



## **Lithgow City Council**

### **Register of Delegations**

Section 377 Local  
Government Act 1993

**Version 1**

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# Mayor

Pursuant to the Local Government Act and Regulations, and any expressed policy or direction of Council, that Council in accordance with the provisions of Section 377 of the Local Government Act 1993 and every other enabling statutory power, delegates to the person who occupies the position of Mayor, to perform on behalf of Council the following powers, authorities, duties or functions.

## **1. Donations**

To approve donations up to the sum of \$250 subject to Council being informed of any such decision, provided that funds are available within the sum voted by Council for donations in the adopted Delivery Program and Operational Plan. Such donations may only be made to community based, not for profit, groups functioning in the Lithgow Local Government Area.

## **2. Mayoral Reception**

To authorise expenditure for minor civic receptions up to a maximum of \$500 for any one reception provided that funds are available within the sum voted by Council in the adopted Delivery Program and Operational Plan.

## **3. Temporary General Manager**

In accordance with Section 351(1)(a) of the Local Government Act, the Mayor be given the authority to appoint a temporary General Manager, either during the absence of the General Manager on leave or otherwise.

## **4. General Manager – Leave**

Authority to approve applications for leave of absence to the General Manager.

## **5. General Manager's Performance Review Panel**

Lead the establishment of the General Manager's Performance Review Panel. The panel is comprised of the Mayor, the Deputy Mayor, another Councillor nominated by Council and a Councillor nominated by the General Manager.

## **6. Council Seal**

Authorise the Mayor to be the necessary witness to documents requiring the Council's seal.

## **7. Media Relations**

To make media statements or releases on behalf of the Council.

## **8. Policy Making**

To exercise in cases of necessity, the policy-making functions of the governing body of the Council between meetings of the Council, specifically excluding a financial delegation.

## **9. Correspondence**

To sign correspondence on behalf of the Council.

## **10. Urgent Works**

To authorise any work which is deemed urgent during declared emergencies at a cost not exceeding \$50,000 provided that such expenditure is reported to the Council at its next Ordinary Meeting.

## **11. Credit Card**

Incur Council-related expenditure on a Council-provided Purchase Card up to a card limit of \$2,000.

# DEPUTY MAYOR

## Council Seal

Authorise the Deputy Mayor to be the necessary witness to documents requiring the Council's seal.

## In the absence of the Mayor

In the absence of the Mayor and subject to compliance with the requirements of the Local Government Act 1993, and any expressed policy or direction of the Council, the Council pursuant to the provisions of Section 377 of the Act, and every other enabling statutory power, delegates to the person who occupies the position of Deputy Mayor to exercise and perform on behalf of the Council the powers, authorities, duties and functions of the Mayor including the powers, authorities, duties and functions which the council has delegated by this Instrument to the Mayor.

## General Manager's Performance Review Panel

Member of the General Manager's Performance Review Panel. The panel is comprised of the Mayor, the Deputy Mayor, another Councillor nominated by Council and a Councillor nominated by the General Manager.

# LITHGOW CITY COUNCIL TRAFFIC AREA LOCAL COMMITTEE

1. Pursuant to the delegation of powers from Transport for NSW (TfNSW), the authority for regulation of traffic and traffic control signs on public roads. This authority is limited to the powers, authorities, duties and functions that are specified in the Transport for NSW Instrument of Delegation to Council, from the Transport for NSW. *Refer to the following link for more information:*

<https://www.transport.nsw.gov.au/operations/roads-and-waterways/committees-communities-and-groups/committees-and-groups/delegations>

Councils obtain advice by establishing a Local Traffic Committee, composed of four formal members, each with one vote. These four members are representatives from the Council, NSW Police, TfNSW and the local State Member of Parliament or their nominee. The Local Traffic Committee is an advisory body only, having no decision-making powers. It is a technical review committee required to advise the council on traffic-related matters referred to by it.

## Temporary Delegation

In 2023, the Temporary Delegation to Councils No.2 (the Temporary Delegation) was issued to give Councils an optional alternative pathway (separate from the Local Traffic Committee process) to implement select works supportive of the following:

- Walking
- Cycling
- Public amenities
- Road safety
- Parking management

## Sub-delegation authorisation

As of late 2023, clause 6 of the *Roads and Maritime Services – Delegation to Councils – Regulation of Traffic* has been revoked. This clause related to sub-delegation of functions in Division 2 of Part 8 of the *Roads Act 1993*. Revocation of this clause permits Councils to sub-delegate functions in Division 2 of Part 8 to Council employees.

## Please note the following:

- This permission is subject to condition 11 of Schedule 4 of the Temporary Delegation – which states that sub-delegation is only permitted where the proposed works have been referred to Local Traffic Committee and the proposal has received unanimous support.

- Revocation of clause 6 and the application of condition 11 in Schedule 4 of the Temporary Delegation are both permanent measures and do not expire.

## GENERAL MANAGER

The General Manager's powers to act on behalf of the Council are given through power of attorney, his/her employment contract and delegations made by Council pursuant to Section 377 of the Local Government Act (1993).

### Contracts

The General Manager is employed under a contract that is performance based.

The legislative requirements for the Council to have a contract with the General Manager result in delegations being included under schedule B of the contract of employment as well as by resolution under the Local Government Act 1993.

### Delegation

The General Manager, or to the person who acts in that position, is delegated all of the functions, powers, duties and authorities of the Council that it may lawfully delegate under the Local Government Act 1993, any other Act, regulation, instrument, rule or the like (including any functions, powers, duties and authorities delegated to the Council by any authority, body, person or the like):

1. other than those functions prescribed in section 377(1) of the Local Government Act 1993 as functions which may not be delegated; and subject to
2. the Restrictions set out in Column 2 in respect of those functions listed in Column 1 of Schedule 1 of this Instrument, and
3. compliance with any applicable resolution of the Council.

