

DA	ANNUAL GENERAL MEETING OF ELECTORS	AES1
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DELEGATED AUTHORITY CODE:	AES1
DIRECTORATE:	Executive Services
BUSINESS UNIT:	Executive Services
SERVICE UNIT:	Executive Services
RESPONSIBLE OFFICER:	Chief Executive Officer
FILE NO.:	086/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	9 June 2016
ATTACHMENTS:	N/A
VERSION NO.	5

Dates of Amendments / Reviews:		
DAPPS Meeting:	24 May 2012 27 February 2014	25 February 2016 26 May 2016
OCM:	9 April 2009 11 June 2012	13 March 2014 10 March 2016

FUNCTION DELEGATED:

To enable the ongoing organisation of the Annual Meeting of Electors.

CONDITIONS/GUIDELINES:

- (1) The meeting to be conducted on the first Tuesday in February each year.
- (2) Receipt of the Auditor's Report on the Annual Financial Statement.
- (3) The provisions of Sec. 5.27 of the Local Government Act, 1995, are to be adhered to.
- (4) All transactions utilising this delegation are to be recorded in the Recording of Delegations Decisions Register by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

AUTONOMY OF DISCRETION:

As provided in conditions.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Council Policy AES1 "Annual General Meeting of Electors" refers.

DELEGATE:

Chief Executive Officer

DELEGATE/S AUTHORISED:

N/A