

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

Manningham City Council

Instrument of Appointment and Authorisation

of

Council's Freedom of Information Officer

Instrument of Appointment and Authorisation

In this Instrument '**officer**' means -

Melissa Zarif

By this Instrument of Appointment and Authorisation Manningham City Council's Chief Executive Officer and principal officer under the *Freedom of Information Act 1982 (Act)*–

under ss 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 officer 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.

It is declared that this Instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

SIGNED BY:



Andrew Day
Chief Executive Officer
Manningham City Council

Date: 13 JUNE 2024

Instrument of Appointment and Authorisation

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Elle Yildiz

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