



1. **COUNCIL POLICIES**
- 1.2 **OTHER COUNCIL ISSUES**
- 1.2.8 **Authority to execute documents on behalf of Council**

Objective

To provide guidance regarding the delegation of authority to the Chief Executive Officer to execute documents on behalf of the Council.

Relevant legislation

Local Government Act 1995, Sections 9.49A and 9.49B

Statement

The delegation of authority to the Chief Executive Officer to execute documents allows for efficient administration and avoids the need to prepare Council reports on matters considered routine, minor or straightforward.

All matters concerning the disposal, purchase, assignment, boundary adjustment or leasing of land and any changes to the vesting purpose or vesting authority are to be put before Council for authorisation prior to execution. The reason for this practice is the view that long term or permanent change to public property should be a matter for Council consideration.

Authority is delegated to the Chief Executive Officer to execute documents on behalf of Council other than for matters concerning the disposal, purchase, assignment, boundary adjustment or leasing of land and any changes to the vesting purpose or vesting authority.

**ADOPTED 25 MARCH 2010
NEXT DUE FOR REVIEW MARCH 2013**

The Administration of this Policy is delegated to the Chief Executive Officer ONLY and unable to be further delegated.