

JOINT AUTHORISATION & DELEGATION TO SIGN DOCUMENTS

Local Government Act 1995

A15 Signing documents (section 9.49(A)(4))

Function authorised	To sign, on behalf of the City, a document that is necessary or appropriate for the CEO to sign in carrying out his functions under any written law.	
Statutory function authorised	Section 9.49A(4)- Execution of documents	
Function authorised to	Chief Executive Officer	
Council's conditions on authorisation	The document must be consistent with a Council policy or resolution.	
Statutory power for CEO to delegate	Interpretation Act 1984 Section 5 Section 5.44 – Local Government Act 1995	
Function delegated		
CEO's delegation to		
CEO's conditions on delegation		
Record keeping requirements	Local Government Act 1995 – section 5.46(3) Local Government (Administration) Regulations 1996 – regulation 19	
Delegation Administration		
Version	Decision reference	Date delegated
1		

ADDITIONAL DELEGATION 2013-2014

Local Government Act 1995

1.25 Common seal(section 9.49(A)(2))	
Function delegated	To affix the common seal of the City to local government documents.
Statutory function delegated	<p>The authority to affix the common seal of the City to a document that needs the City's common seal to be legally effective and that is within one or more of the following categories –</p> <ol style="list-style-type: none"> 1. documents required to satisfy conditions of subdivision and/or development approval; 2. documents required to effect the transfer of land as part of a settlement transaction (sale and purchase); 3. documents required to secure the repayment of a loan granted by the City, a loan granted to the City by a third party and/or to secure the pre-funding of infrastructure works by the City; 4. documents required to effect the grant of leasehold interests in the land either by the City to a third party, or by a third party to the City; 5. documents required to effect the grant of a licence either by the City to a third party, or by a third party to the City; 6. documents required to effect the subdivision of land, including the strata titling of land; 7. documents which are capable of registration and/or lodgement at Landgate (WA Land Titles office); and 8. documents that are necessary or appropriate to enable a CEO to carry out his functions under any written law.
Statutory function delegated to	Local Government
Statutory power of delegation	Local Government Act 1995 section 5.42
Function delegated to	Chief Executive Officer
Council's conditions on delegation	The document must not be inconsistent with a Council policy or resolution.
Statutory power for CEO to delegate	Section 5.44 – Local Government Act 1995
CEO's delegation to	NA
CEO's conditions on delegation	NA
Record keeping requirements	Local Government Act 1995 – section 5.46(3) Local Government (Administration) Regulations 1996 –

		regulation 19
Delegation Administration		
Version	Decision reference	Date delegated
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