

## DELEGATIONS

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### **Part 4**

### ***Delegation to Staff***

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#### **Departmental Managers**

##### **Introduction**

The Council delegates the following functions to the General Manager: Finance and Business Support; General Manager: Strategy, Engagement and Economic Development; General Manager: Utilities and Rooding; General Manager: Community and Recreation; General Manager: Planning, Regulation and Environment and General Manager Organisational Development and Human Resources.

##### **Delegation to Department Managers**

All powers and authority to act on any matter in respect of the activities under that General Manager's control, which Council is empowered or directed by law and Council policy to exercise or undertake, except those powers or authorities in respect of which delegation is prohibited by the Act, and by other statute or regulation, or expressly excluded from this delegation. This delegation does not preclude the Department Manager from referring any such matter to the Council or Chief Executive for a decision if the matter has political importance or sensitivity, or there is special community interest in it.

In addition to those matters that cannot be delegated, specified in the Local Government Act 2002, the Council has not delegated the following powers or authorities to the General Managers:

- the power to compulsorily acquire land under the Public Works Act 1981;
- the power to amend Council adopted policies or set new policies that are of a strategic or politically sensitive nature:
- any matter not permitted to be delegated by any other Act;
- any matter that can only be given effect by a Council resolution;

##### **Additional Delegations**

The General Manager: Planning, Regulation and Environment and the General Manager Finance and Business Support, have additional delegations as outlined in Delegations S-DM 1049 Manager: Regulation and S-DM 1051 Manager: Finance and Business Support.

For times when the General Manager: Planning, Regulation and Environment is absent, the Council approves these delegations to the General Manager Strategy, Engagement and Economic Development. (Refer to Delegation S-DM 1049, General Manager: Planning, Regulation and Environment)

##### **Sub-Delegations**

All sub-delegations by the General Manager must be given in writing.

##### **Specific delegations**

The following additional delegations are delegated to the General Managers:



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#### Departmental Managers

1. Authority to sign Council sealed documents.

#### Contractual authority and financial management of activities

Authority to enter into contracts up the amount of \$120,000 in respect of authorised works for which provision has been made in Council's approved budget, and carried out within the criteria contained in Council's purchasing (including tendering) policy.

Authority to enter into contracts up the amount of \$100,000 for emergency expenditure not provided in the Annual Plan or Long Term Plan, and carried out within the criteria contained in the Council's purchasing (including tendering) policy.