

DA	SEATING ARRANGEMENTS FOR COUNCIL MEETING	AC2
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DELEGATED AUTHORITY CODE:	AC2
DIRECTORATE:	Executive Support
BUSINESS UNIT:	Executive Services
SERVICE UNIT:	Executive Services
RESPONSIBLE OFFICER:	Chief Executive Officer
FILE NO.:	086/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	14 September 2017
ATTACHMENTS:	N/A
VERSION NO.	5

Dates of Amendments / Reviews:		
DAPPS Meeting:	24 May 2012 28 November 2013	26 May 2016 24 August 2017
OCM:	9 April 2009 14 June 2012	12 December 2013 9 June 2016

FUNCTION DELEGATED:

The authority to arrange Councillor's seating positions for Council Meetings.

CONDITIONS/GUIDELINES:

- (1) As provided for in Council Policy AC2.
- (2) All transactions utilising this delegation are to be recorded in the Recording of Delegated 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 for Council Policy AC2.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Council Policy AC2 "SEATING ARRANGEMENTS FOR COUNCIL MEMBERS" refers.

DELEGATE:

Chief Executive Officer

DELEGATE/S AUTHORISED:

N/A