Functions may be sub-delegated to staff in accordance with S378 of the Local Government Act 1993. Delegations include but are not limited to:

## Corporate and Executive Powers

1. Acceptance of tenders up to the value of \$1,000,000, where all other tender requirements of the Local Government Act 1993 and Local Government (General) Regulation 2021 (the Regulation) are met and within the sums voted by the Council for expenditure thereon. The General Manager also has authority to execute the resultant contract and any associated documentation under this delegation. The General Manager cannot accept a tender if the tender is to provide services currently provided by members of staff of the Council.
2. To approve fee waivers and reductions in accordance with Council's policy (included in the fees and charges register) and Section 610E(1) of the Local Government Act 1993.
3. The amount, pursuant to clause 213 of the Local Government (General) Regulation 2021, above which debts to the Council may be written off only by resolution of the Council to be \$10,000. A debt of or below that amount can be written off, by order, in writing by the General Manager.
4. Write off rates and charges up to an individual value of \$10,000 under S355 of the Local Government Act 1993 and S131 of the Regulation. A debt of or below that amount can be written off, by order, in writing by the General Manager.
5. To carry on the regular services and operations of the Council within the sums voted by the Council for expenditure thereon and in accordance with any resolution of Council.
6. To carry on the regular services, functions, and operations of the Council in accordance with Local Government Act 1993, and other Legislation, Regulations and or policies of the Council.
7. To authorise any action necessary to comply with any policy or code of the Council, any statutory requirements of the Local Government Act or Ordinance or any other law,

- rule or regulation affecting Council.
8. To obtain legal advice from the Council's Solicitors or Counsel where necessary.
  9. To institute, conduct and defend legal proceedings with respect to the Council's activities in all Courts, and instruct and engage Council's Solicitors and Counsel where necessary.
  10. Be authorised to respond to notices in respect of such applications to the Independent Liquor & Gaming Authority for Liquor licenses for functions.
  11. Authorise action to be taken in connection with any complaints or requests received.
  12. To affix the seal of Council to a document.
  13. To approve the submission of any grant application for projects which are included in the Delivery Program / Operational Plan. Formal Council resolution is required prior to grant funding being applied for amounts over \$50,000 that are not included in the Delivery Program / Operational Plan, in accordance with Policy 8.9 External Grant Funding.

# Delegations Table

## 1. Administration – Accounting

| Subject                                                  | Description                                                                                                                                                                                                                                                                                                               | Delegation | S.378 Delegation                                                                                                                                                                                                                                 |
|----------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1A – Payment Signatory</b>                            | That the General Manager be delegated authority to act as a payment signatory for Council's bank accounts.                                                                                                                                                                                                                | GM         | DF&G<br>DIA<br>DPPEM<br>WWW<br>MFS                                                                                                                                                                                                               |
| <b>1B – Financial Delegation &amp; Authorisation</b>     | That the General Manager be delegated authority to obtain quotations and authorise invoices for the purchase and payment of goods and services received by Council, to the limits authorised by the General Manager, in accordance with the Local Government Act 1993 within the votes of expenditure approved by Council | GM         | DF&G<br>DIA<br>DPP<br>EMW<br>MFS<br>MCS<br>MPL<br>MIT<br>MHR<br>MRMA<br>MGR<br>MTO<br>MAP<br>MEA<br>MBR<br>MIEA<br>MCC<br>ML<br>MOPC<br>MD<br>ME<br>MSLUP<br>MTE<br>MPPA<br>MWRM<br>MRNM&M<br>MTPPSMM<br>MWWEP<br>MWWWA<br>MAP<br>AO<br>PC<br>PE |
| <b>1D – Recover Outstanding Debts (other than Rates)</b> | That the General Manager be delegated authority to Recover Outstanding Debts (other than Rates).                                                                                                                                                                                                                          | GM         | DIE<br>DGMF<br>RO<br>SRO<br>DRO<br>RRM                                                                                                                                                                                                           |
|                                                          |                                                                                                                                                                                                                                                                                                                           |            |                                                                                                                                                                                                                                                  |

|                                            |                                                                                                                                                                                                                                                                     |    |                                     |
|--------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-------------------------------------|
|                                            | That the General Manager be delegated authority to write off all debts, other than rates, charges, and interest, not exceeding \$2,000, and that the General Manager reports half yearly on the amounts written off.                                                | GM | -                                   |
| <b>1F – Disposal of Assets &lt;\$2,000</b> | To approve disposal of assets that are surplus to requirements in accord with Council's Operational Plan.<br>To approve disposal of assets that are surplus to requirements with a book value of less than \$2,000.                                                 | GM | DIE DFS<br>DPES<br>EMWEMW-WW        |
| <b>1G – Disposal of Assets &gt;\$2,000</b> | To approve disposal of assets that are surplus to requirements in accord with Council's Operational Plan. To approve disposal of assets that are surplus to requirements with a book value of greater than \$2,000 pursuant to Council's Disposal of Assets Policy. | GM | -                                   |
| <b>1H – Request for Refunds</b>            | To approve or refuse all applications for refund of application fees, booking fees, bonds, and deposits for Council facilities.                                                                                                                                     | GM | DFG<br>DPPS<br>DIE<br>EMWWW<br>MFSA |
| <b>1I – Responsible Accounting Officer</b> | To designate Council's Responsible Accounting Officer in accordance with Local Government Act and Regulation                                                                                                                                                        | GM | DG<br>MFS<br>A<br>AO                |

## 2. Administration – Banking & Investments

| Subject                                | Description                                                                                                                                                                                                                         | Delegation | S.378 Delegation |
|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------------|
| <b>2A – Operation of Bank Accounts</b> | That the General Manager be delegated authority to operate and be signatories to Council's Bank Accounts.                                                                                                                           | GM         | MFS<br>A         |
| <b>2B – Investment of Funds</b>        | That the General Manager be delegated authority for investment of surplus Council funds in Authorised Securities, sign such application and redemption documents as may be required in accordance with Council's Investment Policy. | GM         | DFG<br>MFSA      |
| <b>2C – Bank Guarantees</b>            | That the General Manager be delegated authority to accept Bank Guarantees for due performance.                                                                                                                                      | GM         | DFG<br>MFS       |

