

# SOUTH WAIRARAPA DISTRICT COUNCIL

28 JUNE 2017

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## AGENDA ITEM C8

### AMENDMENT TO FINANCIAL DELEGATIONS POLICY O200

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#### **Purpose of Report**

To seek Councils approval of the proposed minor change to Policy O200 Financial Delegations.

#### **Recommendations**

Officers recommend that the Council:

1. *Receive the Amendment to Financial Delegations Policy O200 Report.*
2. *Approve the change to Appendix 2 of Policy O200 Financial Delegations to include the Project/Programme Manager.*

## **1. Executive Summary**

Council approved the new Policy O200 Financial delegations at the 17 May 2017 meeting. Subsequent to that meeting a minor change has been identified which needs approval.

## **2. Background**

Council approved the new Policy O200 Financial delegations at the 17 May 2017 meeting.

Subsequent to that meeting it has been noted that the Project/Programme Manager has previously had authority to sign off on expenditure for the following cost centres:

- 770 Water Supply
- 876 Solid Waste Management
- 977 Wastewater
- 980 Stormwater

This was an oversight in the drafting of the new policy and we now seek to correct this.

Attached is an amended Appendix 2 to the Financial Delegations Policy which shows the amendments to the Cost centre listing and Key to roles table.

### **3. Appendices**

Appendix 1 – Amended Appendix 2 to the Financial Delegations Policy

Contact Officer: Jennie Mitchell, Group Manager Corporate Support

Reviewed By: Paul Crimp, Chief Executive Officer

# **Appendix 1 – Amendment to the Financial Delegations Policy**

## Appendix 2

### South Wairarapa District Council - Schedule of Delegations by Cost centre

The following schedule indicates which Managers have the ability to authorise expenditure on which cost centres (please see Key on following page for explanation of Roles). The CEO can authorise expenditure for any Cost centre.

Cost centre	Cost centre Name	Roles that can sign for this Cost centre*
001	General	GMCS, FTL
002	Corporate Services	GMCS, FTL
003	Professional Services	GMIS, FTL
105	Elected Members	GMCS, FTL
106	Community Board Featherston	CBF, GMCS,FTL
107	Community Board Greytown	CBG,GMCS,FTL
108	Community Board Martinborough	CBM,GMCS,FTL
211	Public Protection & Health	GMPE, ESTL
212	Building & Construction	GMPE, BTL
213	Animal Control	GMPE, ESTL
215	Emergency Management	GMIS
217	Rural Fire	GMIS
319	Resource Management	GMPE, ESTL,SP
425	Economic, Cultural & Community Development	GMCS,FTL Grants per Annual plan
426	Community Wellbeing	AM, GMIS
530	Parks & Reserves	AM, GMIS
532	Campgrounds	AM, GMIS
536	Swimming Pools	AM, GMIS
540	Library Featherston	LF, AM, GMIS
541	Library Greytown	LG, AM, GMIS
542	Library Martinborough	LM, AM, GMIS
546	Community Buildings	AM, GMIS
547	Greytown Town Centre	AM, GMIS
552	Cemeteries	AM, GMIS
554	Housing	AM, GMIS
557	Rental Properties	AM, GMIS
558	Pain Farm	AM, GMIS
559	Toilets	AM, GMIS
660	Land Transport	GMIS , RM
665	Unsubsidised Land Transport	GMIS , RM
770	Water Supply	GMIS , AOM, <a href="#">PM</a>
876	Solid Waste Management	GMIS , AOM, <a href="#">PM</a>
977	Wastewater	GMIS , AOM, <a href="#">PM</a>
980	Stormwater	GMIS , AOM, <a href="#">PM</a>

* Key to Roles	
AM	Amenities Manager
AOM	Asset & Operations Manager
BTL	Building Team Leader
CBF	Featherston Community Board
CBG	Greytown Community Board
CBM	Martinborough Community Board
CEO	Chief Executive Officer
ESTL	Environmental Services Team Leader
FTL	Finance Team Leader
GMCS	Group Manager Corporate Support
GMIS	Group Manager Infrastructure & Services
GMPE	Group Manager Planning & Environment
LF	Librarian - Featherston
LG	Librarian - Greytown
LM	Librarian - Martinborough
<a href="#">PM</a>	<a href="#">Project/Programme Manager</a>
RM	Roading Manager
SP	Senior Planner