



## DELEGATIONS

### Part 3

### Delegation to Committees

#### 1. Standing Committees

Committee	Membership	Quorum
Audit and Risk	Chair, 4 Councillors, Mayor <i>ex officio</i>	3
Community and Recreation	Chair, 4 Councillors, Mayor <i>ex officio</i>	3
District Planning and Regulation	Chair, 4 Councillors, Mayor <i>ex officio</i>	3
Utilities and Roothing	Chair, 4 Councillors, Mayor <i>ex officio</i>	3

#### 2. Delegation to Standing Committees

2.1 Unless expressly provided otherwise in this Act, or in any other Act, for the purposes of efficiency and effectiveness in the conduct of a local authority's business, a local authority may delegate to a committee or other subordinate decision-making body, community board, or member or officer of the local authority any of its responsibilities, duties or powers EXCEPT —

- (a) the power to make a rate; or
- (b) the power to make a bylaw; or
- (c) the power to borrow money, or purchase or dispose of assets, other than in accordance with the long-term council community plan; or
- (d) the power to adopt a long-term council community plan, annual plan, or annual report; or
- (e) the power to appoint a chief executive; or
- (f) the power to adopt policies required to be adopted and consulted on under this Act in association with the long-term council community plan or developed for the purpose of the local governance statement; or
- (g) the appointment of the Deputy Mayor, and standing committees;
- (h) the proposed remuneration of the Mayor and members of the Council;
- (i) expenditure where no provision is made in the Council's estimates for that year (except to the extent permitted in this Manual in regard to variations in departmental estimates or clause 2.1 (j) below);
- (j) expenditure of Council funds where estimates have not been finalised for the relevant year unless the expenditure relates to maintenance of an existing work or progress on a committed work or is in regard to an existing service for which provision is likely to be made in those estimates once finalised;



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- (k) the cessation of any existing function or commencement of any new function;
- (l) formulation or amendment of Council's corporate goals and objectives;
- (m) submissions to central government where the function is not clearly the responsibility of another standing committee;
- (n) decisions on matters relating to economic development.

2.2 No officer may exercise the powers listed in clauses 2.1 (a)-(n) above.

*Note: Any policy matter not within the jurisdiction of other standing committees remains the business of the Council.*

### 3. Other Committees

3.1 Other Committees and Subcommittees shall exercise only such delegated authority as is granted to it from time to time by the Council or the relevant standing committee.

3.2 The primary purposes of subcommittees are:

- (a) to address matters which have been delegated to it;
- (b) to investigate and report, with recommendations if appropriate, on matters referred from another committee;
- (c) to act as a forum for communication between elected representatives, officers, and interested parties.

### 4. Variations of Estimates

4.1 In this clause "estimate" means the sum represented in the supporting documents to the Annual Plan and the Long Term Plan (LTP) adopted by the Council for that year.

4.2 A standing committee may, in regard to a matter within its jurisdiction vary any estimate by a sum not exceeding \$100,000 where the variation will allow the department concerned to better achieve the purpose or purposes for which the estimate was adopted. That variation must be funded from savings within that committee's budgets which are to be confirmed by the relevant Department Manager and the General Manager Finance and Business Support.

4.3 A Standing Committee may, in regard to a matter within its jurisdiction, authorise proposed over-expenditure of up to 20% in any Unit budget provided that the source of funding for the proposed over-expenditure is identified.