

INSTRUMENT OF DELEGATION

INSTRUMENT OF DELEGATION UNDER THE LAND AND
BUSINESS (SALE AND CONVEYANCING) ACT 1994

29 NOVEMBER 2023

Delegation Sources

- Land and Business (Sale and Conveyancing) Act 1994

Positions

Abbreviation	Position	Name
CEO	Chief Executive Officer	Kelly Westell
MDRS	Manager Development & Regulatory Services	Gabby Swearse
MF	Manager Finance	David Rattley
MIO	Manager Infrastructure & Operations	

Positions Groups

Positions Group	Position	Positions
EHO	Environmental Health Officers	EH1, EH2
PO	Planning Officers	PO1, PO2

Instrument of Delegation under the Land and Business (Sale and Conveyancing) Act 1994

Land and Business (Sale and Conveyancing) Act 1994				
Provision	Power and Functions Delegated	Delegate	Conditions and Limitations	Capacity of Council
section 7	Respond to enquiries regarding prescribed matters by a vendor of land	CEO, MDRS, MIO, EHO, PO		council
section 8	Respond to enquiries regarding prescribed matters by a vendor of a small business	CEO, MDRS, MIO, EHO, PO		council
section 12	Provide information regarding any charge or prescribed encumbrance over land within the council's area of which the council has the benefit or insurance under Division 3 of Part 5 of the Building Work Contractors Act 1995 in relation to a building on land within the council's area	CEO, MDRS, MF, MIO, EHO, PO		council