



DELEGATIONS

Part 5

Delegation to Staff

Governance Manager

1. Authority to sign release documents on insurance claims made by the Council and to contribute any excess payable in accordance with policy.
2. Cheque signing authority in conjunction with any other approved officer.
3. Authority to sign Council Sealed documents in conjunction with any other approved elected Member or officer.
4. Appointed as a Privacy Officer in Accordance with section 23 of the Privacy Act 1993.
5. Authority to act in accordance with Parts II to V of the Local Government Official Information and Meetings Act (LGOIMA) – section 43(1) of LGOIMA.
6. Temporary authority delegated while the Manager Finance and Business Support is on extended leave:
 - to write off bad debts relating to sundry debtor accounts of up to \$5,000 in any one account; and
 - To write off rates penalties of up to \$5,000 in any one account.