

[ATTACHMENT 1](#)

Glen Eira City Council

Instrument of Delegation

to

Chief Executive Officer

Instrument of Delegation

In exercise of the power conferred by section 98(1) of the *Local Government Act 1989* (**the Act**) and all other powers enabling it, Glen Eira City Council (**Council**) delegates to the member of Council staff holding, acting in or performing the position of Chief ~~Executive Officer~~ Executive Officer, the powers, duties, and functions set out in the ~~Schedule~~ Schedules to this Instrument of Delegation;

AND declares as follows:

1. this Instrument of Delegation is authorised by resolution of Council passed on ~~48-December-2018~~ 7 April 2020, and
2. the delegation in Schedule A:
 - ~~2.1.1~~ 2.1.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - ~~2.1.2~~ 2.1.2 is subject to any conditions and limitations set out in ~~the~~ Schedule A; and
 - ~~2.1.3~~ 2.1.3 must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - ~~2.4~~ 2.4 remains in force until varied or revoked; by resolution of Council or revoked by the coming into force of the delegation in Schedule B;
3. the delegation in Schedule B:
 - 3.1. comes into force immediately:
 - 3.1.1 the common seal of Council is affixed to this Instrument of Delegation;
 - 3.1.2 the delegate forms the view that a quorum at an ordinary council meeting or a special council meeting was not formed due to illness of Councillors or the need to self-isolate by Councillors; and
 - 3.1.2 the delegate forms the view that due to illness of Councillors or the need to self-isolate by Councillors a quorum of Council cannot be formed.
 - 3.2. is subject to any conditions and limitations set out in the Schedule B; and
 - 3.3. must be exercised in accordance with any guidelines or policies which Council from time to time adopts; and
 - 3.4. remains in force until varied or revoked by resolution of Council;
- ~~3.4~~ 3.4 the member of Council staff occupying the position or title of or acting in the position of Chief Executive Officer may delegate to a member of Council staff any of the powers (other than the power of delegation conferred by section 98(3) of the Act or any other powers not capable of sub-delegation) which this Instrument of Delegation delegates to him or her.

The seal of Glen Eira

City) Council was affixed
hereto) in the presence
of:)

..... **Councillor**

..... **Chief Executive Officer**

Date:

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