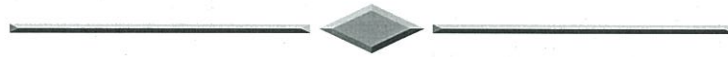


Instrument of Delegation

Mornington Peninsula Friends of Lospalos, Timor Leste Community Special Committee



In exercise of the power conferred by Section 86 of the Local Government Act 1989, the Mornington Peninsula Shire Council ("Council") delegates to the Mornington Peninsula Friends of Lospalos, Timor Leste Community Special Committee (being a Special Committee established by resolution of Council) the powers, duties and functions set out in the Schedule,

AND declares that:

- (1) this Instrument of Delegation is authorised by a resolution of Council, passed on 11 June 2013; and
- (2) the delegation:-
 - (a) comes into force immediately the Common Seal of Council is affixed to this Instrument of Delegation;
 - (b) remains in force until Council resolves to vary or revoke it;
 - (c) is subject to any conditions and limitations set out in the Schedule; and
 - (d) is to be exercised in accordance with any requirements, directions, guidelines or policies which Council from time to time adopts.

SCHEDULE

(1) Powers and Functions

To exercise Council's functions and powers and to perform Council's duties in relation to the management of the Mornington Peninsula Friends of Lospalos, Timor Leste Community Committee in accord with the following 'Statement of Friendship' and guiding documents.

- (a) The people of the 'Mornington Peninsula Friends of Lospalos, Timor Leste Community Committee':

Seek to build and develop a lasting friendship relationship between our community and the community of Los Palos East Timor, based on:

- mutual respect;
- goodwill and co-operation; and
- recognition of human rights.

We share a common vision for both women and men in our communities, and for social structures that support and facilitate the

- strengthening of citizenship;
- peace building, reconciliation, and reconstruction;
- well-being of residents and community cohesion; and
- achievement of collective aspirations.

In solidarity and in the spirit of friendship we offer practical assistance and support in recognition of the heroic struggle for self-determination of the East Timorese people.

In doing so we enrich our own understanding of participatory democracy, sustainable development and our place in the global community.

- (b) Project proposals should:

1. Be consistent with the guiding principles expressed in the Statement of Principles for Victorian Local Governments working with communities in Timor Leste (as detailed in clause "c").

SCHEDULE (CONT'D)

(1) Powers and Functions (Cont'd)

(b) (Cont'd)

2. Not duplicate or hinder the work of other organisations. (Innovative and creative partnerships between community organisations both here and in Timor Leste are to be highly regarded. Collaboration with other organisations on larger projects should also be encouraged.)
3. Focus on the needs which have already been identified by the East Timorese, with specific reference to the Lospalos community and their leadership. (This may be demonstrated by referring to relevant consultation, research, reports and other up to date resources.)
4. Ensure that the project design, monitoring and implementation be culturally-sensitive and gender-responsive, encourage grass roots involvement and be consistent with community development practices.
5. Empower the East Timorese people to be involved in decision making processes and to take an active and leadership role in project development and implementation
6. Ensure that the projects include delivery of benefits to the most vulnerable individuals or groups in the community
7. Provide opportunities for women's self-empowerment through involvement in project development and implementation.
8. Ensure that the projects are socially, economically and environmentally sustainable.
9. Ensure that the nature of the proposed project be clearly described and informed by sound social economic, environmental and ethical analysis.
10. Be in writing and include clearly-defined aims, objectives, strategies, budget, time-lines and method of regular reporting and evaluation, such proposals to be submitted to committee members with reasonable time for consideration prior to monthly committee meetings.

SCHEDULE (CONT'D)

(1) Powers and Functions (Cont'd)

(b) (Cont'd)

11. Give preference to projects that are reconstructive in nature; however, projects designed to respond to emergency situations as they arise may also be considered in light of existing resources and capacity to respond.
12. Not include community-raised funds in any overseas travel component, such funds being expressly excluded from use for overseas travel. (Overseas travel may be funded by separate, dedicated fund-raising activities undertaken for and expressed to be for that purpose by individuals of the Committee.)

These guidelines should be regularly reviewed and evaluated.

(c) The Statement of Principles for Victorian Local Governments working with communities in Timor Leste, identified the following key principles:

- A lasting friendship shall be built on a partnership of mutual respect. This friendship shall at all times respect and value local as well as national cultures and decision-making processes;
- The knowledge and expertise of local governments in Victoria shall be shared through partnerships with the people of Timor Leste;
- This agreement welcomes East Timor as a close neighbour of Australia at all levels of democratic government;
- Material contributions by local governments in Victoria to the rebuilding of the nation of Timor Leste shall most effectively be provided in consultation and co-operation with the local as well as national representatives of the people of East Timor;
- Recognising the need to supplement the contribution of international agencies and non-government organisations the parties now wish to implement community to community partnerships; and
- We shall respect and honour the efforts of all those Victorians and East Timorese who in the spirit of democratic endeavour work to improve the quality of life of their communities.

SCHEDULE (CONT'D)

(2) Membership

The Special Committee shall comprise such persons appointed by the Council being not less than three (3) nor more than fourteen (14) persons as determined from time to time by resolution of Council.

(3) Pecuniary Interest

Each member of the Special Committee is exempt from the requirement to submit a primary return or an ordinary return under Section 81 of the Local Government Act 1989.

(4) Exceptions, Conditions and Limitations

(a) The Special Committee is not authorised by this Instrument to:

- (i) delegate any of the powers herein delegated to it by the Council;
- (ii) declare a rate or charge;
- (iii) borrow money;
- (iv) enter into contracts for an amount exceeding \$10,000;
- (v) incur any expenditure exceeding \$10,000;
- (vi) employ any person without the approval of the Council;
- (vii) pay any remuneration to any member for carrying out any of his/her duties as a member of the Special Committee except with the approval of the Council (or with the written approval of the Director – Sustainable Communities). An honorarium is not considered remuneration when it is an annual lump sum payment to a person or persons that does not exceed \$500.00;
- (viii) any prescribed power.

SCHEDULE (CONT'D)

(5) Disputes

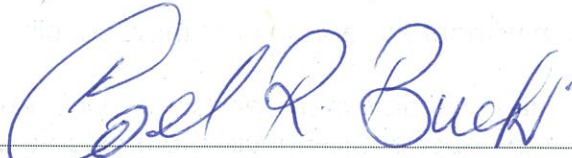
In the event of any dispute between the Committee and any organisation, club, or other party, any party to the dispute may refer it to the Council for determination and in such event the decision of the Council shall be deemed to be the final decision for and on behalf of the Committee.

Notwithstanding anything else herein contained, the Council or Director – Sustainable Communities may at any time terminate the office of any or all of the members of the Committee.

THE COMMON SEAL of
MORNINGTON PENINSULA
SHIRE COUNCIL is affixed
in the presence of:




Councillor


Manager Governance & Corporate Support