

Proposed changes are underlined

## Schedule of alterations to Delegations Manual

### Specified Sum

141. On 1 July 2013 and on 1 July in every succeeding year, the Chief Executive will adjust the Specified Sum by increasing it or decreasing it in proportion to movements in the officially published Consumers Price Index (CPI) in the manner set out in the following formula:

#### SPECIFIED SUM

(1 July, year of review) = \$1,500,000 x CPI March, year of review / CPI 31 March 2012

and the figure so derived shall be rounded to the nearest \$50,000 and reported to Council and at the time of such report clause 142 shall be amended as required.

142. The current Specified Sum is \$1,600,000.

### Specified sum during Palmerston North or New Zealand Covid-19 alert "Level 3" or higher

- 142A. Notwithstanding Clause 102, during the period that the Palmerston North or New Zealand Alert Level for Covid-19 (Coronavirus) is at "Level 3" or higher as determined by the New Zealand Government, the Specified Sum is \$3,200,000.

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### **Coronavirus Emergency Expenditure**

- 211A This delegation has effect during the period that the Palmerston North or New Zealand Alert Level for Covid-19 (Coronavirus) is at "Level 3" or higher, as determined by the New Zealand Government.

Notwithstanding anything else in these financial delegations, the Chief Executive or, in his or her absence or unavailability, the Deputy Chief Executive, and in the absence or unavailability of both those office-holders any General Manager, and in the absence of all the preceding officers the Infrastructure Manager, may take steps to enter into, approve, execute, complete or otherwise authorise any Transaction requiring Expenditure up to \$3,200,000, regardless of whether any provision has been made for the Expenditure in an Operating Budget or Capital Programme Budget.

The exercise of this delegation is conditional upon the following:

- (a) The Transaction must be reasonably necessary for the Council to enter into, approve, execute, complete or otherwise authorise on an urgent basis, in

circumstances where it is impractical to convene a meeting of the Business Continuity Committee.

- (b) The Transaction must be for the purpose of:
    - (i) The continuation of critical functions and services of the Council during Coronavirus Alert Level 3 or higher; or
    - (ii) The Council's response to the effects of the Coronavirus on the Palmerston North Community.
  - (c) Prior to exercise of the delegation, the delegate must first consult with the Chair of the Business Continuity Committee in the first instance, and if the Chair is not available the Deputy Chair, and if the Deputy Chair is not available, the Chair of the Finance and Audit Committee providing all reasonable information in relation to the proposed exercise of the delegation as may be required by the Member consulted.
  - (d) After the exercise of the delegation, the delegate must report to the Business Continuity Committee. Without limitation, the report must include the background to the Transaction, and the reasons for urgency, and the purpose of the Transaction, to the satisfaction of the Business Continuity Committee.
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