

**Instrument of Appointment and Authorisation  
of  
Council's Freedom of Information Officers  
(S15)**

# Instrument of Appointment and Authorisation Freedom of Information Officers

In this Instrument 'officers' means -

Jacinta Stevens  
Bobbie-Lea Bright  
Adreana Latimer  
Lauren Garcia

By this Instrument of Appointment and Authorisation Whittlesea 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 officers to be Freedom of Information Officers for the purposes of the Act and authorises the officers 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 –

- (a) comes into force immediately upon its execution;
- (b) revokes the Instrument of Appointment and Authorisation of Council's Freedom of Information Officer (s15) signed on 14 November 2022;
- (c) remains in force until varied or revoked.

SIGNED BY:



**Craig Lloyd**  
**Chief Executive Officer**  
**Whittlesea City Council**

Date: 29/10/2024