

Melton City Council

Instrument of Delegation

LEADWEST COMMITTEE

Melton City Council("Council") delegates to each person who is from time to time appointed as a member of the Delegated Committee established by resolution of Council passed on 28 June 2021 and known as the "LeadWest Committee" ("the Committee"), the powers, duties and functions set out in the Schedule and declares that:

- 1. this Instrument of Delegation is authorised by a resolution of Council passed on 28 June 2021;
- 2. a delegate can only exercise the delegations contained in this Instrument of Delegation while acting as a member of the Committee at a meeting of the Committee;
- 3. this delegation:
 - 3.1. comes into force on 1 August 2021;
 - 3.2. remains in force until Council resolves to vary or revoke it; and
 - 3.3. is to be exercised in accordance with the guidelines or policies which Council from time to time adopts; and
- 4. all members of the Committee will have voting rights on the Committee.

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

To exercise Council's functions and powers to perform Council's duties in relation to the fulfilment of the Committee's purpose and objectives as stated in the LeadWest Joint Delegated Committee – Terms of Reference ("Terms of Reference") adopted by Council on 28 June 2021, and for those purposes:

1. to enter into contracts, and to incur expenditure;
2. to do all things necessary or convenient to be done for or in connection with the performance those functions, duties and powers, including:
 - 2.1. develop a strategic ten year plan 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, Maribyrnong and Melton ("LeadWest Strategic Plan");
 - 2.2. develop and prioritise a rolling Four Year Implementation Program of the actions in the LeadWest Strategic Plan to be updated and approved annually ("Four Year Implementation Program");
 - 2.3. oversee implementation of LeadWest Strategic Plan in accordance with the agreed Four Year Implementation Program;
 - 2.4. make recommendations to Council and other LeadWest member Councils on budget allocations (refer Terms of Reference) to effect the implementation of the LeadWest Strategic Plan;
 - 2.5. progress individual initiatives in accordance with the annualised Four Year Implementation Program;
 - 2.6. review and recommend adjustments to the Four Year Implementation Program as required;
 - 2.7. monitor and report annually to LeadWest member Councils on the progress of the implementation of the LeadWest Strategic Plan; and
 - 2.8. perform all other functions that are set out in the Terms of Reference (attached) that are not otherwise listed above.

Exceptions, conditions and limitations

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 Committee's Budget as approved by Council and the other LeadWest member Councils in accordance with the Terms of Reference; and
 - 3.2. exercise the powers which, under section 11(2) of the *Local Government Act 2020* or otherwise, cannot be delegated, including:

- 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, or incur expenditure in, an amount exceeding that which has previously determined by the Council; and
- 3.2.5. any prescribed power.