### 3. Administration – Councillors

| Subject                 | Description                                                                                                                             | Delegation | S.378 Delegation |
|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------|------------------|
| <b>3A – Councillors</b> | That the General Manager be delegated authority to liaise with Councillors and approve attendance at training and development seminars. | GM         | DFG              |

### 4. Administration – Authority to Enter Premises

| Subject                                                                            | Description                                                                                                                                                            | Delegation | S.378 Delegation                                                                                                                      |
|------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------|
| <b>4A – Authority to Enter Premises - LGA</b>                                      | That the General Manager be delegated authority to enter premises and inspect in accordance with Part 2, Chapter 8 of the Local Government Act 1993.                   | GM         | DPP<br>SBS<br>BS<br>R<br>RR<br>STWO<br>STO<br>SESO<br>MD<br>ME<br>MSLUPR<br>ME<br>MER<br>MBR<br>MRNMM<br>MWWEP<br>PE<br>TP&DE<br>PRJO |
| <b>4B – Authority to Enter Premises - EPA</b>                                      | That the General Manager be delegated authority to enter premises and inspect, in accordance with Section 119DA of the Environmental Planning and Assessment Act 1979. | GM         | DPP<br>SBS<br>R<br>RR<br>MD<br>SESO<br>STP<br>SBS                                                                                     |
| <b>4C – Authorised Officer, Protection of the Environment Operations Act, 1997</b> | That the General Manager be delegated authority to be the authorised officer under the provisions of the Protection of the Environment Operations Act, 1997.           | GM         | DPP<br>SBS<br>MDA<br>R<br>RR<br>SESO<br>STP<br>SBSP                                                                                   |

### 5. Administration – General

| Subject                                               | Description                                                                                                                                                                                                                                                                                            | Delegation | S.378 Delegation                              |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------------------------------------------|
| <b>5A – Penalty Notices</b>                           | That the General Manager be delegated authority to issue a Penalty Notice for an offence under any law that confers regulatory functions on council.                                                                                                                                                   | GM         | DPES<br>SBS<br>MD<br>R<br>SES-O<br>STP<br>SBS |
| <b>5B – Bi-Annual Stock take</b>                      | That the General Manager be delegated authority to write off stores and materials to a value not exceeding \$2,000, following a Bi-Annual stock take                                                                                                                                                   | GM         | -                                             |
| <b>5C – Insurance Renewals</b>                        | That the General Manager be delegated authority to negotiate Council's insurance renewals.                                                                                                                                                                                                             | GM         | DFG<br>MFS<br>MGR<br>GRC                      |
| <b>5D – Orders</b>                                    | That the General Manager be delegated authority to issue any of the following under any law that confer regulatory functions on council;<br>a) Notice of Order<br>b) Order<br>c) Emergency Order<br>d) Revoke any Notice of Order or Order<br>e) Alter any Notice of Order or Order<br>Clean up Notice | GM         | DPP SBS R MD<br>SESO<br>STP<br>SBS            |
| <b>5E – Donations – Delegation to Refuse Requests</b> | That the General Manager be delegated authority, to consider applications for financial assistance, & determine which requests are to be referred to Council for decision.                                                                                                                             | GM         | -                                             |
| <b>5F – Community Financial Assistance Program</b>    | That the General Manager be delegated authority to approve Financial Assistance Program applications <i>pursuant to the Community Financial Assistance policy</i> including applications for up to \$3,000, approval of applications for Junior Sporting Awards and Council fee waivers.               | GM         | -                                             |
| <b>5G – Press Statements</b>                          | That the General Manager be delegated authority to authorise and issue press statements on the Council's behalf.                                                                                                                                                                                       | GM         | -                                             |

|                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |    |                                                                            |
|------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----------------------------------------------------------------------------|
| <b>5H – Public Liability &amp; Professional Indemnity Claims</b> | That the General Manager be delegated authority to deny or accept liability for public liability and professional indemnity claims up to the excess as determined from time to time by its Insurer.                                                                                                                                                                                                                                                              | GM | -                                                                          |
| <b>5I – Motor Vehicle Insurance Claims</b>                       | That the General Manager be delegated authority to deny or accept liability for motor vehicle insurance claims up to \$1,000.                                                                                                                                                                                                                                                                                                                                    | GM | -                                                                          |
| <b>5J – Legal Proceedings</b>                                    | That the General Manager be delegated authority to represent the Council as required in any legal or court proceedings.                                                                                                                                                                                                                                                                                                                                          | GM | DFGD<br>PPS<br>DIE<br>EMW-WW<br>SESO<br>R<br>RR<br>SBS<br>MD<br>STP<br>SBS |
| <b>5K – Access to Information</b>                                | <p>That the General Manager be delegated authority to exercise functions under the Government Information (Public Access) Act 2009, and as the officer authorised to:</p> <p>i. To be responsible for responding to formal access applications under Part 4 of the Government Information (Public Access) Act</p> <p>To be responsible for responding to applications for an internal review under Part 5 of the Government Information (Public Access) Act.</p> | GM | DPP<br>MIT<br>MFS                                                          |
| <b>5L – Informal release of Information</b>                      | <p>That the General Manager be delegated authority to exercise functions under the Government Information (Public Access) Act 2009, and as an officer authorised to:</p> <p>1. Informally release information identified as being held by the Council and not subject to a 'formal' Access Application.</p>                                                                                                                                                      | GM | All staff                                                                  |

