

Executive Director, Statewide Services

School Education Act 1999

Minister's Instrument of Delegation and Chief Executive Officer's Instrument of Sub-delegation

When exercising a delegated function, power or duty, reference must be made to the full legislative provision via the [Western Australian Legislation website](#).

Column 1 Legislative reference	Column 2 For information only: Summary of function, power or duty	Column 3 Delegate	Column 4 Sub-delegate	Column 5 Condition, limitation or restriction
Part 2 - Education of children during compulsory education period				
Subdivision 1A — Alternatives to the operation of section 9 in final years of compulsory education				
s11D(6)	Approve the form to be used by parents for the purpose of this section.	Chief Executive Officer	Executive Director, Statewide Services	Nil
s11H(3)	Approve the form of notice to be used for the purpose of this section.	Chief Executive Officer	Executive Director, Statewide Services	Nil
s11M(1)	Monitor, and carry out planning in relation to, the operation and effectiveness of this Subdivision and develop strategies to better provide for the education and training of children in the final years of compulsory education.	Chief Executive Officer	Executive Director, Statewide Services	Where it is determined that central support programs will be undertaken.
Division 5 - Absentee students and non-participating children				
Subdivision 4 - Dealing with non-attendance and non-participation and enforcing attendance and participation				
s39(1)	Appoint an Attendance Panel.	Chief Executive Officer	Executive Director, Statewide Services	For non-government schools.
s39(4)	Appoint 1 member of an Attendance Panel to be the chairperson provided they are not within a class of employees referred to in s 235(1)(a) or (c) or employed in the Department principally assisting the Minister in the administration of Part 4.	Chief Executive Officer	Executive Director, Statewide Services	For non-government schools.
s39(6)	Give directions in writing to an Attendance Panel as to its procedures.	Chief Executive Officer	Executive Director, Statewide Services	For non-government schools.
s39(8)	Ensure that an Attendance Panel is provided with such support services as it may reasonably require.	Chief Executive Officer	Executive Director, Statewide Services	For non-government schools.
s39(9)	Direct that the members of an Attendance Panel are to be paid remuneration or allowances or both and determine the amount of any such payments on the recommendation of the Public Sector Commissioner.	Chief Executive Officer	Executive Director, Statewide Services	For non-government schools.
Part 3 - Government schools				
Division 4 - Enrolment				
ss87(1), (3)-(4)	Appoint a Disabilities Advisory Panel.	Chief Executive Officer	Executive Director, Statewide Services	Nil
Part 6A - Student residential colleges				
Division 3 - Administration of student residential colleges				
Subdivision 1 - Operation and management				
s213E(2)(b)	Accept any gift, devise or bequest if it is absolute or subject to conditions (to which the Minister agrees).	Chief Executive Officer	Enter into any contract or arrangement with a financial implication	
			Executive Director	Up to \$5,000,000 in value, GST inclusive.
			Accept grant funding (non-Commonwealth)	
			Executive Director	Up to \$500,000 in value, GST exclusive.
Subdivision 3 – Power of Minister to grant licence				
s213K(1)-(5)	Grant licence for use of tangible property vested in the Minister that relates to a student residential college.	Chief Executive Officer	Executive Director, Statewide Services	Up to \$25,000 in value.

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Part 6 - Administration				
Division 1 - The Minister				
s216(2)(e)	Enter into any contract or arrangement	Chief Executive Officer	Enter into any contract or arrangement with a financial implication.	
			Executive Director	Up to \$5,000,000 in value, GST inclusive.
			Grant funds to not-for-profit organisations	
			Executive Director	Up to \$100,000 in value, GST exclusive.
			Accept grant funding (non-Commonwealth)	
			Executive Director	Up to \$500,000 in value, GST exclusive.
s216(3)(b)	Grant allowances, awards and scholarships for the purpose of furthering education whether in the government or non-government schools.	Chief Executive Officer	Executive Director, Statewide Services	Nil
s218(1) to (5) inclusive	Grant licence for use of tangible property vested in the Minister.	Chief Executive Officer	Executive Director, Statewide Services	Up to \$25,000 in value.
Division 4 — Advisory panels				
s241	Establish advisory panels for the purposes of this Act.	Chief Executive Officer	Executive Director, Statewide Services	Nil
s242(1)(d)	Authorise disclosure of information.	Chief Executive Officer	Executive Director, Statewide Services	Nil

