

**Melton City Council
Instrument of Delegation
LEADWEST COMMITTEE**

Pursuant to section 86(3) of the *Local Government Act 1989* (VIC) ("the Act"), Melton City Council ("Council") delegates to the special committee established by resolution of Council and known as the "LeadWest Committee" ("the Committee"), the powers, duties and functions set out in the accompanying Schedule and Terms of Reference (dated 1 July 2019) and declares that:

1. this Instrument of Delegation is authorised by a resolution of Council passed on 27 May 2019;
2. this delegation:
 - 2.1. comes into force on 1 July 2019;
 - 2.2. remains in force until Council resolves to vary or revoke it; and
 - 2.3. is to be exercised in accordance with the guidelines or policies which Council from time to time adopts; and
3. the Committee is not authorised by this Instrument to:
 - 3.1. enter into any contracts, or incur any expenditure, for an amount which exceeds the approved budget; and
 - 3.2. exercise the powers which, by force of section 86 of the Act, cannot be delegated as follows:
 - 3.2.1. this power of delegation;
 - 3.2.2. to declare a rate or change;
 - 3.2.3. to borrow money;
 - 3.2.4. to enter into contracts for an amount exceeding an amount previously determined by the Council;
 - 3.2.5. to incur any expenditure exceeding an amount previously determined by the Council; and
 - 3.2.6. any prescribed power.

The **COMMON SEAL** of the **MELTON CITY COUNCIL** was affixed hereto)
In the presence of:)

Councillor

Chief Executive Officer

Schedule**LEADWEST COMMITTEE****Powers and functions**

The powers, duties and functions directly relating or ancillary to the following primary responsibilities:

1. develop a strategic ten year plan¹ to foster and undertake actions that will support sustainable growth and development of the Western Region of Melbourne, including the local government areas of Wyndham, Brimbank, Hobsons Bay, Moonee Valley, Maribyrnong and Melton ("LeadWest Strategic Plan");
2. develop and prioritise a rolling Four Year Implementation Program of the actions in the strategic plan to be updated and approved annually ("Four Year Implementation Program");
3. oversee implementation of LeadWest Strategic Plan in accordance with the agreed Four Year Implementation Program;
4. make recommendations to the Council and other LeadWest member Councils on budget allocations (refer Terms of Reference) to effect the implementation of the LeadWest Strategic Plan;
5. progress individual initiatives in accordance with the annualised Four Year Implementation Program;
6. review and recommend adjustments to the Four Year Implementation Program as required;
7. monitor and report annually to LeadWest member Councils on the progress of the implementation of the LeadWest Strategic Plan; and
8. perform all other functions that are set out in the Terms of Reference (attached) that are not otherwise listed above.

Exceptions, conditions and limitations

The Committee is not authorised by this Instrument to:

- enter into any contracts, or incur expenditure, for an amount which exceeds the approved budget; or
- exercise the powers which, by force of section 86 of the Act, cannot be delegated.

¹ Refer to the Annexure to the Terms of Reference for an overview of the activities of LeadWest Committee.