|                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |    |                   |
|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-------------------|
|                                                                     | <p><u>Exemptions</u></p> <p>1. Any personal information covered under the Privacy and Personal Information Protection Act 1998;</p> <p>2. Any information for which a formal access application is required under the Government Information (Public Access) Act 2009;</p> <p>3. Any information deemed for which it is to be conclusively presumed that there is an overriding public interest against disclosure and is therefore exempt under the provisions of the Government Information (Public Access) Act 2009 - s14 (and Schedule 1); and</p> <p>Exempt documents under interstate FOI legislation - corresponding laws under the provisions of the Government Information (Public Access) Regulation 2009 – s10.</p> |    |                   |
| <b>5M – Destruction of Records</b>                                  | That the General Manager be delegated authority to authorise the destruction of appropriate Council records in accordance with the Local Government Retention and Disposal Manual.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | GM | -                 |
| <b>5N – Filming on Council Reserves and Property</b>                | To approve, approve with conditions as may be appropriate in the circumstances and subject to the payment of charges and fees as determined by Council, or disapprove of applications to use public reserves, beaches, public roads, or Council property for filming or photographic purposes.                                                                                                                                                                                                                                                                                                                                                                                                                                 | GM | -                 |
| <b>5O – Applications under Privacy and Personal Information Act</b> | To determine applications made under the Privacy and Personal Information Protection Act 1998.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | GM | DPP<br>DFS<br>MIT |
| <b>5P – Internal Reviews under Privacy and Personal</b>             | To determine applications for internal reviews made under the Privacy and Personal                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | GM | DPP<br>DFS<br>MIT |

|                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |    |                                                                                                              |
|----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|--------------------------------------------------------------------------------------------------------------|
| <b>Information Act</b>                             | Information Protection Act 1998.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |    |                                                                                                              |
| <b>5Q – Signature of Correspondence</b>            | Sign correspondence in relation to Council business.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | GM | DFG                                                                                                          |
| <b>5R – Signature of Department Correspondence</b> | Sign standard correspondence in relation to day-to-day operations of the officers' department except for: - <ul style="list-style-type: none"> <li>contracts and lease documents</li> <li>letters of appointment for new employees</li> <li>letters to employees regarding disciplinary matters and grievances</li> </ul> responses to complaints against staff                                                                                                                                                                         | GM | DFG<br>DPP<br>DIE<br>EMW-WW<br>EAGM                                                                          |
| <b>5S – Signature of Department Correspondence</b> | Sign or send standard correspondence (hardcopy or electronic) in relation to day-to-day operations of the officers' department except for: - <ul style="list-style-type: none"> <li>correspondence to any Federal or State Minister or Member of Parliament</li> <li>correspondence or memo advice to Councillors</li> <li>contracts and lease documents</li> <li>letters of appointment for new employees</li> <li>letters to employees regarding disciplinary matters and grievances</li> </ul> responses to complaints against staff | GM | All Managers<br>AC<br>GRC<br>AC<br>PO<br>SBS<br>BS<br>SESO<br>RO<br>AO<br>WHS&RC<br>RS<br>PE<br>STP<br>TP&DE |

## 6. Administration – Rating

| Subject                                   | Description                                                                                                             | Delegation | S.378 Delegation        |
|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|------------|-------------------------|
| <b>6A – Write off Rates &amp; Charges</b> | That the General Manager be delegated authority to Write-Off Rates, Charges and Interest debtors not exceeding \$2,000. | GM         | -                       |
| <b>6B – Section 603 Certificates</b>      | That the General Manager be delegated authority to issue Section 603 Rating Certificates.                               | GM         | DPP<br>DFG<br>MFS<br>RO |
| <b>6C – Change in Rate Category</b>       | That the General Manager be                                                                                             | GM         | DPP                     |

|                                          |                                                                                                                                    |    |                         |
|------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|----|-------------------------|
|                                          | delegated authority to approve or refuse Applications for Change in Rate Category.                                                 |    | DFG                     |
| <b>6D – Recovering Outstanding Rates</b> | That the General Manager be delegated authority to recover Outstanding Rates, Charges, and Interest.                               | GM | DPP<br>DFG<br>MFS<br>RO |
| <b>6E – Rating Certificate</b>           | That the General Manager be delegated authority to issue the appropriate Rating Certification under the Local Government Act 1993. | GM | -                       |

## 7. Administration – Staff

| Subject                                                | Description                                                                                                                                                                                                                                                                                                                                                                              | Delegation | S.378 Delegation                           |
|--------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------------------------------------|
| <b>7A – Staff Training, Seminars &amp; Conferences</b> | That the General Manager be delegated authority to approve staff attendance at Training Seminars and Conferences, in accordance with the Staff Training Program and within the approved Budget.                                                                                                                                                                                          | GM         | DPP<br>DIE<br>DFG<br>EMW-WWF               |
| <b>7B – Public Officer</b>                             | That the General Manager be delegated authority to undertake the duties as Public Officer, as prescribed by Section 343 of the Local Government Act 1993.                                                                                                                                                                                                                                | GM         | DPP                                        |
| <b>7C – Staff</b>                                      | Direct staff within the Manager's area of operations, in accordance with an organisation structure and resources approved by the Council.<br>Make recommendations to the General Manager in respect of the employment / dismissal of employees within the Director's area of operation, in accordance with Council's organisation structure, resources, procedures and adopted policies. | GM         | DCS<br>DIE<br>DPPS<br>DFGE<br>MW-WW<br>MHR |
| <b>7D – Complaints Coordinator</b>                     | That the General Manager be delegated authority to act as Council's Complaints Coordinator for Code of Conduct complaints as required by the Procedures for the Administration of the Code of Conduct.                                                                                                                                                                                   | GM         | DPP<br>MHR                                 |
| <b>7E – Disclosures Coordinator</b>                    | That the General Manager be delegated authority to deal with reports made by staff, to receive them, assess them, and                                                                                                                                                                                                                                                                    | GM         | DGF<br>MHR<br>MGR                          |

|                                  |                                                                                                                                                                                                     |    |                   |
|----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-------------------|
|                                  | refer them to the people within the Lithgow City Council who can deal with them appropriately pursuant to the Public Interest Disclosure legislation.                                               |    |                   |
| <b>7F – Disclosures Officer</b>  | To work with the disclosures coordinator, and are responsible for receiving, forwarding, and/or dealing with reports made in accordance with the Public Interest Disclosure legislation and policy. | GM | DFG<br>MHR<br>MGR |
| <b>7G – Native Title Officer</b> | That the General Manager be nominated as Native Title Manager per statutory obligation required under Section 8.8 of the Crown Land Management Act 2016.                                            | GM | DPP               |

