

ATTACHMENT TO AGENDA ITEM

Ordinary Meeting

17 February 2015

Agenda Item 5.3 Delegation to the Chief Executive Officer

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Agenda Item 5.4	Instrument of Delegation - Members of Staff and Development Hearings Panel
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S6. Instrument of Delegation – Members of Staff

Greater Shepparton City Council

Instrument of Delegation

to

Members of Council Staff and Development Hearings Panel

Instrument of Delegation

In exercise of the power conferred by section 98(1) of the *Local Government Act* 1989 and the other legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power contained within the relevant section or otherwise described in column 1 ("Provision") of the Schedule (and unless otherwise stated, summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;
2. records that a reference in the Schedule to:

CBO	means Cemeteries Booking Officer
CDM	means Coordinator Drainage and Maintenance
CEO	means Chief Executive Officer
CLO	means Committees Liaison Officer
CPO	means Coordinator Property
CR1	means Coordinator Roads
CSL	means Cemeteries Service Leader
DB	means Director Business
DC	means Director Community
DE	means Development Engineer
DHP	means Special Committees of Council know as Development Hearings Panel
DI	means Director Infrastructure
DO	means Development Officer
DSD	means Director Sustainable Development
EHO	means Environmental Health Officer
GSP	Graduate Statutory Planner
MBS	means Manager Building Services
MCP	means Manager Corporate Performance
MCS	means Manager Citizen Services
ME	means Manager Environment
MN	means Manager Neighbourhoods
MP	means Manager Planning
MPD	means Manager Projects Department
MPSR	means Manager Parks, Sport and Recreation
MSA	means Manager Strategic Assets
MTRR	means Manager Transport and Road Reserve
PAOS	means Planning Administration Officer Strategic
PIO	means Planning Investigations Officer

PM	means Project Manager
PSP1	means Principal Statutory Planner
PSP2	means Principal Strategic Planner
SP	means Statutory Planner
SP1	means Student Planner
SPA	means Strategic Planner Amendments
SSO	means Statutory Support Officer
SSP	means Senior Statutory Planner
SSP2	means Senior Strategic Planner
TLCS	means Team Leader Community Strengthening
TLDE	means Team Leader Development Engineering
TLEH	means Team Leader Environmental Health
TLLNOS	means Team Leader Landscape and Native Open Space
TLPMO	means Team Leader Project Management Office
TLRS1	means Team Leader Regulatory Services
TLSDSP	means Team Leader Sports Development and Strategic Planning
TLSP1	means Team Leader Statutory Planning
TLSP2	means Team Leader Strategic Planning
TLW	means Team Leader Works

3. declares that:
- 3.1 this Instrument of Delegation is authorised by resolution of Council passed on 18 February 2014; and
- 3.2 the delegation:
- 3.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
- 3.2.2 remains in force until varied or revoked;
- 3.2.3 is subject to any conditions and limitations set out in sub-paragraph 3.3, and the Schedule; and
- 3.2.4 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
- 3.3 the delegate must not determine the issue, take the action or do the act or thing:
- 3.3.1 if the issue, action, act or thing is an issue, action or thing which Council has previously designated as an issue, action, act or thing which must be the subject of a resolution of Council; or
- 3.3.2 if the determining of the issue, taking of the action or doing of the act or thing would or would be likely to involve a decision which is inconsistent with a
- (a) policy; or