School Education Act 1999**Chief Executive Officer's Instrument of Delegation**

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Column 1 Legislative reference	Column 2 For information only: Summary of function, power or duty	Column 3 Delegate	Column 4 Condition, limitation or restriction
Part 3 - Government Schools			
Division 3 - Educational instruction			
s73(2)	Direct and control the content and implementation of an educational programme for a child with a disability.	Executive Director, Statewide Services	Nil
Division 4 - Enrolment			
s87(6)	Provide a Disabilities Advisory Panel such support services as it may reasonably require.	Executive Director, Statewide Services	Nil

School Education Regulations 2000
Chief Executive Officer's Instrument of Delegation

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Column 1 Legislative reference	Column 2 For information only: Summary of function, power or duty	Column 3 Delegate	Column 4 Condition, limitation or restriction
Part 10 - Community kindergartens			
Division 3 - Management of kindergartens			
r137(4)	Reduce the minimum hours of instruction beyond that prescribed in reg 137 if it would benefit the children enrolled in a community kindergarten program or the management of a kindergarten.	Executive Director, Statewide Services	Nil

School Education Regulations 2000
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Part 3 - Management of government schools				
Division 7 - Advertising and sponsorship				
r50	Enter into a sponsorship arrangement within the limitations stated in regs 51, 52 and 53 of the School Education Regulations 2000.	Chief Executive Officer	Executive Director	For sponsorship agreements that have effect for no more than two years and up to a total value of \$200,000.

Public Sector Management Act 1994
Chief Executive Officer's Instrument of Delegation

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Part 3B – Chief executive officers and chief employee			
s29(1)(g)	To manage and direct employees of the Department and to be responsible for the recruitment, selection, appointment and deployment of employees.	Line managers	For the imposition and initial extension of probation within their work area or unit.
Part 3 - Public Service			
Division 2 - Senior Executive Service			
s55	Assess the performance of a senior executive officer.	Executive Director	For Senior Executive Service officers in their division.
Division 3 - Public service officers other than executive officers			
s64	Appoint a person as a public service officer.	Line Managers	For public service positions in their work area or unit up to and including Level 8 positions. Subject to the position being approved within the organisational structure by the Director General as per s 36(1)(a).
s65	Transfer a public service officer at the same level of classification.	Line Managers	For public service officers in their work area or unit up to and including Level 8 positions. Subject to the position being approved within the organisational structure by the Director General as per s 36(1)(a).
s66	Enter into an arrangement in writing with another department or organisation or with an employer outside the Public Sector for the secondment of a public service officer.	Line Managers	For public service officers in their work area or unit up to and including Level 8 positions.
Part 8 - Miscellaneous			
s100	Engage a person under a contract for services.	Line Managers	In their work area or unit.

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	Appoint a person on a casual employment basis.		
s103	Reappoint a public service employee who resigned to stand for election and failed to be elected.	Line Managers	For all public service positions in their work area or unit up to and including Level 8 positions.
s107(1)	To direct an employee to perform the functions, obligations and rights during any vacancy in that office, post or position or during the temporary absence or incapacity of the incumbent, as the case requires	Executive Director	To direct an employee to act in a position within their division (for up to and including Director level positions).

Public Sector Management (Redeployment and Redundancy) Regulations 2014
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Part 2 - Registrable employees			
r8(2)	Give the employee written notice of all relevant information relating to the determination.	Line Managers	For public service positions in their work area or unit up to and including Level 8 positions or equivalent. <i>School Education Act 1999</i> staff up to and including Principals.
r8(4)	Consult with the employee in relation to the matters set out in the notice.	Line Managers	For public service positions in their work area or unit up to and including Level 8 positions or equivalent.
r8(8)	If the determination is revoked, give the employee written notice of the revocation.	Line Managers	For public service positions in their work area or unit up to and including Level 8 positions or equivalent.

Children And Community Services Act 2004
Chief Executive Officer's Instrument of Delegation

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Part 3 - Administrative Matters			
Division 6 - Information Sharing			
28B(1), (2)	Disclose information to, or request information from, the CEO of another prescribed authority or an authorised entity if of the opinion that the information is relevant information.	Executive Director, Statewide Services	Information must relate to the wellbeing of students.