## 8. Administration – Tenders & Contracts

| Subject                                    | Description                                                                                                                            | Delegation | S.378 Delegation                                                                                                                  |
|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <b>8A – Tender &amp; Quotations</b>        | That the General Manager be delegated authority to open Tenders & Quotations.                                                          | GM         | DCS<br>DIE<br>DPPS<br>DFG<br>EM<br>W-WW<br>MFS<br>SBS<br>MD<br>MGR<br>MWRM<br>MTPPS<br>MRNMM<br>MWWEP<br>MWWW<br>APC<br>MAP<br>PE |
| <b>8B – Works &amp; Services Contracts</b> | That the General Manager be delegated authority to sign contracts for works and services in accordance with the resolution of Council. | GM         | -                                                                                                                                 |

## 9. Plant

| Subject                                           | Description                                                                           | Delegation | S.378 Delegation |
|---------------------------------------------------|---------------------------------------------------------------------------------------|------------|------------------|
| <b>9A – Purchase of Motor Vehicles, Plant and</b> | That the General Manager be delegated authority to purchase Motor Vehicles, Plant and | GM         | DIS<br>MT        |

|                                            |                                                    |    |                       |
|--------------------------------------------|----------------------------------------------------|----|-----------------------|
| <b>Equipment</b>                           | Equipment, within the approved budget allocations. |    | SF<br>SD              |
| <b>9B – Registration of Motor Vehicles</b> | Sign as nominee for vehicle registrations.         | GM | DIS<br>MO<br>SF<br>SD |

## 10. Companion Animals

| Subject                        | Description                                                                                                                                          | Delegation | S.378 Delegation                            |
|--------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------|
| <b>10A – Companion Animals</b> | That the General Manager be delegated authority to act on the Council's behalf under all sections of the Companion Animals Act 1998 and regulations. | GM         | DPP<br>SBS<br>SESO<br>R<br>RR<br>STP<br>SBS |

## 11. Impounding

| Subject                         | Description                                                                                                                  | Delegation | S.378 Delegation              |
|---------------------------------|------------------------------------------------------------------------------------------------------------------------------|------------|-------------------------------|
| <b>11A – Impounding Officer</b> | That the General Manager be appointed Impounding Officer in accordance with the Public Spaces (Unattended Property) Act 2021 | GM         | DPP<br>SBS<br>SESO<br>R<br>RR |

## 12. Emergency

| Subject                                                          | Description                                                                                                                                                                                                    | Delegation | S.378 Delegation                           |
|------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------------------------------------|
| <b>12A – Emergency Incidents</b>                                 | That the General Manager be delegated authority to approve the use of Council Plant, Equipment and Employees in response to Emergency Incidents.                                                               | GM         | LEMO<br>DIE<br>MER<br>SW<br>SF<br>MT<br>PE |
| <b>12B – Chairperson of Local Emergency Management Committee</b> | That the General Manager delegate a representative of Council as the Chairperson to the Local Emergency Management Committee in accordance with the State Emergency & Rescue Management Act (1989) as amended. | GM         | DIE<br>MER<br>MAP                          |

## 13. Health

| Subject                     | Description                                                                                                                                                                                       | Delegation | S.378 Delegation                                  |
|-----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------|
| <b>13A – Health Matters</b> | That the General Manager be delegated authority to exercise each of the powers, authorities, duties, and functions conferred by the Food Act 2003 and Food (General) Regulations 2015 as amended. | GM         | DPP<br>SBS<br>SESO<br>STP<br>SBS<br>WHSO<br>GWHSC |

|                                         |                                                                                                                                                               |    |                                                 |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-------------------------------------------------|
| <b>13B – Inspect Regulated Premises</b> | That the General Manager be delegated authority to inspect Regulated Premises, in accordance with the Public Health Act 2010 and Regulations made thereunder. | GM | DPP<br>SBS<br>SESO<br>STP<br>SBS<br>WHSO<br>GRC |
| <b>13C – Issuing of Orders</b>          | That the General Manager be delegated authority to issue orders as listed in the Local Government Act and the Public Health Act and Regulations thereunder.   | GM | DPP<br>SBS<br>SESO<br>STP<br>WHSO               |

## 14. Town Planning

| Subject                                      | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Delegation | S.378 Delegation                                                   |
|----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------------------------------------------------------------|
| <b>14A – Development Application Consent</b> | That the General Manager be delegated authority to;<br>a) Determine any application in accordance with the Environmental Planning and Assessment Act 1979, together with any other relevant Acts, Regulations, applicable LEP, DCP and relevant Council policies, and where no material objections have been received (Delegated approval is permissible if any objection is assessed as not substantive or can be resolved through a condition of consent or lodgement of amended plans).<br>b) Determine any application in accordance with the Environmental Planning and Assessment Act 1979, together with any other relevant Acts, Regulations, applicable LEP, DCP and relevant Council policies where no objections received<br>c) Determine any development application which proposes the variation of a standard within a Development Control Plan where the variation is equal to or less than 10% where strict compliance with those standards would, in any case, be unreasonable or unnecessary.<br>d) Determine any application for an activity as specified under section 68 of the Local Government Act 1993. | GM         | DPP<br>MD<br>SBS<br>BS<br>STP<br>a) & c) only apply to DPP and MDA |
| <b>14B – Planning 10.7 Certificates</b>      | That the General Manager be delegated authority to issue any certificates under Section 10.7 of the Environmental Planning and Assessment Act 1979.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | GM         | DPPS<br>MD<br>STP                                                  |
| <b>14C – Subdivision Certificates</b>        | That the General Manager be delegated authority to issue Subdivision Certificates.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | GM         | DPP<br>MD<br>STP                                                   |

