</p> <p>2.1.2 if the value of the goods would be insufficient to defray the costs of sale - otherwise dispose of the goods.</p>		<p>Manager Regulatory Services, General Manager City Assets and Services</p>	
81565	<p>2. Sale or Disposal of Unclaimed Goods</p> <p>2.2 The power pursuant to Section 6(2) of the Act to apply to the Court for an authorisation to sell or dispose</p>		<p>Manager Regulatory</p>	

Unclaimed Goods Act 1987			
	of goods under Section 6(1) of the Act and the duty pursuant to Section 6(2) of the Act, if the value of the goods lies within scale 3, to not sell or dispose of the goods without such an authorisation.		Services, General Manager City Assets and Services
81566	<p>2. Sale or Disposal of Unclaimed Goods</p> <p>2.3 The duty pursuant to Section 6(3) of the Act where an application for an authorisation under Section 6(2) of the Act is made, to -</p> <p>2.3.1 give notice of the application to the Commissioner of Police; and</p> <p>2.3.2 give such notice (if any) as the Court thinks appropriate to the bailor and any other person who, in the opinion of the Court, may have an interest in the goods.</p>		Manager Regulatory Services, General Manager City Assets and Services
81567	<p>2. Sale or Disposal of Unclaimed Goods</p> <p>2.4 The power pursuant to Section 6(5) of the Act, if the value of unclaimed goods lies within scale 1 or 2, to sell or dispose of the goods under Section 6(1) of the Act without any authorisation by the Court and the duty pursuant to Section 6(5)(b) of the Act, if goods whose value lies within scale 2 are to be sold without such an authorisation, to</p> <p>2.4.1 sell the goods by public auction; and</p> <p>2.4.2 give notice in the prescribed form of the time and place of the proposed sale at least one month before the date of the proposed sale -</p> <p>2.4.2.1 to the Commissioner of Police; and</p>		Manager Regulatory Services, General Manager City Assets and Services

Unclaimed Goods Act 1987				
	2.4.2.2 to the bailor.			
81568	<p>2. Sale or Disposal of Unclaimed Goods</p> <p>2.5 The power pursuant to Section 6(6) of the Act to give a notice under Section 6(5)(b) of the Act by post and, if the identity or whereabouts of the bailor is unknown, to give the notice to the bailor by advertisement in a newspaper circulating generally throughout the State.</p>		<p>Manager Regulatory Services, General Manager City Assets and Services</p>	
81569	<p>3. Claim Made by Bailor After Commencement of Proceedings Under this Act</p> <p>3.1 The duty pursuant to Section 7(1) of the Act and subject to Section 7(2) of the Act, where the Council has commenced proceedings for the sale or disposal of goods under the Act but before the goods are sold or disposed of the bailor claims the goods, to not proceed with the sale or disposal of the goods, and to hand them over to the bailor.</p>		<p>Manager Regulatory Services, General Manager City Assets and Services</p>	
81570	<p>3. Claim Made by Bailor After Commencement of Proceedings Under this Act</p> <p>3.2 The power pursuant to Section 7(2) of the Act to, before handing over goods under Section 7(1) of the Act, require the bailor to pay -</p> <p>3.2.1 the reasonable costs incurred by the Council in proceeding under the Act;</p> <p>3.2.2 the reasonable costs incurred by the Council in storing and maintaining the goods after the date on which the bailor should have collected or taken delivery of them;</p> <p>3.2.3 the amount of any lien that the Council has over the goods.</p>		<p>Manager Regulatory Services, General Manager City Assets and Services</p>	

Unclaimed Goods Act 1987			
81571	<p>3. Claim Made by Bailor After Commencement of Proceedings Under this Act</p> <p>3.3 The power pursuant to Section 7(3) of the Act, if at the expiration of 42 days after the Council has rendered a written account of the amounts claimed under Section 7(2) of the Act the bailor has not paid those amounts, to, subject to Section 7(4) of the Act, proceed to sell or dispose of the goods.</p>		<p>Manager Regulatory Services, General Manager City Assets and Services</p>
81572	<p>4. Proceeds of Sale</p> <p>4.1 The power pursuant to Section 8(1) of the Act in relation to the proceeds of the sale of goods under the Act to -</p> <p>4.1.1 retain from those proceeds -</p> <p>4.1.1.1 the reasonable costs of the sale and of proceeding under the Act;</p> <p>4.1.1.2 the reasonable costs of storing and maintaining the goods prior to sale;</p> <p>4.1.1.3 the amount of any lien that the Council had over the goods; and</p> <p>4.1.2 pay the balance to the Treasurer.</p>		<p>Manager Regulatory Services, General Manager City Assets and Services</p>