

Instrument of Delegation for the Mayor

Pursuant to the provision of Section 377 of the *Local Government Act 1993* and a resolution passed at a duly convened meeting of the Council held on 8 December 2021:

- a. revokes all previous delegations conferred or imposed on the person for the time being holding the office of Mayor, and
- b. delegates to the Mayor, on an on-going basis the following functions

1. Powers or Duties under the Local Government Act 1993

To give effect to the Law, and specially, to carry out the role of the Mayor as prescribed in section 226 of the *Local Government Act 1993*.

2. Powers and Duties under other Legislation

If, under any Act other than the Local Government Act, 1993, a function is conferred or imposed on the Mayor, the function is taken to be conferred or imposed on the Council and the Mayor has delegated authority to exercise and/or perform on behalf of the Council the powers, authorities, duties and functions as prescribed under that other Act.

3. Sign and Execute Documents

To sign and correspondence and other documents. This function is subject to the limitation that execution of any documents under Council seal must be carried out with Regulation 400 of the Local Government (General) Regulation 2005.

4. Represent Council – Government and other Forums

To represent the Council on regional organisations and at inter-government forums at regional, State and Commonwealth level.

To represent the Council, in conjunction with the General Manager, at other forums where appropriate that the Mayor should present the Council position.

5. Issue Media Releases

To make media statements and issue media releases in respect of Council, subject to prior consultation with the General Manager

6. Manage the General Managers Contract

To act as Council's delegate for the purpose of the day to day management of the General Managers contract.



7. General Authority of Council during Recesses

To exercise the powers, authorities, duties and functions of Council:

- a) during the period commencing at midnight on the day of the Council meeting held immediately before a recess period as approved by Council; and ending at the time of commencement of the first Committee Council meeting held immediately after the end of a recess period as approved by Council provided:
- b) reports or other business papers in a form similar to those normally submitted to Council or a Council Committee are provided to the Mayor and Councillors at least three business days prior to the Mayor exercising any powers, authorities, duties and functions of Council under this delegation; and
- c) the Mayor does not receive written objections by three or more Councillors on an item stating relevant reasons as to why the Mayor should not exercise any powers, authorities, duties and functions of Council in relation to that item, under this delegation; and
- d) any powers, authorities, duties and functions of Council exercised by the Mayor pursuant to this delegation are to be reported to the first Council meeting following the conclusion of the recess period.

8. Emergency Provisions

- a) In the event that there are further changes to public health advice, an order by legislation or government authority, or any declared emergency that prevent Council from being able to meet (in person or in an electronic form), Council enters into a 'Recess Period' until the public health advice or order is lifted, and that
- b) Council decisions be exercised in consultation with the Council in accordance with the Section 7 of the adopted Instrument of Delegation to the Mayor