



## Instrument of Delegation

### Delegations to the General Manager

#### Willoughby City Council:

- A. Recognises that certain functions are conferred on the General Manager by the *Local Government Act 1993*; and pursuant to Section 377 of the *Local Government Act 1993*
- B. Delegates to the person holding the position of General Manager its functions under the *Local Government Act 1993* and any other legislation conferring functions on the Council **EXCEPT** -
1. the functions which are required by or under the *Local Government Act 1993* or by or under any other Act or instrument to be performed by the governing body of the Council;
  2. delegations issued by the Council to the Mayor and to Committees;
  3. the making or amending of Council policy, releasing Council policy for public consultation or exhibition, and the adoption of a Council policy (where the term policy covers LEP, DCP, Plans of Management, Voluntary Planning Agreement, Annual budget and operational plan, Delivery Program, Community Strategic Plan, strategies, policies and actions plans that relate to the Willoughby LGA, elected Council and Councillors);
  4. variation of contract sum over budget for amounts greater than \$5,000 or 10 per cent of the contract sum (whichever is greater);
  5. writing off bad debts, including outstanding rates and charges, for amounts above \$5,000 (including GST);
  6. the granting of land owner's consent for applications for significant works related to Council property, excluding internal refurbishments on all Council property; and
  7. leases of Council land and property under market value or for a term of more than 5 years (excluding residential tenancies).

**Delegation authorised by resolution of Council at its Ordinary Meeting held on 25 March 2019**