DELEGATIONS FROM COUNCIL TO THE GENERAL MANAGER

Purpose

To delegate functions to the General Manager in accordance with section 377 of the *Local Government Act 1993* to facilitate the exercise of Burwood Council functions.

This instrument of delegation specifies the limits of authority, responsibility and accountability for decisions made under delegation.

Delegations

Council delegates to the General Manager (or to the person who acts in that position):

a) all of the functions, powers, duties and authorities of Council that it may lawfully delegate under the *Local Government Act 1993* or any other Act, regulation, instrument, rule or the like

b) any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like

other than the exceptions outlined in this instrument of delegation.

Exceptions

Expenditure

Prescribed Organisations

The General Manager cannot expend more than $1,000,000 via a prescribed organisation i.e.: Local Government Procurement (LGP) and Procurement Australia (PA).

The General Manager has the discretion to refer any expenditure to Council for determination.

Council Resolved Projects

Where Council has approved the project, either through a Council resolution or the Operational and Capital Works Program, the General Manager cannot expend more than the resolved dollar value.

Other Matters

Writing Off Accounts

The General Manager does not have the delegation to approve the writing off of accounts greater than $10,000. Write offs are reported to Council on an annual basis.

Writing Off Stores and Materials

The General Manager does not have the delegation to approve the writing off of stores and materials greater than $10,000.