

S15. Instrument of Appointment and Authorisation of Council's FOI Officer



Mansfield Shire

**Instrument of Appointment and Authorisation
by
the Chief Executive Officer**

For endorsement by the Chief Executive Officer on 1 May 2024

S15 Instrument of Appointment and Authorisation of Council’s FOI Officer

In this instrument “officer” means -

- Jane Carter
- Tanya Tabone
- Chelsea Young

By this Instrument of Appointment and Authorisation, Mansfield Shire Council’s Chief Executive Officer and Principal Officer under the Freedom of Information Act 1982 (Act) –

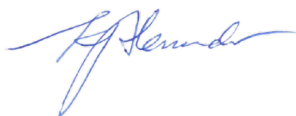
under s 26 and 44 of the Act – appoints the officer to be a Freedom of Information Officer for the purposes of the Act, and authorises the officers to make decisions in respect of requests made to the Council under the Act.

This includes without limitation the authority to make decisions on requests:

1. made under Part III of the Act, including the power to waive or reduce any fee or charge payable, the power to extend the period for deciding a request and all of the powers and duties under Part IV of the Act, including the duty to notify and the duty to seek views regarding disclosure; and
2. made under Part V of the Act, including the power to amend a record.
3. declare that this Instrument of Delegation –
 - 3.1 comes into force immediately upon its execution;
 - 3.2 remains in force until varied or revoked; and
 - 3.3 is subject to any conditions and limitations set out in paragraph 5, and in the Schedule; and
4. declare that the delegate must not determine the issue, take the action or do the act or thing if the determining of the issue, the taking of the action or the doing of the act or thing cannot be subject to lawful delegation.

This Instrument of Appointment and Authorisation is dated 1 May 2024 and is made by the Chief Executive Officer under authority of an instrument of delegation authorised by Resolution of Council on 27 June 2023.

Signed by the Chief Executive Officer)
of Mansfield Shire Council)
in the presence of)



.....
Witness

1 May 2024
.....

Date

Delegation Sources

- ▶ Freedom of Information Act 1982

Delegation Source	Provision	Item Delegated	Delegate	Conditions & Limitations
Freedom of Information Act 1982	s26	appoints the officer to be a Freedom of Information Officer for the purposes of the Act	FOIO	<p>This includes without limitation the authority to make decisions on requests:</p> <ol style="list-style-type: none"> 1. made under Part III of the Act, including the power to waive or reduce any fee or charge payable, the power to extend the period for deciding a request and all of the powers and duties under Part IV of the Act, including the duty to notify and the duty to seek views regarding disclosure; and 2. made under Part V of the Act, including the power to amend a record. <p>It is declared that this Instrument –</p> <ol style="list-style-type: none"> (a) comes into force immediately upon its execution; (b) remains in force until varied or revoked.
Freedom of Information Act 1982	s44	authorises the officers to make decisions in respect of requests made to the Council under the Act	FOIO	<p>This includes without limitation the authority to make decisions on requests:</p> <ol style="list-style-type: none"> 1. made under Part III of the Act, including the power to waive or reduce any fee or charge payable, the power to extend the period for deciding a request and all of the powers and duties under Part IV of the Act, including the duty to notify and the duty to seek views regarding disclosure; and 2. made under Part V of the Act, including the power to amend a record. <p>It is declared that this Instrument –</p> <ol style="list-style-type: none"> (a) comes into force immediately upon its execution; (b) remains in force until varied or revoked.