



Local Government Act 1993 (NSW)

**INSTRUMENT OF SUB-DELEGATIONS (PROCUREMENT CATEGORY)
FROM THE GENERAL MANAGER TO STAFF**

I, David Tuxford, General Manager of Georges River Council, pursuant to section 378 of the *Local Government Act 1993*, hereby delegate my powers, authorities, duties, and functions to the positions listed below or the persons who, from time to time, hold (or are acting in) those positions, the following functions:

Procurement

Code	Name	Description	Legislation	Position Code & Name
PROC01	Inviting Tenders / Expressions of Interest, including determining the method of tendering	Exercise the functions of the Council to invite tenders or expressions of interest under section 55 of the Local Government Act 1993 or generally, including the function to determine if a tender should be open or selective under clauses 166 - 169 of the Local Government (General) Regulation 2021.	The Local Government Act 1993 - section 55 The Local Government (General) Regulation 2021 - clause 166-169	100023 General Counsel 600002 Senior Solicitor 100022 Manager Office of the General Manager 100021 Executive Manager City Futures 100002 Chief Audit Executive 200000 Director Assets & Infrastructure 200021 Manager City Technical Services 200002 Manager City Operational Services

Code	Name	Description	Legislation	Position Code & Name
				200210 Manager Strategic Placemaking
				200204 Manager Premium Facilities
				300000 Director Business & Corporate Services
				300037 Chief Information Officer
				300006 Chief Financial Officer
				300031 Team Leader Procurement & Contracts Governance
				300091 Senior Procurement & Contracts Business Partner
				300032 Procurement & Contracts Governance Partner^
				300033 Procurement & Contracts Governance Partner
				300089 Chief People Officer
				400000 Director Community & Culture
				400152 Manager City Life
				400058 Manager Community & Early Learning Services
				400154 Manager Cultural Engagement & Library Services
				400154 Manager Cultural Engagement & Library Services
				500000 Director Environment & Planning

Code	Name	Description	Legislation	Position Code & Name
				500038 Manager Environment Health & Regulatory Services 500092 Manager Strategic Planning 500002 Manager Development & Building
PROC02	Amend tender period	Authority to extend the tender period in accordance with clause 172 of the Local Government (General) Regulation 2021 and to shorten the tender period in accordance with clause 171 of the Local Government (General) Regulation 2021.	The Local Government (General) Regulation 2021 Clause 171 and 172	100023 General Counsel 600002 Senior Solicitor 100022 Manager Office of the General Manager 100021 Executive Manager City Futures 100002 Chief Audit Executive 200000 Director Assets & Infrastructure 200021 Manager City Technical Services 200002 Manager City Operational Services 200210 Manager Strategic Placemaking 200204 Manager Premium Facilities 300000 Director Business & Corporate Services 300037 Chief Information Officer 300006 Chief Financial Officer 300031 Team Leader Procurement &

Code	Name	Description	Legislation	Position Code & Name
				Contracts Governance 300091 Senior Procurement & Contracts Business Partner 300032 Procurement & Contracts Governance Partner^ 300033 Procurement & Contracts Governance Partner 300089 Chief People Officer 400000 Director Community & Culture 400152 Manager City Life 400058 Manager Community & Early Learning Services 400154 Manager Cultural Engagement & Library Services 500000 Director Environment & Planning 500038 Manager Environment Health & Regulatory Services 500092 Manager Strategic Planning 500002 Manager Development & Building
PROC03	Custody of tenders after receipt	Authority to access tenders received by electronic means pursuant to clause 174(3) of the Local Government (General) Regulation 2021.	The Local Government (General) Regulation 2021	100023 General Counsel 600002 Senior Solicitor 100022 Manager Office of the General

Code	Name	Description	Legislation	Position Code & Name
			Clause 174(3)	Manager 100021 Executive Manager City Futures 100002 Chief Audit Executive 200000 Director Assets & Infrastructure 200021 Manager City Technical Services 200210 Manager Strategic Placemaking 200204 Manager Premium Facilities 200212 Strategic Placemaking Specialist 200213 Senior Asset Engineer - Building Assets 200214 Senior Assets Engineer - Open Space Assets 200215 Senior Road Assets Specialist 200216 Senior Asset Engineer - Stormwater 200218 Senior Asset Engineer - Traffic & Transport 200219 Traffic Engineer 200221 Traffic Engineer 200238 Coordinator Asset Management 200255 Coordinator Traffic & Transport 200217 Stormwater Assets Engineer 200261 Road Asset Engineer

Code	Name	Description	Legislation	Position Code & Name
				200194 Road Safety Officer
				300000 Director Business & Corporate Services
				300037 Chief Information Officer
				300101 Head of Information Management
				300102 Team Leader Records & Information Management Services
				300006 Chief Financial Officer
				300031 Team Leader Procurement & Contracts Governance
				300091 Senior Procurement & Contracts Business Partner
				300032 Procurement & Contracts Governance Partner^
				300033 Procurement & Contracts Governance Partner
				300089 Chief People Officer
				400000 Director Community & Culture
				400152 Manager City Life
				400058 Manager Community & Early Learning Services
				400154 Manager Cultural Engagement & Library Services
				500000 Director Environment &

Code	Name	Description	Legislation	Position Code & Name
				Planning 500038 Manager Environment Health & Regulatory Services 500092 Manager Strategic Planning 500002 Manager Development & Building
PROC04	Opening of tenders	Designate the holder of this delegation as an appropriate person to carry out such functions as specified in Clause 175 of Part 7, Division 3 of the Local Government (General) Regulation 2021 as applicable to an appropriate person.	The Local Government (General) Regulation 2021 Clause 175	300000 Director Business & Corporate Services 300006 Chief Financial Officer 300031 Team Leader Procurement & Contracts Governance 300091 Senior Procurement & Contracts Business Partner 300032 Procurement & Contracts Governance Partner^ 300033 Procurement & Contracts Governance Partner

This delegation made by me as General Manager is subject to the following limitations:

1. The delegated power, authority, duty, or function must be performed in accordance with any applicable legislation, the Code of Conduct, and any Council Policy and Procedures. Where anomalies exist between the Council Policy and/or Procedure and the Delegations of Authority from the General Manager to Staff, the Delegations of Authority from the General Manager to Staff will prevail.
2. Any limitations or qualifications on the scope of function delegated must be expressed within the delegation.
3. Any limitations on the scope of the power, authority, duty, or function delegated to me as General Manager by Council, as per section 377 of the *Local Government Act 1993*, must be adhered to.
4. The delegated power, authority, duty, or function is subject to any limitations contained within a Certificate of Authority issued to the delegated Council officer, if any.

This Instrument of Sub-Delegations revokes any previous powers, authorities, duties, and functions that have been delegated to any positions in the Procurement Category. The delegations made in this instrument will remain in force until they are revoked or amended by me as General Manager.

This Instrument does not affect the validity of any past act or past exercise of powers or functions exercised or performed in accordance with previous delegations or directions.

This instrument takes effect from the date of signature.



David Tuxford
General Manager
Georges River Council



Date