

Report 14.394
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File E/12/01/04

Committee Council
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Delegation to Chief Executive

1. Purpose

To delegate the powers, functions and duties necessary for the newly appointed Chief Executive to perform their role.

2. Background

David Benham's delegation as Chief Executive will lapse on the commencement of the new Chief Executive. The Council now needs to formally delegate to the newly appointed Chief Executive the powers, functions and duties they require to carry out their responsibilities as Chief Executive from 22 September 2014.

3. Comment

It is suggested that the Council delegate the powers outlined in **Attachment 1** to the Chief Executive. These are the same powers that were delegated to David Benham.

The delegation is based on the annual plan. This makes it flexible enough to enable the Chief Executive to carry out their broad responsibilities of implementing Council policy and carrying out the day-to-day operations to achieve the outcomes set by the Council. They can do this in an efficient and effective manner, without having to obtain approval from Council for something that has already been authorised in the annual plan.

At the same time the delegation holds the Chief Executive accountable for executing only those work programmes and budgets that are set out in the current annual plan, except in an emergency. There are also a number of conditions in the delegation that hold the Chief Executive to account. They must seek the input of a committee or the Council where a decision is politically sensitive and major decisions made under delegated authority must be reported in writing to the Council or relevant committee.

The delegation also provides for the Chief Executive to sub-delegate relevant powers to staff members. There is, however, a limit to their ability to sub-delegate. Except in specific circumstances the Chief Executive cannot sub-delegate to any general manager or other officer or person the power to approve expenditure over \$200,000 in respect of any single item.

4. Communication

A copy of the delegation will be provided to the Chief Executive and recorded in Greater Wellington Regional Council's delegations register.

5. The decision-making process and significance

The matter requiring decision in this report has been considered by officers against the requirements of Part 6 of the Local Government Act 2002.

5.1 Significance of the decision

Officers have considered the significance of the matter, taking into account the Council's significance policy and decision-making guidelines. Due to the procedural nature of this decision officers recommend that the matter be considered to have low significance.

Officers do not consider that a formal record outlining consideration of the decision-making process is required in this instance.

6. Recommendations

That the Council:

1. *Receives the report.*
2. *Notes the content of the report.*
3. *Delegates the powers in Attachment 1 to this report to the Chief Executive of Greater Wellington Regional Council, to take effect from 22 September 2014.*

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