

APPENDIX C

DAREBIN CITY COUNCIL

BUNDOORA HOMESTEAD BOARD OF MANAGEMENT

INSTRUMENT OF DELEGATION

1. PREAMBLE

- 1.1 Darebin City Council (“the Council”) at its meeting held on 12 November 2012, pursuant to its powers set out in section 86 of the Local Government Act 1989 (*“the Act”*) established for the 2012/2013 Council year, a Special Committee of Councillors, Council staff and other members to be known as the Bundoora Homestead Board of Management to manage the operation of Bundoora Homestead Art Centre (“the purpose”).
- 1.2 In order to fulfil the purpose, Council by this Instrument delegates to the Special Committee pursuant to section 86(3) of the Act the following powers, duties and functions.

2. DUTIES AND FUNCTIONS

- 2.1 Ensure effective management of the Bundoora Homestead Art Centre buildings and grounds as a heritage, cultural and recreation facility for the community.
- 2.2 Provide an exhibition facility where high quality contemporary, fine and decorative art works can be displayed and studied.
- 2.3 Enable accessibility and foster an appreciation of the arts by all sections of the community.
- 2.4 Celebrate, through the Board’s programs, the diverse cultures of the municipality of the City of Darebin.
- 2.5 Enhance the position of the City of Darebin as a place proud to foster and assist with the appreciation and development of arts and cultural activities
- 2.5 Facilitate and support community involvement in the program and operations of the Homestead.
- 2.6 Seek to maximise funding from external sources and minimise recurrent expenditure contributions from the City of Darebin.
- 2.7 Ensure the Centre operates within the Committee objectives and the Bundoora Homestead Art Centre service plan.

- 2.8 Adopt policies and strategies for the Bundoora Homestead Art Centre.
- 2.9 Overview financial operations of the Bundoora Homestead Art Centre.
- 2.10 Explore and obtain external funding contributions to the Bundoora Homestead Art Centre through grants, sponsorships, gifts and donations.

3. POWERS

- 3.1 Council's powers, duties and functions under the Local Government Act 1989 to manage the Bundoora Homestead Art Centre are delegated to the Committee.
- 3.2 The Committee is empowered to develop strategies and policies to meet its objects in accordance with the Council adopted business plan and budget.

4. GUIDELINES AND LIMITATIONS

- 4.1 Council may by resolution vary or revoke this delegation.
- 4.2 A power, duty or function delegated to the Special Committee shall be exercised in accordance with this Instrument of Delegation and be subject to the conditions and limitations contained in this delegation.
- 4.3 The delegation of a power, duty or function by Council does not prevent the exercise of the power, duty or function by the Council.
- 4.4 Any act or thing done in the performance of a power, duty or function by the Special Committee has the same force and effect as if it had been done by Council.
- 4.5 The later revocation or variation of the delegation shall not invalidate an act of the Special Committee done within the scope of this delegation.
- 4.6 A copy of this delegation shall be kept in the Council's Register of Delegations.
- 4.7 The Special Committee shall not:
 - 4.7.1 Delegate any of the powers, duties or functions hereby delegated to it.
 - 4.7.2 Borrow money.
 - 4.7.3 Enter into any contracts for an amount not approved in a Budget endorsed by the Council.

5. REPORTING

5.1 The Special Committee will provide an Annual Report to Council on its activities for the year. Specific proposals outside the scope of this delegation will be separately reported to Council for consideration.

6. DURATION OF DELEGATION

6.1 This Instrument of Delegation shall remain in force until revoked or varied by Council resolution.

DATED this 4th day of February 2013.

The COMMON SEAL of)
DAREBIN CITY COUNCIL)
was affixed on)
with the authority of the Council:)

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Chief Executive