



Maddocks

Maddocks Delegations and Authorisations

***NEW S20A***  
***Instrument of Delegation by the***  
***Chief Executive Officer – Child Link User***

**Macedon Ranges Shire Council**

**Instrument of Delegation**

**by the**

**Chief Executive Officer**

**(Child Wellbeing and Safety Act 2005)**



## Instrument of Delegation (Child Wellbeing and Safety Act 2005)

By this Instrument of Delegation, in exercise of the power conferred by s 46L of the *Child Wellbeing and Safety Act 2005 (Act)* I, as the Chief Executive Officer of Macedon Ranges Shire Council:

1. delegate each power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position respectively described in column 3 of the Schedule;
2. record that references in the Schedule are as follows:

ABBREVIATION	MEANS
DCOM	Director Community
MCS	Manager Community Services
CMCH	Coordinator Maternal Child Health Services
EMCHN	Enhanced Maternal Child Health Nurse
CEYS	Coordinator Early Years Services
EYRTL	Early Years Regional Team Leader

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 the Schedule.

**This Instrument of Delegation** is dated 8 December 2025 and is made by the Chief Executive Officer of Macedon Ranges Shire Council.

Signed by the Chief Executive Officer in the presence of:

)  
)

Witness: Mendall

Date: 08/12/2025



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# SCHEDULE



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Child Wellbeing and Safety Act 2005			
Column 1	Column 2	Column 3	Column 4
PROVISION	THING DELEGATED	DELEGATE	CONDITIONS & LIMITATIONS
s 46K(1)(g)	Power to authorise, in writing, a person employed or engaged by Council, in relation to childhood services implementation or policy, as a Child Link user	DCOM, MCS, CMCH, EMCHN, CEYS, EYRTL	
s 46K(1)(h)	Power to authorise, in writing, a nurse employed or engaged by Council, to provide maternal and child health programs for a Maternal and Child Health service, as a Child Link user	DCOM, MCS, CMCH, EMCHN	
s 46N(6)	Duty to notify the Secretary, if there is reasonably belief, that the person authorised under s 46K has ceased (a) to be a registered teacher or (b) hold a current Working With Children clearance under the Worker Screening Act 2020	DCOM, MCS, CMCH, EMCHN	