|                                                                               |                                                                                                                                                                                                                                   |    |                                              |
|-------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|----------------------------------------------|
| <b>14D - Environmental Planning Instruments and Development Control Plans</b> | That the General Manager be delegated authority to undertake all associated duties to prepare Planning Instruments and Development Control Plans in accordance with Part 3 of the Environmental Planning and Assessment Act 1979. | GM | DPP<br>MD<br>STP<br>SBS                      |
| <b>14E – Heritage Matters</b>                                                 | That the General Manager be delegated authority to approve the Local Heritage Assistance Fund applications.<br>That the General Manager be delegated authority to approve the Heritage Advisory service.                          | GM | DPPS<br>MDA<br>STP                           |
| <b>14F – Use of Footpaths</b>                                                 | That the General Manager be delegated authority to approve the use of the footpath area for commercial activities.                                                                                                                | GM | DPP<br>MD<br>STP                             |
| <b>14G – Environmental Planning &amp; Assessment</b>                          | That the General Manager be delegated authority to issue orders as listed in the Environmental Planning & Assessment Act 1979 as amended.                                                                                         | GM | DPP<br>SBS<br>MD<br>ME<br>SESO<br>STP<br>SBS |
| <b>14H – Development Application Consent – Exempt Development</b>             | That the General Manager be delegated authority to;<br>a) Classify development to be Exempt Development under any State Environmental Planning Policy.                                                                            | GM | DPP<br>MD<br>SBS<br>STP<br>SBS<br>STP        |

## 15. Environment

| Subject                             | Description                                                                                                                                                                         | Delegation | S.378 Delegation                                  |
|-------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------|
| <b>15C – Environment Protection</b> | That the General Manager be delegated authority to be an authorised officer and enforcement officer under the provisions of the Protection of the Environment Operations Act, 1997. | GM         | DPP<br>ME<br>SBS<br>SESO<br>R<br>RR               |
| <b>15D – Clean Air Regulations</b>  | That the General Manager be delegated authority to exercise the Powers and Functions under the Protection of the Environment Operations (Clean Air) Regulations 2021.               | GM         | DPP<br>ME<br>SBS<br>SESO<br>R<br>RR<br>STP<br>SBS |

## 16. Waste

| Subject                       | Description                                                                                                               | Delegation | S.378 Delegation |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------|------------|------------------|
| <b>16A – Waste facilities</b> | That the General Manager be delegated authority for the day-to-day operation of the waste facilities including landfills, | GM         | EMWWW<br>MWR     |

|                                                  |                                                                                                                                                                                                                                     |    |                     |
|--------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|---------------------|
|                                                  | transfer stations and resource recovery centre.                                                                                                                                                                                     |    |                     |
| <b>16B – Waste minimisation &amp; management</b> | That the General Manager be delegated authority to exercise the powers and functions under Protection of Environment Operations Act 1997 and Protection of the Environment Operations (Waste) Regulation 2014.                      | GM | EMWWW<br>MWR        |
| <b>16C– Waste contracts</b>                      | That the General Manager be delegated authority for the day-to-day operation of waste contracts including the Waste Management Services Contract.                                                                                   | GM | EMWWW<br>MWR        |
| <b>16D – Waste regulatory functions</b>          | That the General Manager be delegated authority to be an authorised person under the Protection of Environment Operations Act 1997, Protection of the Environment Operations (Waste) Regulation 2014 and Local Government Act 1993. | GM | EMWWW<br>MWR<br>WCO |

## 17. Playing Fields / Swimming Pool / Reserve

| Subject                                                   | Description                                                                                                                                                                                                                                                                                    | Delegation | S.378 Delegation         |
|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------------------|
| <b>17A – Approve use of Swimming Pools &amp; Reserves</b> | That the General Manager be delegated authority to approve the use of Playing Fields, Swimming Pool and Reserves.                                                                                                                                                                              | GM         | DCS<br>DIS<br>DPES       |
| <b>17B Improvement Notices and Prohibition Orders</b>     | That the General Manager be delegated authority to issue improvement notices and prohibition orders under Part 3 of the Public Health Act 2010                                                                                                                                                 | GM         | DPES<br>SBS<br>R<br>SESO |
| <b>17D – Carnivals and Circuses</b>                       | That the General Manager be delegated authority to consider, approve or refuse applications for the operation of carnivals, circuses and the like and when approved, impose conditions deemed necessary. That all other applications be referred to Council for consideration on their merits. | GM         | SESO                     |

## 18. Sewerage

| Subject                                    | Description                                                                                                    | Delegation | S.378 Delegation                                   |
|--------------------------------------------|----------------------------------------------------------------------------------------------------------------|------------|----------------------------------------------------|
| <b>18A – Drainage Diagrams</b>             | That the General Manager be delegated authority to issue Drainage Diagrams.                                    | GM         | DPES<br>SBS<br>SESO<br>MDA<br>AO<br>STPSHBS<br>STP |
| <b>18B – Annual Treatment Works Return</b> | That the General Manager be given delegated authority to sign future returns for the Sewerage Treatment Works. | GM         | DIS<br>MWUS                                        |

