

Financial Delegations - tier limitations

Schedule 1

Provided that the expenditure is included in the Council's current approved Long-term Plan and budgeted for the year it is to be spent, or in an approved forecast or otherwise authorised by Council, the delegations set out in the following table apply.

Expenditure Range Within Budget	Procurement Requirements	CE delegation to:
Less than \$50,000	For purchases up to \$50,000, oral quotations are permitted.	Budget Holder* or Budget Holder's General Manager or Delegated Project Manager
\$50,000 - \$100,000	Three quotations are required, unless an exemption has been authorised by the General Manager.	General Manager
\$100,000 - \$300,000	Potential infrastructure contracts with a value of over \$100,000 are to be competitively tendered, unless an exemption has been authorised by the Chief Executive.	General Manager Infrastructure Services
\$100,001 - \$499,000	Potential contracts with a value of over \$100,000, are to be competitively tendered, unless an exemption has been authorised by the Chief Executive.	N/A, with exception of delegation to General Manager Infrastructure Services as described above
Over \$500,000	A Business Case shall be submitted to Council as part of the approval process for any high value procurement over \$500,000 unless Council has approved otherwise.	N/A

Note 1: Expenditure under these delegations is to be reported to the next available Council meeting.

*Budget Managers are those individuals who have responsibility to manage a budget as part of their role or position. These individuals are listed here:

- ♦ Chief Executive
- ♦ General Manager Risk, IT and Finance
- ♦ General Manager Regulatory, Planning and Policy
- ♦ General Manager People and Capability
- ♦ General Manager Community and Customer Services
- ♦ General Manager Infrastructure
- ♦ General Manager Governance, Strategy and Democracy
- ♦ Financial Services Manager
- ♦ Financial and Corporate Planning Manager
- ♦ Roading Manager
- ♦ Water Services Manager
- ♦ Revenue Manager
- ♦ Library Manager
- ♦ Information Services Manager
- ♦ Customer Services Manager
- ♦ Property and Commercial Advisor
- ♦ Governance Services Manager
- ♦ Communications Manager
- ♦ Parks and Community Manager
- ♦ Building Control Manager
- ♦ Regulatory Manager
- ♦ Resource Consents Manager
- ♦ Policy Manager
- ♦ Administration Manager (Authorises spending for Cafeteria supplies, Postage courier, Stationery, Town Hall, Council Office maintenance, electricity, and cleaning both Dargaville and Mangawhai)
- ♦ NTA Manager

- ♦ Regulatory Officer Consents and/or Post Approval Officer (Authorises QV Services)
- ♦ Land Drainage Co-ordinator (Authorises spending for Storm Water activities as well as Drainage)
- ♦ Monitoring and Compliance Officer (Authorises miscellaneous for Monitoring Team)
- ♦ Infrastructure Technical Officer (Authorises Solid Waste)
- ♦ Property and Commercial Officer (Authorises all Social Housing costs, Civil Defence, and Rural Fire)
- ♦ Records Manager (As part of this role purchases for Health and Safety goods are made)
- ♦ Regulatory Contracts Officer (Authorises Liquor / Health Licenses and Dog costs)

- Update to:
- ♦ Chief Executive
 - ♦ General Manager Sustainable Growth and Investment
 - ♦ General Manager Engagement and Transformation
 - ♦ General Manager People and Capability
 - ♦ General Manager Customer Experience
 - ♦ General Manager Infrastructure Services
 - ♦ Water & Waste Manager
 - ♦ Parks and Recreation Manager
 - ♦ Property and Commercial Advisor
 - ♦ Capital Works & Procurement Manager, NTA
 - ♦ Iwi Relations Manager
 - ♦ Communications and Engagement Manager
 - ♦ Community Relationships Manager
 - ♦ PGF Projects Manager
 - ♦ Policy Manager
 - ♦ PMO Manager
 - ♦ Strategy and Governance Manager
 - ♦ Administration Manager (Authorises spending for Cafeteria supplies, Postage courier, Stationery, Town Hall, Council Office maintenance, electricity, and cleaning both Dargaville and Mangawhai)
 - ♦ Planning Manager
 - ♦ Major Projects Lead
 - ♦ Building Control Manager
 - ♦ Quality Assurance Manager
 - ♦ Financial Services Manager
 - ♦ Revenue Manager
 - ♦ Financial and Corporate Planning Manager
 - ♦ Customer Services Manager
 - ♦ Library Manager
 - ♦ IT Manager (Authorises spending for IT software, hardware and telecommunications including consultancy)
 - ♦ Regulatory Manager