

Policy

Elected Members and Officers representing Council or the City as Delegates



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Adopted:	23/03/1992 #394
Last reviewed:	27/09/2006 #519 28/04/2010 #105 11/07/2012 #163 08/04/2015 #427 24/04/2018 #150
Next review date due:	24/04/2020
Legal Authority:	Local Government Act Section 2.7 – The Role of Council
Directorate:	City Strategy
Department:	City Strategy
Related documents:	Acts/Regulations Local Government Act 1995 Plans/Strategies Strategic Community Plan Policies Nil Work Instructions Nil Other documents Nil

Note: Changes to References may be made without the need to take the Policy to Council for review.

Policy:

1. Title

Elected Members and Officers representing Council or the City as Delegates.

2. Purpose

To outline the role of Elected Members and Officers representing Council or the City as delegates on external committees with agencies and organisations

3. Scope

Elected Members and Officers representing Council or the City as delegates are not empowered to commit Council or the City to any course of action unless provided with specific authority of Council or until such time as Council has approved of such action through Council's normal process.

4. Policy Statement

- 4.1 Officers appointed to external committees or representing the City at any meeting other than Council meetings are to maintain close liaisons with Council.

- 4.2 When a delegate requires a decision from Council in respect to their external appointment, a request should be provided to the Chief Executive Officer to enable the preparation of a written report. The views of the delegate may, if deemed appropriate by the Chief Executive Officer, be expressed in the report, however the Officers should only reflect his or her professional opinion on the subject.

- 4.3 Wherever practicable, delegate's reports should be submitted in writing to Council and circulated to Elected Members.

5. Financial/Budget Implications

There are no specific financial or budget implications associated with this Policy.

6. Asset Management Implications

There are no specific asset management implications associated with this Policy.

7. Environmental Implications

There are no specific environmental implications associated with this Policy.

8. Strategic/Social Implications

Strategic Community Plan 2017 – 2027 - Objective 1.5 Actively work with the community to build local capacity.

9. Occupational Safety and Health (OSH) Implications

There are no specific OSH implications associated with this Policy.

10. Risk Assessment

A risk assessment conducted as part of the Policy review has indicated that the risk to the City by not outlining the role of Elected Members and Officers representing Council or the City as delegates on external committees with agencies and would result in a risk rating of moderate.

It is assessed that the risk rating following the implementation of this Policy would result in a risk rating of low.