## 19. Sewerage

| Subject                                                                                                    | Description                                                                                                                                                                       | Delegation | S.378 Delegation               |
|------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------------------------------|
| <b>19A – Temporary Occupation of Land</b>                                                                  | That the General Manager be delegated authority to Consent to applications for temporary occupation of land.                                                                      | GM         | DPES<br>MDA<br>SBS             |
| <b>19B – Issuing of Building Information Certificates</b>                                                  | That the General Manager be delegated authority to the Issue of Building Information Certificates in accordance with the Environmental Planning and Assessment Act 1979.          | GM         | DPES<br>SBS<br>BS              |
| <b>19C – Determining Objections</b>                                                                        | That the General Manager be delegated authority to Determine Objections in accordance with Section 82(3A) of the Local Government Act 1993, in relation to the Local Policy.      | GM         | DPES<br>SBS                    |
| <b>19D – Inspection of Regulated Premises</b>                                                              | That the General Manager be delegated authority to inspect regulated premises in accordance the Public Health Act 2010.                                                           | GM         | DPES<br>SBS<br>SESO<br>STPSHBS |
| <b>19E – Swimming Pools Act</b>                                                                            | That the General Manager be delegated authority to exercise functions under the Swimming Pools Act 1992.                                                                          | GM         | DPES<br>SBS<br>SESO<br>R<br>BS |
| <b>19F – Issue Construction, Compliance and Complying Development Certificates Occupation Certificates</b> | That the General Manager be delegated authority to issue certificates in accordance with Part 4A of the Environmental Planning and Assessment Act 1979 and Regulations thereunder | GM         | SBS<br>BS                      |
| <b>19G – Footpath Deposits</b>                                                                             | That the General Manager be delegated authority to authorise the refund of footpath deposits and to determine road restoration charges.                                           | GM         | DIS                            |
| <b>19H – Minor Numerical Variations to Council Policy</b>                                                  | That the General Manager be delegated authority to approve minor numerical variations to Council policy where variations are not greater than 10%.                                | GM         | DPES<br>MDA<br>SBS             |
| <b>19I – Plumbing and Drainage Act</b>                                                                     | That the General Manager be delegated authority to exercise functions under the Plumbing and Drainage Act2011.                                                                    | GM         | SBS<br>BS                      |

## 20. Roads / Streets

| Subject                                | Description                                                                                                  | Delegation | S.378 Delegation |
|----------------------------------------|--------------------------------------------------------------------------------------------------------------|------------|------------------|
| <b>20A – Temporary Street Closures</b> | That the General Manager be delegated authority to approve temporary street closures for community functions | GM         | DIS<br>MO<br>SAO |
| <b>20B – Traffic Control Signs</b>     | That the General Manager be delegated authority to assume all functions in accordance                        | GM         | DIS<br>MO        |

|                                                                                         |                                                                                                                                                                                                                                                         |    |                                                       |
|-----------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-------------------------------------------------------|
|                                                                                         | with sections of the Road Transport Act 2013.                                                                                                                                                                                                           |    |                                                       |
| <b>20C – Regulation of Traffic by Road Authorities</b>                                  | That the General Manager be delegated authority to assume the functions in accordance with Division 4 of Part 8 (Regulation of Traffic by Roads Authorities) in accordance with Roads Act 1993.                                                         | GM | DIS<br>MO<br>SAO                                      |
| <b>20D – Breaches under the Roads Act 1993 &amp; Interstate Road Transport Act 1985</b> | That the General Manager be delegated authority to be the Authorised Officer to commence action for breaches under the Roads Act 1993 & Interstate Road Transport Act 1985.                                                                             | GM | DIS<br>R<br>RR                                        |
| <b>20E – Impounding Items Risking Public Safety</b>                                     | That the General Manager be delegated authority to be the Impounding Officer under the Public Spaces (Unattended Property) Act 2021                                                                                                                     | GM | DIS<br>DPES<br>SBS<br>MO<br>R<br>RR<br>SP&REC<br>SESO |
| <b>20F – Matter Escaping onto Road</b>                                                  | That the General Manager be delegated authority to be the authorised officer under the Roads Act 1993.                                                                                                                                                  | GM | DIS<br>MO<br>SAO                                      |
| <b>20G – Naming of Public Roads</b>                                                     | That the General Manager be delegated authority to approve the use of approved road names in accordance with Council guidelines for the naming of public roads, pursuant to the Roads Act 1993.                                                         | GM | DIS<br>SAO                                            |
| <b>20H – Works associated with Subdivision and Development Application</b>              | Authority to Determine the extent and design of works associated with subdivisions and other development applications in accordance with Council Policies and Codes and to determine whether such works have been completed to a satisfactory standard. | GM | PE<br>TP&DE                                           |

## 21. Private Works

| Subject                    | Description                                                                                                     | Delegation | S.378 Delegation        |
|----------------------------|-----------------------------------------------------------------------------------------------------------------|------------|-------------------------|
| <b>21A – Private Works</b> | That the General Manager be delegated authority to undertake Private Works in accordance with Council's Policy. | GM         | DIS<br>MO<br>SW<br>MWUS |

## 22. Schedule of Abbreviations

| Abbreviation | Position Title                                               | Abbreviation | Position Title                             |
|--------------|--------------------------------------------------------------|--------------|--------------------------------------------|
| A            | Accountant                                                   | SW           | Supervisor Works                           |
| AC           | Accounting Officer                                           | PE           | Projects Engineer                          |
| AO           | Administration Officer                                       | PO           | Payroll Officer                            |
| DFG          | Director Finance & Governance                                | PRJO         | Projects Officer                           |
| BS           | Building Surveyor                                            | R            | Ranger                                     |
| STPSHBS      | Casual Senior Town Planner & Senior Health Building Surveyor | RO           | Revenue Officer                            |
|              |                                                              | WHS&RC       | WHS & Risk Coordinator                     |
| DIE          | Director Infrastructure & Economy                            | RR           | Relief Ranger                              |
| DPES         | Director Planning & Environmental Services                   | RS           | Records Supervisor                         |
| DPP          | Director People & Places                                     | GRC          | Governance & Risk Coordinator              |
| EMWWW        | Executive Manager Water, Wastewater & Waste                  | PC           | Purchasing Coordinator                     |
| EAGM         | Executive Assistant to the General Manager                   | SESO         | Senior Environmental Services Officer      |
| FM           | Fleet Mechanic                                               | SBS          | Senior Building Surveyor                   |
| GM           | General Manager                                              | SD           | Supervisor Depot                           |
| LEMO         | Local Emergency Management Officer                           | SF           | Supervisor Fleet                           |
| MFS          | Manager Financial Services                                   | BS           | Building Surveyor                          |
| MCS          | Manager Customer Service                                     | SBS          | Senior Building Surveyor                   |
| MPL          | Manager Property & Legal Services                            | SP&REC       | Supervisor Parks & Recreation              |
| MIT          | Manager Information Technology                               |              |                                            |
| MHR          | Manager Human Resources                                      | STP          | Senior Town Planner                        |
| MRMA         | Manager Records Management                                   | STWO         | Sewerage Treatment Works Operator          |
| MGR          | Manager Governance & Risk                                    | TP&DE        | Temporary Projects & Development Engineer  |
| MTO          | Manager Transport                                            | SRO          | Senior Revenue Officer                     |
| MAP          | Manager Asset & Projects                                     | DRO          | Debt Recovery Officer                      |
| MEA          | Manager Economic Development                                 | RRM          | Rates & Revenue Manager                    |
| MBR          | Manager Building & Recreation                                | WCO          | Waste Compliance Officer                   |
| MIEA         | Manager Infrastructure & Economy Administration              | SP&PS        | Supervisor Plant and Pumping Stations      |
| MCC          | Manager Community & Culture                                  | SRETC        | Supervisor Reticulation                    |
| ML           | Manager Library                                              | PLMB         | Unlicensed Plumber                         |
| MOPC         | Manager Organization Performance & Communication             | WTPO         | Water Treatment Works Operator             |
| MD           | Manager Development                                          | OPENG        | Operations Engineer – Water and Wastewater |
| ME           | Manager Environment                                          | PDTWO        | Plumbing, Drainage and Trade Waste Officer |
| MSLUP        | Manager Strategic Land Use Planning                          | DCE          | Development & Compliance Engineer          |
| MTE          | Manager Tourism & Events                                     | IAO          | Infrastructure Asset Officers              |
| MPPA         | Manager People & Places Administration                       | WCR          | Works Coordinator Recreation               |
| MWR          | Manager Waste and Recycling                                  |              |                                            |
| MWW          | Manager Water and Wastewater                                 |              |                                            |
| MEP          | Manager Engineering & Projects                               |              |                                            |

## 23. Schedule of Financial Purchasing Delegations

| Position Title                                | Delegation | Position Title                                   | Delegation         |
|-----------------------------------------------|------------|--------------------------------------------------|--------------------|
| Aquatic Centre Team Leader                    | \$10,000   | Financial Services Manager                       | \$75,000           |
| Assets & Infrastructure Planning Manager      | \$75,000   | General Manager                                  | Unlimited PO value |
| Building and Recreation Facilities Manager    | \$75,000   | Governance & Risk Manager                        | \$75,000           |
| Cemeteries and Administration Supervisor      | \$10,000   | Governance & WHS Coordinator                     | \$ 5,000           |
| Cleansing Unit Team Leader                    | \$5,000    | Human Resources Manager                          | \$75,000           |
| Community & Cultural Development Coordinator  | \$5,000    | Information Technology Manager                   | \$75,000           |
| Community & Culture Manager                   | \$75,000   | Landcare Co- Ordinator                           | \$10,000           |
| Development Manager                           | \$75,000   | Leading hand Mechanic                            | \$10,000           |
| Director Finance & Governance                 | \$130,000  | LEEP Engagement Officer                          | \$10,000           |
| Director Infrastructure & Economy             | \$130,000  | Library Co-Ordinator                             | \$10,000           |
| Director People & Places                      | \$130,000  | Library Team Leader                              | \$5,000            |
| Emerging Economy Manager                      | \$60,000   | Natural Area Management Officer                  | \$10,000           |
| Engineering Officer                           | \$ 10,000  | Organisation Performance & Communication Manager | \$30,000           |
| Project Engineer                              | \$75,000   | Reticulation Supervisor                          | \$10000            |
| Environment Team Leader                       | \$5,000    | Plant Supervisor                                 | \$ 10,000          |
| Executive Assistant                           | \$ 5,000   | Purchasing Officer                               | \$75,000           |
| Executive Manager Water, Wastewater and Waste | \$130,000  | Records Supervisor                               | \$ 5,000           |
| Recreation Supervisor                         | \$10,000   | Transport Manager                                | \$75,000           |
| Revenue Manager                               | \$10,000   | Waste & Recycling Manager                        | \$75,000           |
| Revenue Officer                               | \$10,000   | Manager – Water and Wastewater                   | \$75,000           |
|                                               |            | Manager – Engineering and Projects WWW           | \$75,000           |
| Rural Foreman                                 | \$10,000   | Waste Compliance Officer                         | \$10,000           |
| Senior Customer Service Officer               | \$ 10,000  | Water & Wastewater Engineer                      | \$75,000           |
| Senior Manager Economy and Strategy           | \$75,000   | Water & Wastewater Works & Project Officer       | \$75,000           |
| Strategic Planner                             | \$10,000   | WHS and Environment Officer                      | \$5,000            |
| Supervisor Plants & Pumps Stations            | \$30,000   | Works Co-Ordinator - Buildings                   | \$10,000           |
| Supervisor Reticulation Networks              | \$10,000   | Works Co-Ordinator - Rural                       | \$10,000           |
| Team Leader Building                          | \$5,000    | Works Coordinator Urban                          | \$ 10,000          |
| Tourism Manager                               | \$30,000   | Senior HR Project & Strategy Manager             | \$75,000           |

## 24.      Audit Trail

| Amended/<br>Adopted | Minute/Synergy Reference |
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